



## **Activity: “PRESENTATION”**

### **INSTRUCTIONS FOR PARTICIPANTS**

Prepare and then make a presentation of no more than 3 minutes:

Present yourself so that everybody will remember you, in which you are unique and an interesting person

The aim is to gain the attention of the audience, to arouse their interest and ideally to remember you for your uniqueness.

There are no special resources available to support the presentation, you have to make do with what you currently have available.



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## **Activity: "Holiday"**

### **INSTRUCTIONS**

Listen to the text.

Here are some statements about the story you heard. Decide which ones are true. In the table below, write Y, N or ? for each one.

Y = yes, the statement is true: The statement matches the content of the story.

N = no, not true: The statement does not match the content of the story.

? = Cannot decide: the information was not available in the story.

Assertion:

1. Peter asked his colleague about his holiday plans.
2. Martin plans to take an extended vacation with his wife this year.
3. His wife works as a teamleader in a supermarket.
4. His wife certainly won't get a holiday this summer.
5. They are interested in South America.
6. Martin wrote a request for one week's unpaid leave.
7. His supervisor rejected his request for unpaid leave.
8. Martin intends to appeal to higher superiors.
9. Martin hasn't been with the company very long.
10. Shortly after the conversation with Peter, Martin's supervisor Mr. Beck called Martin in to see him about the matter.

1	2	3	4	5	6	7	8	9	10



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## Activity: "Dealership"

### INSTRUCTIONS

Read the following story and rank the characters in the story from the most honest to the most "villainous".

What criterion or criteria did you use to determine the ranking of the characters?

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### The story:

**Alex** is a college student. Due to the financial situation of his parents, he has to earn his own money while studying. There would be nothing wrong with this if he did not do so by selling marijuana on the sly. However, he himself would never put marijuana in his mouth. In order to commute to school without any problems and at the same time to get his "goods", he had to get a car. So he went to the nearest car dealership, where he picked out a nice used Chevy.

The Škoda Octavia 1.9 TDI was sold to him personally by the owner of the car shop, Mr **Ben**. He is an experienced practitioner who has been running a car dealership for many years. All he has to do is look at the car and he knows what condition it is in, what its life expectancy is and what price to set to make it optimal for all parties involved. He briefly drove the second-hand car, which he then sold to Alex, and it seemed to him to be absolutely faultless, so he did not bother to carry out a more thorough inspection, which he should always have done. If he had done so, as an experienced professional he would undoubtedly have found that the car had a fundamentally down-turned odometer, while he had not yet carried out the long-overdue replacement of the timing belt according to the service manual. This neglect of necessary maintenance (and it wasn't the only one) can do a lot of damage to a car, especially at high speeds.

The down-turning of the odometer was initiated by the original owner of the Octavia, Mrs. **Cecilia**. She is a mother of three children, her husband left her in her 40s with her best friend. She was left to raise her children (aged 10, 15 and 21) all alone. In addition, she has taken on a mortgage which she has to pay regularly. Since she had no money, she finally decided to solve her financial crisis by selling her used car. She knew that the car had not been serviced for several years, and she also knew how to ensure that the odometer showed one hundred and fifty thousand kilometres less than the actual mileage. What, specifically, had led her to sell the car?

The mortgage she was paying was initially fully under her control. The bank officer in charge was her primary school classmate, Mr **David**. He knew about her family situation, yet he arranged the loan for her. Out of old acquaintance, he concealed from the bank that the separation from her husband had reduced Mrs Cecilia's creditworthiness. This means he broke the bank's internal rules. In addition, he was willing to cover the sums owed for a certain period of time if she could not pay. He did so. Not once, but for five whole months. During a routine check, however, his "cover" was discovered, and he had to ask Cecilia to pay the money owed immediately, and within three days at the latest, before the due diligence would take place.



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## **Activity: “CORPORATE TRANSFORMATION (case study)”**

### **INSTRUCTIONS FOR PARTICIPANTS:**

#### **Description of a situation:**

As part of the organizational changes approved by the Board of Directors, two departments will be merged in your organization, Advertising (previously 5 employees) and Public Relations (previously 4 employees).

The head of the advertising department has been on long-term sick leave and was granted a full disability retirement just a few days ago. The previous head of Public Relations department terminated his employment, last week joined a multinational company and is now working abroad.

Of the remaining seven employees, one manager must be selected and, unfortunately, two must also be dismissed for redundancy. They cannot be offered employment in other departments. The merger of the two departments is expected to increase productivity and reduce costs. However, there will be no major changes in the concept and the ratio of work carried out in-house and outside the company by external advertising and media agencies or graphic design studios will remain roughly the same.

You all have to agree on one decision.

So whom will you appoint as the new head and whom will you dismiss?

How will you justify your decision to all the staff in the merged department, especially those who will be laid off for redundancy?

How will you justify your decision to the CEO, who wants to be informed?

*(if you lack any information, make a clear decision without it, but at the same time indicate which specific information would make your decision more informed)*

*Note: some of the persons are noted for speaking one or two major international languages. This means languages other than their native tongue. So, if their native tongue would be English, we can imagine they speak either French, German or Spanish.*



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### **Personal data available about individual employees of the department:**

**Karl Pettigrew**, 52 years old, employed by the company for 23 years, divorced, average and stable performance, ensures the execution of events and implementation of projects. He has never had any trouble, is very experienced ("old experienced wolf", someone else would say with humorous exaggeration "old structure") and can be relied upon, has a number of important contacts. However, in the last year he has been sick 3 times and missed 28 working days. He is a high school graduate, serves as deputy head of the public relations department, and is involved in the professional association of P.R. professionals. His gross salary is CZK 52 000 per month (circa 2000 EUR)

**Diana Button, BA**, 31 years old, married with 2 children. She returned to her post after maternity leave, and within less than a year of her re-entry she was neither ill herself nor did she take stay at home to take care of her children. Even though she has graduated from a university, she has been "stuck" in the same job since graduation, performing a function that can be performed by a high school graduate. She manages her tasks with ease, but is certainly capable of more - or so her former supervisor thought. She speaks one major international language but doesn't have a driver's license. She's in charge of marketing executed through advertising agencies and graphic studios, and of liaising with them. She is the "sunshine" of the department, a promoter of well-being, she can get along with everyone, she has "a kind ear" for many people in the company, she can advise people and support them. Her gross salary is 38 000 CZK per month (circa 1500 EUR).

