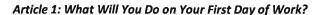
# SHOGHLANA'S 4<sup>TH</sup> ISSUE: A SUMMARY



Listed here is helpful guidance on how to make the best possible impression right from the start. Readers are advised to make sure that they arrive on time and to be attentive, engaged, and proactive.

# Article 2: The 5 Biggest Mistakes a Newbie Makes

This article identifies the common mistakes that an employee tends to make when new on the job such as chatting too much and discussing one's personal life at work and explains the possible consequences.

#### Comic 1

A scruffy worker asks his neat counterpart how it can be that he has not been promoted too even though they started in their jobs at the same time. The neat worker points out to his colleague what he has been doing wrong such as pacing back and forth and not doing anything.

# Article 3: How to Teach Yourself New Skills and Get Promoted?

9 practical steps to learn while on the job, improve, and prove to your supervisor and manager that you are a distinguished employee and a candidate for promotion.

### Article 4: Characteristics of an Exemplary Employee

A comprehensive list of everything one should be/aspire to be in order to be considered a model employee. The list includes professionalism, commitment, diligence, loyalty to the workplace, and continuous self-development.

# Article 5: What are Work Ethics?

The standard work ethics, regardless of what one's job is, such as being on time and not lying are listed here.

# Article 6: Do you Abide by the Workplace Ethics?

A self-assessment test whereby readers can find out the extent to which they abide by workplace ethics by evaluating, for example, how efficient they are.

# Article 7: Towards a Green Economy

An introduction to "Green Jobs" - the issue's special featurehighlighting why the concept of a "Green Economy" is becoming more prevalent around the world and what new opportunities this economy brings to Egypt.



# Article 8: Success Story of a Green Technician

A constant feature of Shoghlana is a personal success story to inspire its readers. With a vocational degree in his hands, Ahmed Hamdy found himself working on a solar power project. His enthusiasm for this new field and willingness to learn has earned him experience, valuable skills, and turned him into a supervisor and a demanded candidate.

# Article 9: Get to Know Green Jobs

All about Green Jobs in simple, concise lists detailing the skills that a blue collar worker would need, the advantages of this future economy and its jobs.

## Article 10: Standard Electrician vs. Green Electrician

A comparison highlighting, among other things, the level of experience, level of competition, and prospects for promotion.

# Article 11: Health & Safety at Work

A brief description of the health and safety regulations that should be in place depending on the type of work that is carried out.

#### Article 12: "Port Fuad: a Clean & Healthy City" Program

A description of an initiative jointly launched by the Community Service and Environment Development department at Port Said University and the ILO's "Decent Jobs for Egyptian Youth", which aims to make Port Fuad clean and healthy by implementing source separation of waste.

# Article 13: Tips to Save Electricity at Home

11 easy steps to avoid overconsumption and cut down one's electricity bill.

# Article 14: Plant your House and Earn a Stable Income

A rooftop garden is not only a potential source of income but it also improves aesthetic and could double-up as a natural air freshener. You can even learn –for free- how to create your own rooftop garden.

# **Comic Competition Winners**

A Comic Competition was launched in November 2013 to encourage youth to express themselves on the topic of Blue Collar jobs. Published in this issue are the 5 winning entries.