FUN PUZZLES

In HR, Business & Office Management

54 Challenging Puzzles with Answers

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AUTHOR'S PREFACE

Welcome to a unique and engaging journey through the dynamic worlds of Human Resource Management (HRM) and Business Management! While these fields are often associated with serious decision-making and strategic planning, we believe that learning can also be enjoyable and thought-provoking. That's why we've created this book of fun puzzles that will challenge your mind, stimulate your creativity, and deepen your understanding of the intricacies of managing people and organizations.

In today's rapidly changing business landscape, the ability to think critically, solve problems efficiently, and adapt to new challenges is more important than ever. Whether you're a seasoned HR professional, a budding manager, or someone simply curious about the complexities of the corporate world, these puzzles offer a refreshing way to explore key concepts and principles in HRM, Business, and Office Management.

Each puzzle has been carefully crafted to cover a wide spectrum of topics, from talent acquisition and employee development to strategic planning and organizational culture. You'll encounter brainteasers that challenge your strategic thinking, word games that test your knowledge of industry terminology, and scenario-based puzzles that put you in the shoes of a decision-maker facing real-world challenges.

Whether you're studying these puzzles alone, sharing them with colleagues, or using them as a teaching tool, we hope they bring a sense of joy and discovery to your exploration. Let these puzzles be a reminder that learning can be fun, and that the world of management is a rich tapestry of challenges waiting to be unraveled.

So, as you turn the pages and embark on this playful yet enlightening journey, remember that knowledge is not just acquired; it's experienced, explored, and enjoyed.

Let the puzzling adventures begin!

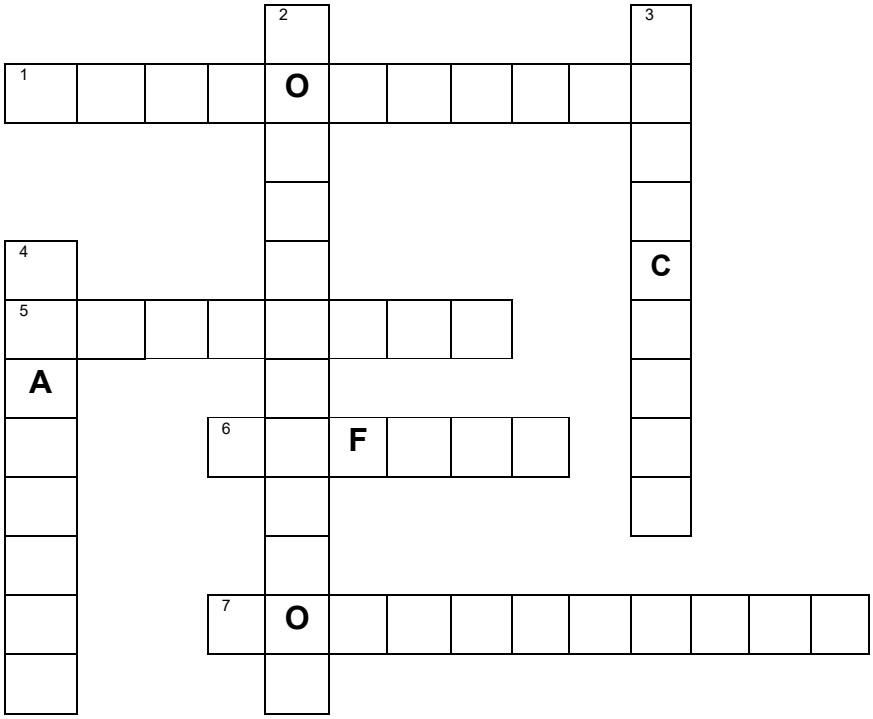
Thank you.

Siti Aminah Roslan
Muhd Hafizuddin Azmi
Mohd Zahaminul Hakim Mohd Amin
Muhamad Amirul Suari
Muhammad Irfan Aiman Jasmawari
Muhammad Ridhwan Mat Zaki

LET'S

BEGIN

START



Clue:

Across:

1. Evaluate someone's job.

5. The knowledge and skill needed for their present jobs.

6. The protection of employees from injuries caused by work-related accidents.

7. Determining the skills, duties and knowledge required for performing specific jobs.

Down:

2. Total of all rewards provided to employees.

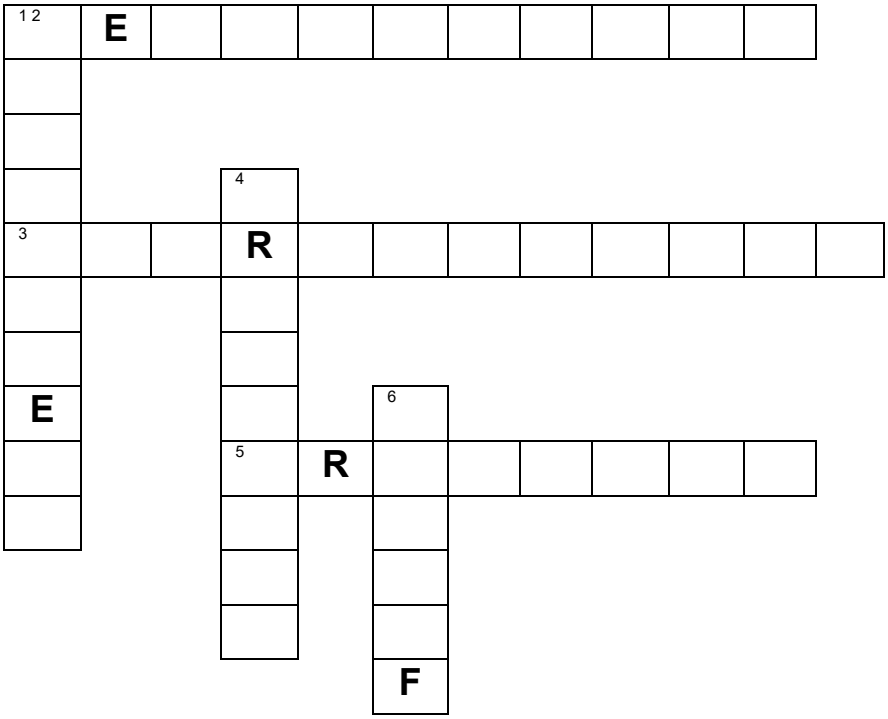
3. Choosing the best individual from group applicants.

4. The proper number of employees with the appropriate skills in the right jobs, at the right time.

H	A	R	G	J	I	S	O	P	A	V	T	S	K	G	B	N	K
A	R	O	L	E	A	M	B	I	G	U	I	T	Y	L	G	O	G
H	B	L	A	H	J	M	B	N	K	B	V	Z	V	B	F	T	B
J	E	E	P	O	G	T	E	Y	H	A	I	T	R	W	O	H	S
K	A	C	A	G	H	K	V	T	I	R	G	F	O	N	D	P	H
O	W	O	R	K	L	O	A	D	V	A	R	I	A	N	C	E	G
P	H	N	K	E	M	I	L	B	G	X	Z	N	B	O	N	R	R
T	L	F	A	M	I	L	Y	A	L	I	M	A	I	E	A	S	A
J	F	L	M	G	S	A	R	P	Y	D	P	N	N	U	L	O	M
M	Q	I	B	A	L	M	U	M	T	A	O	C	I	T	K	N	N
N	W	C	O	J	T	K	J	E	I	T	R	I	A	D	U	A	E
E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	K	L	M
R	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	R
G	E	N	E	R	A	L	E	N	V	I	R	O	N	M	E	N	T
A	K	O	P	O	L	I	P	N	U	H	D	T	Z	I	P	G	H

Find the following words:

1. **ROLE CONFLICT**
2. **GENERAL ENVIRONMENT**
3. **ROLE AMBIGUITY**
4. **FAMILY**
5. **FINANCIAL**
6. **WORKLOAD VARIANCE**
7. **PERSONAL**



Clue:

Across:

2. Employees may resign for several reasons.
3. Due to economic downturn.
5. Lateral movement of an employee within an organization.

Down:

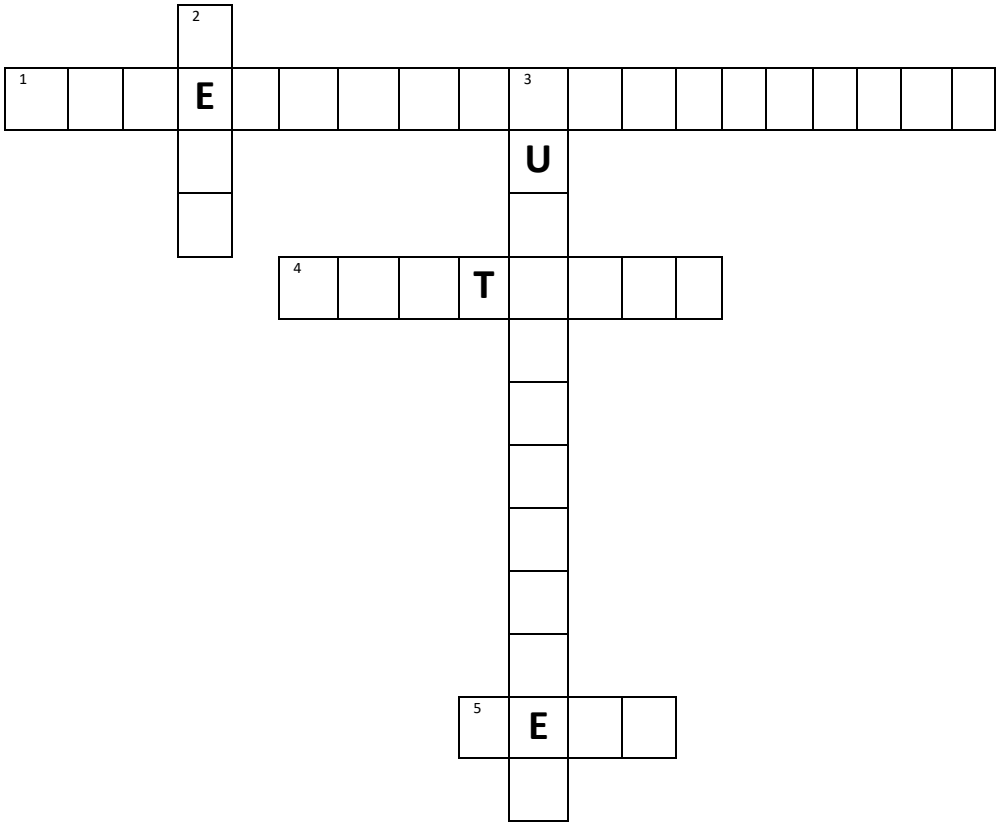
1. Employees have reached a certain number of years age of working.
4. Reassignment of an employee to a job at a higher level in the organization.
6. A discharge of workers.

S	K	I	L	L	B	A	S	E	D	P	A	Y	M	Y	O	B	C
A	R	O	L	E	A	M	B	I	G	U	S	T	Y	L	G	O	O
H	B	L	A	H	J	M	B	N	K	B	E	Z	V	B	J	T	S
M	E	E	P	O	G	T	E	Y	H	A	N	T	R	W	O	H	T
E	A	C	S	U	R	V	E	Y	I	R	I	F	O	N	B	P	O
R	W	O	R	K	L	O	A	D	V	A	O	I	A	N	P	E	F
I	H	N	K	E	C	O	N	O	M	Y	R	K	B	O	R	R	L
T	L	F	A	M	I	L	Y	A	L	I	I	A	I	E	I	S	I
P	F	L	M	G	S	A	R	P	Y	D	T	N	N	U	C	O	V
A	Q	I	B	A	L	M	U	M	T	A	Y	C	I	T	I	N	I
Y	W	C	O	M	P	E	T	E	N	C	Y	G	A	D	N	A	N
E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	G	L	G
B	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	N
A	V	A	R	I	A	B	L	E	P	A	Y	S	E	M	I	T	O
P	I	E	C	E	W	O	R	K	C	O	M	P	E	T	B	D	H

Find the following words:

1. **SKILL BASED PAY**
2. **SURVEY**
3. **MERIT PAY**
4. **SENIORITY**
5. **ECONOMY**
6. **JOB PRICING**
7. **PIECEWORK**
8. **COMPETENCY**
9. **COST OF LIVING**
10. **VARIABLE PAY**

Job Pricing
Compensation&Benefits



Clue:

Across:

1. Traditional approach for appraising.
4. Appraise based on Total Quality Management (TQM) concepts.
5. Evaluate themselves.

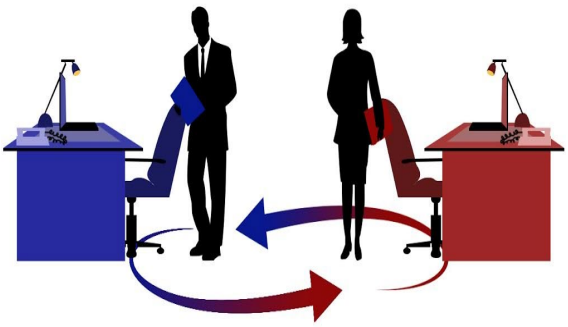
Down:

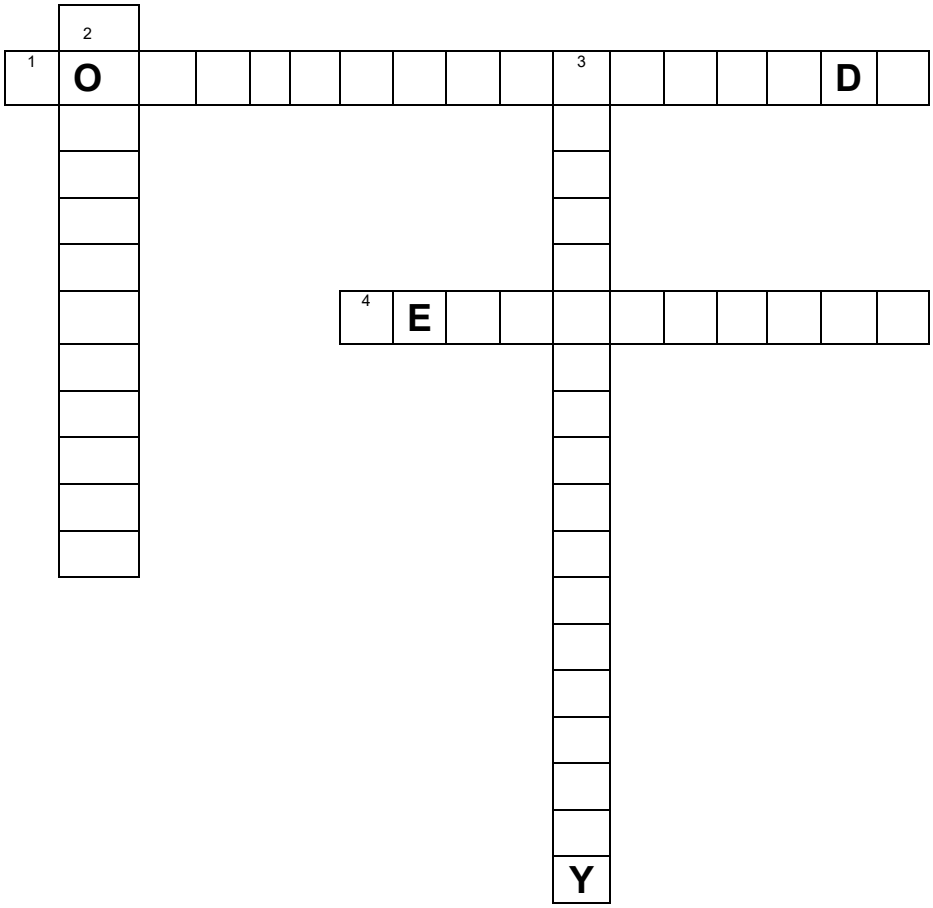
2. Done by fellow employees.
3. Appraise the manager of their employee.

S	J	I	L	S	I	M	U	L	A	T	I	O	N	O	O	B	A
A	O	O	L	E	A	M	B	I	G	U	S	T	Y	L	G	O	P
H	B	I	Z	O	F	G	V	O	L	B	E	Z	V	B	J	T	P
P	R	M	N	K	A	P	M	E	I	A	N	T	R	W	O	H	R
E	O	A	Z	T	H	D	A	R	G	I	F	M	U	S	B	P	E
R	T	T	O	G	E	F	R	M	O	T	O	A	H	A	P	E	N
M	A	E	C	H	M	R	A	E	V	O	P	P	N	H	R	R	T
O	T	K	O	K	E	D	N	N	R	A	R	E	U	I	I	S	I
C	I	L	M	X	L	O	D	S	T	D	T	N	N	U	C	O	C
K	O	G	P	Z	I	K	S	T	H	A	Y	C	I	T	I	N	E
I	N	C	U	B	D	A	T	E	N	I	Y	G	A	D	N	A	S
A	M	T	T	K	L	K	S	N	K	Q	P	A	N	S	G	L	H
X	O	K	E	C	L	P	P	T	L	H	I	L	G	H	K	L	I
T	R	A	R	O	K	Z	L	B	S	A	R	W	T	E	N	T	P
P	E	E	Z	K	E	R	O	L	E	P	L	A	Y	M	U	D	X

Find the following words:

1. **JOB ROTATION**
2. **INTERNSHIP**
3. **CLASSROOM**
4. **APPRENTICESHIP**
5. **SIMULATION**
6. **ROLE PLAY**
7. **COMPUTER**





Clue:

Across:

1. Test measure general reasoning ability, memory, vocabulary, verbal fluency and numerical ability.

4. Measure traits.

Down:

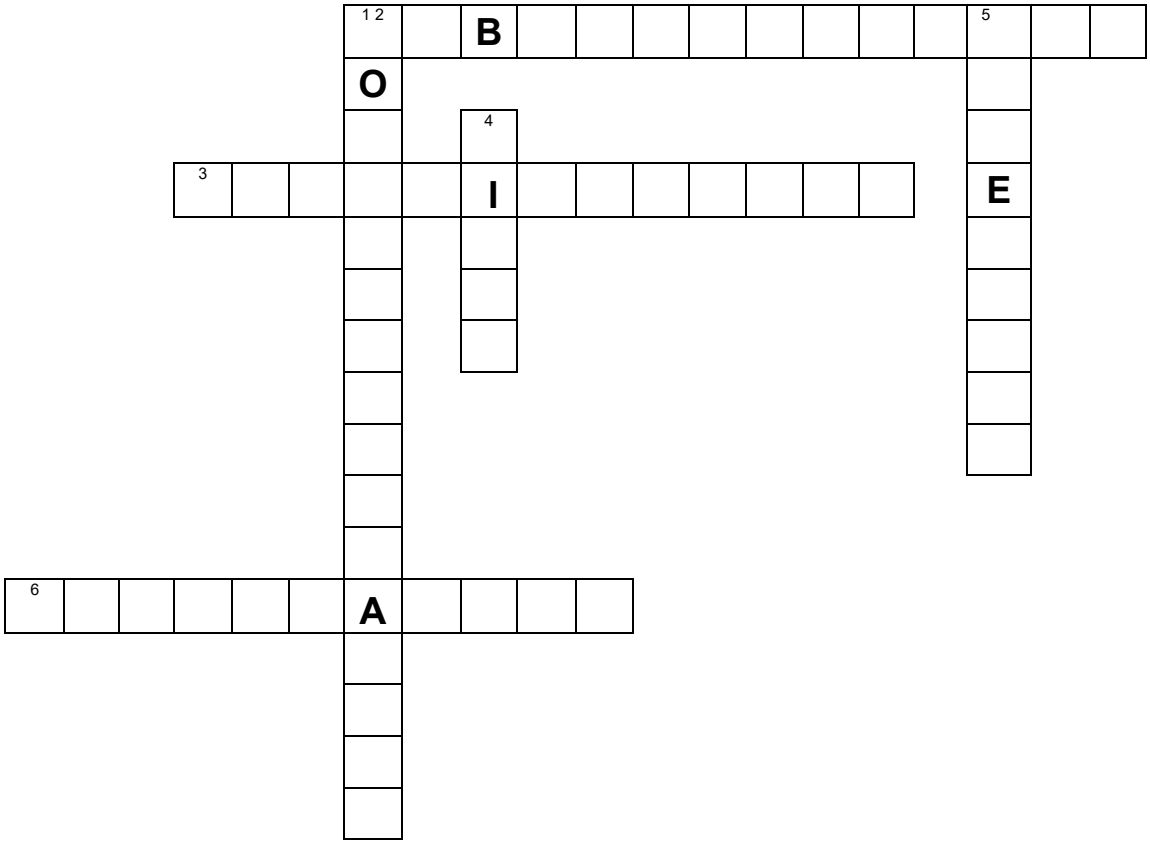
2. Test measure a candidate's knowledge of the duties of the job is applying.

3. Measure strength, coordination and dexterity.

A	B	H	K	N	A	T	C	N	W	G	U	O	D	G	T	B	E
N	K	S	J	E	D	A	T	I	A	N	G	T	I	N	I	O	L
Z	B	B	J	G	H	Y	S	O	S	U	P	N	L	E	N	A	P
K	O	R	F	M	S	C	U	T	J	H	E	T	R	W	O	H	R
U	A	B	H	F	O	G	R	H	R	D	U	M	K	R	C	P	E
B	R	K	S	L	J	U	W	J	Z	U	T	A	G	E	R	B	R
A	D	M	O	G	C	F	U	F	K	R	C	P	N	U	H	Q	V
X	V	B	K	T	J	O	B	S	H	E	E	T	U	I	I	A	M
K	K	U	U	L	T	R	H	K	T	F	G	N	U	G	C	E	N
O	U	R	A	P	K	U	T	L	O	R	J	C	I	R	I	D	E
H	E	G	D	A	S	T	R	E	S	S	Q	H	H	O	E	A	S
D	L	E	N	X	M	L	K	M	S	I	L	O	F	U	G	D	K
X	O	S	Y	H	I	U	U	N	E	B	I	N	S	P	K	L	Q
T	R	I	T	J	S	X	S	E	Q	X	R	A	T	E	N	T	P
Z	S	X	I	O	N	E	O	N	O	N	E	K	O	H	R	P	G

Find the following words:

1. **UNSTRUCTURED**
2. **STRUCTURED**
3. **BOARD**
4. **GROUP**
5. **STRESS**
6. **PANEL**
7. **ONE ON ONE**



Clue:

Across:

2. Document regarding tasks, duties, and responsibilities of a job.
3. Filled out individually.
6. Survey workers perform job tasks.