**Mike Malik, MSc.**, 27 years old, single and without commitments. He hasn't been sick once in the last year. He is in his second year with the company, this is his second job, he has developed several projects (mainly advertising scripts) which have been successfully implemented. He has a reputation as a very inventive and creative person who is able to come up with original yet effective projects. However, he is also a rebel and a bit of a bohème. He is a fountain of ideas. His weakness is meeting deadlines. Sometimes he problematizes what everyone has already agreed on. He has a strange sense of humour and is often misunderstood. He can manage things on his own. Because of his inventiveness, others can tolerate his behaviour. He speaks fluently one major international language. His gross salary is 45 000 CZK per month (circa 1800 EUR).

**Robert Neubauer, MA**, 28 years old, married, has a three-year-old daughter, speaks English and German. He is a hard worker, many say he is unscrupulous. He is not popular with his colleagues, especially women. On the other hand, in the three years he has been employed by the company, he has proven his professionalism and has always completed his tasks on time. He seems to be popular with senior management. He is organisationally savvy and also acts as a spokesman. He has made no secret of the fact that if he does not move up the hierarchy, he will leave. He has an offer from a prestigious agency, but "only" for the position



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of an account manager (where you start "from scratch"). He can be harshly critical of others and their work. He respects Karl Pettigrew for his insight, but perhaps there is also a piece of gratitude for his introduction to the field, as Pettigrew was his mentor. His gross salary is CZK 55,000 a month (circa 2200 EUR).

**Ella Smith**, 30 years old, married with a 6-year-old daughter. She is the sister-in-law of JUDr. George Smith, who is an editor in an economic periodical in which the company has a good publicity. She is in charge of the entire departmental agenda, obtaining and preparing documents, such as the texts of promotional brochures, or completing the text with images. She even prepared in full the last one on behalf of the manager, but it did not turn out well - there were a lot of factual errors, the text did not match the images. This can probably be attributed to her inexperience and not to a personality trait, because she has her agenda in perfect order and manages the usual tasks without any problems. Her gross salary is CZK 32 000 (circa 1300 EUR)

**Frank Brown**, 41 years old, high school graduate, works as deputy head of the Advertising Department. For the last six months, however, he has been "out of it", he is getting divorced, his performance is perhaps a quarter of what it should be, and he makes mistakes that increase costs, e.g. he put into print a promotional brochure with a number of factual errors, the entire print run of which had to be shredded. There is no doubt that, were it not for the personal crisis that so mars his performance, he would be a clear candidate for the management of the merged department. He is in his fifth year with the firm, has had experience of successfully running an advertising agency, and knows all the details of the business. He was brought into the firm by Karl Pettigrew. His gross salary is CZK 57,000 per month (circa 2300 EUR).

**Viola Adams, MBA**, 36 years old, single, with an 8-year-old son. She's been with the company for nine years, it's her first job. She is the driving force, the hard worker, she can be counted on for the implementation of things. She works in the Public Relations Department, she's a permanent fixture there. She speaks two major international languages. She is in charge of preparing texts for all promotional materials. She is skilled in organization, she is able to handle individual projects well, for example the preparation of the exposition at the fair. However, she is not a person of ideas who can get other people excited. She is rather conservative, she solves all conflicts and situations very correctly and with a cool head. Her gross salary is CZK 48 000 per month (circa 1900 EUR).



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## **Activity: "SURVIVAL IN THE DESERT (case study)"**

**Adopted from the author: Alonso W. Pond, MA**

### **ACTIVITY DESCRIPTION**

#### **Note:**

This activity is primarily focused on strategic thinking. In the simulation we will also monitor your ability to assert yourself and "sell" your own thoughts and ideas to others.

#### **Introduction:**

The situation described is based on more than 2,000 real cases where men and women survived or perished in the desert depending on their choices. Your own life now depends on how well your team can share their knowledge of a relatively unknown problem. Based on this, you will then be able to make decisions that will help you survive.

#### **Situation:**

It's mid-July, about 10 o'clock in the morning, and you've just crashed in the Sonora Desert in the southwestern United States. Your light twin-engine aircraft has completely burned, including the bodies of the pilot and co-pilot. Only the bare structure remained of the plane. None of you were hurt.

Before the crash, the pilot had no way of communicating your position to anyone. However, a look at the ground just before the machine crashed indicated that you had deviated from your originally planned flight course by approximately 65 miles. Just before the crash, the pilot told you that the nearest known habitation was a mining camp circa 70 miles to the northeast.

The area you're in is fairly flat and looks barren except for a few cacti scattered around. The latest weather report indicated that temperatures in the area will be around 43°C, which means that the temperature just above the ground will reach up to the 55°C.

You are wearing light clothing with short sleeves, shorts, socks, and leather shoes. Each of you has a wallet. Altogether you have about \$2.50 in loose change and \$69 in bills, a pack of cigarettes and a ballpoint pen.

#### **Problem**

1. Before the plane took off, your group managed to save 15 items, which are listed on the following page. Your task is to individually rank the importance of these items, placing the most important item first and the least important item at number 15. You can assume that the number of survivors is equal to the number of your team members and that you decided to stay together. However, at this stage you do not discuss with other team members about your order of importance of individual subjects.



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2. After you have worked out the individual ranking, the whole team will decide on the joint ranking. Decisions in the team should be made so that, as far as possible, everyone agrees with the decision.

