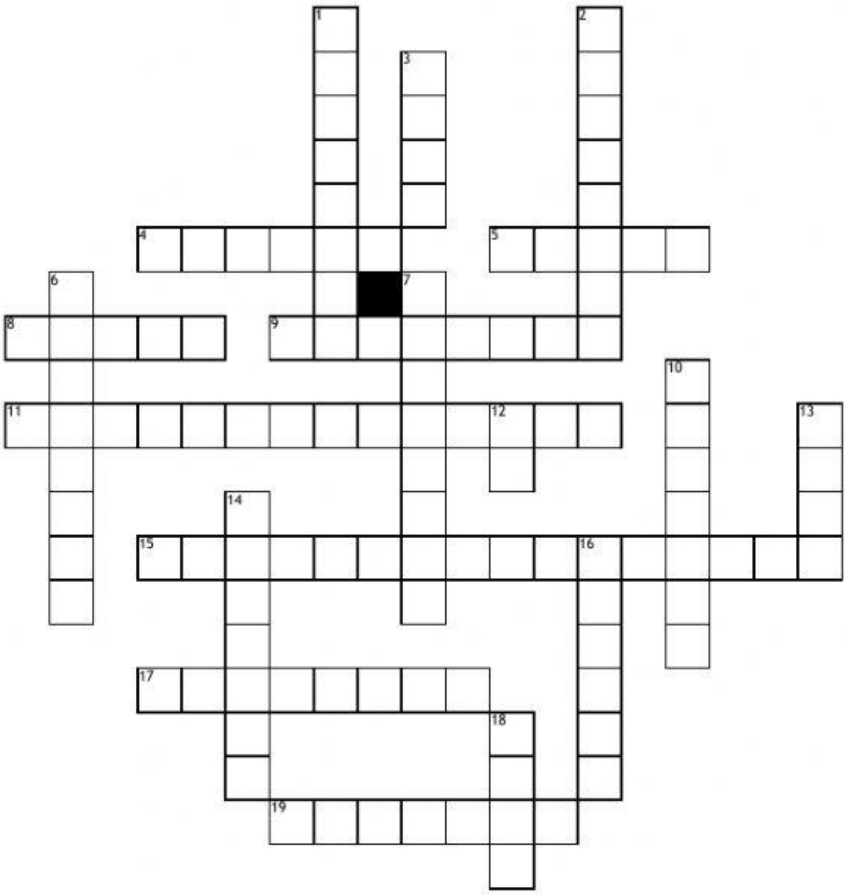
Name: _____ Date: _____

Update



Across

4. stay ... budget = spend the right amount of money, not more/less

5. on ... = developing as expected

8. to ... = to repeat the main points of an explanation

9. ... tasks = give people different responsibilities

11. We're falling ... ..., so we need to work this weekend.

15. It's difficult to ... ...! We always overspend.

17. ... = a list of planned activities to be done showing the times/dates when they are intended to happen

19. be back ... ... = continue as planned or expected, typically after a problem or distraction

Down

1. If we continue like this, we should meet the ... without too much trouble.

2. ... resources = make use of people, money and time

3. ... the deadline = finish later than established

6. You need to learn how to ... tasks - you can't do everything yourself!

7. ... tasks = give people different responsibilities

10. finish ... schedule = finish before the planned date

12. catch ... = get back to the original schedule after a delay

13. ... the deadline = finish on time

14. We are a little behind schedule now, but I am sure we'll ... ...

16. fall ... schedule = make slower progress than anticipated

18. We made progress at a fast ... I think we are going to finish ahead of schedule.



LIVEWORKSHEETS