Down:

1. A statement of the needed KSA of the person performs the job.
4. Reading employee work activities.
5. Describes the duties performed.

N	M	N	K	A	L	M	U	N	D	M	R	Y	H	S	O	A	L	P	E
E	A	I	G	E	G	R	T	O	B	G	E	A	N	Y	M	A	J	H	X
X	I	V	N	N	B	I	O	R	I	D	P	B	G	O	B	Z	O	G	T
Y	L	E	S	T	K	D	L	M	D	S	L	A	E	L	N	A	B	S	E
C	I	W	T	K	E	H	S	A	M	S	A	D	C	O	G	Y	F	U	R
N	N	A	L	H	G	R	K	L	I	T	Y	K	H	D	K	U	A	B	O
E	G	D	E	P	O	O	N	J	L	W	H	R	K	H	T	N	I	T	S
G	I	V	J	S	M	H	I	S	L	B	V	H	L	J	F	A	R	L	J
A	N	E	K	E	B	J	O	P	H	N	O	X	O	K	G	G	F	E	M
T	E	R	O	M	L	D	L	Q	T	I	L	B	F	Q	E	B	U	M	L
N	R	T	M	C	B	S	S	O	N	P	P	B	Z	V	U	M	N	N	E
E	L	I	N	T	O	H	D	A	U	O	W	O	Q	I	E	L	P	C	D
M	Y	S	T	H	M	E	T	D	S	G	E	P	V	E	P	H	I	U	S
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O	R	M	K	E	P	D	I	B	G	O	V	E	R	T	I	M	E	G	A
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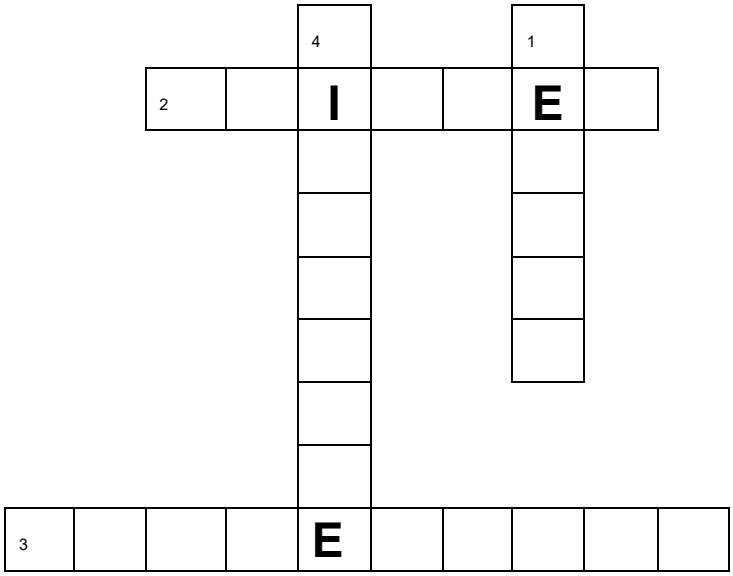
P	N	N	I	I	G	E	E	K	R	E	L	M	O	T	E	S	P	B	A
M	S	T	T	A	N	U	L	G	T	I	X	N	L	W	T	H	A	H	J
E	M	P	L	O	Y	E	E	R	E	F	E	R	R	A	L	K	D	E	U

Find the following words:

1. **INTERNSHIP**
2. **JOB POSTING**
3. **JOB FAIR**
4. **EMPLOYMENT AGENCY**
5. **EMPLOYEE REFERRAL**
6. **ADVERTISEMENT**
7. **OVERTIME**



Clue:

Across:

2. Personal record.
3. Again violate work rules.

Down:

1. Commit minor violation.
4. Layoff.

R	O	F	V	B	E	D	B	T	V	O	H	S	K	S	W	Z	E	S	H
T	E	F	E	L	C	P	L	A	Y	O	F	F	O	G	S	G	A	A	I
P	A	D	X	S	L	D	X	M	K	G	F	D	B	N	J	T	R	D	R
P	L	Z	U	H	A	N	K	M	T	Q	H	R	F	E	F	G	L	U	E
A	U	F	C	C	I	E	Y	A	O	Y	A	F	B	T	D	S	Y	M	D
G	O	R	V	M	E	D	G	R	T	D	L	Z	O	M	L	T	R	G	N
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Y	T	M	V	Y	I	H	P	T	R	C	T	A	B	S	T	S	R	L	O
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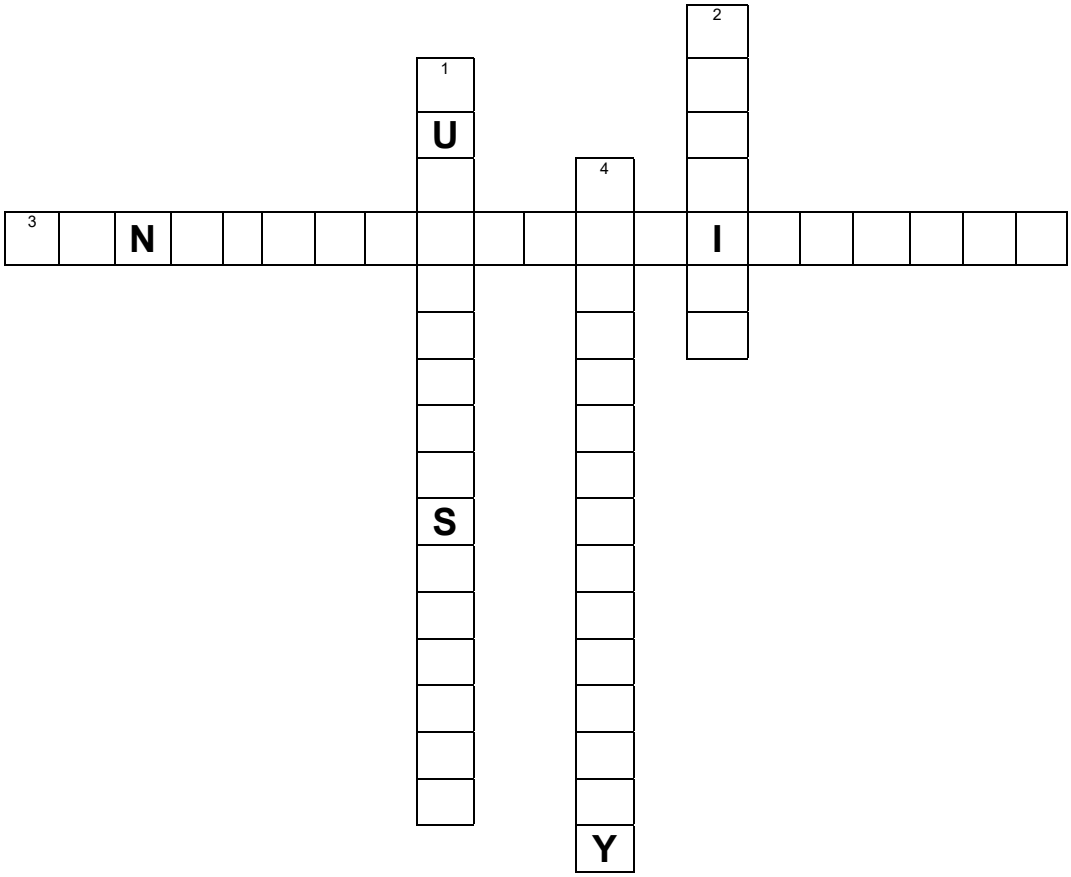
M	M	X	R	O	O	S	T	B	O	K	J	L	G	C	B	A	M	A	K
A	E	K	A	A	R	I	R	L	K	B	I	G	L	O	A	D	E	H	E
X	A	S	G	P	M	M	Q	D	S	V	O	L	Q	S	T	F	N	A	R
I	L	H	E	E	G	L	C	F	D	M	E	I	C	T	L	A	T	K	S
M	P	A	R	T	S	K	J	P	H	X	B	G	W	R	A	D	H	L	O
U	Z	D	M	S	U	B	C	O	N	T	R	A	C	T	I	N	G	I	G
U	P	O	L	Y	T	D	N	J	G	D	T	L	D	S	R	N	A	Z	R
R	E	S	T	R	I	C	T	E	S	H	I	R	I	N	G	K	O	N	S

Find the following words:

1. **REDUCE HOUR**
2. **EARLY RETIREMENT**
3. **OVERTIME**
4. **RESTRICTED HIRING**
5. **PART TIME**
6. **LAYOFF**
7. **SUBCONTRACTING**
8. **HIRED NEW WORKERS**



Clue:

Across:

3. Everyone who performs the same act will be punished accordingly.

Down:

1. If disciplinary action is to be taken, it must immediately.
2. Provide advance learning that punishment will follow unacceptable behavior.
4. Should be unbiased.

R	C	W	D	S	T	R	E	E	V	G	H	S	K	S	C	N	T	K	R
T	K	O	N	L	U	R	A	B	Y	O	F	F	O	G	F	O	S	X	H
E	G	G	D	B	L	L	J	C	B	O	F	M	R	G	R	F	F	T	S
X	A	H	A	E	A	A	G	H	M	D	H	C	S	T	E	V	K	G	K
E	Y	U	F	T	I	R	N	Y	K	D	A	M	M	F	C	I	S	N	U
R	B	S	C	O	E	M	A	M	N	I	L	S	A	K	O	A	I	P	K
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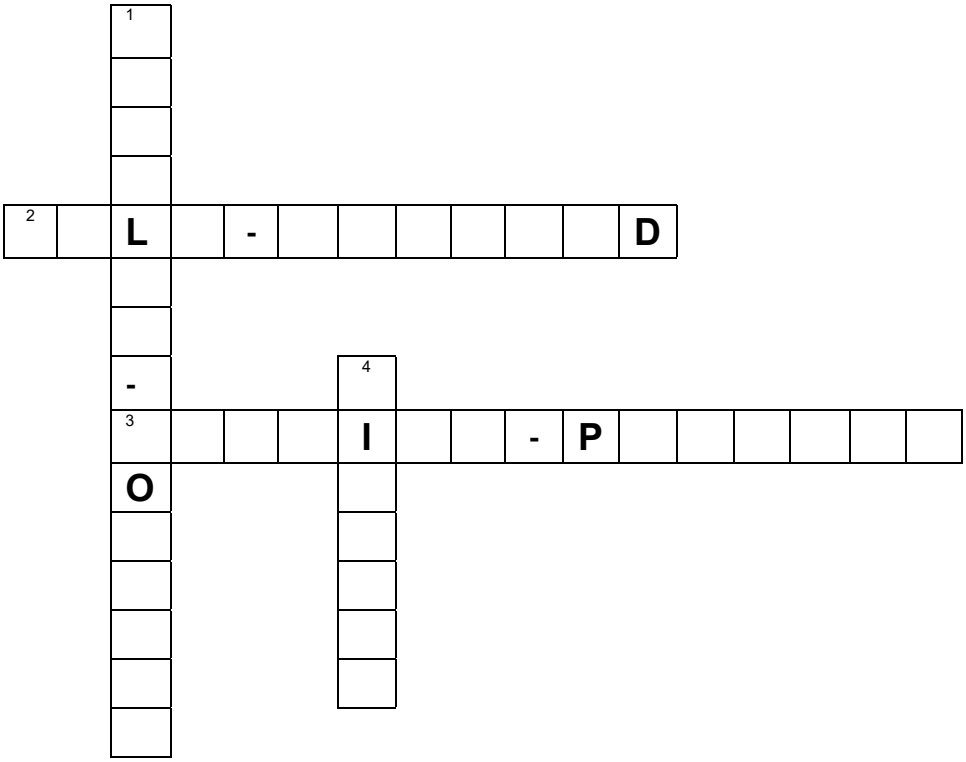
E	L	Z	F	A	V	I	T	A	R	A	T	O	M	D	Z	S	T	L	O
P	G	V	O	N	R	G	H	T	B	B	N	R	A	D	E	D	I	I	R
M	T	L	O	T	G	T	F	R	H	I	J	H	T	C	S	A	O	A	E
A	R	I	H	L	I	P	G	L	G	T	I	L	R	K	Y	D	N	H	S
D	N	R	F	T	P	O	D	K	O	S	O	B	O	M	M	Y	F	D	T
O	G	E	L	E	G	L	E	A	K	M	E	I	A	K	P	G	G	K	T
P	T	W	F	T	S	H	J	M	H	X	B	G	I	H	T	M	T	D	H
G	Z	D	M	F	U	N	F	N	N	T	R	A	T	D	O	N	L	H	U
D	M	A	N	A	G	E	T	I	M	E	T	D	E	G	M	S	G	F	K
R	S	L	E	E	P	H	K	S	K	H	D	G	H	N	S	F	O	U	G

Find the following words:

1. **EXERCISE**
2. **GOOD DIET**
3. **HABITS**
4. **SLEEP**
5. **REST**
6. **MANAGE TIME**
7. **FUN**
8. **RECOGNIZE**
9. **SYSMPTOMS**
10. **BE TOLERANT**



Clue:

Across:

2. Members with a set of complex skills.
3. Solve Complex issues.

Down:

1. Exist for only a limited period, volunteers from a unit or department.
4. Relies on interactive technology to work together when separated by physical distance.

R	N	K	K	U	A	K	X	M	B	B	A	X	C	T	B	P	A	X	C
A	K	O	T	K	Y	X	G	L	O	B	A	L	I	Z	A	T	I	O	N
P	N	A	T	U	R	A	L	D	I	S	A	S	T	E	R	C	N	K	A
I	B	M	T	E	R	B	K	L	S	I	D	U	N	I	A	W	S	D	S
D	S	N	R	T	E	C	H	N	O	L	O	G	Y	H	C	T	K	N	F
C	K	G	F	E	M	A	N	A	G	O	S	K	L	R	U	G	I	F	A
H	B	I	L	K	S	T	C	K	A	B	N	M	R	T	L	D	L	S	M
A	S	S	B	E	D	T	O	K	M	O	R	E	E	B	T	S	L	W	I
N	N	P	O	T	V	D	R	U	Q	N	K	M	P	H	U	T	S	T	L
G	T	U	O	G	S	U	R	U	D	U	Q	X	L	A	R	E	H	P	Y
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S	Y	P	H	I	K	M	I	D	E	T	P	M	C	Y	H	Q	R	W	O
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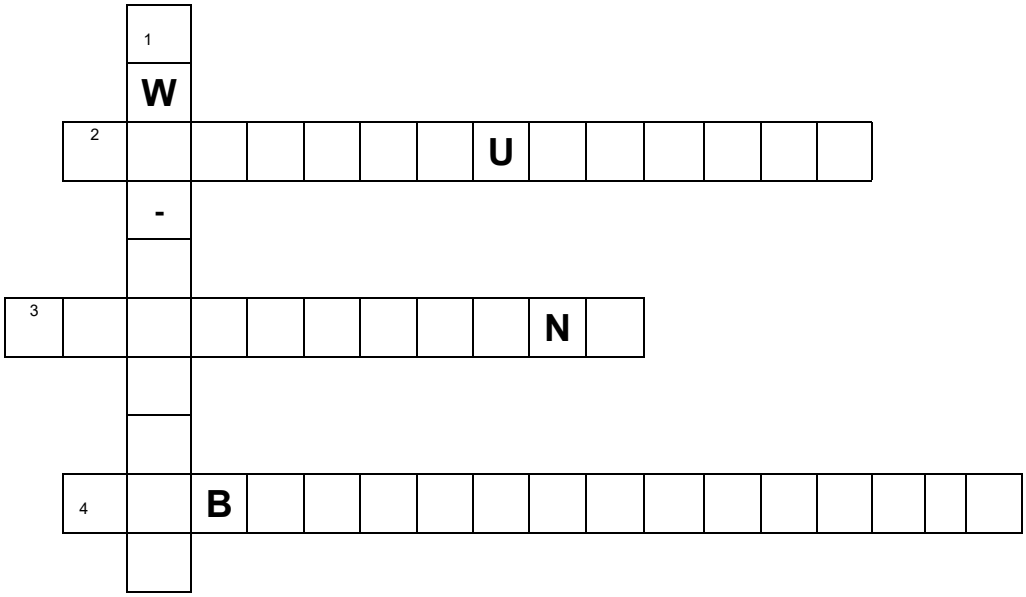
L	A	F	T	H	W	S	I	Q	C	H	O	R	B	P	T	D	A	W	E
E	B	R	A	I	N	D	R	A	I	N	R	H	I	K	N	G	G	F	S
K	B	O	K	N	L	I	F	D	Y	D	A	Y	H	N	A	E	E	W	O
B	L	E	G	I	S	L	A	T	I	O	N	S	A	R	G	S	H	R	L
I	S	T	A	L	K	J	D	T	A	M	J	A	D	Y	R	S	D	C	E
D	I	A	M	N	D	O	W	N	S	I	Z	I	N	G	B	U	R	N	S

Find the following words:

1. **RAPID CHANGES**
2. **GLOBALIZATION**
3. **BRAIN DRAIN**
4. **CULTURE**
5. **FAMILY ROLES**
6. **RESTRUCTURING**
7. **SKILL SHORTAGE**
8. **NATURAL DISASTER**
9. **DOWNSIZING**
10. **TECHNOLOGY**
11. **LEGISLATION**



Clue:

Across:

2. Fit between needs and the characteristics of the job and the organization.
3. Job performance.
4. Five core.

Down:

1. Motivators and hygiene.

E	B	U	L	D	L	A	T	K	P	V	A	P	A	M	B	I	N	T	B
T	M	H	H	Q	Z	W	H	I	R	M	A	A	U	E	S	K	H	N	O
A	H	P	H	D	K	O	U	N	I	E	C	G	D	N	U	V	S	E	K
B	F	D	L	L	S	R	N	O	N	E	T	E	I	M	B	O	T	W	O
U	Z	D	O	O	M	D	D	F	T	T	I	S	O	Y	T	I	Q	S	R
L	G	U	P	H	Y	R	B	M	S	I	V	U	V	F	I	C	U	L	O
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T	P	L	A	N	Y	R	O	H	B	K	E	Q	U	K	E	A	I	T	O
I	E	U	D	S	C	E	T	I	A	H	V	S	A	D	K	I	S	E	B
N	V	C	I	C	U	A	R	K	O	N	V	F	L	Q	W	L	T	R	V
B	I	K	N	E	T	T	Y	O	J	P	D	W	G	Q	S	J	I	S	E
O	N	D	G	K	S	S	M	N	Q	S	F	B	K	L	P	D	N	F	R
A	E	N	O	T	I	C	E	T	D	E	L	Y	O	V	I	E	G	W	Q
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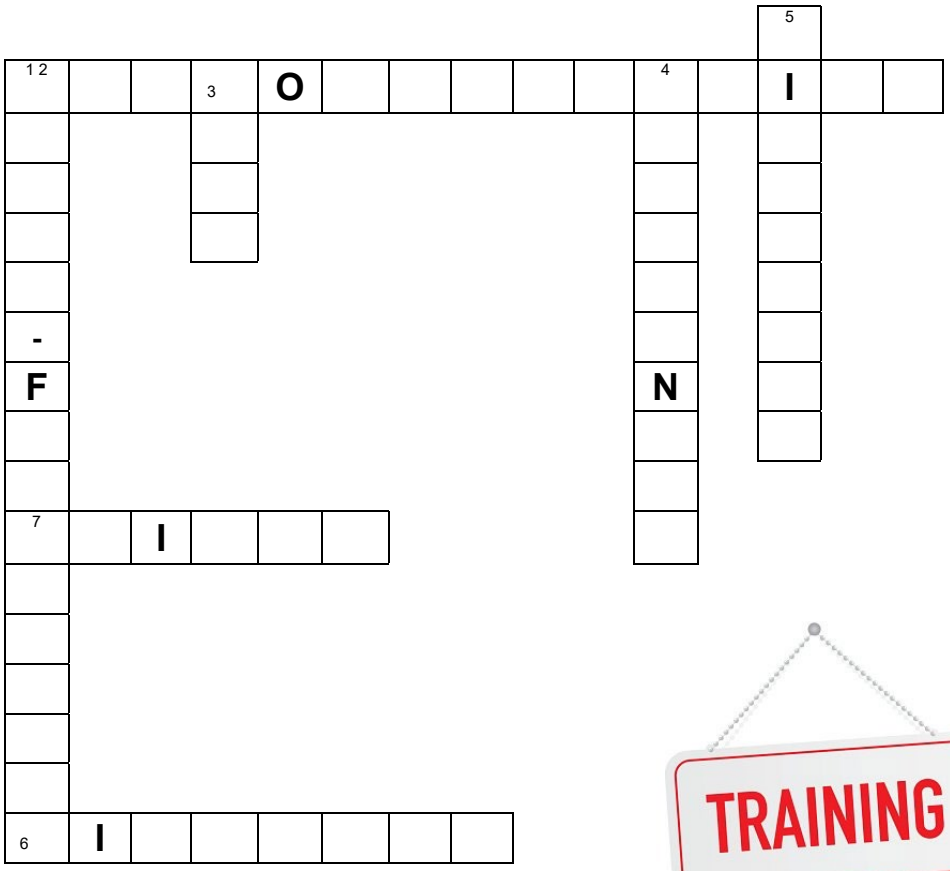
O	K	N	O	W	L	E	D	G	E	W	O	R	K	E	R	A	N	E	L
C	H	K	T	R	B	K	T	O	I	P	B	M	A	T	E	H	V	D	E
K	B	M	H	W	O	R	L	D	D	C	L	I	Q	U	E	S	I	G	C

Find the following words:

1. **EMPLOYEE HANDBOOK**
2. **RETREATS**
3. **NEWSLETTERS**
4. **KNOWLEDGE WORKER**
5. **AUDIOVISUAL**
6. **GRAPEVINE**
7. **MEETING**
8. **CLIQUES**
9. **BULLETIN BOARD**
10. **VOICE MAIL**



Clue:

Across:

1. Understand how to meet consumer needs and handle conflict.
6. Mastery of basic skills such as reading, writing and arithmetic.
7. Deal with the tragedies and catastrophe.

