

Part 3

For questions 17 – 24, read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the gap in the same line. There is an example at the beginning (0).

Example: 0 S U C C E S S

The Importance of Teamwork

In many areas of life, (0) _____ depends not just on individual skills but on how

SUCCEED

well people can work together as a team. In the workplace, good (1) _____ skills are essential. People who are able to communicate clearly and show (2) _____ for others tend to be more effective in group situations.

**LEAD
CONSIDER**

Working as part of a team can be both challenging and (3) _____. It allows individuals to share ideas and find more (4) _____ solutions to problems than they might come up with alone.

**REWARD
CREATE**

However, for a team to function well, there needs to be a clear (5) _____ of roles and goals. Without this, confusion and even (6) _____ can occur.

**DEFINE
AGREE
GUIDE**

A successful team also needs strong (7) _____, and someone who can motivate others and manage conflicts when necessary. With the right mix of skills and attitudes, teamwork can lead to greater (8) _____ and achievement for everyone involved.

SATISFY



Answers

- | | | | | |
|-----------------|------------------|-----------------|-------------|---------------|
| 1. leadership | 2. consideration | 3. rewarding | 4. creative | 5. definition |
| 6. disagreement | 7. leader | 8. satisfaction | | |