attract gain evidence persuade introduce

a In my last company, as the HR manager I [1]_____ a new working day – having a shorter lunch break and finishing the day earlier. At first, it [2]_____ **opposition**, so I had a meeting to explain how it would be better and **presented** [3]_____ from other companies. I then agreed to **delay** its introduction and asked people to **volunteer** to try it. The volunteers found several benefits and then they explained to colleagues what they'd [4]_____ from the change. In the end, I managed to [5]_____ almost everyone and only had to **force** the change on one or two people.

achieve disagreement extend force grade

b When I was at university, we were doing a group project and two of the team weren't getting on. I was worried we would miss our **deadline** and we wouldn't [6]_____ the mark we all wanted. I [7]_____ them to sit down and sort out their [8]_____, which they did. I also talked to our tutor to explain the situation and I managed to get the deadline [9]_____. In the end, we got a B+ [10]_____ for the project, which was good.

manage deadline standard responsible rush

c I worked for a printing company before, where I was [11]_____ for sales. One time, I agreed to a job, but I quickly realised it was too much work and I'd set the price far too low. In order to meet the [12]_____, we had to pay people to work weekends. We [13]_____ to do the work, but it was still a [14]_____, and the client said they expected **a higher** [15]_____. So, we lost money and our customer

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