

Key to Unit 3 Vocabulary Builder

#	Question	Category	Definition
1	procurement	noun	the process by which an organization buys the products or services it needs from other organizations
5	component	noun	one of the parts of a system, process, or machine
6	consistency	noun	the quality of always performing in a similar way
7	availability	noun	the fact that something can be bought
8	vendor	noun	a person or company that sells goods or services
15	recall	verb	to officially ask stores and consumers to return a particular product because it is not safe to use
6	assure	verb	to promise or tell something to someone confidently or firmly, or to cause someone to feel certain by removing doubt
7	relatively	adverb	in comparison with other similar things
8	defect	noun	a fault that spoils something or causes it not to work correctly
19	previously	adverb	before the present time or the time referred to
24	clarify	verb	to make something clear or easier to understand by giving more details or a simpler explanation
33	bill	verb	to ask for payment – to send or give someone a written statement of the money they owe
34	base price	term	the initial value of something (goods or services) without the additional charges that may be added, such as handling or shipping charges, sales tax, optional equipment charges, etc.
35	shipment	noun	a large amount of goods sent together to a place
37	down payment	term	a sum of money that is given as the first part of a larger payment
40	due	adjective	expected to happen
43	wage	noun	a particular amount of money that is paid, usually every week, to an employee , especially one who does work that needs physical skills or strength, rather than a job needing a college education
43	cut into	phrase	to reduce the amount or quantity of something that is available
52	poll	noun	a study of a group's opinion on a subject, in which people are questioned and their answers examined
53	on paper	phrase	in theory rather than in reality or in practice
57	go back to the drawing board	phrase	to start over – to start planning something again because the first plan failed