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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

All Words

IMPORTANT

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Session 1: Word List

define

v. to state or explain precisely the nature, scope, or meaning of something

synonym: characterize, depict, express

(1) **define** a word, (2) **define** my position

To advance this discussion, we must **define** "success" rigorously.

lift

v. to raise something to a higher position or level; to pick up something or somebody and move them to a different position

synonym: raise, elevate, move up

(1) **lift** sagging skin, (2) **lift** a ban on alcohol

The drought **lifted** the prices of grain globally.

appreciate

v. to value and acknowledge the worth of someone or something; to be grateful for something or someone

synonym: acknowledge, admire, enjoy

(1) **appreciate** her feedback, (2) **appreciate** the value

We would **appreciate** an early reply.

insult

n. a remark or action that causes offense or disrespect; (verb) to treat, mention, or speak to rudely

synonym : affront, slight, offense

(1) an intentional **insult**, (2) **insult** each other

His **insult** toward her was unacceptable and resulted in his being fired.

disregard

v. to pay no attention to or to ignore someone or something

synonym : ignore, pay no attention to, overlook

(1) **disregard** for human rights, (2) **disregard** the rules

She **disregarded** all the warnings and proceeded with her dangerous plan.

exclude

v. to deny someone or something enter to a place or taking part in an activity

synonym : expel, ban, bar

(1) **exclude** a newcomer, (2) **exclude** all other possibilities

The cost for the trip **excludes** food and beverages.

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.

mock

v. to make fun of someone, usually by imitating them in a witty but harsh way

synonym : gibe (or jibe), make fun of, laugh at

(1) **mock** his accent, (2) **mock** at his misfortune

It is impolite to **mock** fun of an international student's English mistakes.

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.

offensive

adj. rude in a way that causes someone to feel anger, annoyance, or resentment; for the purpose of attack rather than defense

synonym: disrespectful, abusive, attacking

(1) assume the **offensive**, (2) an **offensive** smell

His **offensive** philosophy in business led to many hostile takeovers.

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.

absolutely

adv. without restriction or limitation; completely or utterly

synonym: completely, utterly, definitely

(1) **absolutely** against, (2) **absolutely** obsessed with the

girl

I am **absolutely** opposed to his idea because of morality.

behold

v. to look at and observe with attention

synonym: see, observe, watch

(1) **behold** the sunrise, (2) a joy to **behold**

His angry expression was not a pleasant sight to **behold**.

consequence

n. the outcome of a particular action or event, especially relative to an individual

synonym: result, impact, outcome

(1) unintended **consequences**, (2) the **consequence** of an argument

These economic activities had disastrous environmental **consequences**.

vivid

adj. producing very clear, powerful, and detailed images in the mind

synonym: intense, powerful, dazzling

(1) **vivid** colors, (2) still **vivid** in my memory

She made a **vivid** impression.

recall

v. to remember something

synonym: remember, retrieve, recollect

(1) **recall** the incident, (2) **recall** his name

She vividly **recalls** getting laid off several years ago.

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.

athletics

n. the physical activities or sports that involve physical exertion and competition, such as running, jumping, throwing, or walking

synonym : sports, physical activity, exercise

(1) high school **athletics**, (2) professional **athletics**

She excelled in **athletics** during high school and went on to compete at the collegiate level.

energetic

adj. possessing or exerting or displaying energy

synonym : active, animated, lively

(1) **energetic** density, (2) **energetic** dog

This process caused an **energetic** chemical reaction.

electrode

n. either of two points or ends of a conductor at which electricity enters or leaves an object, substance, or region

(1) platinum **electrodes**, (2) **electrode** corrosion

It is important to place the **electrodes** in the correct position for accurate electro-cardiogram recording.

strap

n. a long, narrow strip or belt of leather, fabric, or another material used for binding, fastening, or supporting something or someone; a band or string that attaches one object to another, often used to secure items during transport

synonym : band, belt, sling

(1) leather **strap**, (2) camera **strap**

The athlete tightened the **strap** on his running shoes before the race.

relate

v. to establish a connection or association between two or more things; to narrate or tell about an event, experience, or relationship; to empathize or feel sympathy with someone or something

synonym: connect, link, associate

(1) **relate** a story, (2) **relate** a message

He tried to **relate** his experience to the group, but they couldn't understand.

suffer

v. to experience pain, distress, or hardship; to undergo or endure something painful or unpleasant

synonym: endure, undergo, tolerate

(1) **suffer** a setback, (2) **suffer** bad grades

The older man **suffers** from arthritis and finds it difficult to move around.

wit

n. the ability to say or write things or ideas in a clever and humorous way

synonym: humor, comedy, funniness

(1) the **wit** of man, (2) full of **wit**

He has the **wit** to keep talking about this topic.

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.

idiot

n. a foolish or stupid person who lacks common sense or judgment; a derogatory term used to describe someone who is mentally deficient

synonym: dummy, imbecile, bubblehead

(1) **idiot** driver, (2) what an **idiot**

He acted like an **idiot** and spilled his drink all over the floor.

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.

grad

n. (informal for graduate) a student who has recently graduated or is about to graduate from a school, college, or university

synonym : graduate, alumnus, alumni

(1) high school **grad**, (2) **grad** student

He was proud to be a **grad** of the prestigious university.

aggression

n. the act of attacking or assaulting; hostile or violent behavior

synonym : hostility, assertiveness, antagonism

(1) **aggression** by a hostile country, (2) naked **aggression**

The dog's **aggression** made it difficult for its owners to take it for a walk.

violent

adj. involving or caused by physical force or aggression against someone or something

synonym : aggressive, intense, turbulent

(1) victim of a **violent** crime, (2) **violent** incident

The protesters became **violent** when the police tried to disperse them.

launch

v. to send or propel something into the air or space using a device such as a rocket, missile, or spacecraft; to make something available or on sale for the first time

synonym : start, initiate, begin

(1) **launch** a spaceship into orbit, (2) **launch** a big attack

The company is set to **launch** its new product line next month.

survey

n. an investigation of the opinions, behavior, etc. of a particular group of people, made by asking people questions

synonym: study, examination, poll

(1) a comprehensive **survey**, (2) recent **survey**

That **survey** shows that people are accepting the tax increase to some extent.

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.

react

v. to take action in response to something

synonym: respond, reply, oppose

(1) **react** at a high temperature, (2) **react** against his way of thinking

How did he **react** to your idea?

kindergarten

n. a school or class for young children, usually between the ages of four and six

synonym: preschool, nursery school, daycare

(1) **kindergarten** class, (2) **kindergarten** teacher

The **kindergarten** students were having a good time playing with toys.

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.

estimate

v. to guess or calculate the cost, size, value, etc. of something

synonym: calculate, gauge, evaluate

(1) **estimate** a fair value, (2) **estimate** this chicken to weigh three pounds

We **estimated** the season's total trade deficit at \$50 billion.

conservative

adj. holding traditional views and values and opposed to change or innovation

synonym: traditional, reactionary, cautious

(1) a **conservative** society, (2) **conservative** about production

He always makes a **conservative** estimation when predicting future sales.

academic

adj. associated with schools, colleges, and universities, especially studying and thinking, not with practical skills

synonym: educational, scholarly, theoretical

(1) **academic** probation, (2) an **academic** discussion

An excellent historian must possess an **academic** mentality.

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.

function

n. the purpose or use of an object, system, or process; a particular activity or operation that is designed to serve a specific purpose; a mathematical concept that describes a relationship between two sets of values, called the input and output sets; (verb) to operate or work in a specific way, or to perform a particular task or purpose

synonym : purpose, mapping, job

(1) **function** properly, (2) immune **function**

The brain is an incredibly complex organ that controls the body's **function**.

witness

n. a person who sees something happen, especially a crime or an accident

synonym : onlooker, attestant, bystander

(1) **witness** of the car accident, (2) a material **witness**

The manufacturing industry is **witnessing** fierce competition.

conduct

v. to organize and carry out a particular activity

synonym : behave, lead, carry on

(1) **conduct** a background check, (2) **conduct** research

Police will **conduct** random breath testing for drunk driving.

participate

v. to take part in something

synonym : take part, partake, enter

(1) **participate** fully in conversation, (2) **participate** in the program

The majority of students actively **participated** in the college's intramural sports program.

experiment

n. the scientific test conducted to observe what happens and gain new knowledge

synonym: experimentation, investigation

(1) **experiment** design, (2) series of **experiments**

His **experiments** showed highly positive results.

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.

peer

n. a person who has the same age, status, or ability

synonym: fellow, associate, counterpart

(1) **peer** group, (2) **peer** review

Among young people, **peer** pressure can be pretty influential.

marginal

adj. of, relating to, or situated at the edge or outer limit; of secondary or minor importance; barely satisfactory or effective

synonym: fringy, peripheral, borderline

(1) **marginal** note, (2) **marginal** cost

The company's profits have only been **marginal** this year, but they're hoping for a better year.

bug

n. any tiny insect; a fault or defect in a computer program, system, or machine

synonym: insect, bacterium, microbe

(1) **bug** bites, (2) number of **bug** fixes

I found a stink **bug** crawling across the ceiling.

