

**Vocabulary**  
**eneral**  
*la fois/en meme temp* = at the same  
me  
*illé-retour* = back-and-forth  
*arbitraire* = arbitrary  
*u cours de* = during/process of  
*u lieu de* = instead of  
*ncernant* = concerning/regarding  
*es fois* = sometimes  
*ême si* = even if  
*armi* = among  
*lusieurs* = several  
*uelque* = some  
*ecu* = real  
  
**asculine nouns**  
*n accomplissement* = completion (of a  
ask)  
*bias* = bias  
*n chiffrement* = encryption  
*n comportement* = behaviour  
*n contracteur* = contractor  
*n correctif securite* = security update  
(computer)  
*n debrayage* = a stoppage  
*n discours haineux* = hate speech  
*n dossier* = the file  
*n echec* = a failure  
*n embauche* = a hiring/an employment  
*n enjeu* = stake/issue/problem  
*n epuisement professionnel* = burnout  
*n exigence* = a demand  
*n indice* = sign/clue/indicator  
*n jalon* = milestone  
*n ordre du jour* = agenda  
*n plan de relève* = succession planning  
*n post vacant* = empty position  
*n programme d'aide d'employées* =  
employee assistance program  
*n programme* = program  
*rendement* = productivity/output  
*roulement du personelle* = turnover  
(employees)  
*n substantif* = substantive  
*n systeme* = the system  
*n temp prescrits* = window of time  
*n écart* = a difference  
*n échange* = an exchange  
*n événement* = event  
*mps partiel* = part-time  
*avail à distance/télétravail* = telecom-

*values valuer éthique* = *abilite*  
=  
*ability attent de rendement* = mmm  
*cheminement de carrier* = career path  
*convention collectif* = collective agree-  
ment  
*competance* = skill/ability  
*une date d'écheance* = expiry date  
*direction* = director general  
*direction generale* = branch  
*dirigeant principal de l'information: DPI*  
= chief information officer: CIO  
*division* = directorate

### Feminine nouns

*une acquisition* = procurement  
*une affectation* = assignment  
*une attente* = expectation  
*la betise* = foolishness  
*une consequence* = consequence  
*une démarche* = an approach/method  
*une dépendence* = addiction  
*une détachment* = secondment  
*une ébouche* = a draft  
*une équip special* = tiger team  
*faire confiance à* = to have confidence in  
*gestions des talents* = talent manage-  
ment  
*la haine* = hatred  
*les heures compressé* = compressed work  
hours  
*heurs supplémentaire (f)* = overtime  
*la hâte* = haste  
*une information* = information  
*informatique en nuage* = cloud comput-  
ing  
*une instance* = the authority  
*une intégrité* = integrity  
*la liberté d'expression* = freedom of  
expression  
*une menace* = a threat  
*une motivation* = motivation  
*une mutation* = deployment  
*une occasion* = opportunity/chance  
*par interim* = acting  
*un partie prenante* = stakeholder  
*une pente glissante* = unsteady/shaky  
ground  
*la period* = the period  
*la plupart* = the majority  
*la prime de rendement* = bonus  
*une publicite* = advertising  
*les remue-meninges* = brainstorm  
*une repercussion* = repercussion  
*une responsabilité* = an exchange

*une rustine* = a patch (computer)  
*une situation* = situation  
*une structure* = structure  
*la vie personnelle* = personal life  
*la vie privée* = private life  
*une équipe* = team  
*une empêchement* = obstacle

### Verbs

*empêcher* = to prevent  
*aborder* = to approach  
*repenser* = to revise  
*s' adapter* = to adapt  
... à la nouvelle situation = to the new  
situation  
... au changement = to change  
*acquérir* = to acquire  
*s' assurer* = to make sure  
*assurer* = to assure  
*chiffrer* = to encrypt  
*clarifier* = to clarify  
*concentrer sur* = to concentrate on/to  
focus on  
*concevoir* = to conceive  
*conseiller* = to council  
*constater* = to notice  
*convaincre* = to convince/to persuade  
*decrire* = to describe  
*démontrer* = to prove/to demonstrate  
*elaborer* = to work out/to develop  
*empirer* = to worsen  
*enchaîner* = to link  
*engager* = to hire/to commit/to take on  
*exiger* = to demand  
*faire connaissance* = mmm  
*favoriser* = to favour  
*fixer une reunion* = to schedule a meet-  
ing  
*franchir* = to get through (an obstacle)  
*influencer* = to influence  
*limiter* = to limit  
*menacer* = to threaten  
*mentioner* = to mention  
*mobiliser* = to mobilise/to rally  
*motiver* = to motivate  
*navigateur* = web browser  
*observer* = to observe  
*s' occuper* = to be busy/to take care of  
something  
*occuper (un poste)* = occupy (a job)  
*participer* = to participate  
*prioriser* = to prioritize  
*se procurer* = to procure  
*proposer* = to proposer  
*provoquer* = to provoke