### Survival in the desert – the list of items

<i>Items</i>	<i>Individual rating</i>	<i>Team rating</i>
Battery lamp + 4 flashlights		
Pocket knife		
Aerial map of the crash area		
One PVC raincoat - large number		
Magnetic compass		
A set of bandages and gauze		
Loaded pistol - calibre 0.45		
One red and white parachute		
Medicine box with 1000 salt tablets		
About 2 litres of vodka		
About 1 litre of water per person		
Book: Edible Animals of the Desert		
1 pair of sunglasses per person		
1 coat per person		
Cosmetic mirror		

**Individual preparation time:** 10 minutes

**Time for common group solution:** 20 minutes



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## **Activity: “ROLE PLAYING”**

### **Participant**

Your role:

You are a senior manager, supervising a team of 4 lead technicians. You work in a company focused on the manufacture and installation of refrigeration equipment. For the purposes of this model situation, your name is Thomas Newman.

You are meeting:

With your subordinate, Mr. George Smith, who is one of the company's chief technicians. He is a specialist in his own right, in whom you have complete confidence (at least professionally). He has been working for the company for 5 years and prefers to do his work alone, without the assistance of others. He has always managed his tasks better than anyone else, but the situation has changed in the last six months. Reliability of performing tasks has decreased, Mr Smith is not meeting deadlines, forgetting not only tasks but also agreed matters (for example, last week you had a small conflict because he did not come to the agreed meeting).

Description of the situation:

You need to perform an important and high-priority task, to produce a cooling device of unusual technical parameters for one of the company's key customers. You would like to entrust the task to Mr. Smith, because he has had experience with this kind of work in the past. He has proven himself to be a capable professional in previous projects, with a first-class grasp of technical issues, a quick learner and always one of the first to work with new technologies. You know that he could carry out the task at hand best of all the principal engineers available to you. However, you're concerned that Mr Smith's current problems with meeting deadlines will affect the task - your company simply must not fail to deliver the refrigeration equipment to your customer on time. You have had Mr Smith call you, you intend to give him the task, stress its importance and ensure that it is completed properly and on time.



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### **Actor (alternatively 2nd participant)**

Your role:

You are one of the four main technicians working for a company that manufactures and installs refrigeration equipment. You have been with the company for 5 years. For the purposes of this model situation, your name is George Smith.

You are meeting:

Your supervisor Thomas Newman.

Description of the situation:

You are one of the most senior employees in the company. You were there when the company was founded and saw it grow. Your position is key to the company in some ways. The management has repeatedly made it clear that it has confidence in you, which you certainly don't want to disappoint. You know that you are a serious candidate for a relatively important managerial position in the context of the forthcoming change in the company's organisational structure, in which you have a real interest - which is why you are taking on all the possible tasks that come from various quarters. But lately it has been too much for you. You (as each of the chief technicians) lead your own team of 5 line technicians, you are responsible for the timely implementation of projects (currently you are managing 6 of them). Since you are the most senior and the most experienced, you are also "in charge" of one of your colleagues who is new to the position of chief technician, and in the last six months you have also been responsible for training all the new technicians joining the company. As the company is currently growing, this task is currently taking up too much of your time. Every Friday you have to submit a weekly report to your supervisor, which you consider to be quite unnecessary, as it only summarises the facts already recorded in the production support software. In the last six months, you have been catching up with your tasks at the last minute or even postponing them to a later date. Last week you had a conflict with your supervisor because you did not show up for a pre-arranged meeting. But it wasn't anything serious that you couldn't sort out right away. Mr. Newman has now asked you for another meeting without further clarification.



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## **Activity: “IN-BASKET (case study)”**

### **Description of the situation:**

You have been working for a relatively short period of time as a team leader, formally you have the position of Head of one of the departments of the local municipality. Your normal working hours are from 8:00 a.m. to 4:00 p.m. and until 5:15 p.m. on Mondays and Wednesdays. According to the internal guidelines, working hours can be adjusted in exceptional cases, but you must inform your superior one day in advance and still adhere to the weekly working hours. You enjoy your work, it is varied and you have a lot of interaction with people.

Your team consists of **3 specialists in the position of independent clerks (Mary, Dagmar and Petr) and 1 intern (Hank)**. Hank is fully qualified to do the work, but comes to work only on Mondays to Thursdays, usually between 3.00 pm and 5.00 pm. You are responsible for the results and functioning of your team.

### **Two members of your team (including you) must be available to the public every day.**

The last weekend was pleasant, but it went by quickly. As late as Friday evening you were still dealing with the failure of the electronic application system and the draft schedule of activities for the following week. You were mainly dealing with who would be available to the public on which days. The person providing the service to the public is usually fully occupied during the day and the possibility of doing anything else on those days is minimal.

In the end, you agreed on this matter with Mary and Dagmar for Monday and Tuesday, because Petr was already doing this activity all day on Wednesday, Thursday and Friday, and he needed to take Monday and Wednesday off to take care of private business in town, which you approved on Friday.

Your spouse is leaving tomorrow (i.e. Tuesday) for one week at the spa. This means that you - together with your mother-in-law - have to take care of your children (of which the twins go to kindergarten). **On Friday at 5 pm you leave for the weekend to visit your spouse at the spa**, so that you can also relax.

It's Monday, shortly after 8 a.m. You've just been caught by Marushka, who says she needs to see you about a citizen's complaint. She's already tried to resolve the situation herself, but to no avail. Now she doesn't want to delay you (yet she has already managed to deprive you of almost 30 minutes), she has to get to a meeting quickly herself.



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It is 8:30 am and you must now begin to take care of all business and plan your tasks for the week (see attached documents for tasks, information and other current business to be taken care of).

