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Vocabulary Builder Reference from...

David Grady: How to save the world (or at least yourself) from bad meetings | TED Talk

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

All Words

IMPORTANT

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Session 1: Word List

settle

v. to reach an agreement of disagreement

synonym : inhabit, occupy, decide

(1) **settle** a dispute, (2) **settle** down in the town

I don't want to **settle** for second best.

recognize

v. to acknowledge or realize something or someone; to identify, remember, or become aware of something that was previously known or encountered

synonym : acknowledge, identify, admit

(1) **recognize** talent, (2) **recognize** achievement

It's important to **recognize** your strengths and weaknesses.

cubicle

n. a small, partitioned area or booth intended for working or studying, often in an office or educational setting

synonym : compartment, booth, workspace

(1) **cubicle** partition, (2) camping **cubicle**

I worked in an office **cubicle** surrounded by walls and fluorescent lights.

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.

roll

v. to move in a particular direction by turning over and over or from side to side
synonym: spin, swirl, wheel
(1) **roll** a ball, (2) **roll** down his cheeks
He was exhausted and **rolled** into bed as soon as he got home.

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.

stink

v. to emit a strong, unpleasant odor; to have a strong offensive smell; to be corrupt or unethical
synonym: reek, smell, odor
(1) **stink** up the place, (2) **stink** badly
The garbage in the alley began to **stink** after a few hot days.

invitation

n. a spoken or written request to participate or be present or take part in something
synonym: request, asking, proposal
(1) a letter of **invitation**, (2) **invitation** of foreign investment
I will be very happy to accept your **invitation**.

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.

agenda

n. a list or outline of things to be done, discussed, or considered

synonym: program, schedule, list

(1) **agenda** setting, (2) ambitious **agenda**

The **agenda** for the meeting includes discussions on the budget and new project proposals.

invite

v. to ask someone to come or join; to offer an opportunity or possibility for something to happen or take place

synonym: ask, request, summon

(1) **invite** guests, (2) **invite** criticism

We want to **invite** you to our annual charity event.

unproductive

adj. not producing or able to produce very much or desired results

synonym: fruitless, ineffective, idle

(1) in an **unproductive** manner, (2) **unproductive** industries

The negotiations between labor and management were **unproductive**.

session

n. a formal meeting or series of meetings for the execution of a particular group's functions; a period spent doing a particular activity

synonym: conference, gathering

(1) the morning **session**, (2) the court **session**

Parliament is now in **session**.

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.

epidemic

n. the widespread outbreak of a particular disease in a large number of people at the same time

synonym : outbreak, contagion, plague

(1) a worldwide **epidemic**, (2) health **epidemic**

The disease is now reaching **epidemic** proportions in our country.

mindless

adj. lacking in awareness, thought, or attention; done without thinking or consideration; pointless or empty-headed

synonym : senseless, thoughtless, irresponsible

(1) **mindless** task, (2) **mindless** entertainment

Mindless scrolling on social media can be a time waster.

syndrome

n. a group of signs and symptoms that occur together and are characteristic of a particular condition or disorder

synonym : disorder, condition, complication

(1) **syndrome** of dementia, (2) acute **syndrome**

The patient was diagnosed with a rare genetic **syndrome**.

primary

adj. first or highest in rank, order, or importance; most fundamental or essential; pertaining to the initial or introductory stage of something, such as a school year or election cycle

synonym : chief, main, fundamental

(1) **primary** school, (2) **primary** education

The **primary** cause of the accident was due to the icy road conditions.

symptom

n. any sensation or change in body or mind that is experienced by a patient and is associated with a particular disease

synonym : sign, manifestation, syndrome

(1) **symptoms** of low testosterone, (2) neurotic **symptoms**

The patient displays a **symptom** of a side effect.

involuntary

adj. acting or done without or against one's will

synonym : coerced, forced, automatic

(1) **involuntary** manslaughter, (2) **involuntary** muscles

The drug's side effects can include **involuntary** loss of urine.

reflex

n. an automatic and unthinking response to a particular stimulus; a physical reaction to external stimuli

synonym: reaction, response, instinct

(1) **reflex** test, (2) knee **reflex**

My leg kicked involuntarily when the doctor tapped my knee with the **reflex** hammer.