Down:

2. Perform operations in areas other than their assigned job.
3. The group becomes more effective.
4. Keep pace with changing job requirements.
5. Different culture, sex, gender and etc.

E	B	U	L	D	L	A	T	K	P	V	A	P	A	M	B	I	N	T	B
T	M	H	H	Q	Z	W	I	N	C	O	M	P	E	T	E	N	C	E	O
A	A	B	S	E	N	T	E	E	I	S	M	E	M	P	H	V	S	E	K
F	F	D	L	L	S	R	N	O	N	E	T	E	I	M	B	O	T	D	O
A	Z	D	O	O	M	D	D	F	T	T	I	S	O	Y	T	D	I	R	K
T	G	U	P	H	Y	R	B	M	S	A	V	U	S	F	I	I	S	E	E
H	R	K	H	D	C	E	S	A	R	R	A	P	O	I	T	S	S	S	L
E	A	D	E	G	N	T	A	T	I	D	T	B	E	C	L	H	O	S	H
L	P	L	A	N	Y	R	F	H	B	I	E	Q	G	K	E	O	T	C	Q
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N	N	O	U	O	A	S	R	N	Q	S	F	B	B	L	P	T	I	J	K
I	E	R	L	A	U	C	U	T	D	E	L	Y	A	V	I	Y	G	W	Q
K	D	O	P	E	R	G	L	J	H	O	M	E	S	O	N	M	S	G	I
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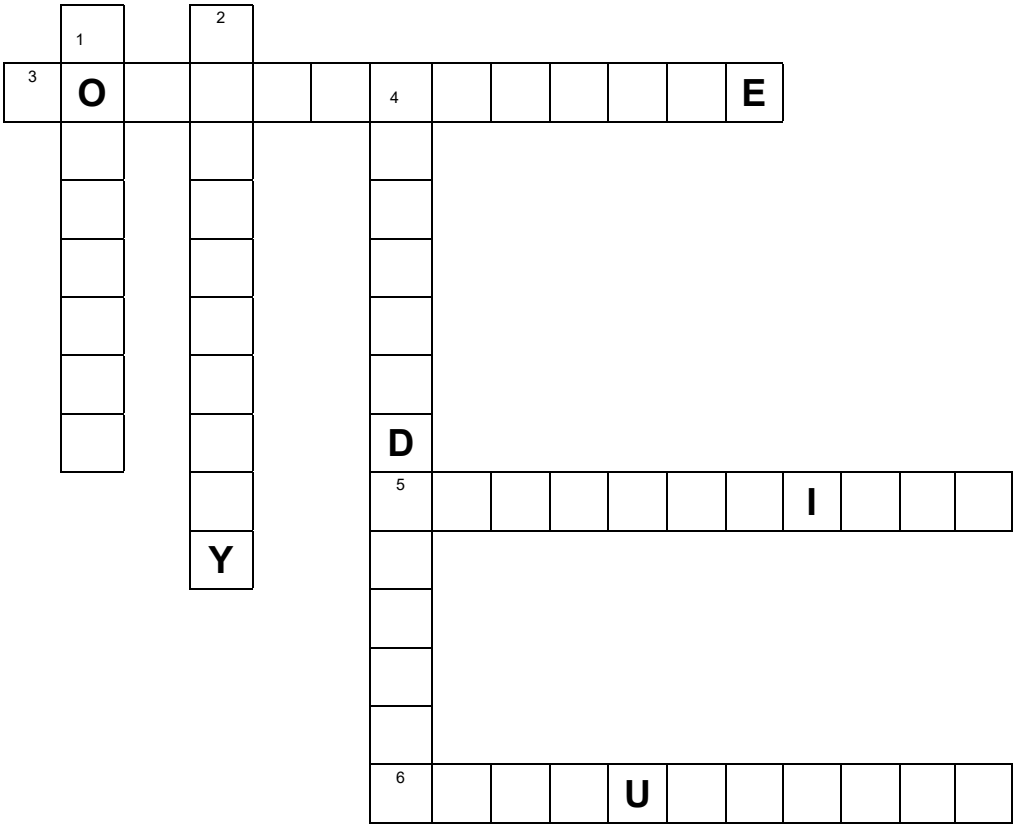
C	H	K	T	R	B	K	T	O	I	P	B	M	A	T	E	H	V	D	E
S	L	E	E	P	I	N	G	O	N	T	H	E	J	O	B	O	K	E	M

Find the following words:

1. **ABSENTEEISM**
2. **TARDINESS**
3. **DRUG**
4. **THEFTDISHONESTY**
5. **SAFETY RULE**
6. **SABOTAGE**
7. **SLEEPING ON THE JOB**
8. **INCOMPETENCE**
9. **SMOKING RULE**
10. **DRESS CODE**



Clue:

Across:

3. Emphasizes status differences between subordinates and superiors.

5. A high value on instability.

6. Emphasizes status, wages, and position.

Down:

1. Values are oriented toward the future.

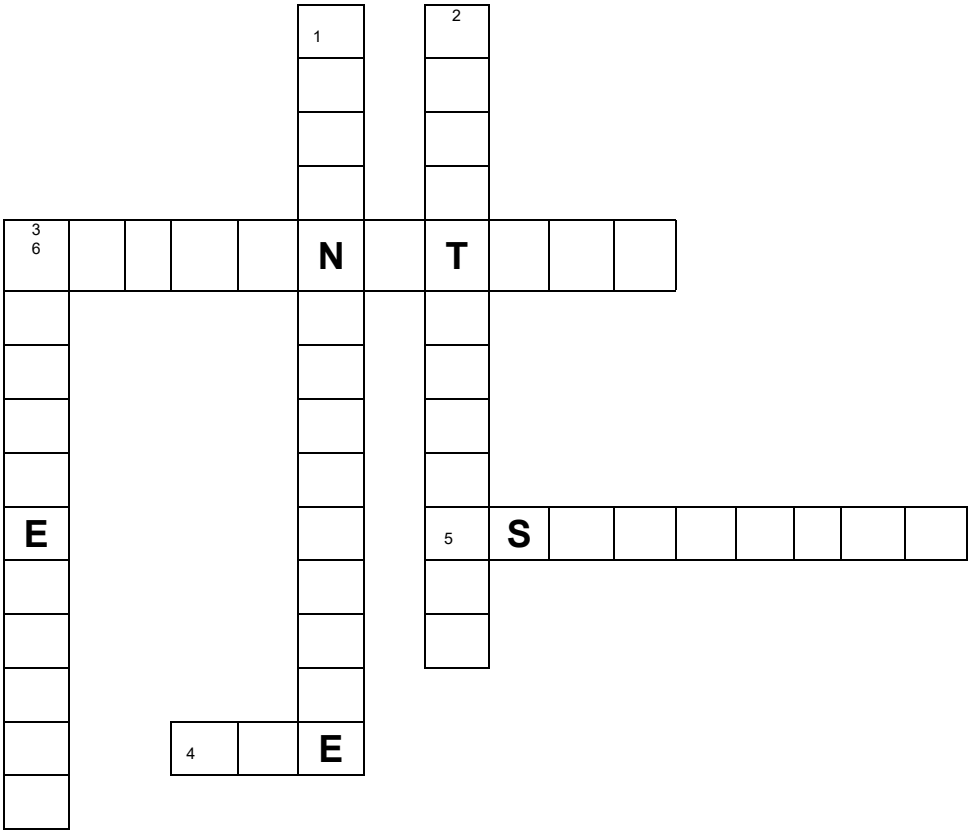
2. Emphasizes human relations and quality of life.

4. Based on self-interest.

B	O	B	A	H	D	K	B	D	X	O	H	V	I	M	E	N	J	U	L
E	V	G	P	G	Y	B	A	O	T	T	A	C	S	R	A	I	Z	S	N
B	E	M	M	F	S	A	F	N	D	A	S	L	X	A	P	U	N	H	G
U	R	S	P	D	P	I	B	T	Y	K	L	S	B	U	K	O	D	A	I
D	E	S	M	S	R	N	T	S	X	A	T	G	I	M	I	B	C	H	E
R	X	X	K	E	K	H	M	C	F	J	S	O	P	S	Y	G	H	A	X
O	E	T	P	F	D	A	A	D	B	G	P	M	I	U	A	T	E	D	T
W	R	G	T	I	M	H	N	B	U	K	M	L	A	N	H	H	M	T	R
N	T	N	D	N	B	A	X	E	A	H	L	O	O	L	P	S	I	K	E
I	I	P	T	D	S	I	B	T	S	O	A	T	S	E	O	A	C	M	M
N	O	A	K	P	C	Y	G	T	C	J	M	M	L	A	I	N	A	Y	E
G	N	I	I	A	A	N	M	D	J	G	K	G	E	L	S	K	L	S	H
K	L	L	B	H	W	B	N	L	A	L	L	C	M	Q	O	S	R	I	E
B	S	B	A	H	M	A	B	A	K	G	M	H	A	G	N	H	E	D	A
T	B	P	B	D	T	N	H	M	A	K	Y	A	S	K	I	D	A	E	T
C	P	B	S	C	D	I	T	A	O	S	F	S	T	O	N	R	C	K	E
M	S	K	A	S	T	T	D	B	K	I	P	W	I	D	G	J	T	Y	N
L	W	P	C	I	D	R	A	D	I	A	T	I	O	N	S	T	I	A	G
P	M	E	K	S	L	A	I	B	R	B	M	X	P	S	N	P	O	E	S
I	D	T	B	N	B	T	D	E	E	B	D	M	A	L	X	N	N	R	P

Find the following words:

1. **OVEREXERTION**
2. **IMPACT AND COLLISIONS**
3. **EXTREME HEAT**
4. **POISONING**
5. **FIRE**
6. **RADIATIONS**
7. **SLIPS AND FALLS**
8. **CHEMICAL REACTIONS**
9. **DROWNING**



Clue:

Across:

4. Protect the worker with personal protective equipment.
5. Separation of hazardous material.
3. Physically remove the hazard.

Down:

1. Changing the way people work.
2. Replace the hazard.
6. Isolate people from the hazard.

S	N	A	S	D	B	A	S	M	H	A	N	A	D	M	G	E	B	M	S
I	P	O	N	D	O	K	X	T	R	A	N	S	P	O	R	T	A	I	A
T	H	M	D	T	H	C	O	N	F	U	S	I	N	G	K	I	H	N	N
A	G	A	I	R	C	O	H	S	O	L	A	N	G	S	C	B	L	I	I
G	P	N	F	Y	E	R	T	H	K	U	D	S	F	M	K	M	I	N	E
R	K	U	E	W	G	L	I	E	O	C	I	C	D	T	D	J	T	G	C
I	L	F	F	H	N	I	P	X	L	K	N	E	J	N	Q	A	O	A	E
C	T	A	K	O	I	K	G	K	J	D	G	K	O	B	L	S	N	N	O
U	H	C	I	L	Q	A	K	I	G	L	B	I	Q	K	N	H	G	D	N
L	S	T	F	E	L	O	S	D	N	P	T	J	L	N	P	A	M	Q	O
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K	O	G	K	M	F	S	O	N	M	P	K	H	N	M	N	O	W	Y	T
J	R	P	T	H	N	K	I	R	E	T	D	E	Q	J	O	W	S	I	J
U	O	I	R	O	A	L	B	K	M	G	L	A	S	A	T	R	K	N	I
R	Z	A	C	T	R	I	K	U	T	I	L	I	T	I	E	S	M	G	A
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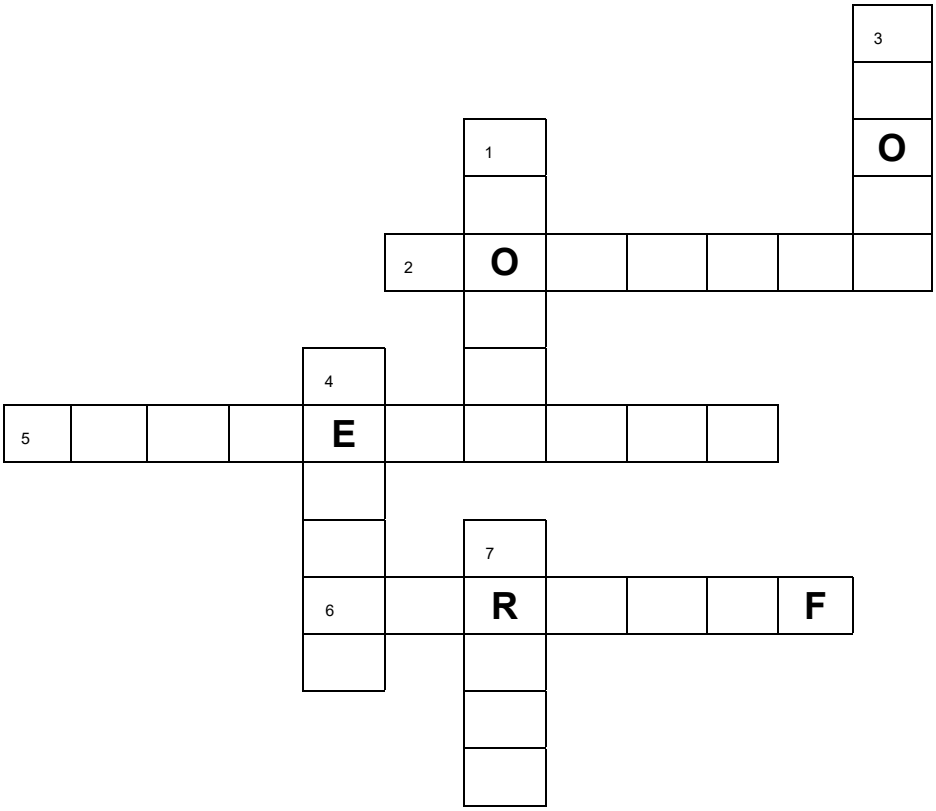
X	B	G	S	D	K	L	K	S	L	B	A	N	T	K	I	A	B	N	O

Find the following words:

1. **MANUFACTURING**
2. **MINING AND QUARRYING**
3. **HOTEL**
4. **CONSTRUCTION**
5. **AGRICULTURE**
6. **UTILITIES**
7. **TRANSPORT**
8. **WHOLESALE**
9. **FINANCE**
10. **PUBLIC SERVICE**



Clue:

Across:

2. To protect the worker's eye.
5. To protect the body of a worker.
6. To protect the ears of a worker.

Down:

1. To protect the hands of a worker.
3. To protect the feet of a worker.
4. To protect the head of a worker.
7. To protect the skin of a worker.

A	M	A	I	L	I	N	S	O	S	F	E	E	L	X	S	Y	A	H	U
S	O	C	C	U	P	A	T	I	I	O	K	L	D	I	S	E	A	S	E
L	L	B	P	M	B	M	H	R	M	S	S	E	P	X	K	T	D	G	P
I	S	N	E	A	T	D	H	E	P	H	F	B	R	L	I	H	O	M	L
V	Y	A	D	K	R	N	E	A	A	U	G	A	P	D	N	E	B	U	D
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I	I	O	K	H	B	R	T	I	K	U	N	G	S	O	F	I	A	U	D
D	T	N	D	E	G	Y	I	L	T	Z	L	B	I	A	L	L	G	L	N
B	I	A	T	N	S	A	T	I	S	O	D	T	H	P	A	A	M	O	T
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C	O	L	G	U	N	O	S	S	L	I	B	B	H	K	I	B	N	K	Y
K	A	R	S	H	S	K	B	S	L	D	K	A	J	S	O	N	Y	E	U
P	G	M	N	M	K	R	K	F	X	K	M	C	Y	O	N	M	R	L	A
A	A	T	K	T	A	G	N	O	A	H	B	R	A	C	S	B	S	E	L
I	M	O	N	S	P	I	A	K	T	E	S	B	L	I	N	B	N	T	H
N	A	O	L	B	L	N	A	S	D	L	G	L	H	A	F	S	D	A	D
M	X	C	Q	A	S	O	A	M	B	G	R	O	D	L	S	K	R	L	S
S	T	L	T	S	M	E	T	C	O	L	D	O	A	G	Q	C	N	P	T
T	G	N	Z	Z	K	R	H	P	C	Q	T	D	H	F	L	J	G	A	D
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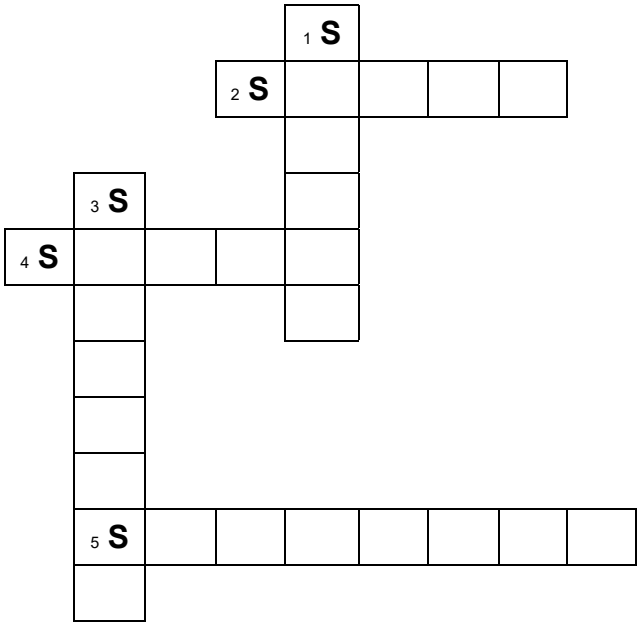
M	N	C	S	K	I	N	C	A	N	C	E	R	E	B	N	D	U	N	M

Find the following words:

1. **SKIN INFLATIONS**
2. **LUNG**
3. **MENTAL INFLICTION**
4. **BLOOD**
5. **LIVER**
6. **MUSCULOSKELETAL PAIN**
7. **HEPATITIS**
8. **SKIN CANCER**
9. **ASTHMA**
10. **BACK PAIN**



Clue:

Across:

2. Organize.
4. Cleaning.
5. Self-discipline

Down:

1. Neatness.
3. Standardization.

I	O	Y	S	D	G	L	B	D	E	P	B	V	G	H	H	F	S	R	C
N	M	A	E	S	X	G	G	S	H	D	E	N	S	I	H	D	U	E	M
S	I	H	H	A	C	N	S	G	K	U	D	O	B	S	O	B	K	S	D
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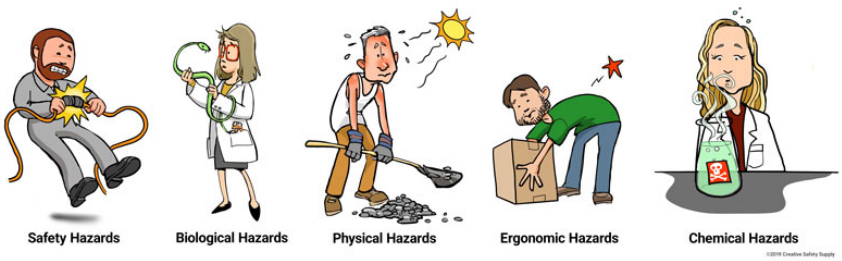
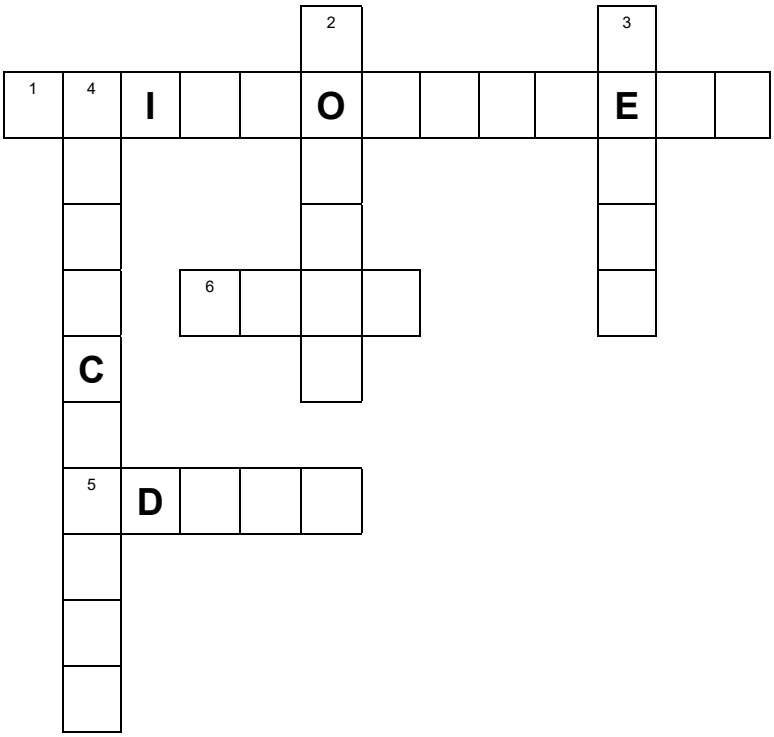
P	P	N	R	R	I	G	F	X	G	S	V	W	C	F	I	Z	B	E	S
K	S	B	U	M	K	S	B	U	D	T	T	J	O	G	O	H	D	R	G
W	N	A	N	T	S	D	S	P	C	S	H	K	N	S	N	D	V	I	J
H	I	N	H	R	P	P	V	T	B	O	H	R	D	A	B	V	A	A	S
N	N	S	D	M	R	K	B	O	S	G	F	C	I	B	A	X	S	A	C
S	S	M	C	X	A	A	S	D	D	S	U	B	T	S	U	W	L	M	P
C	E	K	T	S	Y	T	P	A	E	B	M	S	I	B	X	F	P	B	N
S	C	N	M	L	D	E	O	T	S	S	E	B	O	Y	O	U	G	I	J
K	T	S	B	R	P	D	W	E	I	B	S	S	N	S	K	N	S	P	S
D	H	K	Y	P	G	L	D	B	G	S	S	B	G	A	G	G	A	U	D
G	G	D	S	R	S	T	E	S	N	L	V	D	N	V	D	I	V	R	K
S	U	N	F	D	B	D	R	S	O	P	L	M	P	H	D	S	A	V	D
B	N	D	S	A	P	S	O	D	S	G	S	S	V	F	A	O	S	D	S

Find the following words:

1. **MIST**
2. **VAPOR**
3. **SPRAY**
4. **POWDER**
5. **GASES**
6. **DUST**
7. **FUMES**
8. **NOISE**
9. **VIBRATION**
10. **FUNGI**
11. **BACTERIA**
12. **INSECT**
13. **DESIGN**
14. **CONDITION**





Clue:

Across:

1. Emphasizes that people are motivated to perform.
5. About Andragogy.
6. Influence by expected action.

Down:

2. Emphasizes that people learn by observing other people.
3. Motivating employees with Maslow's Hierarchy.
4. Similar to self-efficacy.