***Explanatory notes to the assignment:***

*Please see the enclosed documents for further information. Each of the places that are important to you during this week is plotted on the attached map. The lines between the locations indicate possible routes, including the time required to move your car, which is available to you.*

*For some tasks, the time you need to complete the matter is indicated. If no time is given, it is up to you to specify it. In your time calculations, please always allow for minutes to move from place to place.*

**Task:**

Make a plan of activities and tasks for the week and write in your recording sheet how would you solve each task. Fill in the columns on the record sheet:

**1. Create a plan of activities and tasks for the whole week, not only for you personally, but for your whole department (i.e. your whole team).**

The goal is to cover all the activities your department needs to do, as well as the activities you need to do personally.

However, it is up to you if you decide to postpone some of the activities (activities) to the next week or for ever (if this is possible).



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2. Draft the above required weekly plan of activities and tasks in the form of a clear output that shows which activities will be carried out when and by whom.

**The specific form and method of processing is up to you.**

The output should be correct (i.e. it should meet the requirements) and at the same time be adequately structured, clear and therefore understandable.

To identify individual activities or tasks, you can use the keywords given as headings for each additional information attached below.

**Do not forget the tasks and activities mentioned directly in the situation description above.**

As part of the output, e.g. on the last page of the output or on the reverse side of the output, note which tasks, activities or other assigned activities you have deliberately decided to postpone or not to do at all.

3. You have **60 minutes** to complete the entire case study.



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### **Known additional information about the coming week:**

<b>Printout</b>	EU requests a list of all submitted grant applications with comments on their approval/rejection, including criteria and reasons. The list must be sent from your system no later than 13.00 on Monday. It takes approximately 2.5 hours to create the summary. This is only an extract from an existing database, not a creation of new material.
<b>IS</b>	The IT Department is exceptionally requesting all team leaders to meet on Tuesday, 9.00 - 10.30 a.m. to learn about the process of implementing the new Information system.
<b>Marketing</b>	The municipality is holding an open day and your team must submit an list of what promotional items you have available, including the types and numbers. The list will take about 40 minutes to complete.
<b>Meeting</b>	For a week now you've been promising a meeting with the director of a local NGO with which your team works. You have agreed to meet at your office on Monday at 2 pm.
<b>Spa</b>	Your spouse is leaving for the spa on Tuesday. You promised to take him/her to the train so he/she doesn't have to carry all the suitcases. He/she is supposed to let you know what time the train leaves.
<b>Database</b>	You must provide database training for your employees within 2 weeks. Management is asking you to comment by Friday on when and how you will provide the training - the training is important for the provision of services to the public, the records of which are due to be transferred to database software in the near future. So far you have no idea about this issue.
<b>Tourney</b>	On Wednesday at 3:30 p.m., your oldest son is playing in a student tennis tournament, and you promised him you wouldn't miss it.
<b>Report</b>	An internal audit took place on Friday. You must submit a report on its results to the management within 7 days of the audit. The report will take you approximately 1.5 hours to complete.



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### Further additional information (received on monday morning)

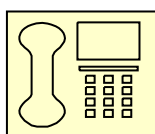
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#### Further additional information: Printout

Consultant Mary came at 10 a.m. to tell you that the database software needed to make the printouts is not working and the list of grants will probably not be sent on time.

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#### Further additional information: Celebration



Your sister calls, "Hi, I hope you haven't forgotten your dad's birthday party next Sunday!?! You're in charge of the music and restaurant selection, we have to pay the deposit by Thursday at the latest! Thanks and see you."

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#### Further additional information: Meeting

This email came from the director of the non-profit organization at 8 a.m. this morning.



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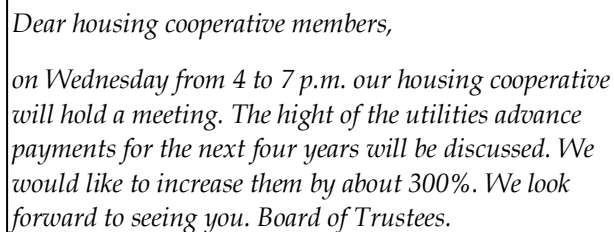
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**Further additional information: Cooperative**

You found this note in your mailbox  
this morning:

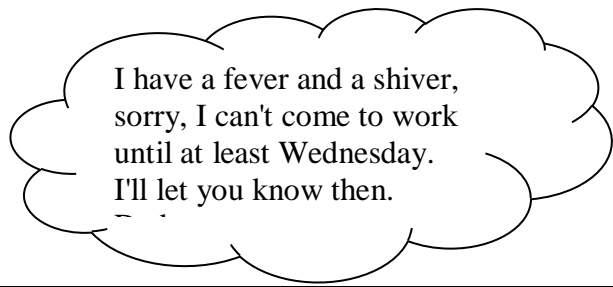


*Dear housing cooperative members,  
on Wednesday from 4 to 7 p.m. our housing cooperative  
will hold a meeting. The hight of the utilities advance  
payments for the next four years will be discussed. We  
would like to increase them by about 300%. We look  
forward to seeing you. Board of Trustees.*

---


**Further additional information: Dagmar**

You just received this SMS:



I have a fever and a shiver,  
sorry, I can't come to work  
until at least Wednesday.  
I'll let you know then.

---

**Further additional information: Spa**

Honey, my train  
leaves tomorrow at  
9:00. Thanks for the  
ride!



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### Further additional information: Mary

Mary just contacted you again.

Don't forget me, I want to discuss with you the disgruntled citizen, Mrs Vrana. The one who complained. She's coming in for a consultation this afternoon.

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### Further additional information: Training

There is an interesting time management seminar on Wednesday morning (8 - 12), just for the best team leaders - you are cordially invited!

