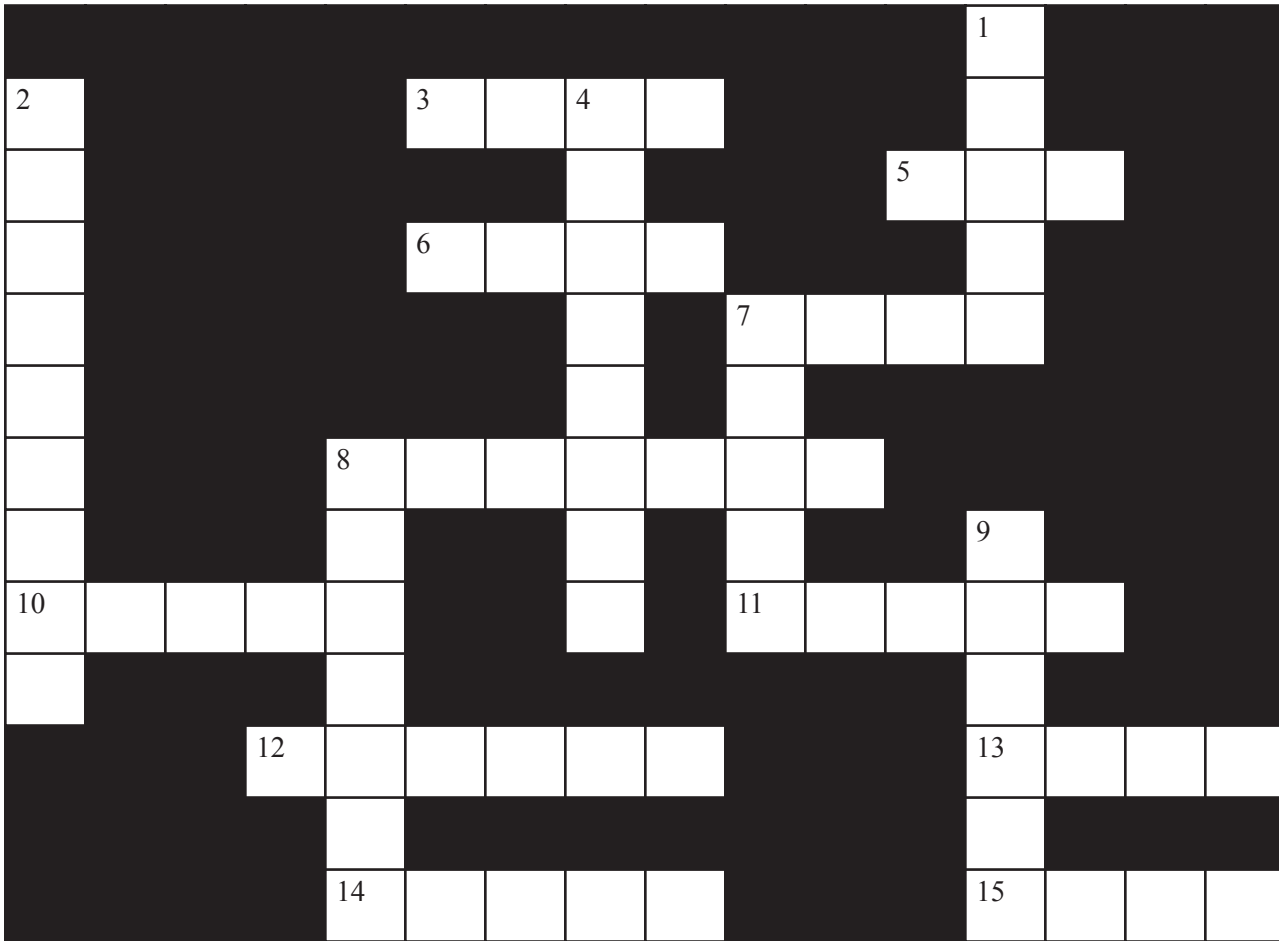


SPEAK BUSINESS ENGLISH LIKE AN AMERICAN
REVIEW FOR CHAPTERS 16-20



Across

3. Hiring consultants is very expensive. We should only do it as a ____ resort.
5. Of course Hank was agreeing with the boss during the meeting. He's a real yes ____.
6. Don't ask Jennifer what's going on around here. She's totally out of the ____.
7. Our boss took home all the leftover wine from our holiday party? That really takes the ____.
8. After being fired from the Donox Corporation, Brenda felt like telling the management what she really thought of the company. But then she decided not to burn her ____.
10. I'm impressed with the management at Procter & Gamble. They run a ____ ship.
11. According to the ____ mill, Mark is planning on leaving his wife for the receptionist.
12. Rising oil prices have hurt the ____ line of all of the airlines.
13. When you're in sales, being able to persuade people is the ____ of the game.
14. Cut Joe some _____. Today's his first day back in the office after a long illness.
15. If you outsource your production to China, you could ____ a bundle.

Down

1. Work starts at 9 a.m. You can't continue coming in every morning at 11 a.m. ____ up or ship out!
2. Fred's a vice president at age 32? He certainly climbed the ____ ladder quickly!
4. Our receptionist is rude to nearly all of our visitors. I don't know why she has such a chip on her ____.
7. During your first job interview with a company, it's a good idea to steer ____ of discussions about salary.
8. No wonder Joe asked to be transferred to another department. His current boss really pushes his ____.
9. If you want to earn brownie ____ with your new boss, why don't you invite him and his wife over for dinner on Saturday night?