collaboration

n. the act or situation of working together to create or produce something

synonym: affiliation, alliance, coalition

(1) **collaboration** between companies, (2) **collaboration** platform

The partnership program requires a mutual **collaboration** between both agencies.

enterprise

n. a business or company; a purposeful or industrious undertaking, especially one that requires effort

synonym: business, company, industry

(1) undertake an **enterprise**, (2) his business **enterprise**

A growing **enterprise** requires a bold leader.

yield

n. the total output of crops, profits, etc. that are produced; (verb) to produce or supply helpful something, such as a profit, an amount of food, or information

synonym: proceeds, harvest, output

(1) corn **yield**, (2) the **yield** on the bond

The company's stock gives a high **yield**.

pervasive

adj. spreading or existing throughout every part of a thing or place

synonym: extensive, ubiquitous, prevalent

(1) **pervasive** language, (2) the **pervasive** odor of garlic

Suspicion and worry were **pervasive** in our minds.

dramatically

adv. in a very impressive manner

synonym: greatly, noticeably, suddenly

(1) he confessed **dramatically**, (2) the cabin pressure fell

dramatically

Life expectancy has grown **dramatically** this century.

miserable

adj. very unhappy, uncomfortable, or unpleasant; causing great distress or suffering

synonym : unhappy, wretched, cheerless

(1) **miserable** weather, (2) **miserable** experience

She felt **miserable** after her dog passed away.

inflict

v. to cause harm, injury, or suffering to someone or something

synonym : impose, levy, administer

(1) **inflict** a heavier tax, (2) **inflict** a hard blow

The storm **inflicted** significant damage on the town.

confer

v. to have a meeting or discussion to come to a decision or agreement or exchange ideas; to bestow something

synonym : consult, meet, discuss

(1) **confer** degree, (2) **confer** honor

The leaders of the two countries met to **confer** on the issue.

moderator

n. a person or thing that moderates or regulates something, such as a discussion or forum; a device or mechanism that controls or regulates the speed, temperature, or other variables of a process or operation

synonym : facilitator, mediator, arbitrator

(1) **moderator** role, (2) forum **moderator**

The **moderator** of the panel discussion kept the conversation on track and orderly.

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.

collapse

v. to fall down or give way suddenly, often after breaking apart

synonym: tumble, spill, bankruptcy

(1) the stock market **collapsed**, (2) ready to **collapse**

The roof finally **collapsed** after three days and three nights of heavy snowfall.

collaborate

v. to work with someone else to produce or achieve something

synonym: cooperate, unite, get together

(1) **collaborate** with the police, (2) **collaborate** on a press release

She agreed to **collaborate** with him in creating new artwork.

wreck

n. a ship that has sunk or has been destroyed; a vehicle that has been badly damaged in an accident

synonym: collapse, destruction, devastation

(1) the house was a **wreck**, (2) a worthless **wreck**

The divers accidentally discovered a **wreck** on the ocean floor.

proposal

n. a formal suggestion or offer, sometimes a written one

synonym: offer, suggestion, proposition

(1) an innovative **proposal**, (2) details of his **proposal**

Our skeleton outline of the **proposal** met with much opposition.

decide

v. to make up someone's mind about something; to come to a conclusion or judgment after considering options

synonym: choose, determine, settle

(1) **decide** a question, (2) **decide** on a course of action

She couldn't **decide** whether to order the pizza or the pasta for dinner.

bloop

v. to make a mistake; to produce a sound that is deep, resonant, and indistinct; (noun, of baseball) a hit that is weakly hit into the air over the infield and lands for a

base hit, often in shallow outfield

synonym : fail, burble, splutter

(1) **bloop** a cheery melody, (2) **bloop** during her presentation

He **blooped** the final note of the piano concerto, causing some audience members to wince.

skip

v. to move along lightly and quickly, making a step from one foot to the other with a hop or bounce; to intentionally fail to do something which would normally do

synonym : bounce, spring, neglect

(1) **skip** across the country, (2) **skip** breakfast

We **skipped** the topic because it was too complicated.