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### Further additional information: Twins

You got a text message from the kindergarten teacher:



"Hello, please pick up Celeste and Kleo today as soon as possible - we suspect smallpox. I couldn't reach your wife/husband.  
Sincerely, Zubata, kindergarten teacher



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### Further additional information: Mother-in-law

Your mother in law sent you this message

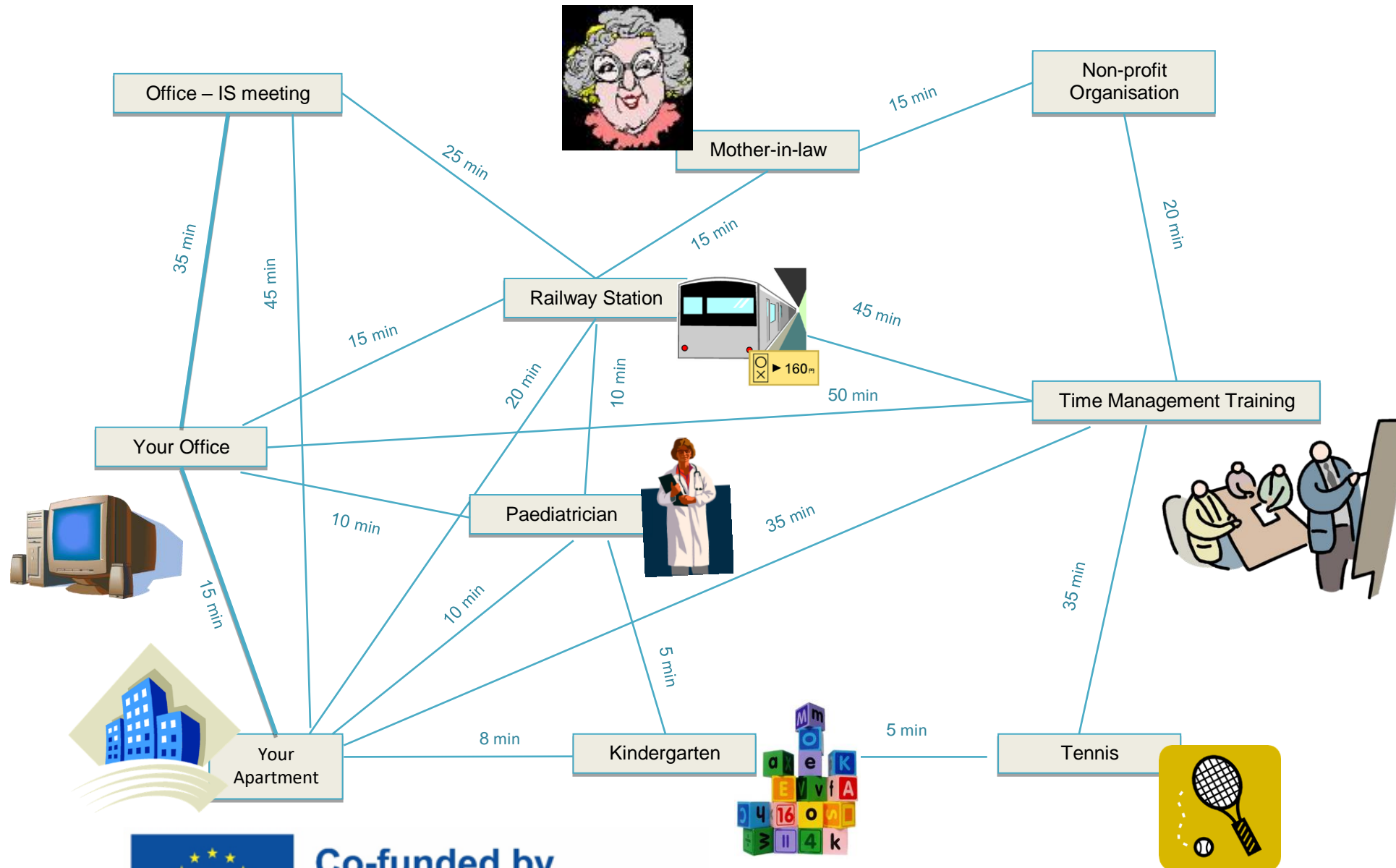
Hi,  
when do you need help with  
babysitting? Please be warned that  
I can't help you tomorrow afternoon  
and Thursday afternoon, I have to  
prepare our Doggie for the show  
on Saturday.



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## Map:



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## Notes

– *place for your notes*



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## **Activity “Drawing”**

### **INSTRUCTIONS FOR PARTICIPANTS:**

Within 8 minutes, draw as many diverse and creative pictures as possible. In each of them, use the shape presented (in any rotated position). You can freely draw additional elements to the basic shape.

If the meaning of some of the images is not clear, add a brief description.

Finally, mark the two pictures you think are the most original ones.



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## **Activity “Use of an item”**

### **INSTRUCTIONS FOR PARTICIPANTS**

Within 8 minutes, write as many possible creative and practical uses of a dress hanger as possible. Quantity and originality are judged.

Then mark the two solutions you think are the most original ones.



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## **Activity: "TRANSCRIPT"**

**Please, write your name here:**

Your task is to write the following text, as neatly as possible, using your own best handwriting style. If you find this task too difficult or unacceptable for whatever reason, you may decide not to complete it.

The overall look and number of transcript errors you make matters, so please, try to work as thoroughly as possible. You have 5 minutes to complete your task.

Dear User,

Handwrytten uses robotic handwriting machines that use an actual pen to write your message.

The results are virtually indistinguishable from actual handwriting.

Try it today!

The Robot



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Step 2: Your task is to copy the following text, **as close to the original handwriting style (i.e. layout, font etc.)** as possible. The overall look and number of transcript errors you make matters, so please, try to work as thoroughly as possible. You have 5 minutes to complete your task.

*Dear User,*

*Handwrytten uses robotic handwriting machines that use an actual pen to write your message. The results are virtually indistinguishable from actual handwriting. Try it today!*

*The Robot*



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Step 3: Your task is to copy the following text, **as close to the original handwriting style (i.e. layout, font etc.)** as possible, but **using your other hand**. The overall look and number of transcript errors you make matters, so please, try to work as thoroughly as possible. You have 5 minutes to complete your task.