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.

virus

n. a tiny infectious organic material that causes disease in people, animals, and plants

synonym: bacterium, germ, ailment

(1) spread of the **virus**, (2) a strain of **virus**

An infected person in the hospital will likely pass the **virus** to others.

communal

adj. belonging to or used by a group rather than individuals; for common use

synonym: collaborative, combined, collective

(1) **communal** swimming pool, (2) **communal** combination of funds

Communal elections were held in several European countries.

emotion

n. a strong feeling such as love, anger, etc. deriving from one's situation, mood, or relationships with others

synonym: feeling, sentiment, passion

(1) control my **emotion**, (2) afraid to show **emotion**

Some **emotions** are common across cultures and backgrounds.

motivation

n. the reason or enthusiasm for acting or behaving in a particular way

synonym: inspiration, incentive, reason

(1) understand his **motivation**, (2) **motivation** for a change

A significant amount of **motivation** is required to be a teacher.

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

combination

n. a collection of things that have been combined; an assemblage of separate parts or qualities

synonym: blend, hybrid, compounding

(1) genic **combinations**, (2) **combination** number

The **combination** to the safe was a secret.

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.

trigger

v. to make something happen suddenly; to cause something such as a device, machine, etc. to function

synonym: activate, spark, drive

(1) **trigger** a biochemical response, (2) **trigger** inflation

The incident **triggered** a political controversy.

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.

interrupt

v. to say or do something that causes someone to stop in their speech or action

synonym: disturb, hinder, break in

(1) **interrupt** a call, (2) abruptly **interrupt**

Her sleep was **interrupted** by recurring pain.

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.

decision

n. the act or process of making up someone's mind about something; a choice or judgment reached after considering options

synonym: choice, determination, judgment

(1) **decision** authority, (2) a selfish **decision**

She was struggling to make a **decision** between two job offers.

physician

n. a medical doctor who practices medicine

synonym: doctor, practitioner, medic

(1) the advice of the **physician**, (2) consult with a **physician**

She visited the local **physician** to seek treatment for her persistent headache.

nurse

n. a healthcare professional who is trained to provide care for the sick or injured; (verb) to try to cure by special care or treatment of an illness or injury

synonym: healthcare worker, caregiver, medic

(1) **nurse** practitioner, (2) a volunteer **nurse**

The night shift **nurse** checked my vital signs before administering the medication.

interaction

n. the act of connecting with someone, mainly when working, playing, or spending time with them

synonym: dealings, exchange, relations

(1) the **interaction** between man and his environment,

(2) **interaction** among human beings

The **interaction** of the two groups is good for brainstorming.

medical

adj. relating to the treatment of illness or injuries; relating to the practice of medicine

synonym : health, disease, treatment

(1) a **medical** opinion, (2) temporary **medical** treatment

The **medical** team worked quickly to save the patient's life.

medication

n. a drug or other form of medicine that treats, prevents, or alleviates the symptoms of the disease

synonym : cure, drug, medicine

(1) antibiotic **medication**, (2) **medication** by mouth

The pharmacist not only prescribes the **medication** but also guides its proper use.

patient

n. a person who is receiving medical treatment, care, or attention from a healthcare professional, such as a doctor, nurse, or therapist; a personal quality or characteristic

synonym : client, recipient, subject

(1) **patient** in the hospital, (2) **patient** with weight loss

The doctor carefully examined the **patient's** medical history.

chart

n. a visual display of information such as a diagram, lists of figures, etc.; a map designed to assist navigation by air or sea

synonym : diagram, graph, map

(1) a weather **chart**, (2) a statistical **chart**

This pie **chart** represents our market share.

awareness

n. the fact or state of knowing something exists and is important

synonym : understanding, cognition, knowledge

(1) **awareness** of my ignorance, (2) raise public **awareness**

There has been a gradual but steady rise in environmental **awareness**.

exposed

adj. having no protection or shield from something, such as bad weather, attack, or criticism

synonym : endangered, revealed, disclosed

(1) **exposed** to radiation, (2) an **exposed** rock

Tech companies often employ **exposed** ducts and other materials in their office interiors.

diagnose

v. to determine or distinguish the nature of a problem or an illness through a careful analysis

synonym : identify, analyze, interpret

(1) **diagnose** the problem, (2) **diagnose** with CT scans

This device is used to **diagnose** brain cancer and other tumors.

procedure

n. a way of doing something, especially the official or well-known way

synonym : action, approach, course

(1) undergo a surgical **procedure**, (2) standard **procedure**

The pilot and flight attendant ran through the check-out **procedure**.

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**.

jerk

v. to make a sudden, sharp movement, or cause something to do this

synonym : wrench, jolt, twitch

(1) **jerk** her head back, (2) **jerk** the rope

The driver suddenly **jerked** the steering wheel to the left to avoid hitting the deer.

prominent

adj. important, well-known, or noticeable

synonym : notable, distinguished, prominent

(1) **prominent** figure, (2) play a **prominent** role

The media frequently interviewed **prominent** scientists.

dominate

v. to have or control a lot of power and influence over somebody or something

synonym : govern, rule, prevail

(1) **dominate** possession, (2) **dominate** over the weak

The perspective of his right brain **dominates** his consciousness.

conversation

n. an informal talk between two or more people to exchange their views, ideas, information, etc.

synonym : chat, discussion, dialogue

(1) **conversation** in English, (2) a friendly **conversation**

Your **conversation** reflects your thoughts.

creative

adj. relating to or involving the use of skill and original and unusual ideas to create something

synonym : imaginative, innovative, inventive

(1) **creative** writing, (2) barren of **creative** spirit

All the supervisor has to do is assign tasks that make his subordinates more **creative**.

leadership

n. the ability, act, or status of leading a group of people or an organization

synonym: captaincy, direction, initiative

(1) under his **leadership**, (2) **leadership** by politicians

The country's **leadership** has decided to take large-scale measures against global warming.

executive

n. a person or group of people with top-level management responsibility in a business or other organization; the branch that is responsible for implementing, administering, and enforcing laws, as well as running the day-to-day operations

synonym: administrator, manager, director

(1) **executive** editor at the publishing house, (2) **executive** vice president

As the **executive** director of the non-profit, it's her responsibility to make sure they're meeting their mission goals.

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.

disagree

v. to have or express a different opinion, idea, etc.

synonym: discord, oppose, dissent

(1) **disagree** about a particular issue, (2) **disagree** with a plan

I **disagree** for reasons already stated above.

conflict

n. a strong disagreement, argument, or a violent clash between two opposing groups or individuals

synonym: clash, discord, competition

(1) the **conflict** between good and evil, (2) the longstanding **conflict**

He and I often had **conflicts**, not only in personality but also in ideology.

negative

adj. having the quality of something bad or harmful; expressing refusal

synonym: minus, adverse, pessimistic

(1) have a **negative** effect, (2) a **negative** number

The movie has received almost universally **negative** criticism.

radical

adj. relating to the essential aspects of anything; far beyond the norm, mainly used of opinions and actions

synonym : extreme, revolutionary

(1) a **radical** flaw in the plan, (2) a **radical** cure

The government established by the coup was more **radical** than before.

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.

biotechnology

n. the application of technological processes and methods to biological systems to develop new products or techniques, such as genetically modified organisms or biopharmaceuticals

synonym : genetic engineering, bioengineering, genetic modification

(1) **biotechnology** research, (2) modern **biotechnology**

Advancements in **biotechnology** have revolutionized medicine and agriculture.

firm

adj. resolute or unwavering in decision-making or action; strong or secure in structure, make, or composition; reliable, trustworthy, or dependable; (noun) a business or company

synonym : stable, secure, steadfast

(1) **firm** grip, (2) accounting **firm**

The **firm** deadline for submitting the project is tomorrow, so we need to work efficiently to finish on time.

colleague

n. one of a group of a coworker, especially in a profession or a business

synonym : coworker, associate, fellow

(1) collaborate with **colleagues**, (2) former **colleague**
I decided to seek counseling on the advice of my **colleague**.

characteristic

n. a typical feature or quality that can identify, tell apart, or describe something or somebody

synonym: feature, quality, attribute

(1) stripes **characteristic** of the zebra, (2) my friend's **characteristic** laugh

Bananas have their **characteristic** taste and odor.

competent

adj. having the necessary ability, knowledge, or skill to do something successfully

synonym: skilled, able, capable

(1) **competent** authority, (2) **competent** personnel

The judge ruled that the defendant was **competent** to stand trial.

employee

n. a person who is hired to work for a business or organization in exchange for wages or salary; a worker

synonym: worker, staff, personnel

(1) **employee** benefits, (2) **employee** evaluation

The **employee** handbook outlines the rules and regulations that all employees must follow.

recognition

n. the action or process of recognizing or being recognized, especially by remembering; an agreement that something is true or legal

synonym: acknowledgement, identification, credit

(1) **recognition** award, (2) joint **recognition**

He was given **recognition** for his outstanding work in the field of medicine.

appreciation

n. the act of recognizing and valuing the worth or importance of something or someone; gratitude or thankfulness; an increase in value over time

synonym: recognition, admiration, esteem

(1) express my **appreciation**, (2) **appreciation** for diversity

The artist received a lot of **appreciation** for his latest work.

