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#### 1 Conjunctions

#### General

d' abord | at first
d' ailleurs | moreover
comme si | as if
concernant | concerning/regarding
par contre | on the other hand
au cours de | during/process of
au lieu de | instead of
même si | even if
en outre | in addition
d'un part / d'autre part | on one hand / on the other
hand
de toute façon | anyways

#### Cause

à cause de | because of car, parce que | because étant donné que | given that grace à | thanks to puisque, vu que | since

#### But - Objectif

afin de | in order to
afin que | so that
dans le but de | in order to
pour que | so that
pour | for

#### **Opposition - Concession**

au contraire | on the contrary
bien que | although
cependent, toutfois | however
néanmoins | nevertheless
en revanche, par contre | on the other hand
mais | but
malgre que | despite
même si | even if
tandis que | while

#### Consequence

ainsi, alors | so
c'est la raison pour laquelle | it is the reason
ce que fait que |
en conséquence | consequently
par conséquent, donc | therefor
donc | therefor

#### 2 General

à la fois/en meme temp | at the same time allé-retour | back-and-forth arbitraire | arbitrary des fois | sometimes parmi | among plusieurs | several plutôt | instead quelque | some vecu | real

#### 3 Nouns

#### **Masculine nouns**

#### General

un debrayage | a stoppage
un discours haineux | hate speech
un écart | a difference
un échange | an exchange
un echec | a failure
un enjeu | stake/issue/problem
un épuisement professionel | burnout
un événement | event
un exigence | a demand
un indice | sign/clue/indicator
le logement | housing
le navigateur | web browser
un programme | program

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#### Work words

*l' accomplissement* | completion (of a task) l' avantage socieux | benefits (as in pay and...) le bias | bias le cheminement de carrière | career path *le chiffrement* | encryption le comportment | behaviour le contracteur | contractor le correctif securite | security update (computer) le dossier | the file *l' embauche* | a hiring/an employment le jalon | milestone l' ordre du jour | agenda le partie prenante | stakeholder le plan de relève | succession planning le post vacant | empty position le programme d'aide d'employées | employee assistance program *le rendement* | productivity/output le roulement du personelle | turnover (employees) *le systeme* | the system le télétravail | telecommuting le temp prescrits | window of time *à temps partiel* | part-time

#### **Feminine nouns**

#### General

l' attente | expectation
la betise | foolishness
la décision | a decision
la démarche | an approach/method
la dépendence | addiction
l' envergure | scale, scope
la haine | hatred
la hâte | haste
l' information | information
la liberté d'expression | freedom of expression
la menace | a threat
la motivation | motivation
la pente glissante | slippery slope
la period | the period

la plupart | the majority la salubrité | cleanliness la situation | situation la structure | structure la revue | journal (scientific)

#### Work words

*l' acquisition* | procurement l'affectation | assignment *la competance* | skill/ability la consequence | consequence la convention collectif | collective agreement la date d'écheance | due date la détachment | secondment *la direction generale* | branch la dirigeant principal de l'information: DPI | chief information officer: CIO la division | directorate l'ébauche | a draft *l' êmpechement* | an obstacle l' équipe | team l'équip special | tiger team la gestion des talents | talent management les heures compressé | compressed work hours *heurs supplementaire (f)* | overtime informatique en nuage | cloud computing *l' instance* | the authority *l' integrité* | integrity la motivation | motivation *la mutation* | deployment *l' occasion* | opportunity/chance par interim | acting la prime de rendement | bonus la publicité | advertising les remue-meninges | brainstorm la repercussion | repercussion la responsabilité | an exchange *la rustine* | a patch (computer) la technologie | technology la valuer éthique | values *la vie personelle* | personal life *la vie privée* | private life

#### 4 Verbs

#### Core

aborder | to address, approach
achever | to finish
acquerir | to acquire
s'adapter | to adapt
s'assurer | to make sure
clarifier | to clarify
concentrer sur | to concentrate on/to focus on
concevoir | to conceive
conseiller | to council
constater | to notice
convaincre | to convince/to pursuade
coordonner | to coordinate
décrire | to describe

démontrer | to prove/to demonstrate diriger | To manage, supervise, steer se diriger | To find one's way effectuer | to carry out empecher | to prevent élaborer | to work out/to develop engager | to hire/to commit/to take on établir | to establish équilibrer | to balance évaluer | to assess exiger | to demand faire connaisance | to get to know fixer une reunion | to schedule a meeting franchir | to get through (an obstacle) influencer | to influence *s'inscrire* | to subscribe limiter | to limit negocier | to negociate *mentionner* | to mention *mobiliser* | to mobilise/to rally motiver | to motivate *observer* | to observe occuper (un poste) | occupy (a job) s'occuper | to be busy/to take care of something participer | to participate permettre | to allow prioriser | to prioritize proposer | to proposer rater | to fail réagir | to react recommander | to recommender reporter | to postpone resister | to resist resoudre | to solve retarder | to delay selectionner | to select suggerer | to suggest verifier | to check

#### More...

chiffrer | to encrypt
empirer | to worsen
enchaîner | to link
favoriser | to favour
menacer | to threaten
seprocurer | to procure
provoquer | to provoke
rassembler | to collect/to gather
redoubter | to doubt
repenser | to revise
ressember a | to resemble
réconcilier | to reconcile
signaler | to point out
subir | to put up with
traiter | to process/to deal with