*rater* = to fail  
*réagir* = to react  
*recommander* = recommend  
*reconcilier* = to reconcile  
*redoubter* = to doubt  
*reporter* = to postpone  
*resister* = to resist  
*ressembler a* = to resemble  
*signaler* = to point out  
*subir* = to put up with  
*suggerer* = suggest  
*traiter* = to process/to deal with  
**Expressions with être**  
*être en enjeu* = to be at stake  
*être responsable de* = to be responsible  
for  
**Expressions with faire**  
*faire attention à* = to pay attention to  
*faire confiance à quelqu'un* = to trust  
someone  
*faire de son mieux* = to do one's best  
*faire des progrès* = to make progress  
*faire face à* = to oppose, face up to  
*faire partie de* = to be a part of  
*faire preuve de* = to display a quality /  
virtue  
*faire semblant de* = to pretend to  
*faire une question* = to ask a question  
**Expressions with mettre**  
*mettre accent sur* = to focus on  
*mettre à jour* = to update  
*mettre à l'essai* = to put to the test  
*mettre à pied* = to layoff/to fire  
*mettre au point* = to fine-tune / to adjust  
*mettre aux norme* = updat-  
ing/upgrading to standards  
*mettre en colère* = to make angry  
*mettre en contact* = to put in touch  
*mettre en desordre* = to mess up  
*mettre en marche* = to get something  
started  
*mettre en oeuvre* = to implement  
*mettre en relief* = to accentuate  
*mettre en service* = to put into service  
*mettre en train* = to get something  
underway  
*mettre fin à quelque chose* = to put an  
end to something  
*mettre sur pied* = to organize  
**Expressions with prendre**  
*prendre à gauche / droite* = to turn left /  
right  
*se prendre à* = to start doing  
*prendre au sérieux* = to take seriously  
*prendre des gants* = to handle with kid  
gloves / to handle carefully

*prendre fin* = to come to an end  
*prendre garde* = to be careful  
*prendre rendez-vous avec* = to make a  
appointment with  
*prendre sa retraite* = to retire (from  
work)  
*prendre une décision* = to make a dec  
sion

### Qualities

*conscientieux* = conscientious  
*exigeant* = demanding  
*fiable* = reliable  
*intègre* = to have integrity  
*juste* = fair  
*organisé* = organized  
*ouverte* = open-minded  
*respectueux* = respectful  
*sympathique* = friendly

## 2 Subjonctif

### General

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

### Autre expressions

*à supposer que* = imagine that  
*autant que* = as much as  
*en admettant que* = mmm  
*pour etre certain que* = to be certain tha  
*supposant que* = supposing 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 possibilité**  
*arrive que* = mmm  
*motivation* = motivation  
*est possible que* = it is possible that  
*est probable que* = it is probable that  
*semble que* = it seems that  
*imaginer que* = imagine 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

*être content que* = to be happy that  
*être étonné que* = to be surprised that  
*être heureux* = to be happy that  
*être satisfait que* = to be satisfied that  
*être triste que* = to be sad that  
*regretter que* = regret that

**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  
*épouvantable que* = it is dreadful that  
*étonnant que* = it is surprising that  
*étrange que* = it is strange that  
*extraordinaire que* = it is amazing that  
*inacceptable que* = it is unacceptable  
that  
*in/juste que* = it is in/just that  
*normal que* = it is normal that  
*raisonnable que* = it is reasonable that  
*regrettable que* = it is regrettable that  
*ridicule que* = it is ridiculous that  
*terrible que* = it is terrible that

**Verbes de sentiment**  
*accepter que* = accept that  
*aimer que* = like that  
*approuver que* = approve that  
*avoir envie que* = to have desire that  
*demande que* = demand that  
*désirer que* = desire that  
*hater que* = hate that  
*demander que* = demand that  
*est désirable que* = it is desirable that  
*insister que* = insist that  
*preferer que* = prefer that  
*proposer que* = propose that  
*suggérer que* = suggest that

**Indicatif / subjontif négatif**

*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  
*pendant que* = while  
*penser que* = to think that  
*savoir que* = to know that  
*tandis que* = while  
*trouver que* = to find that  
*étant donné 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