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.

engage

v. to attract and keep someone's attention and interest; to participate in or obtain services of something

synonym: confront, employ, amuse

(1) **engage** in environmental protection activities,

(2) **engage** a new employee

Many multinational companies are **engaged** in the reconstruction of that country.

shift

n. a slight transition in position, direction, or trend

synonym: transition, change, modification

(1) Doppler **shift**, (2) major paradigm **shift**

Could you help me **shift** some furniture?

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.

humble

adj. having or showing a modest or low estimate of one's quality or importance

synonym: modest, unpretentious, abject

(1) a **humble** cottage, (2) **humble** opinion

The nobler, the more **humble**.

acknowledge

v. to accept or admit the existence, reality, or truth of something; to accept that someone or something has a particular authority or quality; to express obligation, thanks, or gratitude for someone's help, commitment, etc.;

synonym : accept, agree, declare

(1) **acknowledge** the deed, (2) **acknowledge** his help
He never **acknowledged** his fault.

satisfaction

n. a pleasant feeling you have when you have fulfilled a desire, need, or expectation or have achieved something

synonym : delight, pleasure, content

(1) a sense of **satisfaction**, (2) customer **satisfaction**
The mediated settlement brought **satisfaction** to both sides.

refer

v. to direct someone's attention, thoughts, or questions to another source or person; to mention, cite, or allude to something as evidence or support

synonym : cite, allude, mention

(1) **refer** to a book, (2) **refer** to a map
Please **refer** to the instruction manual for further assistance.

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.

boost

v. to improve, raise, or increase something

synonym : raise, advance, promote

(1) **boost** the economy, (2) **boost** flexibility
The new service helped **boost** net income by 10%.

decline

v. to become gradually smaller, fewer, worse, etc.; to refuse to accept

synonym : descend, drop, deny

(1) **decline** a job offer, (2) **decline** in quality
As people age, their digestive capacity also gradually **declines**.

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.

surround

v. to be all around something or somebody

synonym: encircle, encompass, envelop

(1) **surround** a town, (2) a stone wall **surrounds** the palace

On three sides, mountains **surround** the settlement.

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.

fence

n. a structure, usually made of wood or metal, that encloses an area, typically for protection or to keep animals or people in or out; a dealer in stolen property

synonym: barrier, wall, hedge

(1) **fence** post, (2) a brushwood **fence**

She planted a hedge to serve as a natural **fence** around her garden.

tower

n. a structure that is exceptionally high in proportion to its width and either forms part of a building or stands alone

synonym: building, belfry, edifice

(1) a bell **tower**, (2) the **tower** on a cliff

She is a **tower** of strength for our team in trouble.

toxic

adj. of or relating to or caused by a poison; poisonous

synonym : poisonous, harmful, contaminated

(1) **toxic** molecule, (2) exposure to **toxic** chemicals

This chemical compound is a thousand-fold more **toxic**.

rack

n. a framework or support structure used to hold or display objects; a set of interconnected shelves or compartments used for storage; a source of torture, distress, or mental anguish

synonym : shelf, stand, frame

(1) clothing **rack**, (2) spice **rack**

I need to buy a new coat **rack** to organize my winter jackets.

award

n. a prize or other mark of recognition given in honor of an achievement

synonym : prize, honor, accolade

(1) **award** ceremony, (2) participation **award**

He won the **award** for best actor at the film festival.

tough-minded

adj. having a practical, no-nonsense approach to life, often characterized by resilience, determination, and a lack of sentimentality or emotionalism

synonym : resolute, determined, unsentimental

(1) **tough-minded** approach, (2) **tough-minded** leadership

She's a **tough-minded** negotiator who always fights for what she believes is fair.

tender

adj. gentle and delicate; showing care and consideration for others; easily injured or hurt; offering a bid or proposal in the process of negotiation

synonym : soft, delicate, gentle

(1) **tender** age, (2) **tender** touch

The newborn baby was swaddled in a soft and **tender** blanket.

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.

handle

v. to deal with a situation, problem, or strong emotion

synonym : control, manage, deal with

(1) **handle** a precious object, (2) **handled** the incident

We all should learn how to **handle** stress.

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.

chip

n. a small fragment of something broken off from the whole; a long and thin piece of potato fried in oil or fat

synonym : flake, fragment, chunk

(1) a **chip** of wood, (2) I don't care a **chip**

We can use this campaign as a bargaining **chip** in the negotiations.

environment

n. the natural world such as air, water, and land in which humans, animals, and plants live

synonym : atmosphere, surroundings, climate

(1) **environment** affairs, (2) chaotic **environment**

Every human is responsible for taking care of the Earth's

environment.

Session 2: Spelling

1. spice r__k *n.* a framework or support structure used to hold or display objects; a set of interconnected shelves or compartments used for storage; a source of torture, distress, or mental anguish
2. company mo__o *n.* a phrase or slogan that expresses a guiding principle or goal
3. vi____t incident *adj.* involving or caused by physical force or aggression against someone or something
4. 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
5. bo__t the economy *v.* to improve, raise, or increase something
6. I don't care a c__p *n.* a small fragment of something broken off from the whole; a long and thin piece of potato fried in oil or fat
7. j__k her head back *v.* to make a sudden, sharp movement, or cause something to do this
8. ind_____us worker *adj.* hardworking, diligent, and persistent in effort
9. app_____ion for diversity *n.* the act of recognizing and valuing the worth or importance of something or someone; gratitude or thankfulness; an increase in value over time

ANSWERS: 1. rack, 2. motto, 3. violent, 4. emir, 5. boost, 6. chip, 7. jerk, 8. industrious, 9. appreciation

10. ex_____ve editor at the publishing house *n.* a person or group of people with top-level management responsibility in a business or other organization; the branch that is responsible for implementing, administering, and enforcing laws, as well as running the day-to-day operations
11. al___i network *n.* (the plural form of "alumnus" or "alumna") former students or graduates of an educational institution or program
12. naked agg_____on *n.* the act of attacking or assaulting; hostile or violent behavior
13. a weather ch__t *n.* a visual display of information such as a diagram, lists of figures, etc.; a map designed to assist navigation by air or sea
14. ex_____d to radiation *adj.* having no protection or shield from something, such as bad weather, attack, or criticism
15. be_____le his ability *v.* to speak or write about someone or something in a way that shows a lack of respect
16. to__c molecule *adj.* of or relating to or caused by a poison; poisonous
17. easy qu_____r *n.* a person who gives up easily or does not have the determination to finish what they have started
18. leather st__p *n.* a long, narrow strip or belt of leather, fabric, or another material used for binding, fastening, or supporting something or someone; a band or string that attaches one object to another, often used to secure items during transport

ANSWERS: 10. executive, 11. alumni, 12. aggression, 13. chart, 14. exposed, 15. belittle, 16. toxic, 17. quitter, 18. strap

19. re___l his name *v.* to remember something
20. re__t against his way of thinking *v.* to take action in response to something
21. bo__t flexibility *v.* to improve, raise, or increase something
22. ha___ed the incident *v.* to deal with a situation, problem, or strong emotion
23. di_____ee with a plan *v.* to have or express a different opinion, idea, etc.
24. bankrupt cr_____or *n.* a person, company, etc. to whom a debtor owes money
25. ca___r policy *n.* the quality of being open, honest, and frank; the act of speaking truthfully and directly without evasion or pretense
26. re__r to a book *v.* to direct someone's attention, thoughts, or questions to another source or person; to mention, cite, or allude to something as evidence or support
27. a comprehensive su___y *n.* an investigation of the opinions, behavior, etc. of a particular group of people, made by asking people questions
28. irr_____ble actions *adj.* not showing a proper sense of responsibility; not reliable
29. abs_____ly against *adv.* without restriction or limitation; completely or utterly
30. te__e the children *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: 19. recall, 20. react, 21. boost, 22. handle, 23. disagree, 24. creditor, 25. candor, 26. refer, 27. survey, 28. irresponsible, 29. absolutely, 30. tease

