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Vocabulary Builder Reference from...

Christine Porath: Why being respectful to your coworkers is good for business | TED Talk

https://www.ted.com/talks/christine_porath_why_being_respectful_to_your_coworkers_is_good_for_business

Advanced Words Only

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Session 1: Word List

incivility

n. a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others

synonym: rudeness, impoliteness, disrespect

(1) **incivility** in politics, (2) online **incivility**

The **incivility** between the two politicians during the debate was disappointing.

disrespect

n. an expression of lack of regard or contempt for someone or something

synonym: impoliteness, rudeness, insult

(1) mean no **disrespect**, (2) **disrespect** for a customer

His **disrespectful** behavior towards his elders earned him a stern warning from his parents.

belittle

v. to speak or write about someone or something in a way that shows a lack of respect

synonym: degrade, demean, disparage

(1) **belittle** his ability, (2) **belittle** through talk

He **belittled** her in front of the office, making her feel small and insignificant.

tease

v. to make fun of someone or make jokes about them, either in a playful way or to upset them; to separate the fibers of something; to ruffle a person's or animal's hair by combing

synonym: bully, annoy, provoke

(1) **tease** the children, (2) **tease** wool

This ad is intended to **tease** a competing product.

uncivil

adj. rude or impolite; lacking in courtesy or consideration for others; violating commonly accepted social norms or expectations

synonym: rude, impolite, discourteous

(1) **uncivil** political climate, (2) **uncivil** remark

Her **uncivil** behavior at the meeting caused much tension among the group.

stuffy

adj. lacking fresh air or ventilation; oppressively warm; lacking in excitement or variety; formal in manner or behavior

synonym: stuffy, suffocating, oppressive

(1) ventilate a **stuffy** office, (2) **stuffy** atmosphere

The **stuffy** classroom made it hard to breathe during the summer heat.

heartbreak

n. a feeling of great sadness or disappointment

synonym: grief, sorrow, bitterness

(1) ease her **heartbreak**, (2) go through **heartbreak**

They had experienced the **heartbreak** of losing two children due to premature births.

coworker

n. a person who works with another in the same company or organization

synonym: colleague, peer, associate

(1) **coworker** relationship, (2) argue with a **coworker**

My ex- **coworker** and I had different working styles but managed to get along.

quitter

n. a person who gives up easily or does not have the determination to finish what they have started

synonym : coward, deserter, surrender

(1) easy **quitter**, (2) serial **quitter**

He was labeled as a **quitter** after he abandoned the project halfway.

alumni

n. (the plural form of "alumnus" or "alumna") former students or graduates of an educational institution or program

synonym : graduates, former students, alum

(1) **alumni** network, (2) **alumni** relations

Many **alumni** of our college have become successful in their chosen fields.

insensitive

adj. not showing or feeling concern for the needs and feelings of others

synonym : unfeeling, unaware, indifferent

(1) an **insensitive** heart, (2) **insensitive** behavior

His **insensitive** comments made her feel hurt and unimportant.

motto

n. a phrase or slogan that expresses a guiding principle or goal

synonym : slogan, catchphrase, phrase

(1) the **motto** for safe traffic, (2) company **motto**

The company's **motto** is "Innovation and Service," which is reflected in its products and customer support.

doe

n. a mature female of mammals of which the male is called a buck, such as a deer or a rabbit

synonym : rabbit, bunny, hare

(1) **doe** rabbit, (2) buck and **doe**

Hunters use a whistle that makes the **doe** sound to lure stags.

emir

n. a title of high rank used in some Islamic countries, typically for a ruler or governor; a member of a ruling family in such a country

synonym : prince, ruler, leader

(1) **emir** palace, (2) **emir** crown

The **emir** of the small country was known for his generosity towards his people.

irresponsible

adj. not showing a proper sense of responsibility; not reliable

synonym : careless, reckless, thoughtless

(1) **irresponsible** actions, (2) **irresponsible** behavior

It was **irresponsible** of him to drive home after drinking so much alcohol.

contagious

adj. able to be passed on to others through contact or proximity, especially by infection or disease

synonym : infectious, transmissible, communicable

(1) **contagious** enthusiasm, (2) **contagious** virus

The disease is highly **contagious** and spreads quickly.