#### Expressions with être

#### être...

... à l'heure | to be on time ... au courant | to be informed, aware ... en enjeu | to be at stake

... responsable de | to be responsible for

#### Expressions with avoir

#### avoir...

... l'air | to appear to

... la chance de | to be lucky to

...envie | to feel like

... l'habitude de | to be accustomed to

... l'intention de | to intend to

... raison | to be right

... tendence | to tend to

... tort | to be wrong

# Expressions with faire

#### faire...

... attention  $\hat{a}$  | to pay attention to

... avancer qqch | to something move forward

... confiance à quelqu'un | to trust someone

... face à | to confront, tackle

... de son mieux | to do one's best

... partie de | to be a part of

... preuve de | to display a quality / virtue

... des progrès | to make progress

... du résautage | to network

... semblant de | to pretend to

... une question | to ask a question

#### Expressions with mettre mettre...

... accent sûr | to focus on

...en colère | to make angry

... en contact | to put in touch

...en desordre | to mess up

... en doute | to put in doubt

...à *l'essai* | to put to the test

... en evidence | to highlight

... fin à quelque chose | to put an end to something

...à jour | to update

...en marche | to get something started

... aux norme | to update/upgrade to standards

...en oeuvre | to implement

...à pied | to layoff/to fire

... sur pied | to organize

... au point | to fine-tune / to adjust

... en relief | to accentuate

... en service | to put into service

...en train | to get something underway

## Expressions with prendre

#### prendre...

... la décision | to make a decision

 $\dots$  fin | to come to an end

... des gants | to handle carefully

... garde | to be careful

... à gauche / droite | to turn left / right

... se prendre à | to start doing

... des risques | to take chances

... sa retraite | to retire (from work)

... au sérieux | to take seriously

#### Expressions with rendre

#### rendre...

... visiter à | to visit (someone)

... se compte à | to realize

... se evidence à | to face facts

... grâces à | to give thanks to

rendre possible | to make possible

#### 5 Adjectives

ambitieaux(se) | ambitious analytique | analytical attentif | responsif *autonome* | independent autoritaire | authoritarian conciliante(e) | conciliatory consciencieux | conscientious créatif(ve) | creative crucial(e) | crucial dynamique | dynamic essential(le) | essential exigeant | demanding fiable | reliable fundemental | fundemantal honnête | honest intègre | to have integrity iuste | fair *motivè*(*e*) ∣ motivated organisé | organized ouvert(e) | open-minded paresseux(se) | lazy prioritaire | priority respectueux | respectful serieux | serious *simpliste* | simplistic sympathique | friendly tendu | tense tolerant(e) | tolerant

### 6 Subionctif

#### General

en admettant que | in admitting that afin que | so that/in order that en attendent que | while avant que | before bien que | although *à condition que* | provided that il faut que | it is necessary that jusqu'à ce que | until malgré que | despite that à moins que | unless de peur que | for fear that pour que | so that pourvu que | provided that/so long as quoique | although quoi que | whatever sans que | without *vouloir que* | to want that

#### **Autre expressions**

en admettant que | in admitting that s' assure que | to make sure that autant que | as much as pour etre certain que | to be certain that supposant que | supposing that à supposer que | imagine that

#### Verbes de nécessité

il est...

... essential que | it is essential that

... important que | it is important that

... nécessaire que | it is necessary that ... obligatoire que | it is compulsory that ... profitable que | it is beneficial that ... urgent que | it is urgent that

#### Verbes de sentiment

adorer que | adore that avoir la chance que | to have the chance that avoir peur que | to fear that craindre que | to fear that regretter que | regret that être...

... content que | to be happy that

... etonné que | to be surprised that

... heureux | to be happy that

... satisfait que | to be satisfied that

... triste que | to be sad that

#### il est...

... absurde que | it is absurd that

... attristant que | it is sad that

... drôle que | it is funny that

... ennuyeux que | it is annoying that

... epouvantable que | it is dreadful that

... etonnant que | it is surprising that

... etrange que | it is strange that

... extrodinaire que | it is amazing that ... inaccaptable que | it is innacceptable that

... in/juste que | it is in/just that

... normal que | it is normal that

... raisonnable | it is reasonable that

... regretable que | it is regretable that

... ridicule que | it is ridiculous that

... terrible que | it is terrible that

#### Verbes de possibilité

il arrive que | it happens that il est possible que | it is possible that il est probable que | it is probable that il semble que | it seems that imaginer que | imagine that

#### Verbes de volonte

accepter que | accept that aimer que | like that approuver que | approve that avoir envie que | to have desire that demander que | demand that désirer que | desire that détester que | hate that exiger que | demand that il est desirable que | it is desirable that insister que | insist that préférer que | prefer that proposer que | propose that suggérer que | suggest that tenir à ce que | to hold on to gach être d'accord que | agree that **Indicatif/subjonctif negatif** 

alors que | while *constater que* | to observe that *croire que* | to believe that depuis que | since dès que | as soon as espérer que | to hope that estimer que | to consider that

imaginer que | to imagine that pendent que | while penser que | to think that savoir que | to know that tandis que | while trouver que | to find that étant donne que | given that il est...

... certain que | it is certain that ... évident que | it is evident that ... sûr que | it is sure that

... vrai que | it is true that