

A**Complete each sentence with the best word.**

- 1 Organisations often hire management consultants when they want to improve their
a) scope b) objective c) performance
- 2 The client has to set a; they have specified how long the consultant has to complete the assignment.
a) timescale b) timepiece c) timeshare
- 3 We have no doubts about our consultants' in the telecom field because they have worked on similar projects in various parts of the world.
a) knowledge b) expertise c) specialty
- 4 Consultants work with multiple clients so they are generally aware of industry best
a) performances b) practice c) skills
- 5 Data analysis technologies are playing an increasingly important role in improving the efficiency of health care systems.
a) operational b) practical c) professional
- 6 Our consultants estimate 18 months from the research stage to of the new network.
a) duplication b) concession c) implementation
- 7 When consultants and their clients talk of, they are referring to the key stages which must be completed on time and on budget for the project to meet expectations.
a) milestones b) achievements c) deliverables
- 8 The usually includes a description of the problem which has led the organisation to hire a consultant and sets out what has to be achieved.
a) agenda b) scope c) brief
- 9 Waverley Consulting provided and practical approaches that have resulted in a workplace culture that better aligns with our strategy.
a) audible b) tangible c) renewable
- 10 In the past, a consultancy's main on a project was generally the report.
a) competence b) deliverable c) assessment
- 11 If we'd had enough time and resources, I'm sure we could have done the work
a) start-up b) off-line c) in-house
- 12 Their consultants may charge exorbitant but their professionalism is unsurpassed.
a) fees b) wages c) costs

B Match a word from box A with a word from box B to make suitable multi-word verbs to complete the sentences below.

A	B
pile	out
plan	up
pack	out
go	up
circle	out
wrap	through
hammer	back
leave	up

- E-mails have a tendency to *pile up*..... if you don't clean out your inbox regularly.
- Back at my hotel after a day full of meetings and presentations, I my night, which will include the swimming pool, a quick dinner and preparing for tomorrow.
- Let's at six, shall we? I want to go home early today.
- The data I received is a real mess. I need to it carefully and clean it up.
- 'I don't think we can agree on all the points today, so let's leave it at that and I'll with you on the remaining issues in a couple of days.'
- 'It's getting late so I'd like to this meeting by mentioning that our client still has some questions regarding the proposed timescale.'
- The two companies will take several months to an agreement for splitting the profits.
- Always double-check your PowerPoint slides. You don't want to any important details or footnotes.

C Complete this text with words formed from the words given.

govern

The board of directors of AIG has its own lawyer. The Morgan Stanley board has its own lawyer. In the tough new world of American corporate *governance*¹, does every board need its own independent counsel?

liable

In the post-Enron world, corporate directors face a raft of new duties – and new². Some are turning to outside counsel – lawyers who work just for them and not for the management – to help them navigate the governance minefield. Does this mean independent legal advisers will become a fixture of American boardrooms? Or will most stick with the company's own lawyers to guide them through the battle zone?

depend

For the past 30 years, independent directors have sought outside counsel to deal with situations where shareholders want to sue a company or in the case of a management buy-out or an³ investigation after a scandal.

require / complex

But recent changes to the rules of the Securities and Exchange Commission and stock exchange listing⁴ vastly increase the legal⁵ of the role of independent director. Legally challenged directors will need more advice to do their jobs – and they are bound to look for it from someone other than the general counsel.

power

agree

except

But E. Norman Veasey – a⁶ voice in corporate governance –⁷. He thinks special counsel for independent directors – or even for independent bodies such as the audit committee – should be 'the⁸ not the rule'.

conscience

proliferate

'Most governance issues are matters of a⁹ application of common sense,' he says. 'One does not need a¹⁰ of counsel to do the right thing.'