A	D	C	C	H	K	H	B	L	T	S	T	S	T	E	W	T	Z	M	A
N	C	R	L	V	G	E	D	E	I	L	U	T	Y	C	I	B	I	P	V
K	H	Y	I	D	D	A	L	C	N	K	S	R	L	H	F	S	L	A	D
P	V	E	P	P	S	R	F	T	B	S	H	Y	E	E	I	B	L	S	B
H	F	H	A	B	V	T	S	U	J	C	E	M	D	M	R	T	G	T	E
N	S	N	B	T	S	O	V	E	D	S	A	P	I	I	E	B	H	E	H
G	J	U	G	D	S	S	D	S	D	P	T	Q	T	C	D	K	E	F	J
S	C	H	S	B	F	T	B	S	V	N	C	G	I	A	H	D	A	U	R
B	S	N	E	S	D	R	R	T	R	S	R	B	N	L	N	V	T	N	E
J	J	G	B	A	S	N	L	O	E	G	A	D	G	B	T	Z	R	D	A
D	P	G	D	G	T	O	D	H	N	D	M	H	S	U	L	L	A	S	L
G	X	N	S	J	F	E	D	F	L	G	P	B	L	R	M	D	S	E	I
C	A	T	V	S	S	K	X	S	I	D	S	S	D	N	B	A	H	G	Z
V	L	B	K	N	C	D	B	H	T	P	A	V	G	S	S	C	H	N	A
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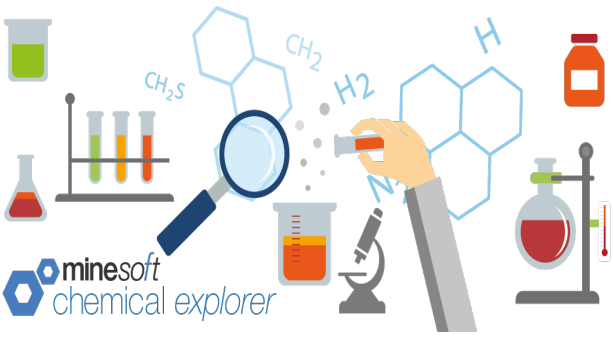
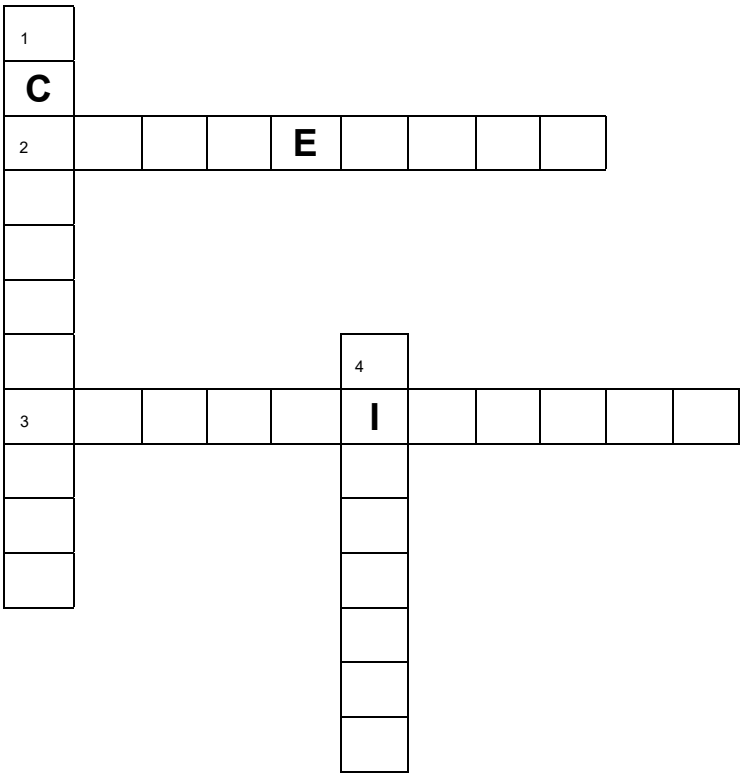
N	X	R	A	S	J	E	D	M	Y	U	G	B	C	M	K	D	O	B	K
K	P	N	V	K	D	P	K	T	D	M	S	L	B	S	F	S	N	S	G
L	R	S	N	V	S	A	H	K	S	B	J	T	D	M	D	J	R	A	S
A	S	M	W	H	H	D	K	D	V	T	S	F	I	A	S	P	D	H	V
S	I	N	S	J	F	J	B	S	J	K	S	B	E	O	C	D	Q	P	S
N	H	E	A	T	F	A	T	I	Q	U	E	N	H	T	N	V	F	V	W
N	C	A	L	L	N	R	N	O	W	G	D	D	M	F	N	S	K	N	P

Find the following words:

1. **HEAT STRONG**
2. **HEAT EXHAUSTION**
3. **HEAT CRAMPS**
4. **HEAT RASH**
5. **HEAT FATIQUE**
6. **BURNS**
7. **CHEMICAL BURNS**





Clue:

Across:

2. Abstract conceptualization, Active experimentation.
3. Abstract conceptualization, Reflective observation.

Down:

1. Concrete experience, Active experimentation.
4. Concrete experience, Reflective observation.

T	E	L	I	M	I	N	A	T	E	D	B	D	X	G	E	D	E	I	L
I	B	T	U	R	N	O	V	E	R	X	S	J	F	D	A	L	C	N	A
B	E	M	U	O	N	T	H	E	J	O	B	C	U	S	R	F	T	B	Y
S	H	G	R	D	L	F	I	N	S	H	D	G	D	V	T	S	U	J	O
A	A	L	G	C	D	E	B	U	S	F	S	F	D	S	O	V	E	D	U
V	V	F	S	E	L	B	T	H	D	J	O	U	R	N	E	Y	D	I	T
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K	O	U	G	S	I	M	U	L	A	T	I	O	N	H	S	F	S	N	S
L	R	L	D	L	O	D	T	J	S	V	J	D	H	K	M	D	J	R	A
R	M	T	L	S	T	E	W	A	T	D	S	G	E	H	A	S	P	D	H
P	O	B	S	H	R	Y	D	F	D	E	S	T	I	N	A	T	I	O	N
G	D	R	G	C	A	S	E	S	T	U	D	I	E	S	A	M	K	D	O
D	E	Y	F	C	O	R	N	C	E	R	N	E	M	D	G	S	F	S	N
S	L	L	S	I	N	T	E	N	T	I	O	N	D	B	S	M	D	J	R
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D	G	J	L	E	P	S	Y	V	J	D	S	J	F	S	C	A	L	Z	D
S	O	D	C	L	D	Y	S	H	R	H	D	L	M	B	K	F	L	O	S
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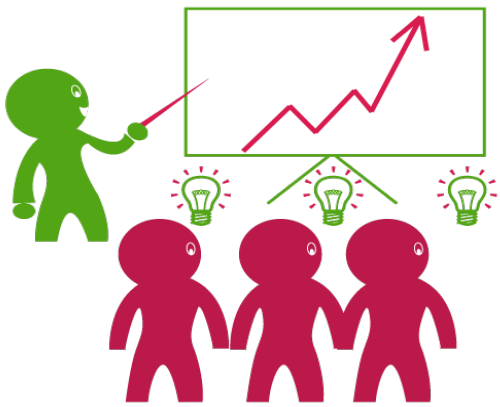
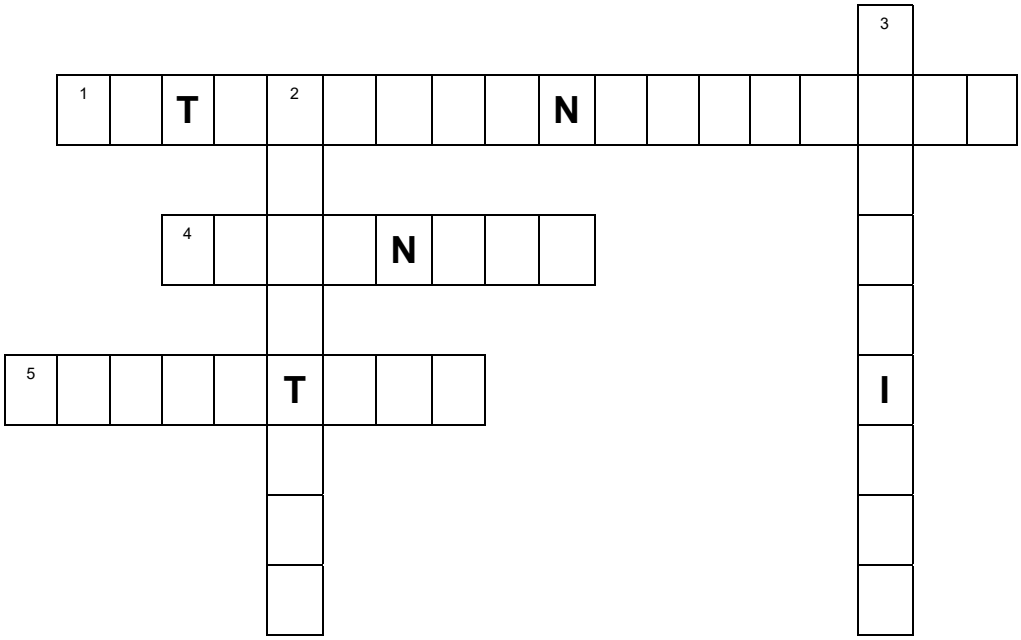
N	G	S	S	V	O	I	R	E	L	S	T	N	S	H	I	P	J	R	S

Find the following words:

1. **ON THE JOB**
2. **SIMULATION**
3. **CASE STUDIES**
4. **BUSINESS GAMES**
5. **ROLE PLAYING**
6. **BEHAVIOR MODELLING**





Clue:

Across:

1. Identification and comparison of learning benefits with costs.

4. Principles, facts, techniques, procedures or process the learners have acquired.

5. Learner's attitude and motivation.

Down:

2. Learner's satisfaction.

3. Technical or motor skills or behaviors acquired by learners.

P	C	L	U	E	C	L	I	Q	U	E	H	L	L	D	F	B	D	G	S
L	J	W	Y	P	K	D	P	M	T	S	J	E	R	S	I	O	N	M	O
A	G	O	E	A	E	R	N	O	H	A	D	U	T	D	S	N	O	D	L
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N	G	K	V	H	K	E	S	M	G	A	R	A	R	E	L	S	M	S	S
I	D	F	S	F	F	H	G	N	D	K	G	N	O	R	O	C	G	A	I
N	B	O	C	D	S	Y	F	A	V	L	A	G	S	S	L	Z	S	B	C
G	D	R	H	N	S	A	S	T	L	F	H	B	S	G	G	M	V	L	H
H	S	C	K	G	A	K	C	N	O	W	A	J	C	J	X	P	D	E	M
U	A	E	T	K	F	U	B	D	K	V	Y	D	U	D	V	G	Y	P	F
M	B	D	S	D	E	L	S	S	G	G	U	D	L	H	N	D	H	E	S
A	K	I	C	A	T	T	N	V	S	P	F	S	T	D	D	S	I	O	B
N	F	V	G	J	Y	H	J	S	G	E	S	B	U	S	R	S	S	P	S
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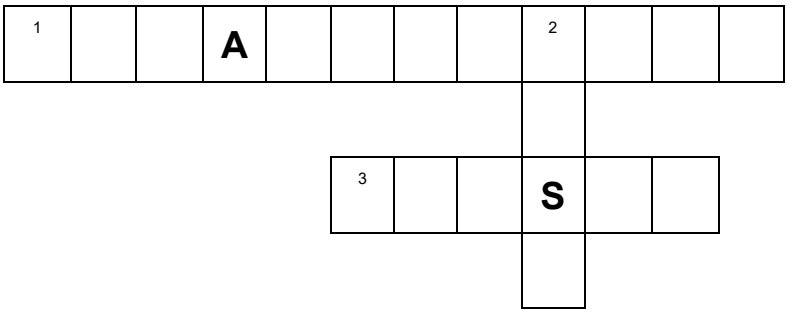
S	B	S	J	D	N	R	M	Y	A	U	G	J	L	D	D	A	R	K	S
O	J	I	E	B	L	H	F	P	R	M	F	O	L	F	V	I	C	R	B
U	O	T	R	G	L	A	S	S	C	E	I	L	I	N	G	M	B	H	D
R	N	Y	S	J	B	J	S	O	A	D	N	J	F	S	D	D	J	F	S
C	X	G	I	L	L	H	G	D	M	B	G	E	H	J	D	S	F	S	B
E	S	U	C	C	E	S	S	I	O	N	P	L	A	N	N	I	N	G	O
S	E	L	T	A	L	K	L	O	C	A	T	I	O	N	H	A	M	P	H

Find the following words:

1. **LEGAL**
2. **CROSS CULTURAL**
3. **WORKFORCE DIVERSITY**
4. **GLASS CEILING**
5. **DISABLE PEOPLE**
6. **SAFETY**
7. **SUCCESSION PLANNING**



Clue:

Across:

1. Consider the context in which training will occur.

3. Help identify who needs training

Down:

2. Identifying the important duty and knowledge, skill, and behaviors that need to be emphasized in training

M	Y	I	S	W	P	O	D	T	A	D	P	L	A	N	G	T	H	B	D
A	O	N	O	E	S	L	P	I	J	V	G	Q	D	E	E	I	S	C	B
N	B	I	M	C	E	P	N	G	K	D	O	U	I	D	F	N	E	U	J
A	S	N	G	O	G	A	T	O	F	S	N	I	U	J	T	T	L	S	D
G	U	G	D	N	B	G	S	G	D	J	R	D	F	V	E	E	A	T	H
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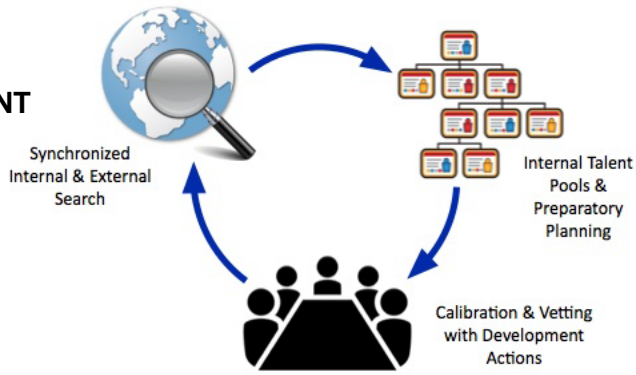
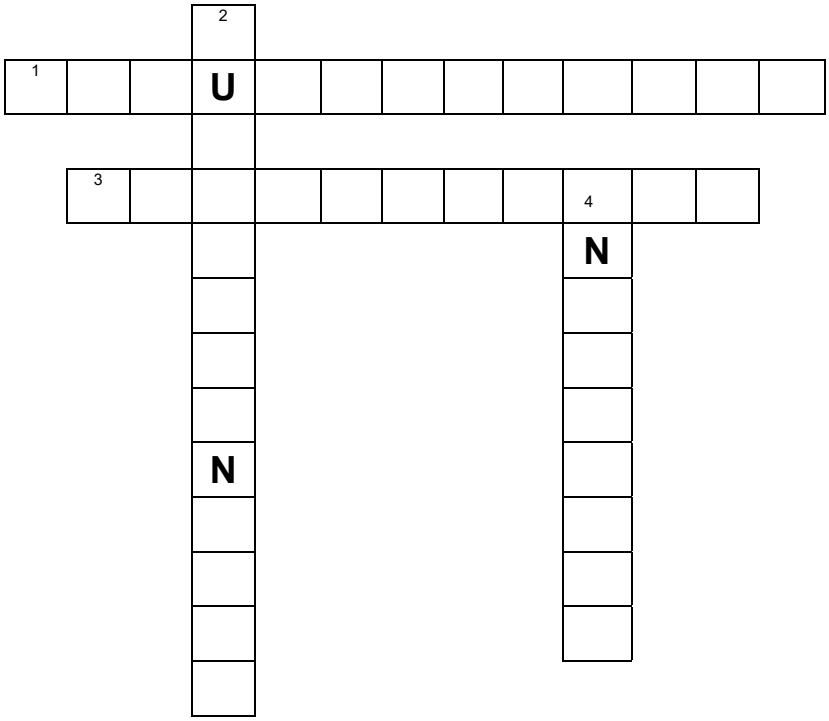
M	T	F	A	M	B	S	H	O	S	J	A	V	K	V	H	E	A	M	S
E	B	S	A	I	O	V	B	B	G	F	H	E	S	S	N	S	N	E	J
N	G	V	V	C	N	J	S	A	S	D	N	R	A	B	O	T	F	R	D
T	N	S	S	C	G	M	B	L	B	S	B	S	T	S	L	I	S	S	S
S	D	V	A	Y	K	U	K	I	D	B	S	I	O	V	O	N	V	E	B
I	A	P	C	C	I	S	P	Z	J	N	V	T	I	S	G	F	F	R	D
H	B	V	B	L	K	I	L	A	E	F	N	Y	B	V	Y	N	S	V	S
F	D	S	J	E	I	X	H	T	R	S	M	E	S	V	H	B	T	I	J
B	S	F	K	S	R	N	B	I	I	B	D	T	S	U	I	D	A	C	J
S	J	S	G	P	B	H	G	O	N	F	S	O	V	E	G	B	T	E	S
V	S	C	T	A	B	K	E	N	F	S	V	E	Y	D	H	L	O	K	Q
H	S	S	E	T	D	F	T	J	D	B	D	M	K	D	N	U	G	G	P
S	W	S	A	A	J	S	I	F	H	D	G	S	F	S	F	R	G	D	U
A	P	T	A	L	E	N	T	M	A	N	A	G	E	M	E	N	T	S	R
G	H	J	L	H	F	J	F	D	R	O	L	L	F	S	H	D	S	F	E
S	E	F	K	D	I	U	K	I	R	S	L	M	N	T	A	F	G	G	W

Find the following words:

1. **ECONOMIC CYCLES**
2. **GLOBALIZATION**
3. **DIVERSITY**
4. **TALENT MANAGEMENT**
5. **CUSTOMER SERVICE**
6. **TECHNOLOGY**





Clue:

Across:

1. May be unable to understand technical language.
3. Needs skilled observer.

Down:

2. Possible low return rates and inappropriate responses.
4. Time consuming and difficult to schedule.

A	N	D	A	L	U	S	I	A	A	D	G	S	E	S	A	R	T	A	D
N	N	O	C	C	U	P	A	T	I	O	N	T	A	L	S	P	I	G	T
S	O	N	G	D	S	S	P	A	N	D	A	R	R	U	T	E	M	H	H
J	E	H	U	P	K	F	G	A	N	G	S	I	E	P	U	R	E	O	O
F	X	B	S	A	Q	F	R	M	T	J	D	K	A	A	D	N	M	S	U
I	A	E	H	R	L	A	E	B	C	E	S	E	D	C	Y	A	A	P	S
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T	I	A	P	S	Z	E	K	S	M	F	C	N	D	T	A	C	A	T	N
E	N	J	I	T	S	W	I	H	M	U	L	H	I	I	G	O	G	A	N
R	A	A	N	E	C	I	T	D	U	N	I	O	B	T	A	M	E	L	D
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S	T	C	O	N	G	R	A	E	T	L	O	R	G	E	A	T	F	D	S
V	F	G	D	R	E	L	E	A	D	Y	W	E	D	R	T	E	V	G	C
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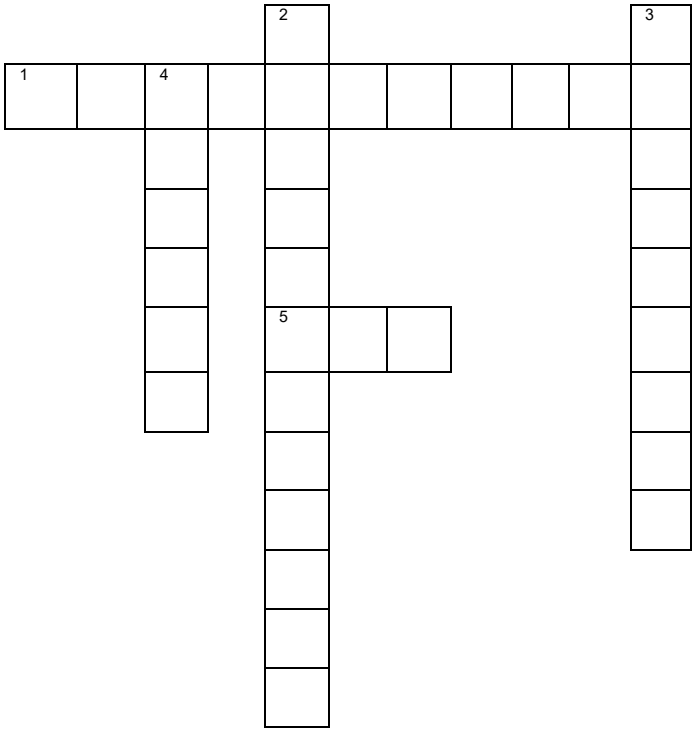
G	M	A	L	A	Y	S	I	A	G	L	A	D	H	T	U	P	D	S	T

Find the following words:

1. **ANNUAL**
2. **SICK**
3. **HOSPITALISATION**
4. **MATERNITY**
5. **MARRIAGE**
6. **PATERNITY**
7. **ADOPTION**
8. **CHILDCARE**
9. **STUDY**
10. **EXAMINATION**
11. **COMPASSIONATE**
12. **UNPAID**



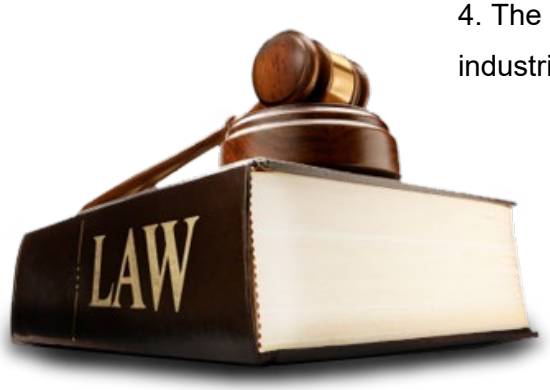
Clue:

Across:

1. Deals with the contract of employment.
5. General rule of conduct.

Down:

2. Settle trade dispute with the help of neutral party.
3. Type of leave which is entitled to every female employee.
4. The most common form of industrial action taken by workers.



