**6.2** 1 office

5 administrative staff

2 head office

6 support

3 headquarters

7 human resources department

Noun - Adjective

4 open-plan

8 HRD

7.1 Noun - Verb

retirement - retire

demotion - demote

lay-off – lay off

dismissal – dismiss

termination - terminate

seniority – senior freelance, freelancer – freelance redundancy – redundant

insecurity – insecure

flexibility – flexible

7.2 1b, 2d, 3e, 4c, 5a

**7.3** 1 reviews

4 freelancers

7 leaner

2 off

5 laying

8 redundant

3 contracts

6 flatter

9 outplacement

**8.1** 1b, 2c, 3a, 4f, 5e, 6d

8.2 1 bullying

2 sexual harassment, harassed

3 glass ceiling, sex discrimination

4 racial discrimination, racist, discriminated

5 affirmative action, affirmative action

**9.1** 1 marketing director

2 research director

3 marketing director

4 human resources director

5 customer services manager

6 sales manager

9.2 Montebello

Gomi

lones

President and CEO

Non-executive director

Non-executive director

Smith

Chang

Roberts

Dawes

**CFO** 

VP Marketing

VP Research

VP Human Resources

10.1 1 entrepreneurs

5 grow

2 entrepreneurial

6 leadership 7 empire

3 founded

4 start-up

10.2 Hearst: press magnate

Son: software tycoon

Trump: property tycoon

Murdoch: media mogul

Onassis: shipping magnate

Getty: oil mogul

- 11.1 1 Before we employ people, we like to put them in job situations to see how they do the work and fit into the corporate culture.
  - 2 The company has built a grand corporate headquarters as a permanent symbol of its power.
  - 3 Our stylish new corporate logo shows our wish to be seen as a more international airline.
  - 4 The economy is growing and corporate profits are rising.
  - 5 The rules were introduced to protect women working in factories, but today they make it harder for women to climb the corporate ladder.
  - 6 Companies hit by computer crime are not talking about it because they fear the publicity will harm their corporate image.
- 11.2 commercial airline.
  - 4 commercial artist
  - 2 commercial land

- 5 commercial disaster
- 3 commercial television
- 11.3 1 free enterprise
  - 2 private enterprise

  - 3 enterprise economy
- 12.1 1 partnership
  - 2 public limited company
  - 3 corporation

- 3 corporation
- 4 enterprise culture
- 5 enterprise zone
- 4 sole owner, freelancer
- 5 limited company
- 12.2 1 demutualization
  - 2 Building Society

  - 3 members

- 4 demutualized
- 5 demutualize

pharmaceuticals

6 mutual

- 12.3 1b, 2c, 3e, 4a, 5d
- 13.1 1 property
  - defence 2 telecommunications leisure 7
  - 3 cars
  - 4 tourism

  - 5 financial services
- 9 media

10 healthcare

- 13.2 ĒΙ R 0 S C Ε Ď U S T E ELL T ⁴S E E F R c 0 E Α М AN U F Α C T U R N G c 0 E В R E M D T R D ١ Ν Α L N 1 Ġ М EIR G N G o[w]R Н
  - Ε cΕ U c | Α AR М Α L
- 14.1 1 (a) Market research showed, (b) beta version, (c) after the launch
  - 2 (d) the focus groups, (e) safe, (f) industrial scale
  - 3 (g) designers, (h) testing, (i) CADCAM