

UNIT 4

ORGANIZATION

Match the words on the left with their correct definitions on the right.

| Words | Definitions |
|------------------------|---|
| 1. Bureaucratic | A. Energetic, constantly changing, and adapting to new circumstances. |
| 2. Decentralised | B. Influenced by market forces, competition, and consumer demand. |
| 3. Impersonal | C. Lacking personal connection or warmth; detached and formal in interactions. |
| 4. Caring | D. Showing kindness, empathy, and concern for others. |
| 5. Democratic | E. Open to and actively supporting change, innovation, and social advancement. |
| 6. Market-driven | F. A system where decision-making is distributed among various levels rather than concentrated in one central authority. |
| 7. Centralised | G. Following ethical standards and expertise in a specific field or occupation. |
| 8. Dynamic | H. Based on principles of democracy, where decisions are made collectively and everyone has a say. |
| 9. Professional | I. A system where control and decision-making are concentrated in a single authority or location. |
| 10. Conservative | J. Resistant to change, favoring traditional values and established practices. |
| 11. Hierarchical | K. Organized in levels of rank or authority, where each level has control over the one below it. |
| 12. Progressive | L. Relating to a system of administration with strict rules and procedures, often associated with inefficiency and excessive paperwork. |