H	A	P	G	J	I	S	O	P	A	V	T	S	K	G	B	A	K
A	R	A	L	E	A	M	B	I	G	U	I	T	Y	L	G	N	G
H	B	R	A	H	J	M	B	N	K	B	V	Z	V	B	F	N	B
J	E	L	P	O	G	T	E	Y	H	A	I	T	R	W	O	U	S
K	B	I	N	D	I	N	G	T	I	R	G	F	O	N	D	A	H
O	M	A	T	E	R	N	I	T	Y	L	E	A	V	E	C	L	G
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T	L	E	M	P	L	O	Y	E	R	I	M	A	I	E	A	E	A
J	F	N	M	G	S	A	R	P	Y	D	P	N	N	U	L	A	M
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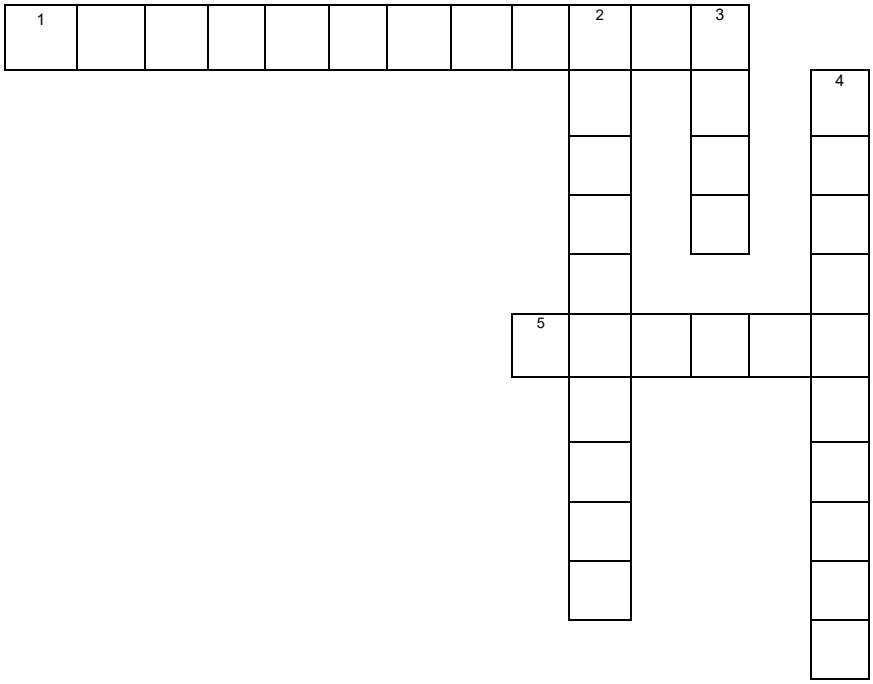
R	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	R
D	O	M	E	S	T	I	C	I	N	Q	U	I	R	Y	E	N	T
A	K	O	P	O	L	I	P	N	U	H	D	T	Z	I	P	G	H

Find the following words:

1. **PARLIAMENT**
2. **BINDING**
3. **EMPLOYER**
4. **DOMESTIC INQUIRY**
5. **COMMON LAW**
6. **ANNUAL LEAVE**
7. **MATERNITY LEAVE**



Clue:

Across:

1. Individuals who set up a business, taking financial risks in hope of profits.

5. Head of department is the example of this type of manager.

Down:

2. Doing a task or jobs correctly with no wasting of resources.

3. All the businessman need to bear this uncertainty when performing their business.

4. This skill is the most important skill to the top managers.

H	A	W	G	J	I	S	O	P	A	V	T	S	K	G	B	A	K
A	R	O	L	E	A	M	B	I	G	U	I	T	Y	L	G	N	G
H	B	R	A	H	J	M	B	C	K	B	V	Z	V	O	F	N	B
J	E	K	P	O	G	T	E	K	H	A	I	T	R	C	O	U	S
K	B	S	N	D	I	N	G	E	I	R	G	F	O	K	D	A	H
O	M	L	T	E	R	N	I	T	Y	L	E	A	V	O	C	L	G
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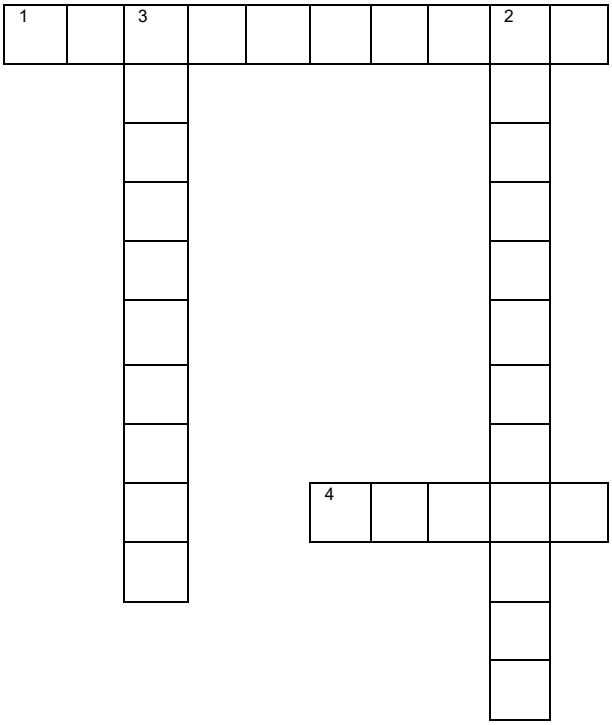
T	L	W	M	P	L	O	Y	E	R	I	M	A	I	T	A	E	A
J	F	N	M	G	S	A	R	P	Y	D	P	N	N	U	L	A	M
M	Q	T	B	A	L	M	U	M	T	A	O	C	I	T	K	V	N
N	W	C	O	J	T	K	J	E	I	T	R	I	A	D	U	E	E
E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	K	L	M
R	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	R
D	O	M	E	S	T	R	I	K	E	Q	U	I	R	Y	E	N	T
A	K	O	P	O	L	I	P	N	U	H	D	T	Z	I	P	G	H

Find the following words:

1. **PICKET**
2. **STRIKE**
3. **LOCK OUT**
4. **WORK SLOW**



Clue:

Across:

1. A process of leading a group and influencing that group to achieve its goals.

4. The ability or capacity to do something or act in a particular way.

Down:

2. One of the traits associated with leadership that allow leaders to gather large amounts of info.

3. Leader style that centralize authority and low participation on employee.

D	F	G	R	T	G	B	D	S	A	E	D	F	T	F	D	S	R
A	D	F	C	T	G	S	A	S	D	E	W	S	D	D	E	R	D
D	R	F	O	R	S	D	F	D	A	L	R	T	B	A	N	O	E
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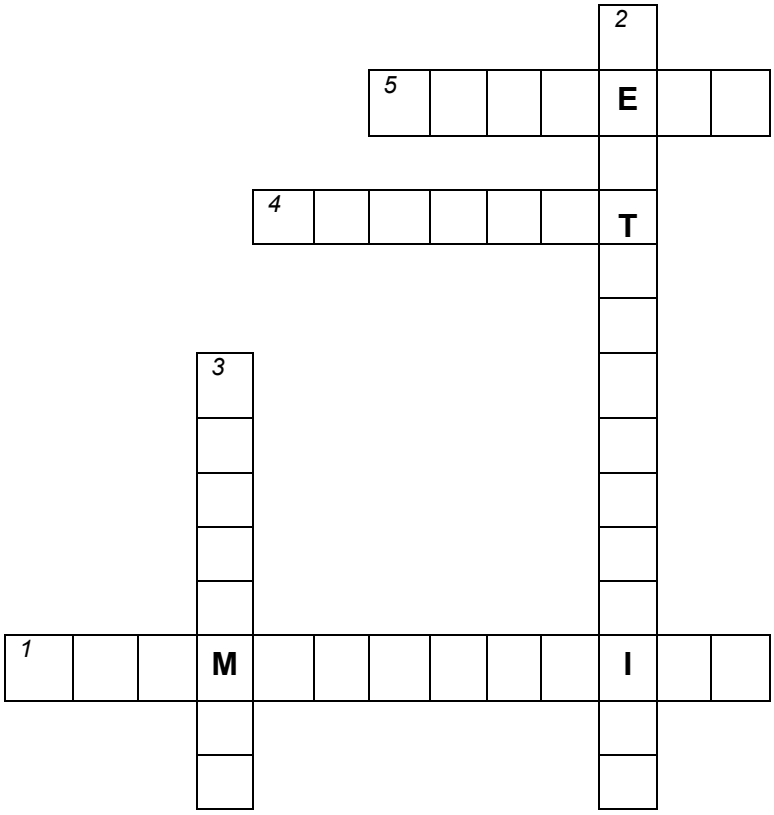
J	R	E	T	A	W	Q	C	V	M	I	B	V	D	R	E	Y	F
M	T	Y	I	H	T	U	I	D	F	P	Y	B	V	A	U	A	R
K	A	R	O	R	G	A	N	I	Z	A	T	I	O	N	R	A	V
L	A	B	N	E	R	T	P	O	K	L	D	S	W	E	F	A	T
O	T	R	E	A	E	F	C	F	A	S	D	E	R	F	S	D	A

Find the following words:

1. **ENTREPRENEUR**
2. **PLANNING**
3. **COMMUNICATION**
4. **MANAGEMENT**
5. **LEADERSHIP**
6. **CONTROL**
7. **ORGANIZATION**



Clue:

Across:

1. How standardized an organization's jobs are and the extent to which employee behavior is guided by rules and procedures.

4. Jobs may be grouped by product line

5. Departmentalization is an organizational structure that separates people into grouping jobs based on product or customer flow.

Down:

2. The degree to which decision-making is concentrated at a single point in the organizations.

3. Departmentalization is the basis by which jobs are grouped together. Jobs may be grouped according to the type of customer served by the organization.

H	A	S	G	D	E	L	E	G	A	T	I	O	N	Y	B	D	K
A	E	F	I	E	S	C	R	E	I	U	K	J	U	A	G	E	G
H	X	T	A	H	J	C	O	N	T	R	O	L	V	B	F	C	B
J	T	Y	P	O	G	T	E	D	H	A	I	T	R	W	O	O	S
K	R	U	A	G	H	K	V	E	I	R	G	X	O	N	D	D	H
O	A	I	U	K	L	B	N	R	M	D	J	K	I	O	P	I	G
P	N	U	K	E	F	I	L	B	G	X	J	A	R	G	O	N	R
T	E	D	Q	R	I	O	P	A	L	I	M	T	I	E	A	G	A
J	T	V	M	G	L	A	R	P	Y	D	P	L	N	U	L	X	M
M	Q	C	B	A	T	M	U	M	L	A	N	G	U	A	G	E	N
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T	I	O	P	E	N	E	D	B	U	M	A	R	E	W	U	Y	U
A	K	O	P	O	G	I	P	N	U	H	D	T	Z	I	P	G	H

Find the following words:

1. **FILTERING**
2. **CONTROL**
3. **DECODING**
4. **RECEIVER**
5. **NOISE**
6. **JARGON**
7. **DELEGATION**

C	O	N	F	L	I	C	T	S	A	E	D	F	T	F	D	S	R
O	D	F	C	T	G	S	A	S	D	E	W	S	D	D	E	R	D
M	R	F	O	R	S	D	F	D	A	L	R	T	B	A	N	O	E
M	R	F	M	A	N	A	G	E	M	E	N	T	F	U	T	T	R
U	Q	A	M	R	S	D	C	A	N	A	O	K	I	L	R	R	T
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T	Q	W	A	D	O	I	Y	I	Y	H	H	L	I	A	N	D	C
I	N	T	R	A	N	E	T	V	M	I	B	V	D	R	E	Y	F
O	T	Y	I	H	T	P	I	D	F	P	Y	B	V	A	U	A	R
N	A	R	O	F	E	E	D	B	A	C	K	L	O	N	R	A	V
D	A	B	N	E	R	T	P	O	K	L	D	S	W	E	F	A	T
S	T	R	E	A	E	F	C	F	A	S	D	E	R	F	S	D	A

Find the following words:

1. **JARGON**
2. **FEEDBACK**
3. **COMMUNICATION**
4. **INTRANET**
5. **CONFLICT**

Find the correct words.

1. _____

A	E	T	S	V	R	E	D	O	Y

2. _____

U	I	C	O	L	L	H	S	P	B
A	I	V	W	Y	S	O	U	Z	D

3. _____

M	I	O	R	E	T	V	E	O	U

4. _____

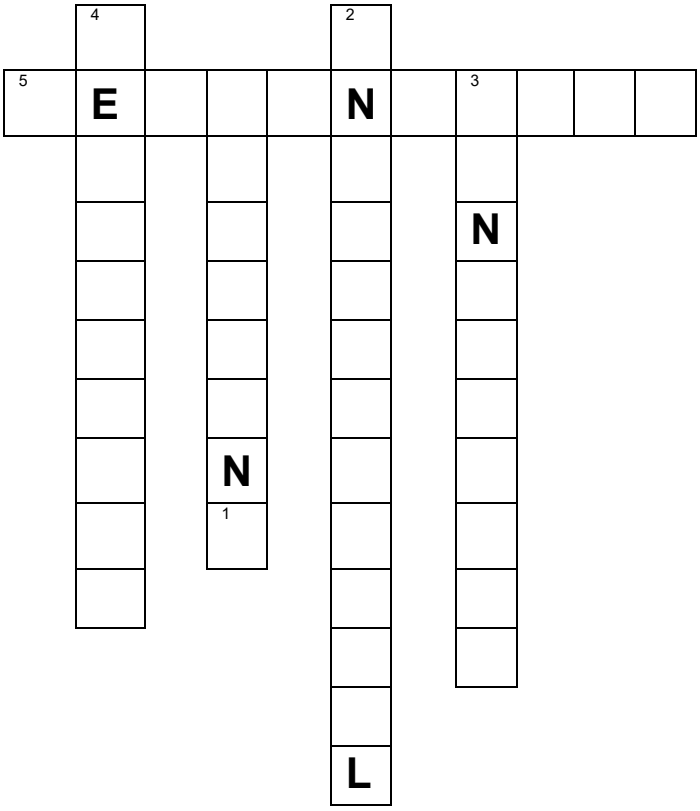
A	L	N	E	V	E	L	X	C	A
I	N	U	A	A	E	O	I	U	R

5. _____

G	O	S	H	A	K	O	P	L	N
E	R	U	V	I	Z	U	J	W	R

Clue:

1. It is something that employers are bound to provide in a week.
2. Every employee is entitled to 11 days in Malaysia.
3. The workers are entitled to wages one and half times normal wages.
4. It is something that employees are entitled to a minimum number within the scope of the employment act.
5. The maximum is 8 hours per day.



Clue:

Across:

1. Process of breaking up complex problems into smaller parts to overcome them.

3. Sensitivity to language, meanings and relations among words.

Down:

2. Sensitivity to others, ability to read the intentions and desires of others and potentially to influence them.

4. The complicated process of viewing and interpreting your environment.

5. The unique mix of physical and mental traits found within an individual.

B	F	G	K	T	G	B	D	S	A	E	D	T	P	F	D	S	Z
B	D	F	C	J	G	E	A	S	D	J	W	R	Q	D	E	R	R
T	R	F	G	R	S	H	F	D	R	L	R	U	K	A	N	U	E
L	R	F	M	R	N	A	G	E	K	E	N	S	E	U	T	T	F
F	Q	Y	A	L	S	V	L	A	N	W	O	T	G	L	R	H	R
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O	P	K	R	U	N	C	R	K	L	S	F	T	S	L	E	C	E
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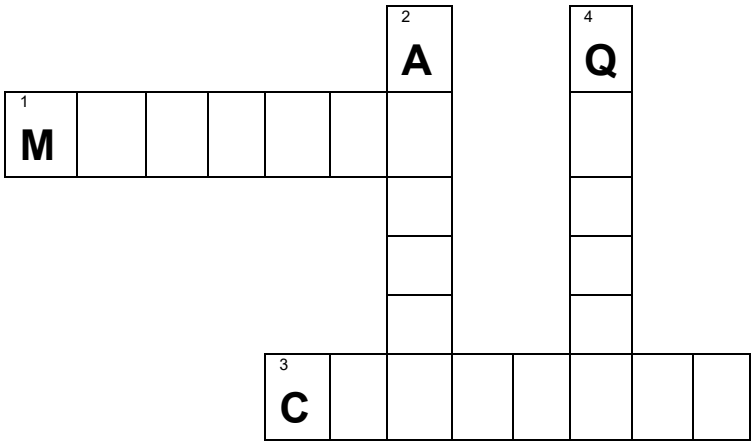
J	G	E	T	M	W	Q	K	V	V	I	L	I	P	R	O	Y	S
M	B	Y	I	K	T	U	R	D	F	I	Y	N	L	A	U	Q	R
X	A	H	O	L	G	A	J	I	N	A	T	E	O	N	P	A	V
O	A	B	L	E	R	R	P	O	N	L	D	S	W	X	F	K	T
O	P	R	I	A	E	X	C	H	A	R	I	S	M	A	T	I	C

Find the following words:

1. **MANNERS**
2. **CHARISMATIC**
3. **DIETARY**
4. **REFRESHERS**
5. **DRESSING**
6. **TRUSTWORTHINESS**
7. **BEHAVIOR**



Clue:

Across:

1. An assembly of a group of people for a lawful purpose.
4. The minimum number of people who must attend the meeting.

Down:

2. 'Things to be done'
3. The person duly endowed with authority to control and superintend the conduct of meeting.

A	F	G	A	Z	G	M	D	S	A	E	M	F	P	U	E	S	U
C	D	F	R	N	G	Q	A	R	D	J	W	S	Q	C	E	R	R
C	R	F	G	E	O	H	F	D	E	L	R	T	I	A	N	U	E
L	R	F	M	R	P	I	G	E	K	S	Z	T	E	U	T	T	R
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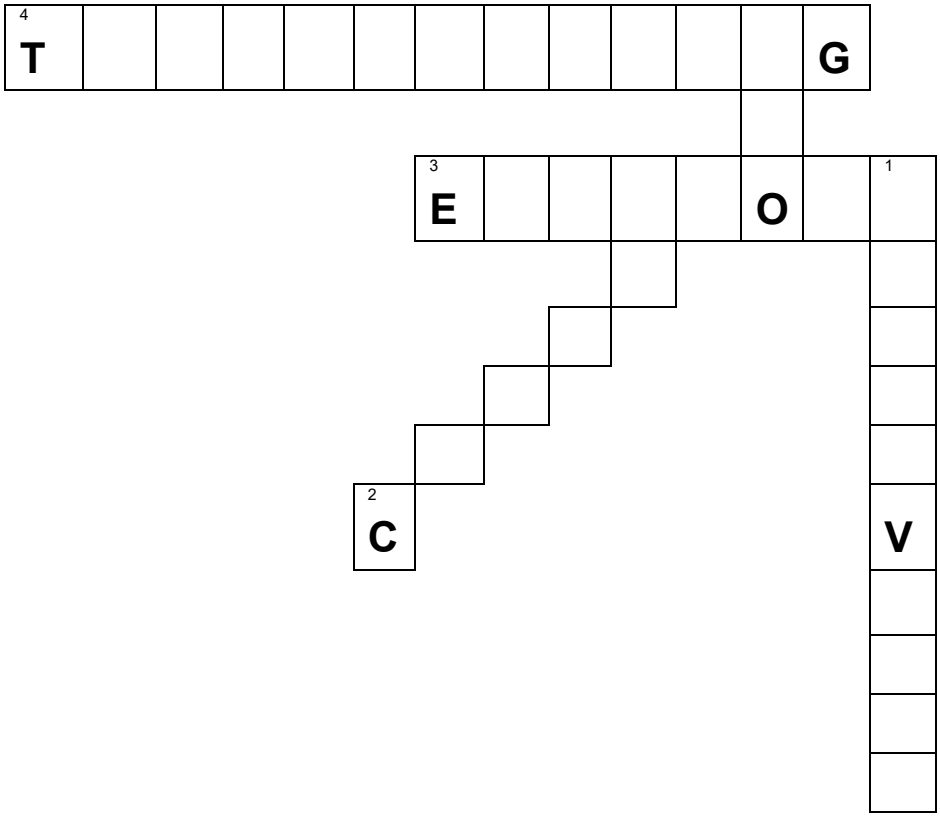
T	A	J	U	E	T	E	X	L	B	I	X	J	T	T	U	H	Z
I	P	K	C	U	H	C	R	K	L	S	N	G	S	U	I	C	U
O	Q	J	U	O	E	O	F	I	K	O	H	U	G	A	X	O	U
N	G	C	L	M	W	Q	L	V	V	I	L	J	M	R	O	Y	N
Z	B	D	I	K	T	U	R	D	F	I	P	T	L	M	U	Q	R
X	E	U	O	L	K	A	J	I	E	A	T	F	O	N	O	A	V
R	A	B	L	E	R	R	C	O	N	R	D	C	W	X	F	C	T
K	P	N	O	T	I	C	E	P	T	L	D	E	R	F	O	D	Z

Find the following words:

1. **NOTICE**
2. **RESOLUTION**
3. **COMMUNICATION**
4. **ACCLAMATION**
5. **STAKEHOLDER**



Clue:

Across:

1. Person in the first-line management who monitors and guide employees.

4. Reduces time and stress of commuting to work.

Down:

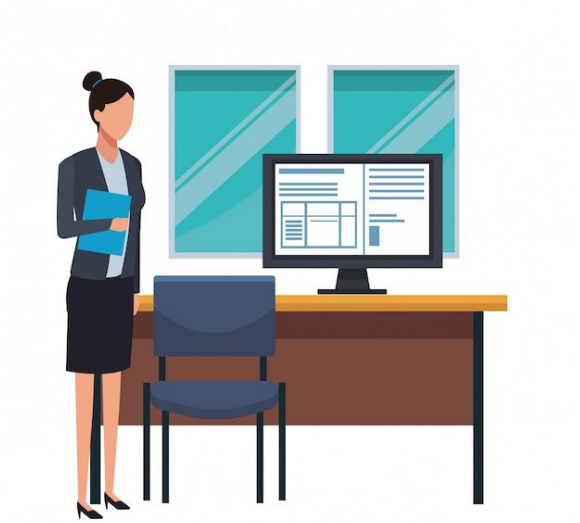
2. Motivating, provide support and guidance.

