

<u>VOCABULARY</u>			
<u>WORD</u>	<u>MEANING</u>	<u>WORD</u>	<u>MEANING</u>
<b>incompatible</b>	Who can't adjust; unsuitable	<b>Heart and soul</b>	Putting full effort
<b>feasible</b>	possible, achievable	<b>jargon</b>	specialized technical terminology characteristic of a particular subject
		<b>imbalance</b>	Instability
		<b>precedent</b>	preceding in time, order, or significance
<b>Perennial problem</b>	Permanent problem	<b>counterpart</b>	a duplicate copy; twin
<b>benign</b>	kind; favourable;		
<b>legacy</b>	inheritance	<b>resolve</b>	To sort out the issue
<b>great job</b>	Commendable job	<b>Holistic approach</b>	Overall approach
<b>that's brilliant</b>	excellent	<b>accessible</b>	approachable
<b>Mind blowing</b>	Very good	<b>strategy</b>	Plan
<b>mindboggling</b>	Incredible, unbelievable	<b>ensure</b>	Make sure
<b>Heading to</b>	Moving to		
<b>Figure out</b>	understand	<b>Pull up your socks</b>	Get ready to act fast
<b>Candid</b>	frank	<b>empowerment</b>	Personal power
<b>Precarious</b>	Not sure		
<b>Relentlessly</b>	continuously	<b>Paradigm</b>	pattern or model
<b>Deluge of work</b>	Too much work		
<b>Inundated(with phone calls)</b>	Too many phone calls		
<b>Round the clock</b>	Continuously for 24 hours		
<b>In the stipulated time</b>	In the time frame		
<b>leverage</b>	Mileage or benefit	<b>mandatory</b>	compulsory
<b>perplexed</b>	confused	<b>Buzz word</b>	Commonly used
<b>conducive</b>	favourable	<b>commitment</b>	dedication
<b>panic</b>	nervous	<b>accountability</b>	Responsibility for success or failure
<b>Convene (meeting)</b>	Called	<b>obligation</b>	Moral binding
<b>Work life balance</b>	Balance between office and personal life	<b>mission</b>	aim
<b>wind-up</b>	close down		
		<b>Bottom line</b>	the final result
<b>Incentivize</b>	Motivate or to lure		

<b>exempt</b>	free, clear or released	<b>accelerate</b>	hasten, increase, expedite
<b>adapt</b>	adjust		
<b>backup</b>	copy, help, extra, contingency		
		<b>breakthrough</b>	discovery, development
<b>boost</b>	increase, improve		
<b>clientele</b>	customers, clients	<b>complimentary</b>	free of charge
<b>counsellor</b>	trouble shooter, advisor	<b>credentials</b>	qualities, experience
<b>downgrade</b>	reduce status, reduce value		
<b>emerge</b>	appear, be disclosed	<b>enable</b>	empower, permit, facilitate
<b>endorse</b>	support, approve	<b>facilitate</b>	make easy, ease
<b>generic</b>	standard, unbranded	<b>gimmick</b>	trick
<b>glitch</b>	problem, fault		
<b>keynote</b>	important thing	<b>kudos</b>	prestige, esteem
<b>lure</b>	persuade, entice, tempt		
<b>mindset</b>	attitude, fixed ideas	<b>mushroom</b>	multiply, develop quickly
<b>nosedive</b>	sudden drop or fall	<b>obsolete</b>	outdated
<b>patronage</b>	support, protection		
<b>pitfall</b>	difficulty, danger		
<b>prudence</b>	conservatism, caution	<b>quarantine</b>	protection
		<b>redundant</b>	useless
<b>roadmap</b>	plan, vision, milestones	<b>slump</b>	decline, decrease
<b>swindle</b>	cheat, deceive	<b>tactical</b>	carefully planned, strategic
		<b>unethical</b>	immoral, dishonest

<b>upbeat</b>	positive, enthusiastic,	<b>upsurge</b>	sudden large increase
<b>wake-up call</b>	sudden warning	<b>whistle-blower</b>	informer
<b>profound</b>	Deep Knowledge	<b>sway</b>	Move
<b>syndicate</b>	Group of people, business	<b>delighted</b>	Feeling great pleasure
<b>daunting</b>	Make you feel slightly worried	<b>consensus</b>	General agreement in a group of people
<b>multifaceted</b>	Many aspects	<b>subtle</b>	Difficult to analyse or describe
<b>emphasis</b>	Giving importance	<b>propagated</b>	spread/ promote widely
<b>optimising</b>	Make the best/ use effectively	<b>adequate</b>	sufficient
<b>comply</b>	Meet specific standards	<b>explicit</b>	Stated clearly and in detail
<b>derogatory</b>	Showing a critical or disrespectful attitude	<b>urges</b>	A strong desire or impulse
<b>objectionable</b>	Unpleasant or offensive	<b>anticipate</b>	expect
<b>impeccable</b>	Free from fault or blame	<b>perplexed</b>	confused
<b>awful</b>	Very bad or unpleasant	<b>miscreant</b>	Behaving badly or something wrong or unlawful
<b>stimulus</b>	An interesting or exiting event or thing	<b>phenomenal</b>	Very good/remarkable, exceptional
<b>vital</b>	Absolutely necessary or essential	<b>indispensable</b>	Absolutely necessary
<b>empathy</b>	The ability to understand and share the feelings of another	<b>alluding</b>	To speak in an indirect way/ hint at
<b>foster</b>	Encourage the development of something	<b>notorious</b>	Widely and unfavourably known
<b>sabotage</b>	Deliberately destroy, damage or obstruct	<b>savage</b>	Violent/ uncontrolled