dive

v. to jump into the water with your head and arms going in first, or to move down to a deeper level underwater

synonym : dip, leap, plunge

(1) **dive** into anime communities, (2) **dive** off a cliff

The sperm whale can **dive** to 1,000 meters.

beep

v. to make a short, high-pitched sound, typically as a signal or warning

synonym : bleep, honk, buzz

(1) **beep** out a warning, (2) **beep** the horn

The timer **beeped**, reminding me that the cake was ready to come out of the oven.

permit

v. to allow for something to happen or be done; (noun) the act of giving a formal, usually written, authorization

synonym : allow, authorize, concede

(1) **permit** application, (2) work **permit**

The teacher will not **permit** any students to leave the classroom early.

- hire** v. to give somebody a job
synonym: employ, engage, lease
(1) **hire** a guide, (2) **hire** a car by the hour
We should always be prepared to **hire** talented recruits.
- 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.
- proof** n. a fact or piece of information that shows something is true or exists
synonym: testimony, evidence, assurance
(1) documentary **proof**, (2) a geometric **proof**
Proof is better than argument.
- eerily** adv. in a strange, weird, or unsettling manner; suggesting the presence of supernatural or mysterious elements
synonym: spookily, strangely, creepily
(1) **eerily** accurate, (2) **eerily** atmospheric
The abandoned house was **eerily** silent as if someone was watching from within.
- depress** v. to make someone feel sad, low in spirits, or without hope; to make markets, businesses, etc., less active
synonym: sadden, discourage, deflate
(1) **depress** their spirits, (2) **depress** crop prices
The economic recession **depressed** the housing market.
- retirement** n. the fact or act of stopping working and leaving one's job
synonym: resignation, withdrawal, retreat
(1) **retirement** from politics, (2) impending **retirement**
This fund is responsible for disability and **retirement** benefits.

sigh

v. to emit a deep, audible breath or sound, often expressing feelings of tiredness, frustration, or relief; to express longing, wish, or regret; (noun) the act of exhaling audibly in a long, deep, and often melancholy way

synonym: breathe out, exhale, groan

(1) **sigh** deeply, (2) let out a **sigh**

He **sighed** in relief when he finally found his lost keys.

fundamental

adj. forming an essential base or core from which everything else develops or is affected

synonym: basic, essential, entire

(1) **fundamental** education, (2) **fundamental** rights

Human behavior has **fundamental** characteristics.

powerless

adj. lacking power, strength, or authority; unable to act or affect change

synonym: helpless, impotent, feeble

(1) **powerless** position, (2) **powerless** in the organization

During the hurricane, we felt **powerless** against the winds and rain.

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.

fingertip

n. the end or tip of a finger

(1) apply **fingertip** pressure, (2) burn my **fingertip**

The archaeologist ran his **fingertips** along the pattern of the tombstones.

immediately

adv. now or without delay

synonym: directly, instantly, promptly

(1) **immediately** recall a product, (2) write him an answer

immediately

A suspension order from the court is effective **immediately**.

excite

v. to make someone feel suddenly enthusiastic or eager

synonym: thrill, exhilarate, animate

(1) **excite** the crowd, (2) **excite** rebellion

The news of her promotion **excited** her.

achieve

v. to successfully complete a task or goal, often through hard work, perseverance, and dedication; to attain or accomplish something that one has set out to do

synonym: accomplish, attain, reach

(1) **achieve** success, (2) **achieve** milestones

I will work hard to **achieve** my goals and realize my dreams.

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.

Session 2: Spelling

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|-------------------------------------|--|
| 1. su___r bad grades | <i>v.</i> to experience pain, distress, or hardship; to undergo or endure something painful or unpleasant |
| 2. inv_____ry manslaughter | <i>adj.</i> acting or done without or against one's will |
| 3. ret_____nt from politics | <i>n.</i> the fact or act of stopping working and leaving one's job |
| 4. re___x test | <i>n.</i> an automatic and unthinking response to a particular stimulus; a physical reaction to external stimuli |
| 5. apply fi_____ip pressure | <i>n.</i> the end or tip of a finger |
| 6. inv_____on of foreign investment | <i>n.</i> a spoken or written request to participate or be present or take part in something |
| 7. cu_____e partition | <i>n.</i> a small, partitioned area or booth intended for working or studying, often in an office or educational setting |
| 8. ready to co_____se | <i>v.</i> to fall down or give way suddenly, often after breaking apart |
| 9. ambitious ag___a | <i>n.</i> a list or outline of things to be done, discussed, or considered |
| 10. co___r honor | <i>v.</i> to have a meeting or discussion to come to a decision or agreement or exchange ideas; to bestow something |
| 11. col_____ion between companies | <i>n.</i> the act or situation of working together to create or produce something |