31. de_____e a job offer *v.* to become gradually smaller, fewer, worse, etc.; to refuse to accept
32. pr_____nt figure *adj.* important, well-known, or noticeable
33. aw_____ss of my ignorance *n.* the fact or state of knowing something exists and is important
34. j__k the rope *v.* to make a sudden, sharp movement, or cause something to do this
35. agg_____on by a hostile country *n.* the act of attacking or assaulting; hostile or violent behavior
36. su____r bad grades *v.* to experience pain, distress, or hardship; to undergo or endure something painful or unpleasant
37. the advice of the ph_____an *n.* a medical doctor who practices medicine
38. tou_____ded leadership *adj.* having a practical, no-nonsense approach to life, often characterized by resilience, determination, and a lack of sentimentality or emotionalism
39. co_____al swimming pool *adj.* belonging to or used by a group rather than individuals; for common use
40. an intentional in____t *n.* a remark or action that causes offense or disrespect; (verb) to treat, mention, or speak to rudely
41. improve bra_____er *n.* intellectual or cognitive ability; mental capacity or intelligence
42. di_____rd for human rights *v.* to pay no attention to or to ignore someone or something
43. modern bio_____ogy *n.* the application of technological processes and methods to biological systems to develop new products or techniques, such as genetically modified organisms or biopharmaceuticals

ANSWERS: 31. decline, 32. prominent, 33. awareness, 34. jerk, 35. aggression, 36. suffer, 37. physician, 38. tough-minded, 39. communal, 40. insult, 41. brainpower, 42. disregard, 43. biotechnology

44. major paradigm sh__t *n.* a slight transition in position, direction, or trend
45. ob_____us odor *adj.* extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm
46. the mo__o for safe traffic *n.* a phrase or slogan that expresses a guiding principle or goal
47. genic com_____ons *n.* a collection of things that have been combined; an assemblage of separate parts or qualities
48. the to__r on a cliff *n.* a structure that is exceptionally high in proportion to its width and either forms part of a building or stands alone
49. a sk_____al attitude *adj.* doubting that something is accurate or useful
50. 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
51. a joy to be____d *v.* to look at and observe with attention
52. al____i relations *n.* (the plural form of "alumnus" or "alumna") former students or graduates of an educational institution or program
53. dis_____ct for a customer *n.* an expression of lack of regard or contempt for someone or something
54. understand his mot_____on *n.* the reason or enthusiasm for acting or behaving in a particular way

ANSWERS: 44. shift, 45. obnoxious, 46. motto, 47. combination, 48. tower, 49. skeptical, 50. barb, 51. behold, 52. alumni, 53. disrespect, 54. motivation

- | | |
|--------------------------------------|---|
| 55. standard pr_____re | <i>n.</i> a way of doing something, especially the official or well-known way |
| 56. administrative hea_____er | <i>n.</i> the central office or location from which a business or organization is managed |
| 57. online inc_____ty | <i>n.</i> a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others |
| 58. wax a ha_____y floor | <i>n.</i> an interior passage or corridor onto which rooms open |
| 59. buck and d_e | <i>n.</i> a mature female of mammals of which the male is called a buck, such as a deer or a rabbit |
| 60. the con_____ce of an argument | <i>n.</i> the outcome of a particular action or event, especially relative to an individual |
| 61. con_____us virus | <i>adj.</i> able to be passed on to others through contact or proximity, especially by infection or disease |
| 62. m__k his accent | <i>v.</i> to make fun of someone, usually by imitating them in a witty but harsh way |
| 63. ex_____e all other possibilities | <i>v.</i> to deny someone or something enter to a place or taking part in an activity |
| 64. di_____se with CT scans | <i>v.</i> to determine or distinguish the nature of a problem or an illness through a careful analysis |
| 65. tr_____r a biochemical response | <i>v.</i> to make something happen suddenly; to cause something such as a device, machine, etc. to function |
| 66. app_____te the value | <i>v.</i> to value and acknowledge the worth of someone or something; to be grateful for something or someone |

ANSWERS: 55. procedure, 56. headquarter, 57. incivility, 58. hallway, 59. doe, 60. consequence, 61. contagious, 62. mock, 63. exclude, 64. diagnose, 65. trigger, 66. appreciate

67. ease her hea_____ak *n.* a feeling of great sadness or disappointment
68. 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
69. re__t at a high temperature *v.* to take action in response to something
70. co_____t research *v.* to organize and carry out a particular activity
71. mean no dis_____ct *n.* an expression of lack of regard or contempt for someone or something
72. participation aw__d *n.* a prize or other mark of recognition given in honor of an achievement
73. 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
74. re___l the incident *v.* to remember something
75. di_____se the problem *v.* to determine or distinguish the nature of a problem or an illness through a careful analysis
76. mot_____on for a change *n.* the reason or enthusiasm for acting or behaving in a particular way
77. an ag__e mind *adj.* able to move quickly and easily, often in a way that is graceful and controlled
78. ab_____ve material *adj.* causing irritation, rubbing, or friction, especially upon the skin; rough to the touch; harsh and unkind in manner

ANSWERS: 67. heartbreak, 68. barb, 69. react, 70. conduct, 71. disrespect, 72. award, 73. emir, 74. recall, 75. diagnose, 76. motivation, 77. agile, 78. abrasive

79. cr____ve writing *adj.* relating to or involving the use of skill and original and unusual ideas to create something
80. em____ee evaluation *n.* a person who is hired to work for a business or organization in exchange for wages or salary; a worker
81. su____nd a town *v.* to be all around something or somebody
82. de____on authority *n.* the act or process of making up someone's mind about something; a choice or judgment reached after considering options
83. re___e a message *v.* to establish a connection or association between two or more things; to narrate or tell about an event, experience, or relationship; to empathize or feel sympathy with someone or something
84. an of____ve smell *adj.* rude in a way that causes someone to feel anger, annoyance, or resentment; for the purpose of attack rather than defense
85. rec____on award *n.* the action or process of recognizing or being recognized, especially by remembering; an agreement that something is true or legal
86. 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.
87. kin____ten teacher *n.* a school or class for young children, usually between the ages of four and six

ANSWERS: 79. creative, 80. employee, 81. surround, 82. decision, 83. relate, 84. offensive, 85. recognition, 86. cafeteria, 87. kindergarten

88. under his lea_____ip *n.* the ability, act, or status of leading a group of people or an organization
89. do_____te over the weak *v.* to have or control a lot of power and influence over somebody or something
90. ex_____e a newcomer *v.* to deny someone or something enter to a place or taking part in an activity
91. ventilate a st____y office *adj.* lacking fresh air or ventilation; oppressively warm; lacking in excitement or variety; formal in manner or behavior
92. co_____nt authority *adj.* having the necessary ability, knowledge, or skill to do something successfully
93. env_____nt affairs *n.* the natural world such as air, water, and land in which humans, animals, and plants live
94. la____h a big attack *v.* to send or propel something into the air or space using a device such as a rocket, missile, or spacecraft; to make something available or on sale for the first time
95. vi__d colors *adj.* producing very clear, powerful, and detailed images in the mind
96. m__k at his misfortune *v.* to make fun of someone, usually by imitating them in a witty but harsh way
97. es_____te this chicken to weigh three pounds *v.* to guess or calculate the cost, size, value, etc. of something
98. an ex_____d rock *adj.* having no protection or shield from something, such as bad weather, attack, or criticism

ANSWERS: 88. leadership, 89. dominate, 90. exclude, 91. stuffy, 92. competent, 93. environment, 94. launch, 95. vivid, 96. mock, 97. estimate, 98. exposed

99. practice ci____ty *n.* polite and courteous behavior towards other people; a formalized display of politeness, often in the form of ritualized etiquette
100. con_____ive about production *adj.* holding traditional views and values and opposed to change or innovation
101. be_____le through talk *v.* to speak or write about someone or something in a way that shows a lack of respect
102. exp_____nt design *n.* the scientific test conducted to observe what happens and gain new knowledge
103. be____d the sunrise *v.* to look at and observe with attention
104. ins_____ve behavior *adj.* not showing or feeling concern for the needs and feelings of others
105. collaborate with co_____ues *n.* one of a group of a coworker, especially in a profession or a business
106. em_____ee benefits *n.* a person who is hired to work for a business or organization in exchange for wages or salary; a worker
107. a bell to____r *n.* a structure that is exceptionally high in proportion to its width and either forms part of a building or stands alone
108. co_____t a background check *v.* to organize and carry out a particular activity
109. pa_____t with weight loss *n.* a person who is receiving medical treatment, care, or attention from a healthcare professional, such as a doctor, nurse, or therapist; a personal quality or characteristic

ANSWERS: 99. civility, 100. conservative, 101. belittle, 102. experiment, 103. behold, 104. insensitive, 105. colleague, 106. employee, 107. tower, 108. conduct, 109. patient

110. 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
111. un_____l political climate *adj.* rude or impolite; lacking in courtesy or consideration for others; violating commonly accepted social norms or expectations
112. an ac_____ic discussion *adj.* associated with schools, colleges, and universities, especially studying and thinking, not with practical skills
113. par_____te fully in conversation *v.* to take part in something
114. wi_____s of the car accident *n.* a person who sees something happen, especially a crime or an accident
115. joint rec_____on *n.* the action or process of recognizing or being recognized, especially by remembering; an agreement that something is true or legal
116. 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.
117. high school g__d *n.* (informal for graduate) a student who has recently graduated or is about to graduate from a school, college, or university
118. su___r a setback *v.* to experience pain, distress, or hardship; to undergo or endure something painful or unpleasant
119. me_____al chemistry *adj.* of or relating to the treatment or cure of disease

