



- 2.** An engineer requests a safety summary for new starters rather than specialists. What has the engineer specified about the readers? (8)
- 4.** A manager supplies one approved weekly update to show the structure a new draft should follow. What has the manager provided? (7)
- 6.** A team asks for a customer notice under 120 words with no personal account details. What kind of requirement limits the output? (10)
- 8.** A planner asks AI to list the missing inputs first, then compare the options, then draft a recommendation. What is this ordered approach? (7)

1. During a difficult planning discussion, a manager asks AI to be direct but respectful when challenging weak assumptions. What communication quality is specified? (4)
3. Two delivery dates conflict in a request. The instruction says to ask which date is correct before planning. What should the assistant do? (7)
5. A service lead explains the complaint, the refund policy and what has already happened before requesting a reply. What supporting information is this? (7)
7. A buyer asks for a table with supplier, price and delivery columns. What part of the output has the buyer specified? (6)