ANSWERS: 1. suffer, 2. involuntary, 3. retirement, 4. reflex, 5. fingertip, 6. invitation, 7. cubicle, 8. collapse, 9. agenda, 10. confer, 11. collaboration

12. po_____ss position *adj.* lacking power, strength, or authority; unable to act or affect change
13. ac_____e success *v.* to successfully complete a task or goal, often through hard work, perseverance, and dedication; to attain or accomplish something that one has set out to do
14. h__e a car by the hour *v.* to give somebody a job
15. in_____t a heavier tax *v.* to cause harm, injury, or suffering to someone or something
16. de_____on authority *n.* the act or process of making up someone's mind about something; a choice or judgment reached after considering options
17. d__e off a cliff *v.* to jump into the water with your head and arms going in first, or to move down to a deeper level underwater
18. sy_____me of dementia *n.* a group of signs and symptoms that occur together and are characteristic of a particular condition or disorder
19. de_____s crop prices *v.* to make someone feel sad, low in spirits, or without hope; to make markets, businesses, etc., less active
20. mi_____le weather *adj.* very unhappy, uncomfortable, or unpleasant; causing great distress or suffering
21. fun_____al education *adj.* forming an essential base or core from which everything else develops or is affected
22. the house was a wr__k *n.* a ship that has sunk or has been destroyed; a vehicle that has been badly damaged in an accident

ANSWERS: 12. powerless, 13. achieve, 14. hire, 15. inflict, 16. decision, 17. dive, 18. syndrome, 19. depress, 20. miserable, 21. fundamental, 22. wreck

23. d_e rabbit *n.* a mature female of mammals of which the male is called a buck, such as a deer or a rabbit
24. col_____te with the police *v.* to work with someone else to produce or achieve something
25. re_____ze talent *v.* to acknowledge or realize something or someone; to identify, remember, or become aware of something that was previously known or encountered
26. em_____ee evaluation *n.* a person who is hired to work for a business or organization in exchange for wages or salary; a worker
27. h__e a guide *v.* to give somebody a job
28. ex___e the crowd *v.* to make someone feel suddenly enthusiastic or eager
29. st__k up the place *v.* to emit a strong, unpleasant odor; to have a strong offensive smell; to be corrupt or unethical
30. forum mo_____or *n.* a person or thing that moderates or regulates something, such as a discussion or forum; a device or mechanism that controls or regulates the speed, temperature, or other variables of a process or operation
31. write him an answer imm_____ly *adv.* now or without delay
32. a worthless wr__k *n.* a ship that has sunk or has been destroyed; a vehicle that has been badly damaged in an accident

ANSWERS: 23. doe, 24. collaborate, 25. recognize, 26. employee, 27. hire, 28. excite, 29. stink, 30. moderator, 31. immediately, 32. wreck

33. de___e on a course of action *v.* to make up someone's mind about something; to come to a conclusion or judgment after considering options
34. an innovative pr____al *n.* a formal suggestion or offer, sometimes a written one
35. su___r a setback *v.* to experience pain, distress, or hardship; to undergo or endure something painful or unpleasant
36. sy____ms of low testosterone *n.* any sensation or change in body or mind that is experienced by a patient and is associated with a particular disease
37. camping cu____e *n.* a small, partitioned area or booth intended for working or studying, often in an office or educational setting
38. a worldwide ep____ic *n.* the widespread outbreak of a particular disease in a large number of people at the same time
39. a letter of inv____on *n.* a spoken or written request to participate or be present or take part in something
40. 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
41. knee re___x *n.* an automatic and unthinking response to a particular stimulus; a physical reaction to external stimuli
42. acute sy____me *n.* a group of signs and symptoms that occur together and are characteristic of a particular condition or disorder

