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PRACTICE SIMULATION #1
RESPONSE BOOK



RESPONSE 1

You decided to call Human Resources and check on the details of the overtime policy. Due to staffing cuts, the two Human Resource Administrators are giving training sessions out of town this week and won't be available until next week.

Your goal in calling Human Resources was to motivate Ed to work overtime because it was required? The unavailability of the information from the Human Resource Administrators is forcing you to look at the issue again, hopefully with some clarity and purpose in mind.

*Circumstances do not permit you to execute this action.
Please return to the question you were working on and
make another selection.*

RESPONSE 2

You have chosen to discuss the issue with the Deputy Commissioner. Her secretary, Ted, informs you she is at a week long conference in Hawaii. Obviously, you need to make a decision before she returns as it's Wednesday and the statistics are due to the Commissioner by Friday.

In your attempt to explain problems that the Deputy Commissioner really doesn't want to hear about, you find out she is not available anyway. Again, the responsibility and decision making comes back to you where it should have stayed to begin with.

*Circumstances do not permit you to execute this action.
Please return to the question you were working on and
make another selection.*

RESPONSE 3

It's only a little after 2 o'clock, but in calling the Deputy Commissioner, Ted (her secretary) tells you she has left for the day and is not due back in the office until next Tuesday afternoon.

Your call to the Deputy Commissioner was unsuccessful since she is out of the office until after your deadline has passed. Unknown schedules can push decisions back to where they should have been made in the first place.

*Circumstances do not permit you to execute this action.
Please return to the question you were working on and
make another selection.*

RESPONSE 4

You decided to call Human Resources and check on the details of the overtime policy. Due to staffing cuts, the two Human Resource Administrators are giving training sessions out of town this week and won't be available until next week.

Your goal in calling Human Resources was to motivate Ed to work overtime because it was required? The unavailability of the information from the Human Resource Administrators is forcing you to look at the issue again, hopefully with some clarity and purpose in mind.

*Circumstances do not permit you to execute this action.
Please return to the question you were working on and
make another selection.*

RESPONSE 5

You decided to call the Deputy Commissioner and tell her your concerns about not meeting the deadline. She laughs saying you must be joking as the funding for these programs are riding on the Commissioner's presentation of these supporting statistics. The project must be ready by next Friday.

You attempted to lay a foundation for the excuses of why the project was not completed on time. Instead of calling the Deputy Commissioner, you should have been making the necessary decisions to complete the assignment. It is essential to start planning how to manage this project within the known constraints. It is time to decide what to do and where to start.

You should:

***Please return to the question you were working on and
make another selection.***

RESPONSE 6

You decided to call the Deputy Commissioner and tell her your concerns about not meeting the deadline. She laughs saying you must be joking as the funding for these programs are riding on the Commissioner's presentation to the Legislature of these supporting statistics. The project must be ready by next Friday.

You attempted to lay a foundation for the excuse of why the project was not completed on time. Instead of calling the Deputy Commissioner, you should have been making the necessary decisions to complete the assignment. It is essential to start planning how to manage this project within the known constraints. It is time to decide what to do and where to start.

You should:

*Please return to the question you were working on and
make another selection.*

RESPONSE 7

You have chosen to discuss the issue with the Deputy Commissioner. Her secretary, Ted, informs you she is at a week long conference in Hawaii. Obviously, you need to make a decision before she returns as its Wednesday and the statistics are due to the Commissioner by Friday.

In your attempt to explain problems that the Deputy Commissioner really doesn't want to hear about, you find out she is not available anyway. Again, the responsibility and decision making comes back to you, where it should have stayed to begin with.

*Circumstances do not permit you to execute this action.
Please return to the question you were working on and
make another selection.*

RESPONSE 8

It's only a little after 2 o'clock, but in calling the Deputy Commissioner, Ted (her secretary) tells you she has left for the day and is not due back in the office until next Tuesday afternoon.

Your call to the Deputy Commissioner was unsuccessful since she is out of the office until after your deadline has passed. Unknown schedules can push decisions back to where they should have been made in the first place.

*Circumstances do not permit you to execute this action.
Please return to the question you were working on and
make another selection.*