confine

v. to restrict the movement of someone or something

synonym : restrict, limit, contain

(1) **confine** themselves solely, (2) **confine** the scope of use

The animal was **confined** in a small cage.

brainpower

n. intellectual or cognitive ability; mental capacity or intelligence

synonym : intelligence, smarts, intellect

(1) improve **brainpower**, (2) maximize **brainpower**

To succeed in the field of science, you need to have some serious **brainpower** and dedication

sneaky

adj. behaving in a deceptive or underhanded way; characterized by stealth or secretiveness

synonym : sly, crafty, deceitful

(1) **sneaky** tactics, (2) **sneaky** behavior

The **sneaky** thief slipped into the house through an unlocked window.

impolite

adj. lacking good manners or courteousness; rude; showing a lack of respect for social conventions or established customs

synonym : impudent, rude, discourteous

(1) **impolite** behavior, (2) an **impolite** comment

It is **impolite** to talk with your mouth full at the dinner table.

obnoxious

adj. extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm

synonym : offensive, unpleasant, irritating

(1) **obnoxious** habits, (2) **obnoxious** odor

His **obnoxious** behavior at the party made everyone uncomfortable.

medicinal

adj. of or relating to the treatment or cure of disease

synonym : curative, therapeutic, healing

(1) **medicinal** chemistry, (2) traditional **medicinal**

The **medicinal** properties of this herb have been known to help with various ailments.

industrious

adj. hardworking, diligent, and persistent in effort

synonym : diligent, hardworking, assiduous

(1) **industrious** worker, (2) **industrious** student

He was known to be very **industrious** and would often work late into the night.

overwhelm

v. to defeat someone or something by using a great deal of force; to have a strong emotional effect on somebody

synonym : conquer, crush, dominate

(1) he was **overwhelmed** with gratitude, (2) **overwhelm** opponents by numbers

Too much variety may **overwhelm** and confuse viewers.

skeptical

adj. doubting that something is accurate or useful

synonym : doubtful, distrustful, suspicious

(1) a **skeptical** attitude, (2) **skeptical** scientists

His religious and philosophical beliefs were utterly **skeptical**.

abrasive

adj. causing irritation, rubbing, or friction, especially upon the skin; rough to the touch; harsh and unkind in manner

synonym : rough, scratchy, grating

(1) **abrasive** personality, (2) **abrasive** material

Using an **abrasive** cleaner on delicate surfaces can cause permanent damage.

bully

n. a person who uses strength or power to harm or intimidate those who are weaker; (verb) to intimidate, harass, or mistreat someone weaker or less powerful

synonym : tormentor, intimidator, aggressor

(1) **bully** bystander, (2) **bully** the weak

The schoolyard **bully** terrorized the other children and made their lives miserable.

sabotage

n. the deliberate and malicious damage, destruction, or disruption of equipment, machinery, or other property, often by someone with a particular agenda or motive; the subversion of an organization or institution by secret agents or spies

synonym : sabotage, subversion, destruction

(1) act of **sabotage**, (2) **sabotage** mission

The **sabotage** of the factory's equipment caused significant damage.

hallway

n. an interior passage or corridor onto which rooms open

synonym : foyer, corridor, entrance

(1) the head of a **hallway**, (2) wax a **hallway** floor

He dashed down a **hallway** to a bathroom.

candor

n. the quality of being open, honest, and frank; the act of speaking truthfully and directly without evasion or

pretense

synonym: frankness, honesty, openness

(1) **candor** policy, (2) speak with **candor**

Her **candor** in admitting her mistake was refreshing and earned her respect.

opportune

adj. suitable or happening at a time that is suitable or convenient for a particular purpose

synonym: suitable, timely, practical

(1) **opportune** occasion, (2) an **opportune** remark

The phone rang at the most **opportune** time.

creditor

n. a person, company, etc. to whom a debtor owes money

(1) the **creditor's** claims, (2) bankrupt **creditor**

I asked the lawyer to initiate **creditor** negotiations for voluntary liquidation.

civility

n. polite and courteous behavior towards other people; a formalized display of politeness, often in the form of ritualized etiquette

synonym: politeness, courtesy, gentility

(1) **civility** in politics, (2) practice **civility**

A culture of **civility** promotes respectful discourse and constructive conflict resolution.