ANSWERS: 33. decide, 34. proposal, 35. suffer, 36. symptom, 37. cubicle, 38. epidemic, 39. invitation, 40. refer, 41. reflex, 42. syndrome

43. documentary pr__f *n.* a fact or piece of information that shows something is true or exists
44. re_____ze achievement *v.* to acknowledge or realize something or someone; to identify, remember, or become aware of something that was previously known or encountered
45. r__l down his cheeks *v.* to move in a particular direction by turning over and over or from side to side
46. s__p breakfast *v.* to move along lightly and quickly, making a step from one foot to the other with a hop or bounce; to intentionally fail to do something which would normally do
47. 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.;
48. imm_____ly recall a product *adv.* now or without delay
49. health ep_____ic *n.* the widespread outbreak of a particular disease in a large number of people at the same time
50. 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
51. ee___y atmospheric *adv.* in a strange, weird, or unsettling manner; suggesting the presence of supernatural or mysterious elements

ANSWERS: 43. proof, 44. recognize, 45. roll, 46. skip, 47. acknowledge, 48. immediately, 49. epidemic, 50. decision, 51. eerily

52. mi_____le experience *adj.* very unhappy, uncomfortable, or unpleasant; causing great distress or suffering
53. the pe_____ve odor of garlic *adj.* spreading or existing throughout every part of a thing or place
54. bl__p during her presentation *v.* to make a mistake; to produce a sound that is deep, resonant, and indistinct; (noun, of baseball) a hit that is weakly hit into the air over the infield and lands for a base hit, often in shallow outfield
55. impending ret_____nt *n.* the fact or act of stopping working and leaving one's job
56. se___e down in the town *v.* to reach an agreement of disagreement
57. 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.;
58. buck and d_e *n.* a mature female of mammals of which the male is called a buck, such as a deer or a rabbit
59. the cabin pressure fell dra_____lly *adv.* in a very impressive manner
60. ex___e rebellion *v.* to make someone feel suddenly enthusiastic or eager
61. in_____t a hard blow *v.* to cause harm, injury, or suffering to someone or something
62. s__p across the country *v.* to move along lightly and quickly, making a step from one foot to the other with a hop or bounce; to intentionally fail to do something which would normally do

ANSWERS: 52. miserable, 53. pervasive, 54. bloop, 55. retirement, 56. settle, 57. acknowledge, 58. doe, 59. dramatically, 60. excite, 61. inflict, 62. skip

63. ee___y accurate *adv.* in a strange, weird, or unsettling manner; suggesting the presence of supernatural or mysterious elements
64. s__h deeply *v.* to emit a deep, audible breath or sound, often expressing feelings of tiredness, frustration, or relief; to express longing, wish, or regret; (noun) the act of exhaling audibly in a long, deep, and often melancholy way
65. mi_____ss entertainment *adj.* lacking in awareness, thought, or attention; done without thinking or consideration; pointless or empty-headed
66. in___e criticism *v.* to ask someone to come or join; to offer an opportunity or possibility for something to happen or take place
67. em_____ee benefits *n.* a person who is hired to work for a business or organization in exchange for wages or salary; a worker
68. he confessed dra_____lly *adv.* in a very impressive manner
69. a geometric pr__f *n.* a fact or piece of information that shows something is true or exists
70. unp_____ive industries *adj.* not producing or able to produce very much or desired results
71. pr_____y school *adj.* first or highest in rank, order, or importance; most fundamental or essential; pertaining to the initial or introductory stage of something, such as a school year or election cycle

ANSWERS: 63. eerily, 64. sigh, 65. mindless, 66. invite, 67. employee, 68. dramatically, 69. proof, 70. unproductive, 71. primary

