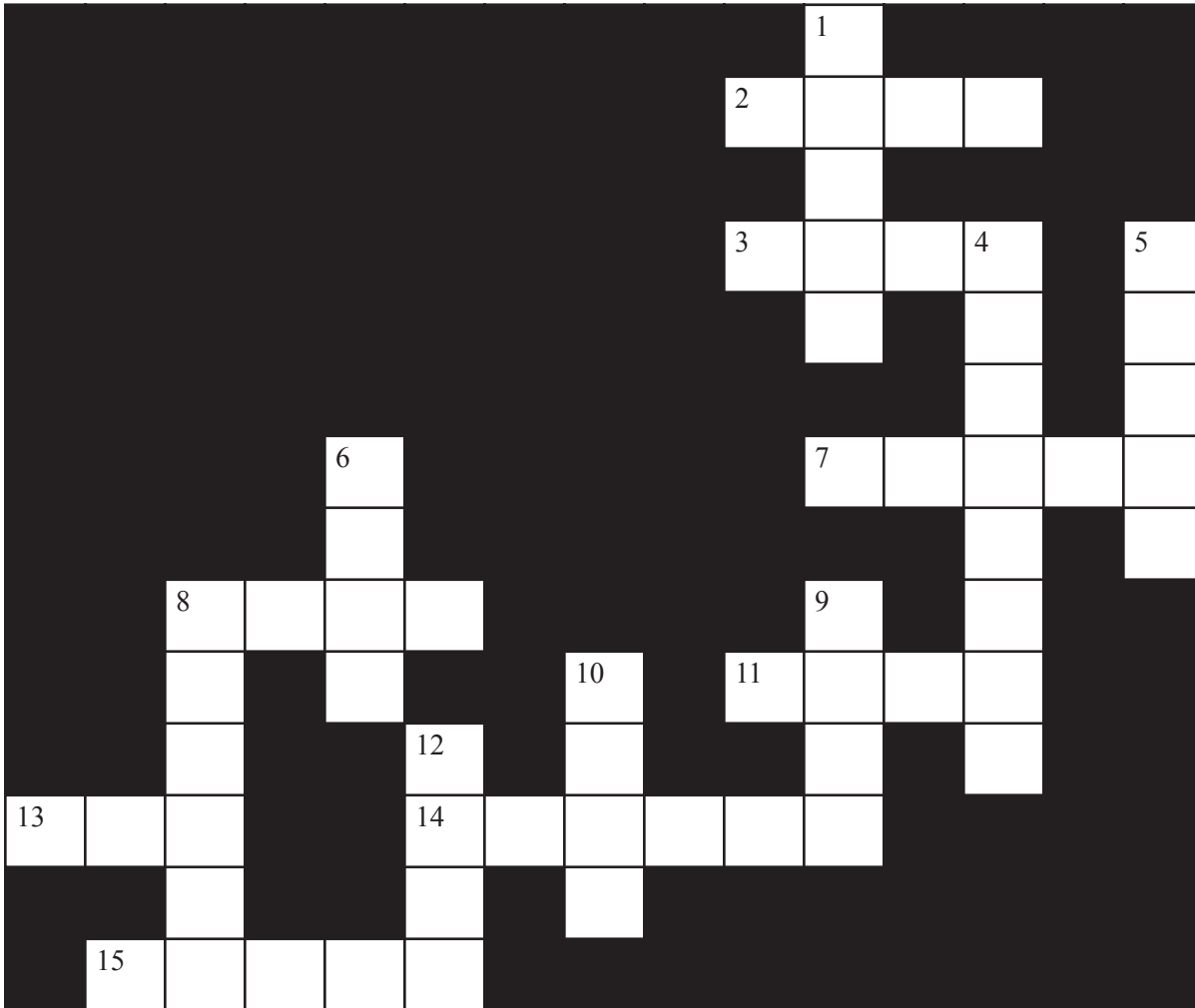


**SPEAK BUSINESS ENGLISH LIKE AN AMERICAN**  
**REVIEW FOR CHAPTERS 11-15**



**Across**

2. Let's hunker \_\_\_\_ and work over the weekend so we can get this proposal out by Monday morning.
3. What do you mean you're not coming to the company holiday party? Where's your \_\_\_\_ spirit?
7. We can't make a decision without our boss. She'll definitely want to put in her two \_\_\_\_.
8. This may be a bitter \_\_\_\_ to swallow, but if our business results don't improve next year, we're going to have to lay off a lot of employees.
11. This new desk chair design is certainly not traditional. I guess the furnitue company decided to \_\_\_\_ the envelope.
13. Don't make me the fall \_\_\_\_! I'm the one who's said all along that this new product idea is stupid.
14. The receptionist gave the visitor bad directions to our offices. She's really \_\_\_\_ at the wheel!
15. What do you mean you lost the contract? You'll have to \_\_\_\_ it down because that was the only copy!

**Down**

1. This project is not working out. I think we should just throw in the \_\_\_\_ and start working on something else.
4. It's 9 p.m. and this report is due by 8 a.m. tomorrow morning. We're going to have to burn the \_\_\_\_ oil tonight to get it done.
5. I found a lot of mistakes in the contract you drafted. In the future, be sure to dot your i's and \_\_\_\_ your t's.
6. You forgot to invoice our client for that \$2 million project? Wow, you really dropped the \_\_\_\_!
8. If you need help with your project, ask Jill. She's a team \_\_\_\_ and is always willing to help out.
9. Companies often \_\_\_\_ the gun by not thoroughly testing their new products before launching them.
10. Apple struck \_\_\_\_ with their innovative music player, the I-Pod.
12. Before we move on to the next subject, let me circle \_\_\_\_ to something Joan said earlier in our meeting.

