

Match each word in the box with its definition below. Then translate the words into your language

appraisal

commitment

deadline

etiquette

insight

outcome

overview

predecessor

threaten

Workload

- a) _____ a date by which you have to do something
- b) _____ an ability to understand something clearly
- c) _____ an opinion about how successful someone is
- d) _____ the amount of work that a person has to do
- e) _____ enthusiasm, determination and loyalty
- f) _____ a set of rules for behaving correctly
- g) _____ a description of the main features of something
- h) _____ the person who had a job before someone else
- i) _____ the final result of a process, meeting, etc.
- j) _____ to tell someone you might cause them harm