72. in___e guests *v.* to ask someone to come or join; to offer an opportunity or possibility for something to happen or take place
73. argue with a co____er *n.* a person who works with another in the same company or organization
74. co____er relationship *n.* a person who works with another in the same company or organization
75. the court se____n *n.* a formal meeting or series of meetings for the execution of a particular group's functions; a period spent doing a particular activity
76. the yi__d on the bond *n.* the total output of crops, profits, etc. that are produced; (verb) to produce or supply helpful something, such as a profit, an amount of food, or information
77. b__p out a warning *v.* to make a short, high-pitched sound, typically as a signal or warning
78. se___e a dispute *v.* to reach an agreement of disagreement
79. let out a s__h *v.* to emit a deep, audible breath or sound, often expressing feelings of tiredness, frustration, or relief; to express longing, wish, or regret; (noun) the act of exhaling audibly in a long, deep, and often melancholy way
80. de___e a question *v.* to make up someone's mind about something; to come to a conclusion or judgment after considering options
81. col_____ion platform *n.* the act or situation of working together to create or produce something

ANSWERS: 72. invite, 73. coworker, 74. coworker, 75. session, 76. yield, 77. beep, 78. settle, 79. sigh, 80. decide, 81. collaboration

82. pe___t application *v.* to allow for something to happen or be done; (noun) the act of giving a formal, usually written, authorization
83. neurotic sy_____ms *n.* any sensation or change in body or mind that is experienced by a patient and is associated with a particular disease
84. st__k badly *v.* to emit a strong, unpleasant odor; to have a strong offensive smell; to be corrupt or unethical
85. in an unp_____ive manner *adj.* not producing or able to produce very much or desired results
86. de_____s their spirits *v.* to make someone feel sad, low in spirits, or without hope; to make markets, businesses, etc., less active
87. d__e into anime communities *v.* to jump into the water with your head and arms going in first, or to move down to a deeper level underwater
88. undertake an ent_____se *n.* a business or company; a purposeful or industrious undertaking, especially one that requires effort
89. pe_____ve language *adj.* spreading or existing throughout every part of a thing or place
90. co___r degree *v.* to have a meeting or discussion to come to a decision or agreement or exchange ideas; to bestow something
91. po_____ss in the organization *adj.* lacking power, strength, or authority; unable to act or affect change
92. par_____te in the program *v.* to take part in something

ANSWERS: 82. permit, 83. symptom, 84. stink, 85. unproductive, 86. depress, 87. dive, 88. enterprise, 89. pervasive, 90. confer, 91. powerless, 92. participate

93. par_____te fully in conversation *v.* to take part in something
94. mi_____ss task *adj.* lacking in awareness, thought, or attention; done without thinking or consideration; pointless or empty-headed
95. the morning se_____n *n.* a formal meeting or series of meetings for the execution of a particular group's functions; a period spent doing a particular activity
96. b__p the horn *v.* to make a short, high-pitched sound, typically as a signal or warning
97. mo_____or role *n.* a person or thing that moderates or regulates something, such as a discussion or forum; a device or mechanism that controls or regulates the speed, temperature, or other variables of a process or operation
98. corn yi__d *n.* the total output of crops, profits, etc. that are produced; (verb) to produce or supply helpful something, such as a profit, an amount of food, or information
99. bl__p a cheery melody *v.* to make a mistake; to produce a sound that is deep, resonant, and indistinct; (noun, of baseball) a hit that is weakly hit into the air over the infield and lands for a base hit, often in shallow outfield
100. burn my fi_____ip *n.* the end or tip of a finger
101. ac_____e milestones *v.* to successfully complete a task or goal, often through hard work, perseverance, and dedication; to attain or accomplish something that one has set out to do

ANSWERS: 93. participate, 94. mindless, 95. session, 96. beep, 97. moderator, 98. yield, 99. bloop, 100. fingertip, 101. achieve

102. r__l a ball *v.* to move in a particular direction by turning over and over or from side to side
103. the stock market co_____sed *v.* to fall down or give way suddenly, often after breaking apart
104. fun_____al rights *adj.* forming an essential base or core from which everything else develops or is affected
105. 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
106. pr_____y education *adj.* first or highest in rank, order, or importance; most fundamental or essential; pertaining to the initial or introductory stage of something, such as a school year or election cycle
107. details of his pr_____al *n.* a formal suggestion or offer, sometimes a written one
108. inv_____ry muscles *adj.* acting or done without or against one's will
109. col_____te on a press release *v.* to work with someone else to produce or achieve something
110. ag___a setting *n.* a list or outline of things to be done, discussed, or considered
111. his business ent_____se *n.* a business or company; a purposeful or industrious undertaking, especially one that requires effort
112. work pe___t *v.* to allow for something to happen or be done; (noun) the act of giving a formal, usually written, authorization