ANSWERS: 110. overwhelm, 111. uncivil, 112. academic, 113. participate, 114. witness, 115. recognition, 116. cafeteria, 117. grad, 118. suffer, 119. medicinal

120. com_____on number *n.* a collection of things that have been combined; an assemblage of separate parts or qualities
121. a ne_____ve number *adj.* having the quality of something bad or harmful; expressing refusal
122. int_____on among human beings *n.* the act of connecting with someone, mainly when working, playing, or spending time with them
123. immune fu_____on *n.* the purpose or use of an object, system, or process; a particular activity or operation that is designed to serve a specific purpose; a mathematical concept that describes a relationship between two sets of values, called the input and output sets; (verb) to operate or work in a specific way, or to perform a particular task or purpose
124. a stone wall su_____nds the palace *v.* to be all around something or somebody
125. a brushwood fe___e *n.* a structure, usually made of wood or metal, that encloses an area, typically for protection or to keep animals or people in or out; a dealer in stolen property
126. en___e in environmental protection activities *v.* to attract and keep someone's attention and interest; to participate in or obtain services of something
127. in___t each other *n.* a remark or action that causes offense or disrespect; (verb) to treat, mention, or speak to rudely

ANSWERS: 120. combination, 121. negative, 122. interaction, 123. function, 124. surround, 125. fence, 126. engage, 127. insult

128. a selfish de_____on *n.* the act or process of making up someone's mind about something; a choice or judgment reached after considering options
129. te____r age *adj.* gentle and delicate; showing care and consideration for others; easily injured or hurt; offering a bid or proposal in the process of negotiation
130. co_____nt personnel *adj.* having the necessary ability, knowledge, or skill to do something successfully
131. tr_____r inflation *v.* to make something happen suddenly; to cause something such as a device, machine, etc. to function
132. serial qu_____r *n.* a person who gives up easily or does not have the determination to finish what they have started
133. ac_____ic probation *adj.* associated with schools, colleges, and universities, especially studying and thinking, not with practical skills
134. im_____te behavior *adj.* lacking good manners or courteousness; rude; showing a lack of respect for social conventions or established customs
135. abruptly in_____pt *v.* to say or do something that causes someone to stop in their speech or action
136. l__t a ban on alcohol *v.* to raise something to a higher position or level; to pick up something or somebody and move them to a different position

ANSWERS: 128. decision, 129. tender, 130. competent, 131. trigger, 132. quitter, 133. academic, 134. impolite, 135. interrupt, 136. lift

137. an emergency hea_____er *n.* the central office or location from which a business or organization is managed
138. con_____us enthusiasm *adj.* able to be passed on to others through contact or proximity, especially by infection or disease
139. undergo a surgical pr_____re *n.* a way of doing something, especially the official or well-known way
140. de_____e in quality *v.* to become gradually smaller, fewer, worse, etc.; to refuse to accept
141. camera st__p *n.* a long, narrow strip or belt of leather, fabric, or another material used for binding, fastening, or supporting something or someone; a band or string that attaches one object to another, often used to secure items during transport
142. un_____l remark *adj.* rude or impolite; lacking in courtesy or consideration for others; violating commonly accepted social norms or expectations
143. con_____ion in English *n.* an informal talk between two or more people to exchange their views, ideas, information, etc.
144. op_____ne occasion *adj.* suitable or happening at a time that is suitable or convenient for a particular purpose
145. barren of cr_____ve spirit *adj.* relating to or involving the use of skill and original and unusual ideas to create something

ANSWERS: 137. headquarter, 138. contagious, 139. procedure, 140. decline, 141. strap, 142. uncivil, 143. conversation, 144. opportune, 145. creative

146. en_____ic density *adj.* possessing or exerting or displaying energy
147. traditional me_____al *adj.* of or relating to the treatment or cure of disease
148. co_____al combination of funds *adj.* belonging to or used by a group rather than individuals; for common use
149. kin_____ten class *n.* a school or class for young children, usually between the ages of four and six
150. han_____ng identification *n.* the particular way in which a person writes, as distinct from printing or typing
151. 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
152. go through hea_____ak *n.* a feeling of great sadness or disappointment
153. en___e a new employee *v.* to attract and keep someone's attention and interest; to participate in or obtain services of something
154. ma_____al note *adj.* of, relating to, or situated at the edge or outer limit; of secondary or minor importance; barely satisfactory or effective
155. play a pr_____nt role *adj.* important, well-known, or noticeable
156. a strain of vi__s *n.* a tiny infectious organic material that causes disease in people, animals, and plants

ANSWERS: 146. energetic, 147. medicinal, 148. communal, 149. kindergarten, 150. handwriting, 151. sabotage, 152. heartbreak, 153. engage, 154. marginal, 155. prominent, 156. virus

157. Doppler sh__t *n.* a slight transition in position, direction, or trend
158. my friend's cha_____tic laugh *n.* a typical feature or quality that can identify, tell apart, or describe something or somebody
159. de___e a word *v.* to state or explain precisely the nature, scope, or meaning of something
160. 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
161. ack_____ge the deed *v.* to accept or admit the existence, reality, or truth of something; to accept that someone or something has a particular authority or quality; to express obligation, thanks, or gratitude for someone's help, commitment, etc.;
162. p__r group *n.* a person who has the same age, status, or ability
163. a sense of sat_____ion *n.* a pleasant feeling you have when you have fulfilled a desire, need, or expectation or have achieved something
164. an im_____te comment *adj.* lacking good manners or courteousness; rude; showing a lack of respect for social conventions or established customs
165. assume the of_____ve *adj.* rude in a way that causes someone to feel anger, annoyance, or resentment; for the purpose of attack rather than defense

ANSWERS: 157. shift, 158. characteristic, 159. define, 160. overwhelm, 161. acknowledge, 162. peer, 163. satisfaction, 164. impolite, 165. offensive

166. 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
167. g__d student *n.* (informal for graduate) a student who has recently graduated or is about to graduate from a school, college, or university
168. co_____er relationship *n.* a person who works with another in the same company or organization
169. el_____de corrosion *n.* either of two points or ends of a conductor at which electricity enters or leaves an object, substance, or region
170. par_____te in the program *v.* to take part in something
171. es_____te a fair value *v.* to guess or calculate the cost, size, value, etc. of something
172. ci_____ty in politics *n.* polite and courteous behavior towards other people; a formalized display of politeness, often in the form of ritualized etiquette
173. ack_____ge his help *v.* to accept or admit the existence, reality, or truth of something; to accept that someone or something has a particular authority or quality; to express obligation, thanks, or gratitude for someone's help, commitment, etc.;
174. the w_t of man *n.* the ability to say or write things or ideas in a clever and humorous way

ANSWERS: 166. bully, 167. grad, 168. coworker, 169. electrode, 170. participate, 171. estimate, 172. civility, 173. acknowledge, 174. wit

175. a me____l opinion *adj.* relating to the treatment of illness or injuries; relating to the practice of medicine
176. a statistical ch__t *n.* a visual display of information such as a diagram, lists of figures, etc.; a map designed to assist navigation by air or sea
177. d_e rabbit *n.* a mature female of mammals of which the male is called a buck, such as a deer or a rabbit
178. pa____t in the hospital *n.* a person who is receiving medical treatment, care, or attention from a healthcare professional, such as a doctor, nurse, or therapist; a personal quality or characteristic
179. nu__e practitioner *n.* a healthcare professional who is trained to provide care for the sick or injured; (verb) to try to cure by special care or treatment of an illness or injury
180. aw__d ceremony *n.* a prize or other mark of recognition given in honor of an achievement
181. still vi__d in my memory *adj.* producing very clear, powerful, and detailed images in the mind
182. speak with ca____r *n.* the quality of being open, honest, and frank; the act of speaking truthfully and directly without evasion or pretense
183. sk____al scientists *adj.* doubting that something is accurate or useful
184. victim of a vi____t crime *adj.* involving or caused by physical force or aggression against someone or something

ANSWERS: 175. medical, 176. chart, 177. doe, 178. patient, 179. nurse, 180. award, 181. vivid, 182. candor, 183. skeptical, 184. violent

185. customer sat_____ion *n.* a pleasant feeling you have when you have fulfilled a desire, need, or expectation or have achieved something
186. an op_____ne remark *adj.* suitable or happening at a time that is suitable or convenient for a particular purpose
187. the int_____on between man and his environment *n.* the act of connecting with someone, mainly when working, playing, or spending time with them
188. chaotic env_____nt *n.* the natural world such as air, water, and land in which humans, animals, and plants live
189. ag__e in his movements *adj.* able to move quickly and easily, often in a way that is graceful and controlled
190. a volunteer nu__e *n.* a healthcare professional who is trained to provide care for the sick or injured; (verb) to try to cure by special care or treatment of an illness or injury
191. exposure to to__c chemicals *adj.* of or relating to or caused by a poison; poisonous
192. a c__p of wood *n.* a small fragment of something broken off from the whole; a long and thin piece of potato fried in oil or fat
193. id__t driver *n.* a foolish or stupid person who lacks common sense or judgment; a derogatory term used to describe someone who is mentally deficient
194. la___h a spaceship into orbit *v.* to send or propel something into the air or space using a device such as a rocket, missile, or spacecraft; to make something available or on sale for the first time