headquarter

n. the central office or location from which a business or organization is managed

synonym: base, center, command

(1) administrative **headquarter**, (2) an emergency **headquarter**

The company decided to move its **headquarters** to New York City.

barb

n. a sharp projection or point, often on a plant or animal; a cutting remark or criticism that is meant to hurt or insult; a type of fishing lure that has small hooks and a brightly

colored feather or hair

synonym : spine, barbed remark, sting

(1) **barb** wire, (2) aim a **barb**

The politician's words were full of **barbs** designed to hurt his opponent.

cafeteria

n. a restaurant where customers serve themselves from a counter and pay for what they have taken, often found in factories, colleges, hospitals, etc.

synonym : canteen, mess hall, restaurant

(1) **cafeteria** lunch, (2) office **cafeteria**

The university's **cafeteria** was busy with students and staff grabbing a quick lunch.

handwriting

n. the particular way in which a person writes, as distinct from printing or typing

synonym : script, penmanship, calligraphy

(1) **handwriting** identification, (2) **handwriting** sample

The **handwriting** on the note was barely legible.

agile

adj. able to move quickly and easily, often in a way that is graceful and controlled

synonym : nimble, quick, flexible

(1) an **agile** mind, (2) **agile** in his movements

The **agile** development process allowed the team to make changes quickly.

Session 2: Spelling

1. ins_____ve behavior *adj.* not showing or feeling concern for the needs and feelings of others
2. op_____ne occasion *adj.* suitable or happening at a time that is suitable or convenient for a particular purpose
3. han_____ng sample *n.* the particular way in which a person writes, as distinct from printing or typing
4. a sk_____al attitude *adj.* doubting that something is accurate or useful
5. con_____us virus *adj.* able to be passed on to others through contact or proximity, especially by infection or disease
6. im_____te behavior *adj.* lacking good manners or courteousness; rude; showing a lack of respect for social conventions or established customs
7. e__r crown *n.* a title of high rank used in some Islamic countries, typically for a ruler or governor; a member of a ruling family in such a country
8. ca___r policy *n.* the quality of being open, honest, and frank; the act of speaking truthfully and directly without evasion or pretense
9. irr_____ble actions *adj.* not showing a proper sense of responsibility; not reliable
10. act of sa_____ge *n.* the deliberate and malicious damage, destruction, or disruption of equipment, machinery, or other property, often by someone with a particular agenda or motive; the subversion of an organization or institution by secret agents or spies

ANSWERS: 1. insensitive, 2. opportune, 3. handwriting, 4. skeptical, 5. contagious, 6. impolite, 7. emir, 8. candor, 9. irresponsible, 10. sabotage

- | | |
|-----------------------------|--|
| 11. argue with a co_____er | <i>n.</i> a person who works with another in the same company or organization |
| 12. te__e the children | <i>v.</i> to make fun of someone or make jokes about them, either in a playful way or to upset them; to separate the fibers of something; to ruffle a person's or animal's hair by combing |
| 13. practice ci_____ty | <i>n.</i> polite and courteous behavior towards other people; a formalized display of politeness, often in the form of ritualized etiquette |
| 14. be_____le through talk | <i>v.</i> to speak or write about someone or something in a way that shows a lack of respect |
| 15. ci_____ty in politics | <i>n.</i> polite and courteous behavior towards other people; a formalized display of politeness, often in the form of ritualized etiquette |
| 16. traditional me_____al | <i>adj.</i> of or relating to the treatment or cure of disease |
| 17. an ag__e__e mind | <i>adj.</i> able to move quickly and easily, often in a way that is graceful and controlled |
| 18. an emergency hea_____er | <i>n.</i> the central office or location from which a business or organization is managed |
| 19. sn____y tactics | <i>adj.</i> behaving in a deceptive or underhanded way; characterized by stealth or secretiveness |
| 20. te__e wool | <i>v.</i> to make fun of someone or make jokes about them, either in a playful way or to upset them; to separate the fibers of something; to ruffle a person's or animal's hair by combing |

ANSWERS: 11. coworker, 12. tease, 13. civility, 14. belittle, 15. civility, 16. medicinal, 17. agile, 18. headquarter, 19. sneaky, 20. tease