3. Physiological, behavioral and psychological episodes experienced towards an object, person or event.

C	O	L	F	L	I	Y	T	S	A	E	D	F	T	F	D	S	R
O	D	F	C	T	G	S	A	S	D	E	W	S	D	D	E	R	D
M	R	F	O	R	S	D	F	D	A	L	R	T	B	A	N	O	L
M	R	S	A	T	I	S	F	A	C	T	I	O	N	U	T	T	E
U	Q	A	M	R	S	L	C	A	N	R	O	K	I	V	R	R	A
N	H	R	U	E	E	A	E	G	J	A	O	P	E	W	E	Q	D
I	L	A	N	X	A	U	G	S	R	I	Y	E	A	I	P	G	E
C	A	S	I	F	R	S	X	W	B	N	N	J	U	I	R	Q	R
A	P	B	C	O	G	C	R	O	L	I	F	M	S	A	E	K	S
T	L	W	A	D	O	I	Y	I	Y	N	H	L	I	A	N	D	H
E	N	T	R	F	N	H	T	V	M	G	B	V	D	R	E	Y	I
O	T	Y	I	H	T	T	I	D	F	P	Y	B	V	A	U	A	P
N	A	Q	O	F	D	E	L	E	G	A	T	I	N	G	R	A	V
D	A	B	N	E	R	T	P	O	K	L	D	S	W	E	F	A	T
S	T	R	E	A	E	F	C	G	A	S	D	E	G	F	S	D	A

Find the following words:

1. **SATISFACTION**
2. **ETHICS**
3. **LEADERSHIP**
4. **DELEGATING**
5. **TRAINING**
6. **FLEXIBLE**



question
question
question

Challenge 1

						2 C							3 S			
1 P	E	R	F	O	R	M	A	N	C	E						
				M						L						
				P						E						
4 S				E						C						
5 T	R	A	I	N	I	N	G			T						
A				S						I						
F			6 S	A	F	E	T	Y		O						
F				T						N						
I				I												
N			7 J	O	B	A	N	A	L	Y	S	I	S			
G				N												

Challenge 2

H	A	R	G	J	I	S	O	P	A	V	T	S	K	G	B	N	K
A	R	O	L	E	A	M	B	I	G	U	I	T	Y	L	G	O	G
H	B	L	A	H	J	M	B	N	K	B	V	Z	V	B	F	T	B
J	E	E	P	O	G	T	E	Y	H	A	I	T	R	W	O	H	S
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P	H	N	K	E	M	I	L	B	G	X	Z	N	B	O	N	R	R
T	L	F	A	M	I	L	Y	A	L	I	M	A	I	E	A	S	A
J	F	L	M	G	S	A	R	P	Y	D	P	N	N	U	L	O	M
M	Q	I	B	A	L	M	U	M	T	A	O	C	I	T	K	N	N
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E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	K	L	M
R	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	R
G	E	N	E	R	A	L	E	N	V	I	R	O	N	M	E	N	T
A	K	O	P	O	L	I	P	N	U	H	D	T	Z	I	P	G	H

Challenge 3

1 2 R	E	S	I	G	N	A	T	I	O	N
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T										
I			4 P							
3 R	E	T	R	E	N	C	H	M	E	N	T
E			O							
M			M							
E			O		6 L					
N			5 T	R	A	N	S	F	E	R
T			I		Y					
			O		O					
			N		F					
					F					

Challenge 4

S	K	I	L	L	B	A	S	E	D	P	A	Y	M	Y	O	B	C
A	R	O	L	E	A	M	B	I	G	U	S	T	Y	L	G	O	O
H	B	L	A	H	J	M	B	N	K	B	E	Z	V	B	J	T	S
M	E	E	P	O	G	T	E	Y	H	A	N	T	R	W	O	H	T
E	A	C	S	U	R	V	E	Y	I	R	I	F	O	N	B	P	O
R	W	O	R	K	L	O	A	D	V	A	O	I	A	N	P	E	F
I	H	N	K	E	C	O	N	O	M	Y	R	K	B	O	R	R	L
T	L	F	A	M	I	L	Y	A	L	I	I	A	I	E	I	S	I
P	F	L	M	G	S	A	R	P	Y	D	T	N	N	U	C	O	V
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Y	W	C	O	M	P	E	T	E	N	C	Y	G	A	D	N	A	N
E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	G	L	G
B	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	N
A	V	A	R	I	A	B	L	E	P	A	Y	S	E	M	I	T	O
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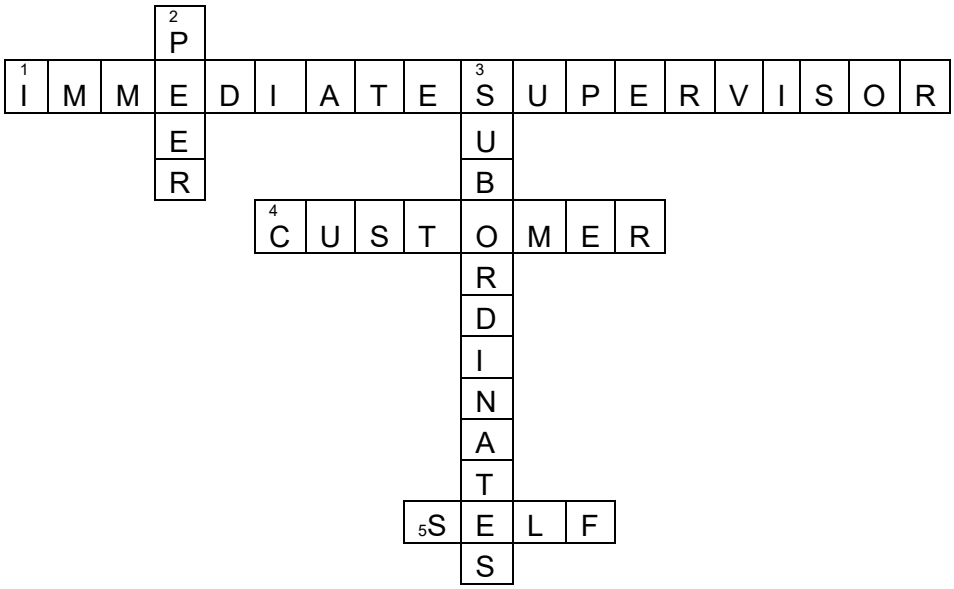
Challenge 5



Challenge 6

S	J	I	L	S	I	M	U	L	A	T	I	O	N	O	O	B	A
A	O	O	L	E	A	M	B	I	G	U	S	T	Y	L	G	O	P
H	B	I	Z	O	F	G	V	O	L	B	E	Z	V	B	J	T	P
P	R	M	N	K	A	P	M	E	I	A	N	T	R	W	O	H	R
E	O	A	Z	T	H	D	A	R	G	I	F	M	U	S	B	P	E
R	T	T	O	G	E	F	R	M	O	T	O	A	H	A	P	E	N
M	A	E	C	H	M	R	A	E	V	O	P	P	N	H	R	R	T
O	T	K	O	K	E	D	N	N	R	A	R	E	U	I	I	S	I
C	I	L	M	X	L	O	D	S	T	D	T	N	N	U	C	O	C
K	O	G	P	Z	I	K	S	T	H	A	Y	C	I	T	I	N	E
I	N	C	U	B	D	A	T	E	N	I	Y	G	A	D	N	A	S
A	M	T	T	K	L	K	S	N	K	Q	P	A	N	S	G	L	H
X	O	K	E	C	L	P	P	T	L	H	I	L	G	H	K	L	I
T	R	A	R	O	K	Z	L	B	S	A	R	W	T	E	N	T	P
P	E	E	Z	K	E	R	O	L	E	P	L	A	Y	M	U	D	X

Challenge 7

	2 J															
1 C	O	G	N	I	T	I	V	E	A	3 P	T	I	T	U	D	E
	B									S						
	K									Y						
	N									C						
	O									H						
	W					4 P	E	R	S	O	N	A	L	I	T	Y
	L									M						
	E									O						
	D									T						
	G									O						
	E									R						
										A						
										B						
										I						
										L						
										I						
										T						
										Y						

Challenge 8

A	B	H	K	N	A	T	C	N	W	G	U	O	D	G	T	B	E
N	K	S	J	E	D	A	T	I	A	N	G	T	I	N	I	O	L
Z	B	B	J	G	H	Y	S	O	S	U	P	N	L	E	N	A	P
K	O	R	F	M	S	C	U	T	J	H	E	T	R	W	O	H	R
U	A	B	H	F	O	G	R	H	R	D	U	M	K	R	C	P	E
B	R	K	S	L	J	U	W	J	Z	U	T	A	G	E	R	B	R
A	D	M	O	G	C	F	U	F	K	R	C	P	N	U	H	Q	V
X	V	B	K	T	J	O	B	S	H	E	E	T	U	I	I	A	M
K	K	U	U	L	T	R	H	K	T	F	G	N	U	G	C	E	N
O	U	R	A	P	K	U	T	L	O	R	J	C	I	R	I	D	E
H	E	G	D	A	S	T	R	E	S	S	Q	H	H	O	E	A	S
D	L	E	N	X	M	L	K	M	S	I	L	O	F	U	G	D	K
X	O	S	Y	H	I	U	U	N	E	B	I	N	S	P	K	L	Q
T	R	I	T	J	S	X	S	E	Q	X	R	A	T	E	N	T	P
Z	S	X	I	O	N	E	O	N	O	N	E	K	O	H	R	P	G

Challenge 9

						1 2 J	O	B	D	E	S	C	R	I	P	T	5 I	O	N
						O											N		
						B		4 D									T		
			3 Q	U	E	S	T	I	O	N	N	A	I	R	E		E		
						P		A									R		
						E		R									V		
						C		Y									I		
						I											E		
						F											W		
						I													
						C													
6 O	B	S	E	R	V	A	T	I	O	N									
						T													
						I													
						O													
						N													

Challenge 10

N	M	N	K	A	L	M	U	N	D	M	R	Y	H	S	O	A	L	P	E
E	A	I	G	E	G	R	T	O	B	G	E	A	N	Y	M	A	J	H	X
X	I	V	N	N	B	I	O	R	I	D	P	B	G	O	B	Z	O	G	T
Y	L	E	S	T	K	D	L	M	D	S	L	A	E	L	N	A	B	S	E
C	I	W	T	K	E	H	S	A	M	S	A	D	C	O	G	Y	F	U	R
N	N	A	L	H	G	R	K	L	I	T	Y	K	H	D	K	U	A	B	O
E	G	D	E	P	O	O	N	J	L	W	H	R	K	H	T	N	I	T	S
G	I	V	J	S	M	H	I	S	L	B	V	H	L	J	F	A	R	L	J
A	N	E	K	E	B	J	O	P	H	N	O	X	O	K	G	G	F	E	M
T	E	R	O	M	L	D	L	Q	T	I	L	B	F	Q	E	B	U	M	L
N	R	T	M	C	B	S	S	O	N	P	P	B	Z	V	U	M	N	N	E
E	L	I	N	T	O	H	D	A	U	O	W	O	Q	I	E	L	P	C	D
M	Y	S	T	H	M	E	T	D	S	G	E	P	V	E	P	H	I	U	S
Y	T	E	R	O	Q	A	Z	T	R	P	I	N	L	W	J	K	S	J	E
O	R	M	K	E	P	D	I	B	G	O	V	E	R	T	I	M	E	G	A
L	I	E	L	M	T	N	O	W	K	V	O	Q	T	K	W	J	I	N	M
P	N	N	I	I	G	E	E	K	R	E	L	M	O	T	E	S	P	B	A
M	S	T	T	A	N	U	L	G	T	I	X	N	L	W	T	H	A	H	J
E	M	P	L	O	Y	E	E	R	E	F	E	R	R	A	L	K	D	E	U

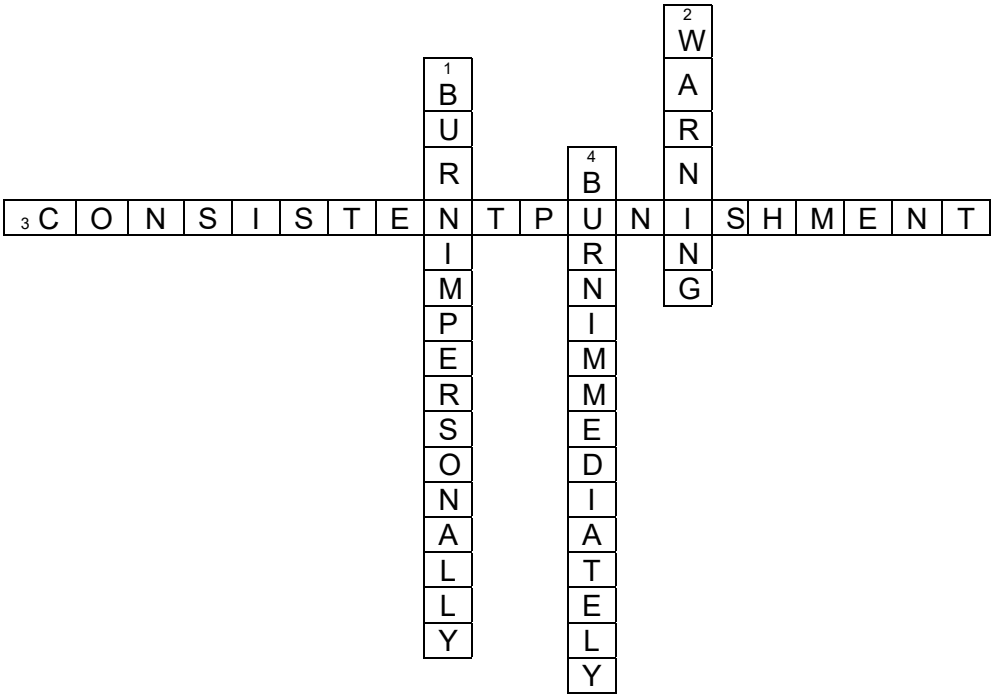
Challenge 11

				4 D			1 V		
	2 W	R		I	T	T	E	N	
				S			R		
				C			B		
				H			A		
				A			L		
				R					
				G					
3 S	U	S	P	E	N	S	I	O	N

Challenge 12

R	O	F	V	B	E	D	B	T	V	O	H	S	K	S	W	Z	E	S	H
T	E	F	E	L	C	P	L	A	Y	O	F	F	O	G	S	G	A	A	I
P	A	D	X	S	L	D	X	M	K	G	F	D	B	N	J	T	R	D	R
P	L	Z	U	H	A	N	K	M	T	Q	H	R	F	E	F	G	L	U	E
A	U	F	C	C	I	E	Y	A	O	Y	A	F	B	T	D	S	Y	M	D
G	O	R	V	M	E	D	G	R	T	D	L	Z	O	M	L	T	R	G	N
D	V	M	Q	L	P	H	H	G	A	A	L	N	M	C	B	I	E	R	E
T	E	L	E	F	T	P	O	N	L	O	P	H	N	T	O	L	T	S	W
O	R	A	A	R	F	N	X	U	U	A	R	D	T	H	M	S	I	V	W
Y	T	M	V	Y	I	H	P	T	R	C	T	A	B	S	T	S	R	L	O
P	I	N	E	D	X	A	M	T	H	B	N	S	X	J	F	D	E	I	R
M	M	X	R	O	O	S	T	B	O	K	J	L	G	C	B	A	M	A	K
A	E	K	A	A	R	I	R	L	K	B	I	G	L	O	A	D	E	H	E
X	A	S	G	P	M	M	Q	D	S	V	O	L	Q	S	T	F	N	A	R
I	L	H	E	E	G	L	C	F	D	M	E	I	C	T	L	A	T	K	S
M	P	A	R	T	S	K	J	P	H	X	B	G	W	R	A	D	H	L	O
U	Z	D	M	S	U	B	C	O	N	T	R	A	C	T	I	N	G	I	G
U	P	O	L	Y	T	D	N	J	G	D	T	L	D	S	R	N	A	Z	R
R	E	S	T	R	I	C	T	E	S	H	I	R	I	N	G	K	O	N	S

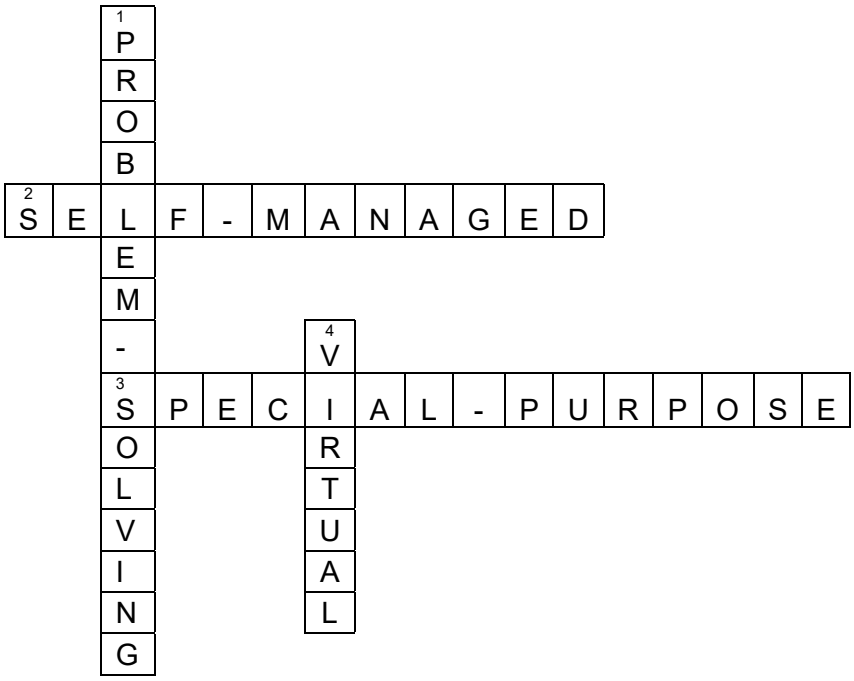
Challenge 13



Challenge 14

R	C	W	D	S	T	R	E	E	V	G	H	S	K	S	C	N	T	K	R
T	K	O	N	L	U	R	A	B	Y	O	F	F	O	G	F	O	S	X	H
E	G	G	D	B	L	L	J	C	B	O	F	M	R	G	R	F	F	T	S
X	A	H	A	E	A	A	G	H	M	D	H	C	S	T	E	V	K	G	K
E	Y	U	F	T	I	R	N	Y	K	D	A	M	M	F	C	I	S	N	U
R	B	S	C	O	E	M	A	M	N	I	L	S	A	K	O	A	I	P	K
C	K	D	T	L	P	F	P	J	L	E	L	H	H	H	G	S	T	H	W
I	D	B	E	E	T	K	K	L	I	T	P	U	B	T	N	M	U	G	A
S	T	V	R	R	A	B	L	M	S	H	R	F	H	K	I	S	A	V	W
E	L	Z	F	A	V	I	T	A	R	A	T	O	M	D	Z	S	T	L	O
P	G	V	O	N	R	G	H	T	B	B	N	R	A	D	E	D	I	I	R
M	T	L	O	T	G	T	F	R	H	I	J	H	T	C	S	A	O	A	E
A	R	I	H	L	I	P	G	L	G	T	I	L	R	K	Y	D	N	H	S
D	N	R	F	T	P	O	D	K	O	S	O	B	O	M	M	Y	F	D	T
O	G	E	L	E	G	L	E	A	K	M	E	I	A	K	P	G	G	K	T
P	T	W	F	T	S	H	J	M	H	X	B	G	I	H	T	M	T	D	H
G	Z	D	M	F	U	N	F	N	N	T	R	A	T	D	O	N	L	H	U
D	M	A	N	A	G	E	T	I	M	E	T	D	E	G	M	S	G	F	K
R	S	L	E	E	P	H	K	S	K	H	D	G	H	N	S	F	O	U	G

Challenge 15



Challenge 16

R	N	K	K	U	A	K	X	M	B	B	A	X	C	T	B	P	A	X	C
A	K	O	T	K	Y	X	G	L	O	B	A	L	I	Z	A	T	I	O	N
P	N	A	T	U	R	A	L	D	I	S	A	S	T	E	R	C	N	K	A
I	B	M	T	E	R	B	K	L	S	I	D	U	N	I	A	W	S	D	S
D	S	N	R	T	E	C	H	N	O	L	O	G	Y	H	C	T	K	N	F
C	K	G	F	E	M	A	N	A	G	O	S	K	L	R	U	G	I	F	A
H	B	I	L	K	S	T	C	K	A	B	N	M	R	T	L	D	L	S	M
A	S	S	B	E	D	T	O	K	M	O	R	E	E	B	T	S	L	W	I
N	N	P	O	T	V	D	R	U	Q	N	K	M	P	H	U	T	S	T	L
G	T	U	O	G	S	U	R	U	D	U	Q	X	L	A	R	E	H	P	Y
E	M	R	Z	N	O	R	M	S	C	B	G	H	S	I	E	W	O	G	R
S	Y	P	H	I	K	M	I	D	E	T	P	M	C	Y	H	Q	R	W	O
E	M	H	S	T	B	M	N	P	T	A	U	O	E	X	N	B	T	Y	L
L	A	F	T	H	W	S	I	Q	C	H	O	R	B	P	T	D	A	W	E
E	B	R	A	I	N	D	R	A	I	N	R	H	I	K	N	G	G	F	S
K	B	O	K	N	L	I	F	D	Y	D	A	Y	H	N	A	E	E	W	O
B	L	E	G	I	S	L	A	T	I	O	N	S	A	R	G	S	H	R	L
I	S	T	A	L	K	J	D	T	A	M	J	A	D	Y	R	S	D	C	E
D	I	A	M	N	D	O	W	N	S	I	Z	I	N	G	B	U	R	N	S

