Prefixes - Business

organize, arrange, schedule, consider, gain, affirm, store

1. After this failure we need to……regain…………………trust of our clients
2. I have to …reschedule………………….this meeting as it is not convenient for me
3. We need to …reconsider…………………..this preposition once again
4. Can we ……restore……………………the system from the backups
5. I can …reaffirm……………………you that it will be done till tomorrow
6. We have to……reorganize………………….work of this department. It is unproductive

bearable , reachable , available , recognizable, reasonable , foreseen

1. This website is ………unavailable…………………………….at the moment
2. This data is ………unreachable…………………………………because it’s confidential
3. I am sorry but the user is currently………unavailable………………………….
4. This user is ……unbearable……………………..at the moment
5. Our brand is …unrecognizable…………………………We need to work on increasing brand awareness
6. Consequences of Brexit are ……unforeseen…………………………

Correct, adequate, dependent, capable , efficient, visible, sufficient, complete, active, experienced, accessible , compatible , applicable, accurate

1. This password is………incorrect…………………..Can you try once again
2. We are ……incapable……………………….of tackling that due to intricacy
3. All my workers are ……independent…………………………They do their job alone
4. Your work is ……inefficient…………………….It doesn’t bring any effects
5. You have sent me wrong data. It is ……inapplicable…………………..
6. We have………insufficient……………………..data. We need more
7. This user is……inaccessible………………….He is not online
8. The effects of this department are ……inadequate………………..
9. This project is still……incomplete……………………….You have to finish it by Friday
10. We don’t employ……inexperienced………………..workers . We require well-educated, well-skilled and experienced workers

Certain, necessary, stable, usual, limited, interrupted

1. Situation of our company is……unstable……………………very changeable
2. Internet gives ……unlimited……………………….possibilities
3. Our progres has been …uninterrupted…………………………
4. This contract is ……uncertain……………..to me. Can you clarify it
5. Our product has ……unlimited…………………possibilities. It can do many things that other products cannot
6. I am still ……uncertain……………………what to do. I haven’t decided yet
7. New people are…unnecessary…………………………in our company. We need more work

, rated , loaded , priced , crowded , estimate

1. This product is……overrated……………………..Reviews are better than the product itself
2. Connection is……overloaded……………………….right now. You need to wait
3. Many products in our shops are …overpriced……………………They cost more than they should
4. She ……overstimated………………………..the total value of project .

moral , possible, practical , proper

1. Stealing in a company is……immoral………………………..
2. Downloading this file is……impossible………………………There is a password
3. This device is ……impractical…………………….I don’t know where to use it

appear, connect, charge, close , appointed , continue

1. My documents ………disappeared………………………..somewhere. I can’t find them
2. You have to ………disconnect… ……………………..this device before you take it back
3. You cannot ……disclose………………………….that information is confidential
4. Battery is going to …discharge………………………..in a second. Can you plug it in
5. Following the market results we need to …discontinue………………………this product

regular, relevant, reparable, replacable,

1. This topic is ……irrelevant…………………………It is not connected with the main subject
2. This device is simply …irreparable…………………………….It’s hard to repair it
3. Nobody is……irreplacable……………………….You can replace everybody
4. I work ………irregular…………………….hours. Sometimes from 8 to 16 and sometimes from 10 to 18

**understand, pronounce, inform, calculate, leading, guide, handle,**

1. Can you repeat because I ……misunderstood……………………….
2. I was ……misinformed………………………about the date of the meeting. I received wrong information
3. He ……miscalculated…………………….the costs and now we have to pay more
4. Information he gave me was ……misleading……………………..
5. He …misguided………………………….me by giving wrong guidelines
6. We …mishandled……………………………. the situation and have learned from our mistake.
7. He …mispronounced……………………few words thus I inserted wrong password