ANSWERS: 102. roll, 103. collapse, 104. fundamental, 105. refer, 106. primary, 107. proposal, 108. involuntary, 109. collaborate, 110. agenda, 111. enterprise, 112. permit

ANSWERS:

Session 3: Fill in the Blanks

1. Life expectancy has grown _____ this century.
adv. in a very impressive manner
2. The divers accidentally discovered a _____ on the ocean floor.
n. a ship that has sunk or has been destroyed; a vehicle that has been badly damaged in an accident
3. The sperm whale can _____ to 1,000 meters.
v. to jump into the water with your head and arms going in first, or to move down to a deeper level underwater
4. We _____ the topic because it was too complicated.
v. to move along lightly and quickly, making a step from one foot to the other with a hop or bounce; to intentionally fail to do something which would normally do
5. The garbage in the alley began to _____ after a few hot days.
v. to emit a strong, unpleasant odor; to have a strong offensive smell; to be corrupt or unethical
6. _____ is better than argument.
n. a fact or piece of information that shows something is true or exists
7. My leg kicked involuntarily when the doctor tapped my knee with the _____ hammer.
n. an automatic and unthinking response to a particular stimulus; a physical reaction to external stimuli

ANSWERS: 1. dramatically, 2. wreck, 3. dive, 4. skipped, 5. stink, 6. Proof, 7. reflex

8. The timer _____ reminding me that the cake was ready to come out of the oven.
v. to make a short, high-pitched sound, typically as a signal or warning
9. The news of her promotion _____ her.
v. to make someone feel suddenly enthusiastic or eager
10. The abandoned house was _____ silent as if someone was watching from within.
adv. in a strange, weird, or unsettling manner; suggesting the presence of supernatural or mysterious elements
11. She felt _____ after her dog passed away.
adj. very unhappy, uncomfortable, or unpleasant; causing great distress or suffering
12. The storm _____ significant damage on the town.
v. to cause harm, injury, or suffering to someone or something
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 economic recession _____ the housing market.
v. to make someone feel sad, low in spirits, or without hope; to make markets, businesses, etc., less active
15. A suspension order from the court is effective _____.
adv. now or without delay

ANSWERS: 8. beeped, 9. excited, 10. eerily, 11. miserable, 12. inflicted, 13. acknowledged, 14. depressed, 15. immediately

16. _____ scrolling on social media can be a time waster.

adj. lacking in awareness, thought, or attention; done without thinking or consideration; pointless or empty-headed

17. I will be very happy to accept your _____.

n. a spoken or written request to participate or be present or take part in something

18. She agreed to _____ with him in creating new artwork.

v. to work with someone else to produce or achieve something

19. The patient displays a _____ of a side effect.

n. any sensation or change in body or mind that is experienced by a patient and is associated with a particular disease

20. The majority of students actively _____ in the college's intramural sports program.

v. to take part in something

21. Human behavior has _____ characteristics.

adj. forming an essential base or core from which everything else develops or is affected

22. I will work hard to _____ my goals and realize my dreams.

v. to successfully complete a task or goal, often through hard work, perseverance, and dedication; to attain or accomplish something that one has set out to do

23. 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

ANSWERS: 16. Mindless, 17. invitation, 18. collaborate, 19. symptom, 20. participated, 21. fundamental, 22. achieve, 23. suffers

24. The teacher will not _____ any students to leave the classroom early.
- v.* to allow for something to happen or be done; (noun) the act of giving a formal, usually written, authorization
25. The company's stock gives a high _____.
- n.* the total output of crops, profits, etc. that are produced; (verb) to produce or supply helpful something, such as a profit, an amount of food, or information
26. 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
27. The patient was diagnosed with a rare genetic _____.
- n.* a group of signs and symptoms that occur together and are characteristic of a particular condition or disorder
28. 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
29. The archaeologist ran his _____ along the pattern of the tombstones.
- n.* the end or tip of a finger
30. The disease is now reaching _____ proportions in our country.
- n.* the widespread outbreak of a particular disease in a large number of people at the same time
31. The negotiations between labor and management were _____.
- adj.* not producing or able to produce very much or desired results