ANSWERS: 185. satisfaction, 186. opportune, 187. interaction, 188. environment, 189. agile, 190. nurse, 191. toxic, 192. chip, 193. idiot, 194. launch

195. the cr____or's claims *n.* a person, company, etc. to whom a debtor owes money
196. ha___e a precious object *v.* to deal with a situation, problem, or strong emotion
197. co____e themselves solely *v.* to restrict the movement of someone or something
198. consult with a ph____an *n.* a medical doctor who practices medicine
199. di____ee about a particular issue *v.* to have or express a different opinion, idea, etc.
200. professional at____cs *n.* the physical activities or sports that involve physical exertion and competition, such as running, jumping, throwing, or walking
201. han____ng sample *n.* the particular way in which a person writes, as distinct from printing or typing
202. fe__e post *n.* a structure, usually made of wood or metal, that encloses an area, typically for protection or to keep animals or people in or out; a dealer in stolen property
203. the longstanding co____ct *n.* a strong disagreement, argument, or a violent clash between two opposing groups or individuals
204. 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: 195. creditor, 196. handle, 197. confine, 198. physician, 199. disagree, 200. athletics, 201. handwriting, 202. fence, 203. conflict, 204. sabotage

205. app_____te her feedback *v.* to value and acknowledge the worth of someone or something; to be grateful for something or someone
206. unintended con_____ces *n.* the outcome of a particular action or event, especially relative to an individual
207. di_____rd the rules *v.* to pay no attention to or to ignore someone or something
208. irr_____ble behavior *adj.* not showing a proper sense of responsibility; not reliable
209. co_____e the scope of use *v.* to restrict the movement of someone or something
210. abs_____ly obsessed with the girl *adv.* without restriction or limitation; completely or utterly
211. full of w_t *n.* the ability to say or write things or ideas in a clever and humorous way
212. have a ne_____ve effect *adj.* having the quality of something bad or harmful; expressing refusal
213. the head of a ha_____y *n.* an interior passage or corridor onto which rooms open
214. control my em_____n *n.* a strong feeling such as love, anger, etc. deriving from one's situation, mood, or relationships with others
215. f__m grip *adj.* resolute or unwavering in decision-making or action; strong or secure in structure, make, or composition; reliable, trustworthy, or dependable; (noun) a business or company

ANSWERS: 205. appreciate, 206. consequence, 207. disregard, 208. irresponsible, 209. confine, 210. absolutely, 211. wit, 212. negative, 213. hallway, 214. emotion, 215. firm

216. lea_____ip by politicians *n.* the ability, act, or status of leading a group of people or an organization
217. l__t sagging skin *v.* to raise something to a higher position or level; to pick up something or somebody and move them to a different position
218. tou_____ded approach *adj.* having a practical, no-nonsense approach to life, often characterized by resilience, determination, and a lack of sentimentality or emotionalism
219. ind_____us student *adj.* hardworking, diligent, and persistent in effort
220. te___r touch *adj.* gentle and delicate; showing care and consideration for others; easily injured or hurt; offering a bid or proposal in the process of negotiation
221. platinum el_____des *n.* either of two points or ends of a conductor at which electricity enters or leaves an object, substance, or region
222. sn___y tactics *adj.* behaving in a deceptive or underhanded way; characterized by stealth or secretiveness
223. a con_____ive society *adj.* holding traditional views and values and opposed to change or innovation
224. hu___e opinion *adj.* having or showing a modest or low estimate of one's quality or importance
225. in_____pt a call *v.* to say or do something that causes someone to stop in their speech or action

ANSWERS: 216. leadership, 217. lift, 218. tough-minded, 219. industrious, 220. tender, 221. electrode, 222. sneaky, 223. conservative, 224. humble, 225. interrupt

226. former co_____ue *n.* one of a group of a coworker, especially in a profession or a business
227. high school at_____cs *n.* the physical activities or sports that involve physical exertion and competition, such as running, jumping, throwing, or walking
228. series of exp_____nts *n.* the scientific test conducted to observe what happens and gain new knowledge
229. afraid to show em_____n *n.* a strong feeling such as love, anger, etc. deriving from one's situation, mood, or relationships with others
230. de___e my position *v.* to state or explain precisely the nature, scope, or meaning of something
231. clothing r__k *n.* a framework or support structure used to hold or display objects; a set of interconnected shelves or compartments used for storage; a source of torture, distress, or mental anguish
232. ob_____us habits *adj.* extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm
233. maximize bra_____er *n.* intellectual or cognitive ability; mental capacity or intelligence
234. accounting f__m *adj.* resolute or unwavering in decision-making or action; strong or secure in structure, make, or composition; reliable, trustworthy, or dependable; (noun) a business or company

ANSWERS: 226. colleague, 227. athletics, 228. experiment, 229. emotion, 230. define, 231. rack, 232. obnoxious, 233. brainpower, 234. firm

235. bio_____ogy research *n.* the application of technological processes and methods to biological systems to develop new products or techniques, such as genetically modified organisms or biopharmaceuticals
236. re__r to a map *v.* to direct someone's attention, thoughts, or questions to another source or person; to mention, cite, or allude to something as evidence or support
237. a hu___e cottage *adj.* having or showing a modest or low estimate of one's quality or importance
238. recent su___y *n.* an investigation of the opinions, behavior, etc. of a particular group of people, made by asking people questions
239. en_____ic dog *adj.* possessing or exerting or displaying energy
240. raise public aw_____ss *n.* the fact or state of knowing something exists and is important
241. spread of the vi__s *n.* a tiny infectious organic material that causes disease in people, animals, and plants
242. temporary me_____l treatment *adj.* relating to the treatment of illness or injuries; relating to the practice of medicine
243. sn___y behavior *adj.* behaving in a deceptive or underhanded way; characterized by stealth or secretiveness

ANSWERS: 235. biotechnology, 236. refer, 237. humble, 238. survey, 239. energetic, 240. awareness, 241. virus, 242. medical, 243. sneaky

244. p__r review *n.* a person who has the same age, status, or ability
245. a material wi____s *n.* a person who sees something happen, especially a crime or an accident
246. number of b_g fixes *n.* any tiny insect; a fault or defect in a computer program, system, or machine
247. the co____ct between good and evil *n.* a strong disagreement, argument, or a violent clash between two opposing groups or individuals
248. ma____al cost *adj.* of, relating to, or situated at the edge or outer limit; of secondary or minor importance; barely satisfactory or effective
249. do____te possession *v.* to have or control a lot of power and influence over somebody or something
250. what an id__t *n.* a foolish or stupid person who lacks common sense or judgment; a derogatory term used to describe someone who is mentally deficient
251. an ins____ve heart *adj.* not showing or feeling concern for the needs and feelings of others
252. stripes cha____tic of the zebra *n.* a typical feature or quality that can identify, tell apart, or describe something or somebody
253. a ra____l cure *adj.* relating to the essential aspects of anything; far beyond the norm, mainly used of opinions and actions
254. ex____ve vice president *n.* a person or group of people with top-level management responsibility in a business or other organization; the branch that is responsible for implementing, administering, and enforcing laws, as well as running the day-to-day operations

ANSWERS: 244. peer, 245. witness, 246. bug, 247. conflict, 248. marginal, 249. dominate, 250. idiot, 251. insensitive, 252. characteristic, 253. radical, 254. executive

255. argue with a co_____er *n.* a person who works with another in the same company or organization
256. antibiotic med_____on *n.* a drug or other form of medicine that treats, prevents, or alleviates the symptoms of the disease
257. inc_____ty in politics *n.* a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others
258. med_____on by mouth *n.* a drug or other form of medicine that treats, prevents, or alleviates the symptoms of the disease
259. express my app_____ion *n.* the act of recognizing and valuing the worth or importance of something or someone; gratitude or thankfulness; an increase in value over time
260. ab_____ve personality *adj.* causing irritation, rubbing, or friction, especially upon the skin; rough to the touch; harsh and unkind in manner
261. te__e wool *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
262. st___y atmosphere *adj.* lacking fresh air or ventilation; oppressively warm; lacking in excitement or variety; formal in manner or behavior
263. re___e a story *v.* to establish a connection or association between two or more things; to narrate or tell about an event, experience, or relationship; to empathize or feel sympathy with someone or something

ANSWERS: 255. coworker, 256. medication, 257. incivility, 258. medication, 259. appreciation, 260. abrasive, 261. tease, 262. stuffy, 263. relate