21. ind_____us worker *adj.* hardworking, diligent, and persistent in effort
22. ov_____lm opponents by numbers *v.* to defeat someone or something by using a great deal of force; to have a strong emotional effect on somebody
23. un_____l remark *adj.* rude or impolite; lacking in courtesy or consideration for others; violating commonly accepted social norms or expectations
24. an ins_____ve heart *adj.* not showing or feeling concern for the needs and feelings of others
25. ag__e in his movements *adj.* able to move quickly and easily, often in a way that is graceful and controlled
26. easy qu_____r *n.* a person who gives up easily or does not have the determination to finish what they have started
27. bu__y the weak *n.* a person who uses strength or power to harm or intimidate those who are weaker; (verb) to intimidate, harass, or mistreat someone weaker or less powerful
28. buck and d_e *n.* a mature female of mammals of which the male is called a buck, such as a deer or a rabbit
29. sn___y behavior *adj.* behaving in a deceptive or underhanded way; characterized by stealth or secretiveness
30. wax a ha_____y floor *n.* an interior passage or corridor onto which rooms open

ANSWERS: 21. industrious, 22. overwhelm, 23. uncivil, 24. insensitive, 25. agile, 26. quitter, 27. bully, 28. doe, 29. sneaky, 30. hallway

31. an im____te comment *adj.* lacking good manners or courteousness; rude; showing a lack of respect for social conventions or established customs
32. administrative hea_____er *n.* the central office or location from which a business or organization is managed
33. ventilate a st___y office *adj.* lacking fresh air or ventilation; oppressively warm; lacking in excitement or variety; formal in manner or behavior
34. st___y atmosphere *adj.* lacking fresh air or ventilation; oppressively warm; lacking in excitement or variety; formal in manner or behavior
35. ab____ve personality *adj.* causing irritation, rubbing, or friction, especially upon the skin; rough to the touch; harsh and unkind in manner
36. the head of a ha____y *n.* an interior passage or corridor onto which rooms open
37. dis_____ct for a customer *n.* an expression of lack of regard or contempt for someone or something
38. go through hea_____ak *n.* a feeling of great sadness or disappointment
39. e__r palace *n.* a title of high rank used in some Islamic countries, typically for a ruler or governor; a member of a ruling family in such a country
40. ob_____us habits *adj.* extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm

ANSWERS: 31. impolite, 32. headquarter, 33. stuffy, 34. stuffy, 35. abrasive, 36. hallway, 37. disrespect, 38. heartbreak, 39. emir, 40. obnoxious

41. speak with ca___r *n.* the quality of being open, honest, and frank; the act of speaking truthfully and directly without evasion or pretense
42. maximize bra_____er *n.* intellectual or cognitive ability; mental capacity or intelligence
43. ob_____us odor *adj.* extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm
44. d_e rabbit *n.* a mature female of mammals of which the male is called a buck, such as a deer or a rabbit
45. co_____e themselves solely *v.* to restrict the movement of someone or something
46. the mo__o for safe traffic *n.* a phrase or slogan that expresses a guiding principle or goal
47. sa_____ge mission *n.* the deliberate and malicious damage, destruction, or disruption of equipment, machinery, or other property, often by someone with a particular agenda or motive; the subversion of an organization or institution by secret agents or spies
48. ab_____ve material *adj.* causing irritation, rubbing, or friction, especially upon the skin; rough to the touch; harsh and unkind in manner
49. office ca_____ia *n.* a restaurant where customers serve themselves from a counter and pay for what they have taken, often found in factories, colleges, hospitals, etc.

ANSWERS: 41. candor, 42. brainpower, 43. obnoxious, 44. doe, 45. confine, 46. motto, 47. sabotage, 48. abrasive, 49. cafeteria

50. al___i relations *n.* (the plural form of "alumnus" or "alumna") former students or graduates of an educational institution or program
51. sk_____al scientists *adj.* doubting that something is accurate or useful
52. b__b wire *n.* a sharp projection or point, often on a plant or animal; a cutting remark or criticism that is meant to hurt or insult; a type of fishing lure that has small hooks and a brightly colored feather or hair
53. irr_____ble behavior *adj.* not showing a proper sense of responsibility; not reliable
54. ind_____us student *adj.* hardworking, diligent, and persistent in effort
55. ca_____ia lunch *n.* a restaurant where customers serve themselves from a counter and pay for what they have taken, often found in factories, colleges, hospitals, etc.
56. inc_____ty in politics *n.* a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others
57. un_____l political climate *adj.* rude or impolite; lacking in courtesy or consideration for others; violating commonly accepted social norms or expectations
58. co_____e the scope of use *v.* to restrict the movement of someone or something
59. an op_____ne remark *adj.* suitable or happening at a time that is suitable or convenient for a particular purpose