Challenge 17

			1 T													
			W													
		2 W	O	R	K	A	D	J	U	S	T	M	E	N	T	
			-													
			F													
	3 G	O	A	L	S	E	T	T	I	N	G					
			C													
			T													
		4 J	O	B	C	H	A	R	A	C	T	E	R	I	S	T	I	C
			R													

Challenge 18

E	B	U	L	D	L	A	T	K	P	V	A	P	A	M	B	I	N	T	B
T	M	H	H	Q	Z	W	H	I	R	M	A	A	U	E	S	K	H	N	O
A	H	P	H	D	K	O	U	N	I	E	C	G	D	N	U	V	S	E	K
B	F	D	L	L	S	R	N	O	N	E	T	E	I	M	B	O	T	W	O
U	Z	D	O	O	M	D	D	F	T	T	I	S	O	Y	T	I	Q	S	R
L	G	U	P	H	Y	R	B	M	S	I	V	U	V	F	I	C	U	L	O
L	R	K	H	D	C	E	Y	A	R	N	A	P	I	I	T	E	E	E	C
E	A	D	E	G	N	T	E	T	I	G	T	B	S	C	L	M	X	T	T
T	P	L	A	N	Y	R	O	H	B	K	E	Q	U	K	E	A	I	T	O
I	E	U	D	S	C	E	T	I	A	H	V	S	A	D	K	I	S	E	B
N	V	C	I	C	U	A	R	K	O	N	V	F	L	Q	W	L	T	R	V
B	I	K	N	E	T	T	Y	O	J	P	D	W	G	Q	S	J	I	S	E
O	N	D	G	K	S	S	M	N	Q	S	F	B	K	L	P	D	N	F	R
A	E	N	O	T	I	C	E	T	D	E	L	Y	O	V	I	E	G	W	Q
R	D	O	P	E	R	G	H	J	H	O	M	E	H	O	N	M	S	G	I
D	W	L	E	A	F	D	E	H	C	L	G	T	H	X	K	E	P	L	S
L	A	V	N	O	Q	E	M	H	E	R	U	N	J	T	R	G	U	U	E
O	K	N	O	W	L	E	D	G	E	W	O	R	K	E	R	A	N	E	L
C	H	K	T	R	B	K	T	O	I	P	B	M	A	T	E	H	V	D	E
K	B	M	H	W	O	R	L	D	D	C	L	I	Q	U	E	S	I	G	C

Challenge 19

													5 D	
1 2 C	U	S	3 T	O	M	E	R	S	E	4 R	V	I	C	E
R			E							E		V		
O			A							T		E		
S			M							R		R		
S										A		S		
-										I		I		
F										N		T		
U										I		Y		
N										N				
7 C	R	I	S	I	S					G				
T														
I														
O														
N														
A														
6 L	I	T	E	R	A	C	Y							

Challenge 20

E	B	U	L	D	L	A	T	K	P	V	A	P	A	M	B	I	N	T	B
T	M	H	H	Q	Z	W	I	N	C	O	M	P	E	T	E	N	C	E	O
A	A	B	S	E	N	T	E	E	I	S	M	E	M	P	H	V	S	E	K
F	F	D	L	L	S	R	N	O	N	E	T	E	I	M	B	O	T	D	O
A	Z	D	O	O	M	D	D	F	T	T	I	S	O	Y	T	D	I	R	K
T	G	U	P	H	Y	R	B	M	S	A	V	U	S	F	I	I	S	E	E
H	R	K	H	D	C	E	S	A	R	R	A	P	O	I	T	S	S	S	L
E	A	D	E	G	N	T	A	T	I	D	T	B	E	C	L	H	O	S	H
L	P	L	A	N	Y	R	F	H	B	I	E	Q	G	K	E	O	T	C	Q
U	E	U	D	S	C	E	E	I	A	N	V	S	A	D	K	N	K	O	T
R	V	V	B	I	N	A	T	K	O	E	V	F	T	Q	W	E	E	D	Y
G	I	E	N	G	K	T	Y	O	J	S	D	W	O	Q	S	S	M	E	T
N	N	O	U	O	A	S	R	N	Q	S	F	B	B	L	P	T	I	J	K
I	E	R	L	A	U	C	U	T	D	E	L	Y	A	V	I	Y	G	W	Q
K	D	O	P	E	R	G	L	J	H	O	M	E	S	O	N	M	S	G	I
O	W	L	E	A	F	D	E	H	C	L	G	T	H	X	K	E	P	L	S
M	A	V	N	O	Q	E	N	H	E	R	U	N	J	T	R	G	U	U	E
S	K	N	O	W	L	E	O	G	E	W	T	H	E	F	T	K	N	E	L
C	H	K	T	R	B	K	T	O	I	P	B	M	A	T	E	H	V	D	E
S	L	E	E	P	I	N	G	O	N	T	H	E	J	O	B	O	K	E	M

Challenge 21

	1 L		2 F									
3 P	O	W	E	R	D	4 I	S	T	A	N	C	E
	N		M			N						
	G		I			D						
	T		N			I						
	E		I			V						
	R		N			I						
	M		I			D						
			T			5 U	N	C	E	R	T	A	I	N	T	Y
			Y			A										
						L										
						I										
						S										
						6 M	A	S	C	U	L	I	N	I	T	Y

Challenge 22

B	O	B	A	H	D	K	B	D	X	O	H	V	I	M	E	N	J	U	L
E	V	G	P	G	Y	B	A	O	T	T	A	C	S	R	A	I	Z	S	N
B	E	M	M	F	S	A	F	N	D	A	S	L	X	A	P	U	N	H	G
U	R	S	P	D	P	I	B	T	Y	K	L	S	B	U	K	O	D	A	I
D	E	S	M	S	R	N	T	S	X	A	T	G	I	M	I	B	C	H	E
R	X	X	K	E	K	H	M	C	F	J	S	O	P	S	Y	G	H	A	X
O	E	T	P	F	D	A	A	D	B	G	P	M	I	U	A	T	E	D	T
W	R	G	T	I	M	H	N	B	U	K	M	L	A	N	H	H	M	T	R
N	T	N	D	N	B	A	X	E	A	H	L	O	O	L	P	S	I	K	E
I	I	P	T	D	S	I	B	T	S	O	A	T	S	E	O	A	C	M	M
N	O	A	K	P	C	Y	G	T	C	J	M	M	L	A	I	N	A	Y	E
G	N	I	I	A	A	N	M	D	J	G	K	G	E	L	S	K	L	S	H
K	L	L	B	H	W	B	N	L	A	L	L	C	M	Q	O	S	R	I	E
B	S	B	A	H	M	A	B	A	K	G	M	H	A	G	N	H	E	D	A
T	B	P	B	D	T	N	H	M	A	K	Y	A	S	K	I	D	A	E	T
C	P	B	S	C	D	I	T	A	O	S	F	S	T	O	N	R	C	K	E
M	S	K	A	S	T	T	D	B	K	I	P	W	I	D	G	J	T	Y	N
L	W	P	C	I	D	R	A	D	I	A	T	I	O	N	S	T	I	A	G
P	M	E	K	S	L	A	I	B	R	B	M	X	P	S	N	P	O	E	S
I	D	T	B	N	B	T	D	E	E	B	D	M	A	L	X	N	N	R	P

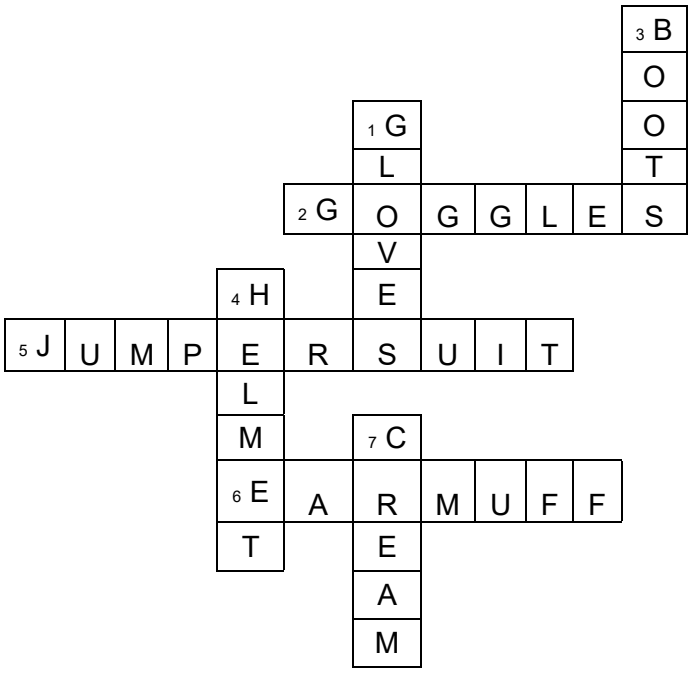
Challenge 23

					1 A		2 S			
					D		U			
					M		B			
					I		S			
3 6 E	L	I	M	I	N	A	T	I	O	N
N					I		I			
G					S		T			
I					T		U			
N					R		T			
E					A		5 I	S	O	L	A	T	I	O	N
E					T		O			
R					I		N			
I					V					
N			4 P	P	E					
G										

Challenge 24

S	N	A	S	D	B	A	S	M	H	A	N	A	D	M	G	E	B	M	S
I	P	O	N	D	O	K	X	T	R	A	N	S	P	O	R	T	A	I	A
T	H	M	D	T	H	C	O	N	F	U	S	I	N	G	K	I	H	N	N
A	G	A	I	R	C	O	H	S	O	L	A	N	G	S	C	B	L	I	I
G	P	N	F	Y	E	R	T	H	K	U	D	S	F	M	K	M	I	N	E
R	K	U	E	W	G	L	I	E	O	C	I	C	D	T	D	J	T	G	C
I	L	F	F	H	N	I	P	X	L	K	N	E	J	N	Q	A	O	A	E
C	T	A	K	O	I	K	G	K	J	D	G	K	O	B	L	S	N	N	O
U	H	C	I	L	Q	A	K	I	G	L	B	I	Q	K	N	H	G	D	N
L	S	T	F	E	L	O	S	D	N	P	T	J	L	N	P	A	M	Q	O
T	T	U	R	S	A	L	H	S	I	C	S	I	G	T	U	L	E	U	F
U	R	R	S	A	C	O	O	S	U	Y	H	H	E	M	R	O	I	A	H
R	E	I	H	L	A	N	P	R	I	G	R	A	S	O	R	H	N	R	F
E	S	N	A	E	Y	D	T	O	I	S	A	N	U	S	Z	F	K	R	C
K	O	G	K	M	F	S	O	N	M	P	K	H	N	M	N	O	W	Y	T
J	R	P	T	H	N	K	I	R	E	T	D	E	Q	J	O	W	S	I	J
U	O	I	R	O	A	L	B	K	M	G	L	A	S	A	T	R	K	N	I
R	Z	A	C	T	R	I	K	U	T	I	L	I	T	I	E	S	M	G	A
P	H	W	C	H	I	N	G	X	I	A	M	O	R	E	L	K	A	T	K
E	K	O	L	P	U	B	L	I	C	S	E	R	V	I	C	E	S	P	E
N	K	I	D	F	I	N	A	N	C	E	C	T	F	I	V	E	S	E	A
X	B	G	S	D	K	L	K	S	L	B	A	N	T	K	I	A	B	N	O

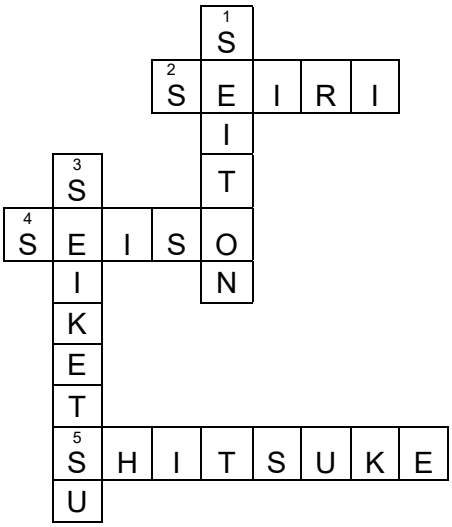
Challenge 25



Challenge 26

A	M	A	I	L	I	N	S	O	S	F	E	E	L	X	S	Y	A	H	U
S	O	C	C	U	P	A	T	I	I	O	K	L	D	I	S	E	A	S	E
L	L	B	P	M	B	M	H	R	M	S	S	E	P	X	K	T	D	G	P
I	S	N	E	A	T	D	H	E	P	H	F	B	R	L	I	H	O	M	L
V	Y	A	D	K	R	N	E	A	A	U	G	A	P	D	N	E	B	U	D
E	R	T	I	D	A	P	P	L	N	S	B	Q	D	K	I	E	A	S	N
R	W	I	U	S	I	B	A	P	I	N	U	F	T	P	N	V	B	C	K
I	I	O	K	H	B	R	T	I	K	U	N	G	S	O	F	I	A	U	D
D	T	N	D	E	G	Y	I	L	T	Z	L	B	I	A	L	L	G	L	N
B	I	A	T	N	S	A	T	I	S	O	D	T	H	P	A	A	M	O	T
A	S	L	U	X	A	D	I	D	T	N	C	P	D	A	T	D	T	S	N
C	O	L	G	U	N	O	S	S	L	I	B	B	H	K	I	B	N	K	Y
K	A	R	S	H	S	K	B	S	L	D	K	A	J	S	O	N	Y	E	U
P	G	M	N	M	K	R	K	F	X	K	M	C	Y	O	N	M	R	L	A
A	A	T	K	T	A	G	N	O	A	H	B	R	A	C	S	B	S	E	L
I	M	O	N	S	P	I	A	K	T	E	S	B	L	I	N	B	N	T	H
N	A	O	L	B	L	N	A	S	D	L	G	L	H	A	F	S	D	A	D
M	X	C	Q	A	S	O	A	M	B	G	R	O	D	L	S	K	R	L	S
S	T	L	T	S	M	E	T	C	O	L	D	O	A	G	Q	C	N	P	T
T	G	N	Z	Z	K	R	H	P	C	Q	T	D	H	F	L	J	G	A	D
G	E	D	L	A	C	T	I	O	N	X	J	N	D	U	P	B	N	I	P
M	N	C	S	K	I	N	C	A	N	C	E	R	E	B	N	D	U	N	M

Challenge 27



Challenge 28

I	O	Y	S	D	G	L	B	D	E	P	B	V	G	H	H	F	S	R	C
N	M	A	E	S	X	G	G	S	H	D	E	N	S	I	H	D	U	E	M
S	I	H	H	A	C	N	S	G	K	U	D	O	B	S	O	B	K	S	D
E	S	D	D	U	V	T	C	A	T	C	N	I	N	T	V	H	A	T	S
R	T	S	V	L	A	K	C	S	O	K	K	S	L	O	I	D	V	U	A
T	K	S	V	T	N	D	O	E	I	O	M	E	F	R	B	S	A	B	V
H	S	M	A	G	S	G	V	S	F	I	S	J	S	Y	R	V	C	A	S
S	B	N	P	F	K	S	S	O	S	D	V	H	X	M	A	D	A	C	V
L	T	K	O	O	D	C	E	L	B	U	S	N	J	K	T	W	A	T	C
P	P	N	R	R	I	G	F	X	G	S	V	W	C	F	I	Z	B	E	S
K	S	B	U	M	K	S	B	U	D	T	T	J	O	G	O	H	D	R	G
W	N	A	N	T	S	D	S	P	C	S	H	K	N	S	N	D	V	I	J
H	I	N	H	R	P	P	V	T	B	O	H	R	D	A	B	V	A	A	S
N	N	S	D	M	R	K	B	O	S	G	F	C	I	B	A	X	S	A	C
S	S	M	C	X	A	A	S	D	D	S	U	B	T	S	U	W	L	M	P
C	E	K	T	S	Y	T	P	A	E	B	M	S	I	B	X	F	P	B	N
S	C	N	M	L	D	E	O	T	S	S	E	B	O	Y	O	U	G	I	J
K	T	S	B	R	P	D	W	E	I	B	S	S	N	S	K	N	S	P	S
D	H	K	Y	P	G	L	D	B	G	S	S	B	G	A	G	G	A	U	D
G	G	D	S	R	S	T	E	S	N	L	V	D	N	V	D	I	V	R	K
S	U	N	F	D	B	D	R	S	O	P	L	M	P	H	D	S	A	V	D
B	N	D	S	A	P	S	O	D	S	G	S	S	V	F	A	O	S	D	S

Challenge 29

					2 S					3 N		
1 R	4 E	I	N	F	O	R	C	E	M	E	N	T
	X				S					E		
	P				I					D		
	E		6 G	O	A	L				S		
	C				L							
	T											
	5 A	D	U	L	T							
	N											
	C											
	Y											

Challenge 30

N	C	R	L	V	G	E	D	E	I	L	U	T	Y	C	I	B	I	P	V
K	H	Y	I	D	D	A	L	C	N	K	S	R	L	H	F	S	L	A	D
P	V	E	P	P	S	R	F	T	B	S	H	Y	E	E	I	B	L	S	B
H	F	H	A	B	V	T	S	U	J	C	E	M	D	M	R	T	G	T	E
N	S	N	B	T	S	O	V	E	D	S	A	P	I	I	E	B	H	E	H
G	J	U	G	D	S	S	D	S	D	P	T	Q	T	C	D	K	E	F	J
S	C	H	S	B	F	T	B	S	V	N	C	G	I	A	H	D	A	U	R
B	S	N	E	S	D	R	R	T	R	S	R	B	N	L	N	V	T	N	E
J	J	G	B	A	S	N	L	O	E	G	A	D	G	B	T	Z	R	D	A
D	P	G	D	G	T	O	D	H	N	D	M	H	S	U	L	L	A	S	L
G	X	N	S	J	F	E	D	F	L	G	P	B	L	R	M	D	S	E	I
C	A	T	V	S	S	K	X	S	I	D	S	S	D	N	B	A	H	G	Z
V	L	B	K	N	C	D	B	H	T	P	A	V	G	S	S	C	H	N	A
S	I	U	M	K	D	O	R	E	A	E	K	S	R	K	J	V	G	D	R
N	X	R	S	F	S	N	D	M	Y	U	G	B	C	M	K	D	O	B	K
K	P	N	M	D	J	R	K	T	D	M	S	L	B	S	F	S	N	S	G
L	R	S	A	S	P	D	H	K	S	B	J	T	D	M	D	J	R	A	S
A	S	M	W	H	H	D	K	D	V	T	S	F	I	A	S	P	D	H	V
S	I	N	S	J	F	J	B	S	J	K	S	B	E	O	C	D	Q	P	S
N	H	E	A	T	F	A	T	I	Q	U	E	N	H	T	N	V	F	V	W
N	C	A	L	L	N	R	N	O	W	G	D	D	M	F	N	S	K	N	P

Challenge 31

1 A									
C									
2 C	O	N	V	E	R	G	E	R	
O									
M									
O									
D					4 D				
3 A	S	S	I	M	I	L	A	T	O	R
T					V				
O					E				
R					R				
					G				
					E				
					R				

Challenge 32

T	E	L	I	M	I	N	A	T	E	D	B	D	X	G	E	D	E	I	L
I	B	T	U	R	N	O	V	E	R	X	S	J	F	D	A	L	C	N	A
B	E	M	U	O	N	T	H	E	J	O	B	C	U	S	R	F	T	B	Y
S	H	G	R	D	L	F	I	N	S	H	D	G	D	V	T	S	U	J	O
A	A	L	G	C	D	E	B	U	S	F	S	F	D	S	O	V	E	D	U
V	V	F	S	E	L	B	T	H	D	J	O	U	R	N	E	Y	D	I	T
S	I	A	L	O	S	E	T	P	E	N	S	T	S	A	M	K	D	O	B
K	O	U	G	S	I	M	U	L	A	T	I	O	N	H	S	F	S	N	S
L	R	L	D	L	O	D	T	J	S	V	J	D	H	K	M	D	J	R	A
R	M	T	L	S	T	E	W	A	T	D	S	G	E	H	A	S	P	D	H
P	O	B	S	H	R	Y	D	F	D	E	S	T	I	N	A	T	I	O	N
G	D	R	G	C	A	S	E	S	T	U	D	I	E	S	A	M	K	D	O
D	E	Y	F	C	O	R	N	C	E	R	N	E	M	D	G	S	F	S	N
S	L	L	S	I	N	T	E	N	T	I	O	N	D	B	S	M	D	J	R
F	L	F	F	O	S	E	G	T	H	S	B	A	H	S	N	A	S	P	D
D	I	S	S	B	U	S	I	N	E	S	S	G	A	M	E	S	O	L	I
N	N	V	L	M	O	V	R	M	N	T	T	W	O	H	D	D	H	Y	T
D	G	J	L	E	P	S	Y	V	J	D	S	J	F	S	C	A	L	Z	D
S	O	D	C	L	D	Y	S	H	R	H	D	L	M	B	K	F	L	O	S
H	L	V	D	N	O	R	O	L	E	P	L	A	Y	I	N	G	E	V	M
L	P	L	M	P	S	N	G	D	J	R	K	D	Y	K	I	D	A	C	Y
N	G	S	S	V	O	I	R	E	L	S	T	N	S	H	I	P	J	R	S

Challenge 33

																3 B		
	1 R	E	T	U	2 R	N	O	N	I	N	V	E	S	T	M	E	N	T
					E											H		
			4 L	E	A	R	N	I	N	G						A		
					C											V		
5 A	F	F	E	C	T	I	V	E								I		
					I											O		
					O											U		
					N											R		