*Dear User,*

*Handwrytten uses robotic handwriting machines that use an actual pen to write your message. The results are virtually indistinguishable from actual handwriting.*

*Try it today!*

*The Robot*



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Step 4 (5 min.):

Your task is to make two parallel copies of the previous text, **as close to the original handwriting style (i.e. layout, font etc.)** as possible, but **using both hands at the same time**. The overall look and number of transcript errors you make matters, so please, try to work as thoroughly as possible. You have 5 minutes to complete your task.



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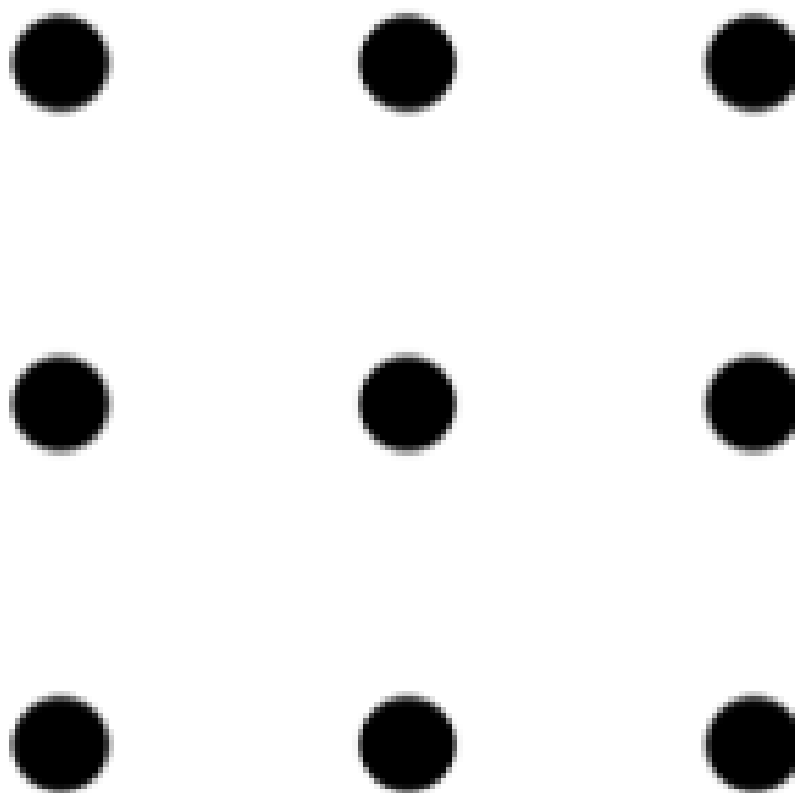
## Activity „9 dots“

Adopted from the author: A. Cyril Pearson

### INSTRUCTIONS FOR PARTICIPANTS

Within a maximum of 20 minutes, solve three tasks one after the other:

1. Connect all these dots with **four lines** in one stroke so that the lines intersect the dots (they must be straight lines with a pencil or pen and it is not possible to draw any of the lines multiple times)

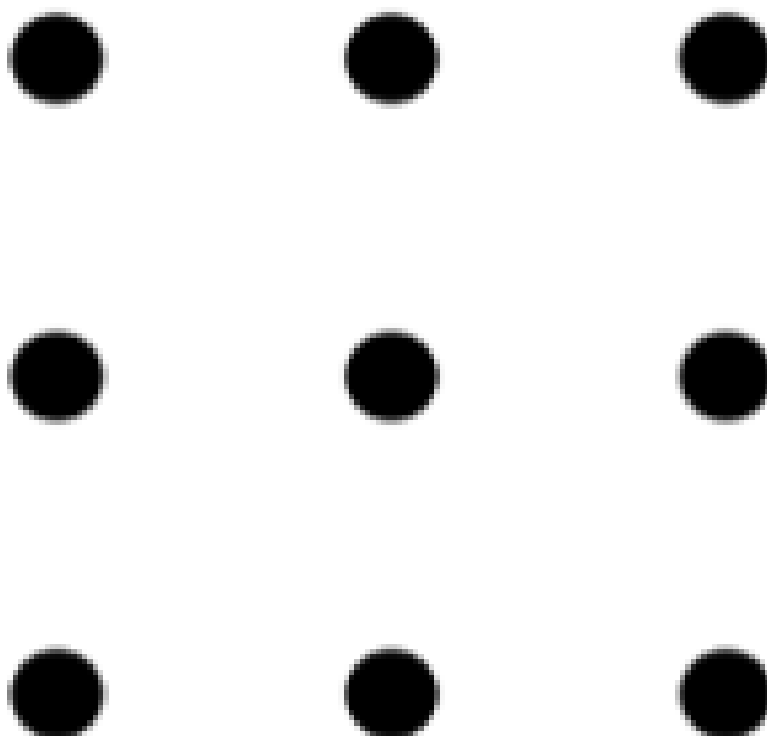


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2. Connect all these dots with **three lines** in one stroke so that the lines intersect the dots (they must be straight lines with a pencil or pen)