ANSWERS: 50. alumni, 51. skeptical, 52. barb, 53. irresponsible, 54. industrious, 55. cafeteria, 56. incivility, 57. uncivil, 58. confine, 59. opportune

60. serial qu____r *n.* a person who gives up easily or does not have the determination to finish what they have started
61. company mo__o *n.* a phrase or slogan that expresses a guiding principle or goal
62. the cr____or's claims *n.* a person, company, etc. to whom a debtor owes money
63. be____le his ability *v.* to speak or write about someone or something in a way that shows a lack of respect
64. aim a b__b *n.* a sharp projection or point, often on a plant or animal; a cutting remark or criticism that is meant to hurt or insult; a type of fishing lure that has small hooks and a brightly colored feather or hair
65. bankrupt cr____or *n.* a person, company, etc. to whom a debtor owes money
66. han_____ng identification *n.* the particular way in which a person writes, as distinct from printing or typing
67. improve bra____er *n.* intellectual or cognitive ability; mental capacity or intelligence
68. he was ov_____lmed with gratitude *v.* to defeat someone or something by using a great deal of force; to have a strong emotional effect on somebody
69. me____al chemistry *adj.* of or relating to the treatment or cure of disease
70. con____us enthusiasm *adj.* able to be passed on to others through contact or proximity, especially by infection or disease

ANSWERS: 60. quitter, 61. motto, 62. creditor, 63. belittle, 64. barb, 65. creditor, 66. handwriting, 67. brainpower, 68. overwhelm, 69. medicinal, 70. contagious

71. mean no dis_____ct *n.* an expression of lack of regard or contempt for someone or something
72. bu__y bystander *n.* a person who uses strength or power to harm or intimidate those who are weaker; (verb) to intimidate, harass, or mistreat someone weaker or less powerful
73. co_____er relationship *n.* a person who works with another in the same company or organization
74. al___i network *n.* (the plural form of "alumnus" or "alumna") former students or graduates of an educational institution or program
75. online inc_____ty *n.* a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others
76. ease her hea_____ak *n.* a feeling of great sadness or disappointment

ANSWERS: 71. disrespect, 72. bully, 73. coworker, 74. alumni, 75. incivility, 76. heartbreak

Session 3: Fill in the Blanks

1. To succeed in the field of science, you need to have some serious _____ and dedication
n. intellectual or cognitive ability; mental capacity or intelligence
2. The university's _____ was busy with students and staff grabbing a quick lunch.
n. a restaurant where customers serve themselves from a counter and pay for what they have taken, often found in factories, colleges, hospitals, etc.
3. The phone rang at the most _____ time.
adj. suitable or happening at a time that is suitable or convenient for a particular purpose
4. The _____ properties of this herb have been known to help with various ailments.
adj. of or relating to the treatment or cure of disease
5. His _____ behavior towards his elders earned him a stern warning from his parents.
n. an expression of lack of regard or contempt for someone or something
6. The _____ development process allowed the team to make changes quickly.
adj. able to move quickly and easily, often in a way that is graceful and controlled
7. His _____ comments made her feel hurt and unimportant.
adj. not showing or feeling concern for the needs and feelings of others

ANSWERS: 1. brainpower, 2. cafeteria, 3. opportune, 4. medicinal, 5. disrespectful, 6. agile, 7. insensitive

8. It is _____ to talk with your mouth full at the dinner table.
adj. lacking good manners or courteousness; rude; showing a lack of respect for social conventions or established customs
9. They had experienced the _____ of losing two children due to premature births.
n. a feeling of great sadness or disappointment
10. He was labeled as a _____ after he abandoned the project halfway.
n. a person who gives up easily or does not have the determination to finish what they have started
11. The _____ of the small country was known for his generosity towards his people.
n. a title of high rank used in some Islamic countries, typically for a ruler or governor; a member of a ruling family in such a country
12. The _____ on the note was barely legible.
n. the particular way in which a person writes, as distinct from printing or typing
13. His religious and philosophical beliefs were utterly _____.
adj. doubting that something is accurate or useful
14. The _____ between the two politicians during the debate was disappointing.
n. a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others
15. Using an _____ cleaner on delicate surfaces can cause permanent damage.
adj. causing irritation, rubbing, or friction, especially upon the skin; rough to the touch; harsh and unkind in manner