264. a friendly con_____ion *n.* an informal talk between two or more people to exchange their views, ideas, information, etc.
265. fu_____on properly *n.* the purpose or use of an object, system, or process; a particular activity or operation that is designed to serve a specific purpose; a mathematical concept that describes a relationship between two sets of values, called the input and output sets; (verb) to operate or work in a specific way, or to perform a particular task or purpose
266. b_g bites *n.* any tiny insect; a fault or defect in a computer program, system, or machine
267. 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
268. a ra_____l flaw in the plan *adj.* relating to the essential aspects of anything; far beyond the norm, mainly used of opinions and actions

ANSWERS: 264. conversation, 265. function, 266. bug, 267. bully, 268. radical

Session 3: Fill in the Blanks

1. She made a _____ impression.
adj. producing very clear, powerful, and detailed images in the mind
2. _____ elections were held in several European countries.
adj. belonging to or used by a group rather than individuals; for common use
3. As the _____ director of the non-profit, it's her responsibility to make sure they're meeting their mission goals.
n. a person or group of people with top-level management responsibility in a business or other organization; the branch that is responsible for implementing, administering, and enforcing laws, as well as running the day-to-day operations
4. 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.
5. The _____ team worked quickly to save the patient's life.
adj. relating to the treatment of illness or injuries; relating to the practice of medicine
6. This process caused an _____ chemical reaction.
adj. possessing or exerting or displaying energy
7. The majority of students actively _____ in the college's intramural sports program.
v. to take part in something

ANSWERS: 1. vivid, 2. Communal, 3. executive, 4. cafeteria, 5. medical, 6. energetic, 7. participated

8. She vividly _____ getting laid off several years ago.

v. to remember something

9. Her sleep was _____ by recurring pain.

v. to say or do something that causes someone to stop in their speech or action

10. On three sides, mountains _____ the settlement.

v. to be all around something or somebody

11. The media frequently interviewed _____ scientists.

adj. important, well-known, or noticeable

12. I _____ for reasons already stated above.

v. to have or express a different opinion, idea, etc.

13. He never _____ his fault.

v. to accept or admit the existence, reality, or truth of something; to accept that someone or something has a particular authority or quality; to express obligation, thanks, or gratitude for someone's help, commitment, etc.;

14. The _____ deadline for submitting the project is tomorrow, so we need to work efficiently to finish on time.

adj. resolute or unwavering in decision-making or action; strong or secure in structure, make, or composition; reliable, trustworthy, or dependable; (noun) a business or company

15. I asked the lawyer to initiate _____ negotiations for voluntary liquidation.

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

ANSWERS: 8. recalls, 9. interrupted, 10. surround, 11. prominent, 12. disagree, 13. acknowledged, 14. firm, 15. creditor

16. The country's _____ has decided to take large-scale measures against global warming.
n. the ability, act, or status of leading a group of people or an organization
17. The _____ of the two groups is good for brainstorming.
n. the act of connecting with someone, mainly when working, playing, or spending time with them
18. The _____ handbook outlines the rules and regulations that all employees must follow.
n. a person who is hired to work for a business or organization in exchange for wages or salary; a worker
19. The disease is highly _____ and spreads quickly.
adj. able to be passed on to others through contact or proximity, especially by infection or disease
20. His _____ showed highly positive results.
n. the scientific test conducted to observe what happens and gain new knowledge
21. Bananas have their _____ taste and odor.
n. a typical feature or quality that can identify, tell apart, or describe something or somebody
22. He was given _____ for his outstanding work in the field of medicine.
n. the action or process of recognizing or being recognized, especially by remembering; an agreement that something is true or legal
23. 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

ANSWERS: 16. leadership, 17. interaction, 18. employee, 19. contagious, 20. experiments, 21. characteristic, 22. recognition, 23. civility

24. These economic activities had disastrous environmental _____.
- n.* the outcome of a particular action or event, especially relative to an individual
25. He won the _____ for best actor at the film festival.
- n.* a prize or other mark of recognition given in honor of an achievement
26. Advancements in _____ have revolutionized medicine and agriculture.
- n.* the application of technological processes and methods to biological systems to develop new products or techniques, such as genetically modified organisms or biopharmaceuticals
27. The pharmacist not only prescribes the _____ but also guides its proper use.
- n.* a drug or other form of medicine that treats, prevents, or alleviates the symptoms of the disease
28. He has the _____ to keep talking about this topic.
- n.* the ability to say or write things or ideas in a clever and humorous way
29. The company's profits have only been _____ this year, but they're hoping for a better year.
- adj.* of, relating to, or situated at the edge or outer limit; of secondary or minor importance; barely satisfactory or effective
30. There has been a gradual but steady rise in environmental _____.
- n.* the fact or state of knowing something exists and is important
31. His religious and philosophical beliefs were utterly _____.
- adj.* doubting that something is accurate or useful

ANSWERS: 24. consequences, 25. award, 26. biotechnology, 27. medication, 28. wit, 29. marginal, 30. awareness, 31. skeptical

32. She visited the local _____ to seek treatment for her persistent headache.
n. a medical doctor who practices medicine
33. It is impolite to _____ fun of an international student's English mistakes.
v. to make fun of someone, usually by imitating them in a witty but harsh way
34. His _____ philosophy in business led to many hostile takeovers.
adj. rude in a way that causes someone to feel anger, annoyance, or resentment; for the purpose of attack rather than defense
35. The manufacturing industry is _____ fierce competition.
n. a person who sees something happen, especially a crime or an accident
36. 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
37. She planted a hedge to serve as a natural _____ around her garden.
n. a structure, usually made of wood or metal, that encloses an area, typically for protection or to keep animals or people in or out; a dealer in stolen property
38. She _____ all the warnings and proceeded with her dangerous plan.
v. to pay no attention to or to ignore someone or something
39. 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
40. Please _____ to the instruction manual for further assistance.
v. to direct someone's attention, thoughts, or questions to another source or person; to mention, cite, or allude to something as evidence or support

ANSWERS: 32. physician, 33. mock, 34. offensive, 35. witnessing, 36. impolite, 37. fence, 38. disregarded, 39. abrasive, 40. refer

41. The _____ on the note was barely legible.
- n.* the particular way in which a person writes, as distinct from printing or typing
42. He dashed down a _____ to a bathroom.
- n.* an interior passage or corridor onto which rooms open
43. The doctor carefully examined the _____ medical history.
- n.* a person who is receiving medical treatment, care, or attention from a healthcare professional, such as a doctor, nurse, or therapist; a personal quality or characteristic
44. The protesters became _____ when the police tried to disperse them.
- adj.* involving or caused by physical force or aggression against someone or something
45. The brain is an incredibly complex organ that controls the body's _____.
- n.* the purpose or use of an object, system, or process; a particular activity or operation that is designed to serve a specific purpose; a mathematical concept that describes a relationship between two sets of values, called the input and output sets; (verb) to operate or work in a specific way, or to perform a particular task or purpose
46. 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
47. 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

ANSWERS: 41. handwriting, 42. hallway, 43. patient's, 44. violent, 45. function, 46. sabotage, 47. bully

48. He always makes a _____ estimation when predicting future sales.
adj. holding traditional views and values and opposed to change or innovation
49. An infected person in the hospital will likely pass the _____ to others.
n. a tiny infectious organic material that causes disease in people, animals, and plants
50. The night shift _____ checked my vital signs before administering the medication.
n. a healthcare professional who is trained to provide care for the sick or injured;
(verb) to try to cure by special care or treatment of an illness or injury
51. I am _____ opposed to his idea because of morality.
adv. without restriction or limitation; completely or utterly
52. The nobler, the more _____.
adj. having or showing a modest or low estimate of one's quality or importance
53. A significant amount of _____ is required to be a teacher.
n. the reason or enthusiasm for acting or behaving in a particular way
54. She's a _____ negotiator who always fights for what she believes is fair.
adj. having a practical, no-nonsense approach to life, often characterized by resilience, determination, and a lack of sentimentality or emotionalism
55. The incident _____ a political controversy.
v. to make something happen suddenly; to cause something such as a device, machine, etc. to function

ANSWERS: 48. conservative, 49. virus, 50. nurse, 51. absolutely, 52. humble, 53. motivation, 54. tough-minded, 55. triggered

56. He was proud to be a _____ of the prestigious university.

n. (informal for graduate) a student who has recently graduated or is about to graduate from a school, college, or university

57. The newborn baby was swaddled in a soft and _____ blanket.

adj. gentle and delicate; showing care and consideration for others; easily injured or hurt; offering a bid or proposal in the process of negotiation

58. The _____ to the safe was a secret.

n. a collection of things that have been combined; an assemblage of separate parts or qualities

59. Could you help me _____ some furniture?

n. a slight transition in position, direction, or trend

60. As people age, their digestive capacity also gradually _____.

v. to become gradually smaller, fewer, worse, etc.; to refuse to accept

61. To advance this discussion, we must _____ "success" rigorously.

v. to state or explain precisely the nature, scope, or meaning of something

62. He and I often had _____ not only in personality but also in ideology.

n. a strong disagreement, argument, or a violent clash between two opposing groups or individuals