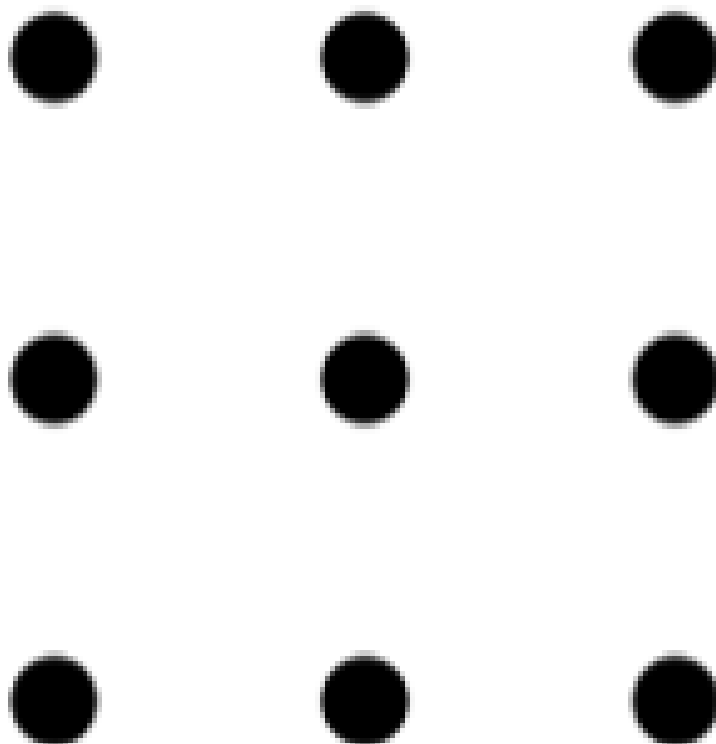


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3. Connect all these dots with **one line** so that the line intersects the dots (again it must be a straight line)



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## **Activity “Camels”**

Read the following riddle and help the brothers fulfil their father's will:

Once upon a time, an Arab wise man rode a camel through the desert. In an oasis, he sees three men arguing excitedly. "May I help you?" the wise man asks. "Sir," one of the men explains, "our father died a few days ago, leaving seventeen camels. His last will was that one half of the camels should go to the eldest son, one third to the middle one, and one ninth to the youngest son. And so we cannot agree."

Assignment: Propose to the brothers the most efficient solution. Assessment criteria: number of different solutions, their effectiveness, sustainability, and correctness in following the father's will.

Then sign two the most original solutions according to you.


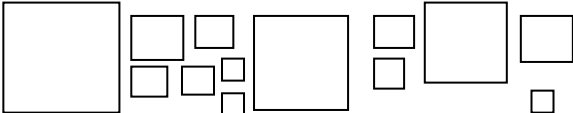
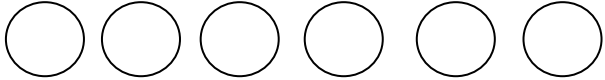
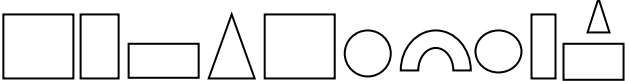

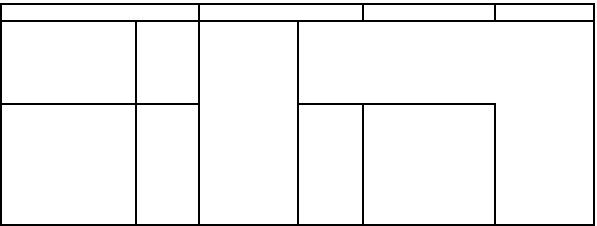
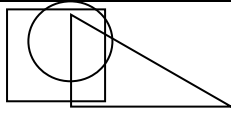
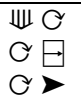

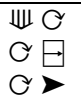

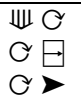


You have about 10 minutes.

Your solutions:




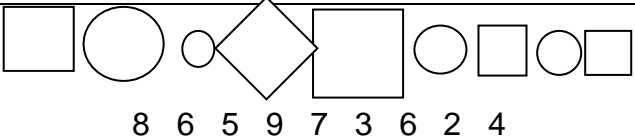
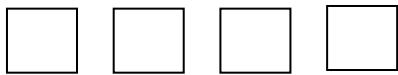
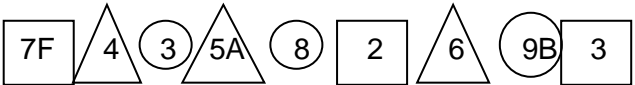
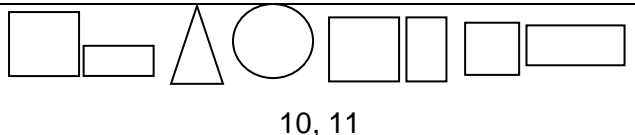
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Name:														
1.	Draw a cross to squares that are bigger than this one: 													
2.	Write second letter of the alphabet to the second circle from the right:													
3.	Cross out all rectangles:													
4.	Write in the right square how many seconds a minute has and in the left square how many hours a day has:													
5.	Write the name of the capital of Austria in the largest box:													
6.	Write an eight in the space that is all in the circle, in the triangle, and in the square:													
7.	Make crosses in the rectangles under the boxes, where two or three of the marks are the same:	<table border="1"> <tr> <td></td> <td>W A O K X</td> <td></td> <td>A A O * 7</td> <td>* ⊕ V M 4</td> <td>OW O * O</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		W A O K X		A A O * 7	* ⊕ V M 4	OW O * O						
	W A O K X		A A O * 7	* ⊕ V M 4	OW O * O									
8.	Cross out the word that has the most letters and circle the word that has the fewest letters:	DRINK - WOMAN - SHE - CAROL - PRAGUE												
9.	Write the correct answer to the question in the first square and the incorrect answer in the third square: How many months does a year have?:													

