

Unit A Worksheet 2.1**Safety Quiz**

Name: _____

Date: _____

Instructions

1. Read each scenario carefully.
2. Answer the questions by selecting the correct option or writing your response.
3. Think about the importance of safety and following steps in the correct order.

Part A: Understanding SOP (1 mark each)

Scenario 1: You are about to enter the workshop for the first time. The instructor explains that you must follow an SOP before using any tools or equipment.

Question 1: What is the first thing you should do before starting any task in the workshop?

- A. Turn on the machine.
- B. Inspect the area and equipment for hazards.
- C. Start work immediately.
- D. Ask a friend for help.

Scenario 2: You are asked to clean up your workspace after a task. The SOP says to wear gloves, use a brush to remove debris, and check the area for spills.

Question 2: Why cleaning your workspace is an important step in the SOP?

- A. It makes the workshop look tidy.
- B. It prevents accidents and keeps the area safe for others.
- C. It helps you finish your task faster.
- D. It is only necessary if the instructor asks.

Part B: Recognising SOP Steps (5 marks)

Below are some general steps for using tools safely in a workshop. They are not in the correct order.

Steps:

1. Clean the tool and your workspace after finishing.
2. Use the tool carefully and as instructed.
3. Follow the instructor's demonstration or instructions.
4. Wear the correct PPE (e.g. safety glasses, gloves).
5. Inspect the tool or equipment for damage.

Question 3: Write the correct order of the steps:

Answer: _____

Part C: Multiple-Choice Questions (1 mark each)

Question 4: What is the purpose of wearing PPE (Personal Protective Equipment) in the workshop?

- A. To look professional.
- B. To protect yourself from potential hazards.
- C. To avoid getting dirty.
- D. To follow the rules, even if it is not necessary.

Question 5: If you notice a tool is damaged or not working properly, what should you do?

- A. Try to fix it yourself.
- B. Continue using it carefully.
- C. Stop using it and inform the instructor immediately.
- D. Ignore it and use another tool.

Part D: Safety Scenarios (1 mark each)

Scenario 3: You see a classmate using a tool without wearing safety glasses.

Question 6: What should you do?

- A. Ignore them because it is their choice.
- B. Remind them to wear safety glasses and inform the instructor if needed.
- C. Take the tool away from them.
- D. Leave the workshop.

Scenario 4: You are about to use a tool for the first time, but you are unsure how it works.

Question 7: What should you do?

- A. Try to figure it out on your own.
- B. Ask the instructor for a demonstration or guidance.
- C. Watch a classmate and copy what they do.
- D. Skip the task and wait for the next one.

Part E: Reflection (4 marks)

Question 8: Why is it important to follow SOPs in the workshop? Write your answer in 1-2 full sentences.

Answer: _____

Total Marks: _____ /15