63. 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

ANSWERS: 56. grad, 57. tender, 58. combination, 59. shift, 60. declines, 61. define, 62. conflicts, 63. disrespectful

64. 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
65. They had experienced the _____ of losing two children due to premature births.
- n.* a feeling of great sadness or disappointment
66. 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
67. The _____ properties of this herb have been known to help with various ailments.
- adj.* of or relating to the treatment or cure of disease
68. The perspective of his right brain _____ his consciousness.
- v.* to have or control a lot of power and influence over somebody or something
69. He acted like an _____ and spilled his drink all over the floor.
- n.* a foolish or stupid person who lacks common sense or judgment; a derogatory term used to describe someone who is mentally deficient
70. She excelled in _____ during high school and went on to compete at the collegiate level.
- n.* the physical activities or sports that involve physical exertion and competition, such as running, jumping, throwing, or walking
71. All the supervisor has to do is assign tasks that make his subordinates more _____.
- adj.* relating to or involving the use of skill and original and unusual ideas to create something

ANSWERS: 64. belittled, 65. heartbreak, 66. doe, 67. medicinal, 68. dominates, 69. idiot, 70. athletics, 71. creative

72. 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
73. The animal was _____ in a small cage.
- v.* to restrict the movement of someone or something
74. 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
75. This pie _____ represents our market share.
- n.* a visual display of information such as a diagram, lists of figures, etc.; a map designed to assist navigation by air or sea
76. She is a _____ of strength for our team in trouble.
- n.* a structure that is exceptionally high in proportion to its width and either forms part of a building or stands alone
77. He tried to _____ his experience to the group, but they couldn't understand.
- v.* to establish a connection or association between two or more things; to narrate or tell about an event, experience, or relationship; to empathize or feel sympathy with someone or something
78. The athlete tightened the _____ on his running shoes before the race.
- n.* a long, narrow strip or belt of leather, fabric, or another material used for binding, fastening, or supporting something or someone; a band or string that attaches one object to another, often used to secure items during transport

ANSWERS: 72. barbs, 73. confined, 74. overwhelm, 75. chart, 76. tower, 77. relate, 78. strap

79. His _____ comments made her feel hurt and unimportant.

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

80. He was known to be very _____ and would often work late into the night.

adj. hardworking, diligent, and persistent in effort

81. The dog's _____ made it difficult for its owners to take it for a walk.

n. the act of attacking or assaulting; hostile or violent behavior

82. 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

83. It is important to place the _____ in the correct position for accurate electro-cardiogram recording.

n. either of two points or ends of a conductor at which electricity enters or leaves an object, substance, or region

84. An excellent historian must possess an _____ mentality.

adj. associated with schools, colleges, and universities, especially studying and thinking, not with practical skills

85. The judge ruled that the defendant was _____ to stand trial.

adj. having the necessary ability, knowledge, or skill to do something successfully

86. Tech companies often employ _____ ducts and other materials in their office interiors.

adj. having no protection or shield from something, such as bad weather, attack, or criticism

ANSWERS: 79. insensitive, 80. industrious, 81. aggression, 82. uncivil, 83. electrodes, 84. academic, 85. competent, 86. exposed

87. It was _____ of him to drive home after drinking so much alcohol.
adj. not showing a proper sense of responsibility; not reliable
88. 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
89. The pilot and flight attendant ran through the check-out _____.
n. a way of doing something, especially the official or well-known way
90. Some _____ are common across cultures and backgrounds.
n. a strong feeling such as love, anger, etc. deriving from one's situation, mood, or relationships with others
91. The driver suddenly _____ the steering wheel to the left to avoid hitting the deer.
v. to make a sudden, sharp movement, or cause something to do this
92. 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
93. We all should learn how to _____ stress.
v. to deal with a situation, problem, or strong emotion
94. Many multinational companies are _____ in the reconstruction of that country.
v. to attract and keep someone's attention and interest; to participate in or obtain services of something
95. The government established by the coup was more _____ than before.
adj. relating to the essential aspects of anything; far beyond the norm, mainly used of opinions and actions

ANSWERS: 87. irresponsible, 88. candor, 89. procedure, 90. emotions, 91. jerked, 92. coworker, 93. handle, 94. engaged, 95. radical

96. The _____ between the two politicians during the debate was disappointing.
- n.* a lack of civility, courtesy, or politeness; rude or disrespectful behavior toward others
97. His _____ behavior at the party made everyone uncomfortable.
- adj.* extremely unpleasant or offensive; annoying or irritating to the point of causing discomfort or harm
98. I need to buy a new coat _____ to organize my winter jackets.
- n.* a framework or support structure used to hold or display objects; a set of interconnected shelves or compartments used for storage; a source of torture, distress, or mental anguish
99. The company decided to move its _____ to New York City.
- n.* the central office or location from which a business or organization is managed
100. The drought _____ the prices of grain globally.
- v.* to raise something to a higher position or level; to pick up something or somebody and move them to a different position
101. 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
102. The older man _____ from arthritis and finds it difficult to move around.
- v.* to experience pain, distress, or hardship; to undergo or endure something painful or unpleasant
103. That _____ shows that people are accepting the tax increase to some extent.
- n.* an investigation of the opinions, behavior, etc. of a particular group of people, made by asking people questions

ANSWERS: 96. incivility, 97. obnoxious, 98. rack, 99. headquarters, 100. lifted, 101. agile, 102. suffers, 103. survey

104. The phone rang at the most _____ time.

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

105. This device is used to _____ brain cancer and other tumors.

v. to determine or distinguish the nature of a problem or an illness through a careful analysis

106. The movie has received almost universally _____ criticism.

adj. having the quality of something bad or harmful; expressing refusal

107. The new service helped _____ net income by 10%.

v. to improve, raise, or increase something

108. We can use this campaign as a bargaining _____ in the negotiations.

n. a small fragment of something broken off from the whole; a long and thin piece of potato fried in oil or fat

109. His angry expression was not a pleasant sight to _____.

v. to look at and observe with attention

110. The artist received a lot of _____ for his latest work.

n. the act of recognizing and valuing the worth or importance of something or someone; gratitude or thankfulness; an increase in value over time

111. The _____ students were having a good time playing with toys.

n. a school or class for young children, usually between the ages of four and six

112. This chemical compound is a thousand-fold more _____.

adj. of or relating to or caused by a poison; poisonous

ANSWERS: 104. opportune, 105. diagnose, 106. negative, 107. boost, 108. chip, 109. behold, 110. appreciation, 111. kindergarten, 112. toxic

113. His _____ toward her was unacceptable and resulted in his being fired.

- n.* a remark or action that causes offense or disrespect; (verb) to treat, mention, or speak to rudely

114. How did he _____ to your idea?

- v.* to take action in response to something

115. Among young people, _____ pressure can be pretty influential.

- n.* a person who has the same age, status, or ability

116. 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

117. The mediated settlement brought _____ to both sides.

- n.* a pleasant feeling you have when you have fulfilled a desire, need, or expectation or have achieved something

118. I decided to seek counseling on the advice of my _____.

- n.* one of a group of a coworker, especially in a profession or a business

119. She was struggling to make a _____ between two job offers.

- n.* the act or process of making up someone's mind about something; a choice or judgment reached after considering options

120. Police will _____ random breath testing for drunk driving.

- v.* to organize and carry out a particular activity

121. The cost for the trip _____ food and beverages.

- v.* to deny someone or something enter to a place or taking part in an activity

ANSWERS: 113. insult, 114. react, 115. peer, 116. emir, 117. satisfaction, 118. colleague, 119. decision, 120. conduct, 121. excludes

122. 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
123. We would _____ an early reply.
v. to value and acknowledge the worth of someone or something; to be grateful for something or someone
124. Your _____ reflects your thoughts.
n. an informal talk between two or more people to exchange their views, ideas, information, etc.
125. To succeed in the field of science, you need to have some serious _____ and dedication
n. intellectual or cognitive ability; mental capacity or intelligence
126. 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
127. 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
128. I found a stink ____ crawling across the ceiling.
n. any tiny insect; a fault or defect in a computer program, system, or machine
129. 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

ANSWERS: 122. alumni, 123. appreciate, 124. conversation, 125. brainpower, 126. tease, 127. motto, 128. bug, 129. quitter

130. The company is set to _____ its new product line next month.

- v.* to send or propel something into the air or space using a device such as a rocket, missile, or spacecraft; to make something available or on sale for the first time

131. 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

132. We _____ the season's total trade deficit at \$50 billion.

- v.* to guess or calculate the cost, size, value, etc. of something

133. Every human is responsible for taking care of the Earth's _____.

- n.* the natural world such as air, water, and land in which humans, animals, and plants live

134. The _____ thief slipped into the house through an unlocked window.

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

ANSWERS: 130. launch, 131. stuffy, 132. estimated, 133. environment, 134. sneaky