ANSWERS: 24. permit, 25. yield, 26. refer, 27. syndrome, 28. doe, 29. fingertips, 30. epidemic, 31. unproductive

32. The drug's side effects can include _____ loss of urine.

adj. acting or done without or against one's will

33. We want to _____ you to our annual charity event.

v. to ask someone to come or join; to offer an opportunity or possibility for something to happen or take place

34. The _____ for the meeting includes discussions on the budget and new project proposals.

n. a list or outline of things to be done, discussed, or considered

35. A growing _____ requires a bold leader.

n. a business or company; a purposeful or industrious undertaking, especially one that requires effort

36. It's important to _____ your strengths and weaknesses.

v. to acknowledge or realize something or someone; to identify, remember, or become aware of something that was previously known or encountered

37. Parliament is now in _____.

n. a formal meeting or series of meetings for the execution of a particular group's functions; a period spent doing a particular activity

38. The roof finally _____ after three days and three nights of heavy snowfall.

v. to fall down or give way suddenly, often after breaking apart

39. Suspicion and worry were _____ in our minds.

adj. spreading or existing throughout every part of a thing or place

ANSWERS: 32. involuntary, 33. invite, 34. agenda, 35. enterprise, 36. recognize, 37. session, 38. collapsed, 39. pervasive

40. He was exhausted and _____ into bed as soon as he got home.
- v. to move in a particular direction by turning over and over or from side to side
41. I worked in an office _____ surrounded by walls and fluorescent lights.
- n. a small, partitioned area or booth intended for working or studying, often in an office or educational setting
42. I don't want to _____ for second best.
- v. to reach an agreement of disagreement
43. She couldn't _____ whether to order the pizza or the pasta for dinner.
- v. to make up someone's mind about something; to come to a conclusion or judgment after considering options
44. 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
45. The _____ of the panel discussion kept the conversation on track and orderly.
- n. a person or thing that moderates or regulates something, such as a discussion or forum; a device or mechanism that controls or regulates the speed, temperature, or other variables of a process or operation
46. Our skeleton outline of the _____ met with much opposition.
- n. a formal suggestion or offer, sometimes a written one
47. He _____ the final note of the piano concerto, causing some audience members to wince.
- v. to make a mistake; to produce a sound that is deep, resonant, and indistinct; (noun, of baseball) a hit that is weakly hit into the air over the infield and lands for a base hit, often in shallow outfield

ANSWERS: 40. rolled, 41. cubicle, 42. settle, 43. decide, 44. coworker, 45. moderator, 46. proposal, 47. blooped

48. During the hurricane, we felt _____ against the winds and rain.
adj. lacking power, strength, or authority; unable to act or affect change
49. The leaders of the two countries met to _____ on the issue.
v. to have a meeting or discussion to come to a decision or agreement or exchange ideas; to bestow something
50. We should always be prepared to _____ talented recruits.
v. to give somebody a job
51. The partnership program requires a mutual _____ between both agencies.
n. the act or situation of working together to create or produce something
52. 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
53. He _____ in relief when he finally found his lost keys.
v. to emit a deep, audible breath or sound, often expressing feelings of tiredness, frustration, or relief; to express longing, wish, or regret; (noun) the act of exhaling audibly in a long, deep, and often melancholy way
54. This fund is responsible for disability and _____ benefits.
n. the fact or act of stopping working and leaving one's job
55. The _____ cause of the accident was due to the icy road conditions.
adj. first or highest in rank, order, or importance; most fundamental or essential; pertaining to the initial or introductory stage of something, such as a school year or election cycle

ANSWERS: 48. powerless, 49. confer, 50. hire, 51. collaboration, 52. decision, 53. sighed, 54. retirement, 55. primary

56. 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

ANSWERS: 56. employee