

TASK Find the words in the text which are defined by the following:

0. _____ = to decide officially that sth will be used for a particular purpose; to give sth officially to a particular person or thing
1. _____ = staying away from work, especially often and without good reasons
2. _____ = the rate at which employees leave a company and are replaced by other people
3. _____ = to find out reasons
4. _____ = 1. based on the best, most complete, and most reliable information, 2 showing that you are used to being obeyed or expect to be obeyed
5. _____ = (adj) real, rather than pretended or false
6. _____ = used for showing that an amount, number, time etc is not exact; roughly
7. _____ = something that makes you want to do something or to work harder, because you know that you will benefit by doing this
8. _____ = 1) knowledge or understanding of a subject, issue, or situation; 2) the ability to notice things

TASK In the listening exercise find the following.

1. sdělit, o co jde = _____
2. Ujmi se toho (úkolů). = _____
3. Okamžitě se do toho dám. = _____
4. Oddělení nedosáhlo svých cílů. = _____
5. ...za těchto okolností = _____
6. To je strašně moc. = _____
7. provize komukoliv, kdo splní ta čísla = _____