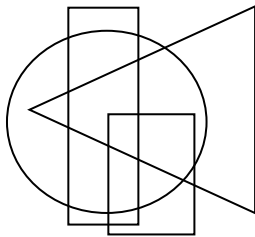


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10.	Cross out the third, fifth and seventh digit in this row:	3 - 5 - 8 - 2 - 1 - 4 - 9 - 2 - 7
11.	Make a horizontal line above the word, that does not denote money:	CROWN - PENNY - DIAMOND - CENT
12.	Cross out any number that is greater than 20 and less than 30:	34-79-56-25-87-68-82-47-27-31-64-93
13.	Cross out all words starting with O,M,U if they have less than five letters:	MY-OBITUARY-URGENT-ARAB-OLGA-ID-USE
14.	Write in the smallest square how many rings are in this row:	
15.	Write the smallest number in the largest of these squares, and the largest number in the smallest circle:	
16.	Circle all even numbers that are smaller than 37 and cross out all numbers greater than 83:	34-79-56-25-87-68-82-47-27-31-65-93
17.	Circle each number divisible by four, that is not greater than 40:	80-18-4-9-41-2-24-16-30-3-17-48
18.	Write the first letter of the day that follows Wednesday in the last square and the last letter of the day before Saturday in the first square:	
19.	Underline the names that refer to a profession:	SMITH-THATCHER-GREEN-NEWMAN-WHITE-RIDER-BROWN-TAYLOR-HARRIS
20.	Cross out all numbers that are smaller than 10 and greater than 5 provided they are not even:	2 - 8 - 12 - 7 - 6 - 4 - 9 - 3
21.	Note the words that have an even number of letters and those that have less than 4. Underline the latter and circle the former:	PERSON BAG LECTOR MUMMY BIT FREEDOM
22.	Cross out every even number that is not in a square and every odd number that is in a square with a letter:	
23.	Write a number in the last square, which, when added to the two given numbers, gives the correct answer to the question "How many months are in 2 years?"	



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24.	Write number 3 in all areas that are bounded by straight lines only:	
25.	Cross out all even multiples of seven greater than 20:	7 - 38 - 49 - 14 - 28 - 54 - 35 - 42
26.	Underline the letter that is located in both the word duck and the word mustard.	m - b - u - i - v - k - d - f - t - n - y
27.	Connect the largest and smallest numbers with a line that runs under the number 3x larger than the smallest number and over the number 3x smaller than the largest number. You can draw around the others as you like.	7    9    4    3    5    6    2
28.	Underline all words referring to masculine persons:	PRIEST - DUKE - WIFE - LORD - LAD
29.	If there is more than one letter in the 3 words listed side by side that occurs in all of them, cross out every third letter of the second word. If not, underline all the vowels in the word that is a verb:	FELONY - BAGPACK- CONDOR
30.	The given names and surnames belong together in the following manner. When they are arranged alphabetically, the first given name pairs with the last surname. The second given name with the second last surname etc. Connect the alphabetically 3rd given name with the corresponding surname.	JOHN - ALEX - VINCENT- MARK- FRANK PARKER-TAYLOR-DIXON-LEWIS-MILLER

**Adopted from the author: Eva Komárková**



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**Activity MATHS****Please write your name:** \_\_\_\_\_

1. Solve the equations. The time required to complete this activity is either 5 minutes or the time required by the fastest one of you - whichever comes first.

10+4=	3+7=	19-6=	5x5=	4x7=	3x8=	1x78=	5+8=	7x3=	9-4=
4x2=	8-6=	34+7=	3-2=	8x4=	9-6=	8+4=	7x7=	4x4=	4x8=
15-8=	1x4=	20x2=	87-7=	8+7=	2x66=	34+6=	3+7=	5-4=	10-6=
23+7=	2+29=	18-5=	6+36=	10+6=	5-1=	30x3=	5-4=	65-5=	56-6=
18-6=	13-7=	3+7=	7x7=	6-2=	9+27=	4-2=	6+6=	4+16=	45+8=
12+7=	3x9=	5+9=	45-3=	5x3=	60-20=	2x9=	7+5=	5+5=	77-10=
15-4=	6+7=	9x6=	9x5=	7-5=	98-5=	31+9=	0+5=	9+16=	57-7=
7+6=	7x7=	5+5=	9+5=	49+6=	6x15=	7-4=	10x7=	6-3=	6+50=
6-3=	47-5=	7-2=	6x6=	70-3=	8x7=	57x2=	44-10=	7x8=	6+9=
9+25=	28+7=	49-7=	5-3=	4x9=	7+6=	8-4=	6x5=	9+55=	9-1=



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2. Solve the equations. You have the same time as in the first round.

$9+25=$	$9-1=$	$7+6=$	$5-3=$	$8-4=$	$9+55=$	$49-7=$	$6 \times 5=$	$28+7=$	$4 \times 9=$
$12+7=$	$77-10=$	$60-20=$	$45-3=$	$2 \times 9=$	$5+5=$	$5+9=$	$7+5=$	$3 \times 9=$	$5 \times 3=$
$7+6=$	$6+50=$	$6 \times 15=$	$9+5=$	$7-4=$	$6-3=$	$5+5=$	$10 \times 7=$	$7 \times 7=$	$49+6=$
$15-8=$	$10-6=$	$2 \times 66=$	$87-7=$	$34+6=$	$5-4=$	$20 \times 2=$	$3+7=$	$1 \times 4=$	$8+7=$
$10+4=$	$9-4=$	$3 \times 8=$	$5 \times 5=$	$1 \times 78=$	$7 \times 3=$	$19-6=$	$5+8=$	$3+7=$	$4 \times 7=$
$4 \times 2=$	$4 \times 8=$	$9-6=$	$3-2=$	$8+4=$	$4 \times 4=$	$34+7=$	$7 \times 7=$	$8-6=$	$8 \times 4=$
$18-6=$	$45+8=$	$9+27=$	$7 \times 7=$	$4-2=$	$4+16=$	$3+7=$	$6+6=$	$13-7=$	$6-2=$
$23+7=$	$56-6=$	$5-1=$	$6+36=$	$30 \times 3=$	$65-5=$	$18-5=$	$5-4=$	$2+29=$	$10+6=$
$15-4=$	$57-7=$	$98-5=$	$9 \times 5=$	$31+9=$	$9+16=$	$9 \times 6=$	$0+5=$	$6+7=$	$7-5=$
$6-3=$	$6+9=$	$8 \times 7=$	$6 \times 6=$	$57 \times 2=$	$7 \times 8=$	$7-2=$	$44-10=$	$47-5=$	$70-3=$



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