

Uniform Mix-Up

TIME MANAGEMENT · RANK THE FOUR

Leah pulls open the front washer and finds her work polo and apron twisted wet inside the drum. The laundromat's coin tray is empty, and a nearby dryer has its lint screen resting on top. The shift lead told Leah she would start in the stockroom, where the apron usually stays in a locker. The manager told the cashier that Leah would cover the register, which requires the full uniform clean and dry. Both directions could be right for different parts of the shift, but they cannot guide the same first move. Leah also has a plain clean shirt in her bag, and the dryer row is beginning to fill with baskets.

Rank the actions from first to last by what Leah should do soonest.

- [ ] Call the shift lead to confirm whether Leah is starting in the stockroom or at the counter.
- [ ] Move the uniform to a working dryer as soon as the washer unlocks, then start the cycle.
- [ ] Send the manager one clear update with the confirmed assignment and the uniform's drying status.
- [ ] Pack clean backup clothes that match the dress code as closely as possible.

Recommended order:

1. Move the uniform to a working dryer as soon as the washer unlocks, then start the cycle.
2. Call the shift lead to confirm whether Leah is starting in the stockroom or at the counter.
3. Send the manager one clear update with the confirmed assignment and the uniform's drying status.
4. Pack clean backup clothes that match the dress code as closely as possible.

Think about it: What would change if Leah confirmed the assignment only after arriving at work?

TEACHER NOTE

The recommended order is 2, 1, 3, 4. Drying the uniform first starts the slowest practical step, then Leah can confirm the assignment before sending the manager a useful update. Packing backup clothes last is reasonable because they may help, but they do not solve the mixed instructions.

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