ANSWERS: 8. impolite, 9. heartbreak, 10. quitter, 11. emir, 12. handwriting, 13. skeptical, 14. incivility, 15. abrasive

16. Many _____ of our college have become successful in their chosen fields.
n. (the plural form of "alumnus" or "alumna") former students or graduates of an educational institution or program
17. The _____ of the factory's equipment caused significant damage.
n. the deliberate and malicious damage, destruction, or disruption of equipment, machinery, or other property, often by someone with a particular agenda or motive; the subversion of an organization or institution by secret agents or spies
18. He _____ her in front of the office, making her feel small and insignificant.
v. to speak or write about someone or something in a way that shows a lack of respect
19. The _____ thief slipped into the house through an unlocked window.
adj. behaving in a deceptive or underhanded way; characterized by stealth or secretiveness
20. The animal was _____ in a small cage.
v. to restrict the movement of someone or something
21. Hunters use a whistle that makes the ____ sound to lure stags.
n. a mature female of mammals of which the male is called a buck, such as a deer or a rabbit
22. Her _____ in admitting her mistake was refreshing and earned her respect.
n. the quality of being open, honest, and frank; the act of speaking truthfully and directly without evasion or pretense
23. He was known to be very _____ and would often work late into the night.
adj. hardworking, diligent, and persistent in effort

ANSWERS: 16. alumni, 17. sabotage, 18. belittled, 19. sneaky, 20. confined, 21. doe, 22. candor, 23. industrious

24. His _____ behavior at the party made everyone uncomfortable.
adj. extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm
25. The company decided to move its _____ to New York City.
n. the central office or location from which a business or organization is managed
26. A culture of _____ promotes respectful discourse and constructive conflict resolution.
n. polite and courteous behavior towards other people; a formalized display of politeness, often in the form of ritualized etiquette
27. The company's _____ is "Innovation and Service," which is reflected in its products and customer support.
n. a phrase or slogan that expresses a guiding principle or goal
28. The politician's words were full of _____ designed to hurt his opponent.
n. a sharp projection or point, often on a plant or animal; a cutting remark or criticism that is meant to hurt or insult; a type of fishing lure that has small hooks and a brightly colored feather or hair
29. The disease is highly _____ and spreads quickly.
adj. able to be passed on to others through contact or proximity, especially by infection or disease
30. It was _____ of him to drive home after drinking so much alcohol.
adj. not showing a proper sense of responsibility; not reliable
31. My ex-_____ and I had different working styles but managed to get along.
n. a person who works with another in the same company or organization

ANSWERS: 24. obnoxious, 25. headquarters, 26. civility, 27. motto, 28. barbs, 29. contagious, 30. irresponsible, 31. coworker

32. Her _____ behavior at the meeting caused much tension among the group.
adj. rude or impolite; lacking in courtesy or consideration for others; violating commonly accepted social norms or expectations
33. He dashed down a _____ to a bathroom.
n. an interior passage or corridor onto which rooms open
34. The schoolyard _____ terrorized the other children and made their lives miserable.
n. a person who uses strength or power to harm or intimidate those who are weaker; (verb) to intimidate, harass, or mistreat someone weaker or less powerful
35. The _____ classroom made it hard to breathe during the summer heat.
adj. lacking fresh air or ventilation; oppressively warm; lacking in excitement or variety; formal in manner or behavior
36. I asked the lawyer to initiate _____ negotiations for voluntary liquidation.
n. a person, company, etc. to whom a debtor owes money
37. Too much variety may _____ and confuse viewers.
v. to defeat someone or something by using a great deal of force; to have a strong emotional effect on somebody
38. This ad is intended to _____ a competing product.
v. to make fun of someone or make jokes about them, either in a playful way or to upset them; to separate the fibers of something; to ruffle a person's or animal's hair by combing

ANSWERS: 32. uncivil, 33. hallway, 34. bully, 35. stuffy, 36. creditor, 37. overwhelm, 38. tease