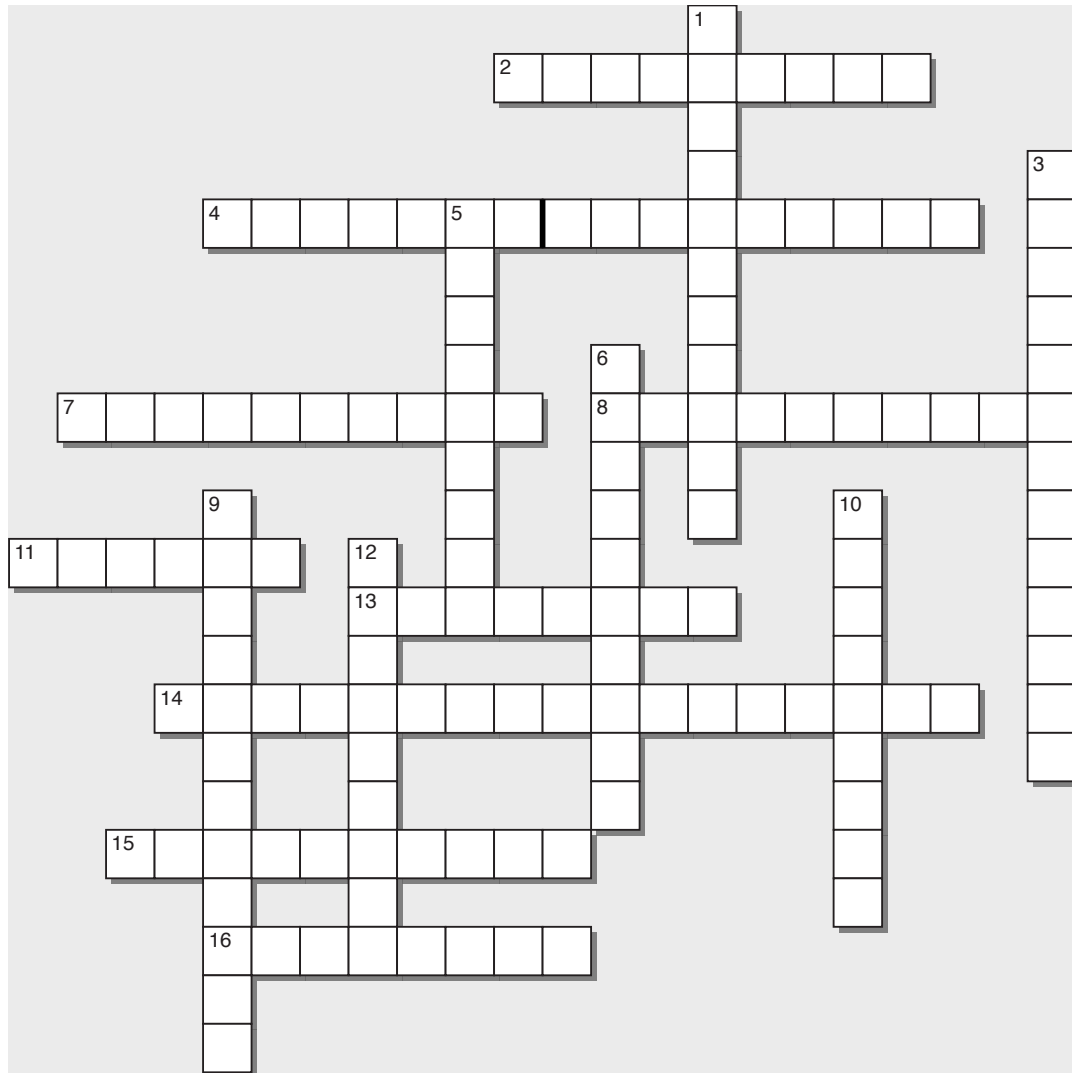


U3_Extra

Complete the crossword puzzle with words from the unit.

**Across**

- 2. a person that works with you
- 4. a company's central objective or goal that they wish to reach in the long-term (7, 9)
- 7. an action done without wasting time or money
- 8. the use of machines rather than humans in the production process
- 11. something given to recognize good work or behaviour
- 13. working longer hours than stated in a contract of employment
- 14. involving multiple subjects or disciplines

- 15. to do things in order of importance

- 16. the inside of a building

Down

- 1. the feeling of not being motivated
- 3. involving multiple countries
- 5. an aim or a goal
- 6. the ability to do something
- 9. the effectiveness of being productive
- 10. an assessment that reviews an employee's performance
- 12. meeting and spending time with people

U3_Extra

Answers