Challenge 34

P	C	L	U	E	C	L	I	Q	U	E	H	L	L	D	F	B	D	G	S
L	J	W	Y	P	K	D	P	M	T	S	J	E	R	S	I	O	N	M	O
A	G	O	E	A	E	R	N	O	H	A	D	U	T	D	S	N	O	D	L
N	M	R	S	S	L	P	T	K	E	M	I	W	C	Y	O	D	B	I	U
N	G	K	V	H	K	E	S	M	G	A	R	A	R	E	L	S	M	S	S
I	D	F	S	F	F	H	G	N	D	K	G	N	O	R	O	C	G	A	I
N	B	O	C	D	S	Y	F	A	V	L	A	G	S	S	L	Z	S	B	C
G	D	R	H	N	S	A	S	T	L	F	H	B	S	G	G	M	V	L	H
H	S	C	K	G	A	K	C	N	O	W	A	J	C	J	X	P	D	E	M
U	A	E	T	K	F	U	B	D	K	V	Y	D	U	D	V	G	Y	P	F
M	B	D	S	D	E	L	S	S	G	G	U	D	L	H	N	D	H	E	S
A	K	I	C	A	T	T	N	V	S	P	F	S	T	D	D	S	I	O	B
N	F	V	G	J	Y	H	J	S	G	E	S	B	U	S	R	S	S	P	S
R	B	E	A	E	V	N	D	Y	S	R	C	N	R	B	L	N	P	L	K
E	Z	R	B	N	A	T	P	S	B	F	S	S	A	J	G	D	E	E	D
S	B	S	J	D	N	R	M	Y	A	U	G	J	L	D	D	A	R	K	S
O	J	I	E	B	L	H	F	P	R	M	F	O	L	F	V	I	C	R	B
U	O	T	R	G	L	A	S	S	C	E	I	L	I	N	G	M	B	H	D
R	N	Y	S	J	B	J	S	O	A	D	N	J	F	S	D	D	J	F	S
C	X	G	I	L	L	H	G	D	M	B	G	E	H	J	D	S	F	S	B
E	S	U	C	C	E	S	S	I	O	N	P	L	A	N	N	I	N	G	O
S	E	L	T	A	L	K	L	O	C	A	T	I	O	N	H	A	M	P	H

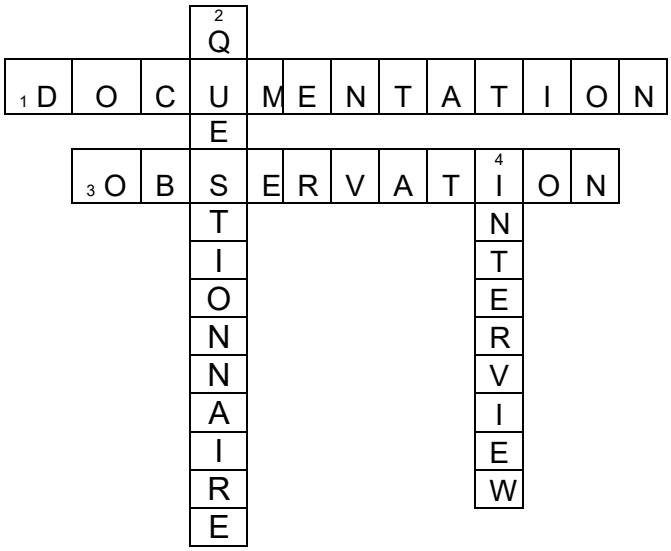
Challenge 35

1 O	R	G	A	N	I	Z	A	2 T	I	O	N
								A			
					3 P	E	R	S	O	N	
								K			

Challenge 36

M	Y	I	S	W	P	O	D	T	A	D	P	L	A	N	G	T	H	B	D
A	O	N	O	E	S	L	P	I	J	V	G	Q	D	E	E	I	S	C	B
N	B	I	M	C	E	P	N	G	K	D	O	U	I	D	F	N	E	U	J
A	S	N	G	O	G	A	T	O	F	S	N	I	U	J	T	T	L	S	D
G	U	G	D	N	B	G	S	G	D	J	R	D	F	V	E	E	A	T	H
E	N	K	D	O	M	J	F	L	S	P	D	I	U	S	C	R	M	O	F
M	T	F	A	M	B	S	H	O	S	J	A	V	K	V	H	E	A	M	S
E	B	S	A	I	O	V	B	B	G	F	H	E	S	S	N	S	N	E	J
N	G	V	V	C	N	J	S	A	S	D	N	R	A	B	O	T	F	R	D
T	N	S	S	C	G	M	B	L	B	S	B	S	T	S	L	I	S	S	S
S	D	V	A	Y	K	U	K	I	D	B	S	I	O	V	O	N	V	E	B
I	A	P	C	C	I	S	P	Z	J	N	V	T	I	S	G	F	F	R	D
H	B	V	B	L	K	I	L	A	E	F	N	Y	B	V	Y	N	S	V	S
F	D	S	J	E	I	X	H	T	R	S	M	E	S	V	H	B	T	I	J
B	S	F	K	S	R	N	B	I	I	B	D	T	S	U	I	D	A	C	J
S	J	S	G	P	B	H	G	O	N	F	S	O	V	E	G	B	T	E	S
V	S	C	T	A	B	K	E	N	F	S	V	E	Y	D	H	L	O	K	Q
H	S	S	E	T	D	F	T	J	D	B	D	M	K	D	N	U	G	G	P
S	W	S	A	A	J	S	I	F	H	D	G	S	F	S	F	R	G	D	U
A	P	T	A	L	E	N	T	M	A	N	A	G	E	M	E	N	T	S	R
G	H	J	L	H	F	J	F	D	R	O	L	L	F	S	H	D	S	F	E
S	E	F	K	D	I	U	K	I	R	S	L	M	N	T	A	F	G	G	W

Challenge 37



Challenge 38

A	N	D	A	L	U	S	I	A	A	D	G	S	E	S	A	R	T	A	D
N	N	O	C	C	U	P	A	T	I	O	N	T	A	L	S	P	I	G	T
S	O	N	G	D	S	S	P	A	N	D	A	R	R	U	T	E	M	H	H
J	E	H	U	P	K	F	G	A	N	G	S	I	E	P	U	R	E	O	O
F	X	B	S	A	Q	F	R	M	T	J	D	K	A	A	D	N	M	S	U
I	A	E	H	R	L	A	E	B	C	E	S	E	D	C	Y	A	A	P	S
N	M	L	O	E	C	R	E	D	O	G	R	G	F	U	J	J	B	I	A
T	I	A	P	S	Z	E	K	S	M	F	C	N	D	T	A	C	A	T	N
E	N	J	I	T	S	W	I	H	M	U	L	H	I	I	G	O	G	A	N
R	A	A	N	E	C	I	T	D	U	N	I	O	B	T	A	M	E	L	D
N	T	R	G	S	H	N	C	S	N	P	N	F	N	D	Y	P	M	I	A
E	I	M	G	S	E	C	P	K	I	A	I	C	D	S	C	A	E	S	C
T	O	O	A	G	C	H	L	I	C	I	C	H	R	B	I	S	N	A	T
H	N	O	F	T	K	F	S	E	A	D	H	I	L	O	N	S	T	T	G
I	S	P	E	R	E	K	H	R	T	A	Y	L	O	N	E	I	T	I	F
H	A	R	S	O	M	R	N	T	I	N	E	D	W	U	M	O	N	O	U
F	K	U	V	C	V	O	N	H	P	A	L	C	I	S	A	N	K	N	L
G	I	S	S	K	D	S	K	I	N	K	L	A	N	M	M	A	P	S	U
S	T	C	O	N	G	R	A	E	T	L	O	R	G	E	A	T	F	D	S
V	F	G	D	R	E	L	E	A	D	Y	W	E	D	R	T	E	V	G	C
S	D	F	A	D	O	P	T	I	O	N	F	G	D	I	F	D	S	S	U
G	M	A	L	A	Y	S	I	A	G	L	A	D	H	T	U	P	D	S	T

Challenge 39

				2 C						3 M		
1 E	M	4 P	L	O	Y	M	E	N	T	A	C	T
		I		N						T		
		C		C						E		
		K		I						R		
		E		5 L	A	W				N		
		T		I						I		
				A						T		
				T						Y		
				I								
				O								
				N								

Challenge 40

H	A	P	G	J	I	S	O	P	A	V	T	S	K	G	B	A	K
Z	G	A	U	U	O	P	H	G	J	D	T	I	P	A	F	N	Q
H	B	R	A	H	J	M	B	N	K	B	V	Z	V	B	F	N	B
J	E	L	P	O	G	T	E	Y	H	A	I	T	R	W	O	U	S
K	B	I	N	D	I	N	G	T	I	R	G	F	O	N	D	A	H
O	M	A	T	E	R	N	I	T	Y	L	E	A	V	E	C	L	G
C	O	M	M	O	N	L	A	W	G	X	Z	N	B	O	N	L	R
T	L	E	M	P	L	O	Y	E	R	I	M	A	I	E	A	E	A
J	F	N	M	G	S	A	R	P	Y	D	P	N	N	U	L	A	M
M	Q	T	B	A	L	M	U	M	T	A	O	C	I	T	K	V	N
N	W	C	O	J	T	K	J	E	I	T	R	I	A	D	U	E	E
E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	K	L	M
R	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	R
D	O	M	E	S	T	I	C	I	N	Q	U	I	R	Y	D	O	T
A	K	O	P	O	L	I	P	N	U	H	D	T	Z	I	P	G	H

Challenge 41

1 E	N	4 T	R	E	P	R	E	N	2 E	U	3 R			
									F		I		4 C	
									F		S		O	
									I		K		N	
									C				C	
								5 M	I	D	D	L	E	
									E				P	
									N				T	
									C				U	
									Y				A	
													L	

Challenge 42

H	A	W	G	J	I	S	O	P	A	V	T	S	K	G	B	A	K
A	R	O	L	E	A	M	B	I	G	U	I	T	Y	L	G	N	G
H	B	R	A	H	J	M	B	C	K	B	V	Z	V	O	F	N	B
J	E	K	P	O	G	T	E	K	H	A	I	T	R	C	O	U	S
K	B	S	N	D	I	N	G	E	I	R	G	F	O	K	D	A	H
O	M	L	T	E	R	N	I	T	Y	L	E	A	V	O	C	L	G
C	O	O	M	O	N	L	A	W	G	X	Z	N	B	U	N	L	R
T	L	W	M	P	L	O	Y	E	R	I	M	A	I	T	A	E	A
J	F	N	M	G	S	A	R	P	Y	D	P	N	N	U	L	A	M
M	Q	T	B	A	L	M	U	M	T	A	O	C	I	T	K	V	N
N	W	C	O	J	T	K	J	E	I	T	R	I	A	D	U	E	E
E	L	T	L	U	J	B	S	N	K	Q	T	A	N	S	K	L	M
R	J	K	H	P	I	N	P	T	L	H	I	L	G	H	K	L	R
D	O	M	E	S	T	R	I	K	E	Q	U	I	R	Y	E	N	T
A	K	O	P	O	L	I	P	N	U	H	D	T	Z	I	P	G	H

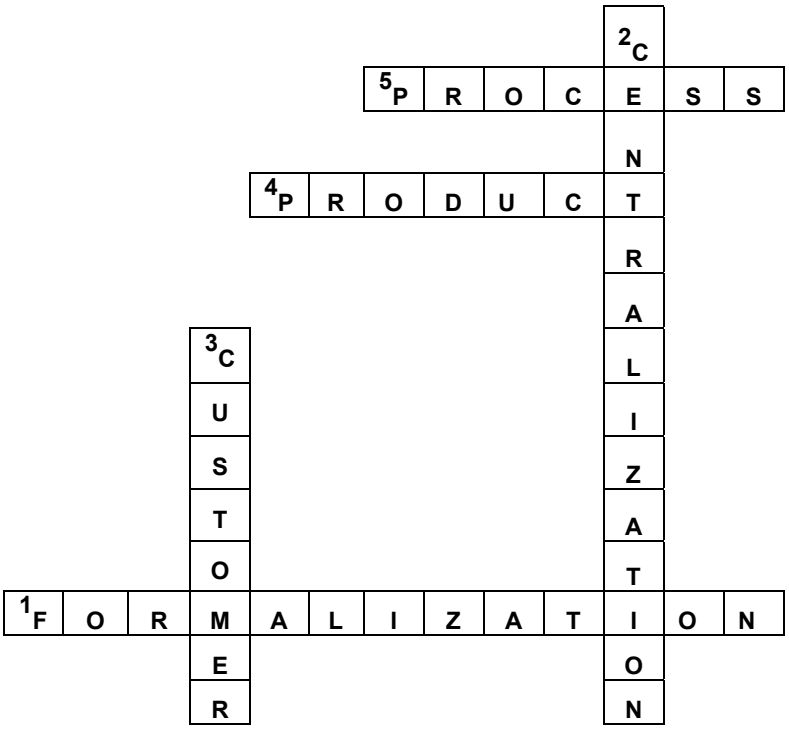
Challenge 43

L	E	A	D	E	R	S	H	I	P
		U						N	
		T						T	
		O						E	
		C						L	
		R						L	
		A						I	
		T						G	
		I			P	O	W	E	R
		C						N	
								C	
								E	

Challenge 44

D	F	G	R	T	G	B	D	S	A	E	D	F	T	F	D	S	R
A	D	F	C	T	G	S	A	S	D	E	W	S	D	D	E	R	D
D	R	F	O	R	S	D	F	D	A	L	R	T	B	A	N	O	E
A	R	F	M	A	N	A	G	E	M	E	N	T	F	U	T	T	R
F	Q	A	M	R	S	D	C	A	N	A	O	K	I	L	R	R	T
G	O	R	U	E	R	T	E	G	I	D	O	P	E	W	E	Q	Y
P	L	A	N	N	I	N	G	W	R	E	Y	T	A	I	P	G	V
I	A	S	I	F	V	E	X	W	B	R	N	J	U	I	R	Q	N
O	P	Q	C	O	N	T	R	O	L	S	F	G	S	A	E	K	U
Y	Q	W	A	D	E	R	Y	I	Y	H	H	L	I	A	N	D	C
J	R	E	T	A	W	Q	C	V	M	I	B	V	D	R	E	Y	F
M	T	Y	I	H	T	U	I	D	F	P	Y	B	V	A	U	A	R
K	A	R	O	R	G	A	N	I	Z	A	T	I	O	N	R	A	V
L	A	B	N	E	R	T	P	O	K	L	D	S	W	E	F	A	T
O	T	R	E	A	E	F	C	F	A	S	D	E	R	F	S	D	A

Challenge 45



Challenge 46

H	A	S	G	D	E	L	E	G	A	T	I	O	N	Y	B	D	K
A	E	F	I	E	S	C	R	E	I	U	K	J	U	A	G	E	G
H	X	T	A	H	J	C	O	N	T	R	O	L	V	B	F	C	B
J	T	Y	P	O	G	T	E	D	H	A	I	T	R	W	O	O	S
K	R	U	A	G	H	K	V	E	I	R	G	X	O	N	D	D	H
O	A	I	U	K	L	B	N	R	M	D	J	K	I	O	P	I	G
P	N	U	K	E	F	I	L	B	G	X	J	A	R	G	O	N	R
T	E	D	Q	R	I	O	P	A	L	I	M	T	I	E	A	G	A
J	T	V	M	G	L	A	R	P	Y	D	P	L	N	U	L	X	M
M	Q	C	B	A	T	M	U	M	L	A	N	G	U	A	G	E	N
N	N	O	I	S	E	K	J	E	I	T	R	A	A	D	U	A	E
E	L	R	L	U	R	B	S	N	K	Q	T	E	N	S	K	E	M
R	R	E	C	E	I	V	E	R	T	W	A	I	G	H	K	L	R
T	I	O	P	E	N	E	D	B	U	M	A	R	E	W	U	Y	U
A	K	O	P	O	G	I	P	N	U	H	D	T	Z	I	P	G	H

Challenge 47

C	O	N	F	L	I	C	T	S	A	E	D	F	T	F	D	S	R
O	D	F	C	T	G	S	A	S	D	E	W	S	D	D	E	R	D
M	R	F	O	R	S	D	F	D	A	L	R	T	B	A	N	O	E
M	R	F	M	A	N	A	G	E	M	E	N	T	F	U	T	T	R
U	Q	A	M	R	S	D	C	A	N	A	O	K	I	L	R	R	T
N	O	R	U	E	J	A	E	G	J	D	O	P	E	W	E	Q	Y
I	L	A	N	N	A	U	G	W	R	E	Y	T	A	I	P	G	V
C	A	S	I	F	R	L	X	W	B	R	N	J	U	I	R	Q	N
A	P	Q	C	O	G	W	R	O	L	S	F	G	S	A	E	K	U
T	Q	W	A	D	O	I	Y	I	Y	H	H	L	I	A	N	D	C
I	N	T	R	A	N	E	T	V	M	I	B	V	D	R	E	Y	F
O	T	Y	I	H	T	P	I	D	F	P	Y	B	V	A	U	A	R
N	A	R	O	F	E	E	D	B	A	C	K	L	O	N	R	A	V
D	A	B	N	E	R	T	P	O	K	L	D	S	W	E	F	A	T
S	T	R	E	A	E	F	C	F	A	S	D	E	R	F	S	D	A

Challenge 48

1. REST DAY
2. PUBLIC HOLIDAYS
3. OVER TIME
4. ANNUAL LEAVE
5. WORKING HOURS

Challenge 49

	4 P				2 I					
5 P	E	R	S	O	N	A	3 L	I	2 T	Y
	R		I		T		I			
	C		S		E		N			
	E		Y		R		G			
	P		L		P		U			
	T		A		E		I			
	I		N		R		S			
	O		1 A		S		T			
	N				O		I			
					N		C			
					A					
					L					

Challenge 50

B	F	G	K	T	G	B	D	S	A	E	D	T	P	F	D	S	Z
B	D	F	C	J	G	E	A	S	D	J	W	R	Q	D	E	R	R
T	R	F	G	R	S	H	F	D	R	L	R	U	K	A	N	U	E
L	R	F	M	R	N	A	G	E	K	E	N	S	E	U	T	T	F
F	Q	Y	A	L	S	V	L	A	N	W	O	T	G	L	R	H	R
V	O	K	N	E	U	I	E	B	I	D	J	W	E	L	E	B	E
P	L	F	N	K	L	O	G	C	R	E	V	O	A	P	P	G	S
Z	D	I	E	T	A	R	Y	F	B	Q	N	R	T	I	R	H	H
O	P	K	R	U	N	C	R	K	L	S	F	T	S	L	E	C	E
D	R	E	S	S	I	N	G	I	K	H	H	H	I	A	X	D	R
J	G	E	T	M	W	Q	K	V	V	I	L	I	P	R	O	Y	S
M	B	Y	I	K	T	U	R	D	F	I	Y	N	L	A	U	Q	R
X	A	H	O	L	G	A	J	I	N	A	T	E	O	N	P	A	V
O	A	B	L	E	R	R	P	O	N	L	D	S	W	X	F	K	T
O	P	R	I	A	E	X	C	H	A	R	I	S	M	A	T	I	C

Challenge 51

						2 A			4 Q			
1 M	E	E	T	I	N	G			U			
						E			O			
						N			R			
						D			U			
				3 C	H	A	I	R	M	A	N	

Challenge 52

A	F	G	A	Z	G	M	D	S	A	E	M	F	P	U	E	S	U
C	D	F	R	N	G	Q	A	R	D	J	W	S	Q	C	E	R	R
C	R	F	G	E	O	H	F	D	E	L	R	T	I	A	N	U	E
L	R	F	M	R	P	I	G	E	K	S	Z	T	E	U	T	T	R
A	T	Y	U	L	X	O	T	A	T	W	O	O	G	L	R	H	T
M	O	A	U	E	U	O	E	A	I	N	J	L	E	C	E	L	U
A	L	F	K	C	L	N	K	C	C	E	V	C	U	P	P	G	M
T	A	J	U	E	T	E	X	L	B	I	X	J	T	T	U	H	Z
I	P	K	C	U	H	C	R	K	L	S	N	G	S	U	I	C	U
O	Q	J	U	O	E	O	F	I	K	O	H	U	G	A	X	O	U
N	G	C	L	M	W	Q	L	V	V	I	L	J	M	R	O	Y	N
Z	B	D	I	K	T	U	R	D	F	I	P	T	L	M	U	Q	R
X	E	U	O	L	K	A	J	I	E	A	T	F	O	N	O	A	V
R	A	B	L	E	R	R	C	O	N	R	D	C	W	X	F	C	T
K	P	N	O	T	I	C	E	P	T	L	D	E	R	F	O	D	Z

Challenge 53

4 T	E	L	E	C	O	M	M	U	T	I	N	G
											N	
						3 E	M	O	T	I	O	N	1 S
									H				U
								C					P
							A						E
						O							R
					2 C								V
													I
													S
													O
													R

Challenge 54

C	O	L	F	L	I	Y	T	S	A	E	D	F	T	F	D	S	R
O	D	F	C	T	G	S	A	S	D	E	W	S	D	D	E	R	D
M	R	F	O	R	S	D	F	D	A	L	R	T	B	A	N	O	L
M	R	S	A	T	I	S	F	A	C	T	I	O	N	U	T	T	E
U	Q	A	M	R	S	L	C	A	N	R	O	K	I	V	R	R	A
N	H	R	U	E	E	A	E	G	J	A	O	P	E	W	E	Q	D
I	L	A	N	X	A	U	G	S	R	I	Y	E	A	I	P	G	E
C	A	S	I	F	R	S	X	W	B	N	N	J	U	I	R	Q	R
A	P	B	C	O	G	C	R	O	L	I	F	M	S	A	E	K	S
T	L	W	A	D	O	I	Y	I	Y	N	H	L	I	A	N	D	H
E	N	T	R	F	N	H	T	V	M	G	B	V	D	R	E	Y	I
O	T	Y	I	H	T	T	I	D	F	P	Y	B	V	A	U	A	P
N	A	Q	O	F	D	E	L	E	G	A	T	I	N	G	R	A	V
D	A	B	N	E	R	T	P	O	K	L	D	S	W	E	F	A	T
S	T	R	E	A	E	F	C	G	A	S	D	E	G	F	S	D	A

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