

Read this text and the words in capital letters below. Change the form of each word so that it fits the numbered space.

Chimps use (0) sounds. These sounds have various (1) and chimps use these sounds as a means of (2) This is one (3) between chimps, whales and dolphins. There has been a great deal of (4) research into this recently. However, this research has not produced (5) that these animals really have a language. A (6) of sounds is not the same thing as a language, which has some kind of (7) structure. Most scientists are in (8) about this.

- | | | | |
|---|-------------|---|---------|
| 0 | DIFFERENCE | 5 | PROVE |
| 1 | MEAN | 6 | COLLECT |
| 2 | COMMUNICATE | 7 | GRAMMAR |
| 3 | SIMILAR | 8 | AGREE |
| 4 | SCIENCE | | |

Read this text and the words in capital letters below it. Change the form of each word so that it fits the numbered space.

The question 'What makes a manager (0)?', often comes up. First of all, a manager needs the right kind of (1) support. In other words, a good manager requires the (2) of a good secretary. A good secretary needs to have the right kind of (3) skills. These include the (4) to use modern technology, such as computers. There are (5) skills that are just as important. More and more managers need secretaries who can speak several foreign languages (6) Success or failure in international (7) can depend on this. This (8) is often stressed in job advertisements today. Many (9) are rejected because the candidates lack such skills.

- | | | | |
|---|------------|---|-----------|
| 0 | SUCCESS | 5 | ADDITION |
| 1 | PROFESSION | 6 | FLUENT |
| 2 | ASSIST | 7 | NEGOTIATE |
| 3 | SECRETARY | 8 | REQUIRE |
| 4 | ABLE | 9 | APPLY |
-