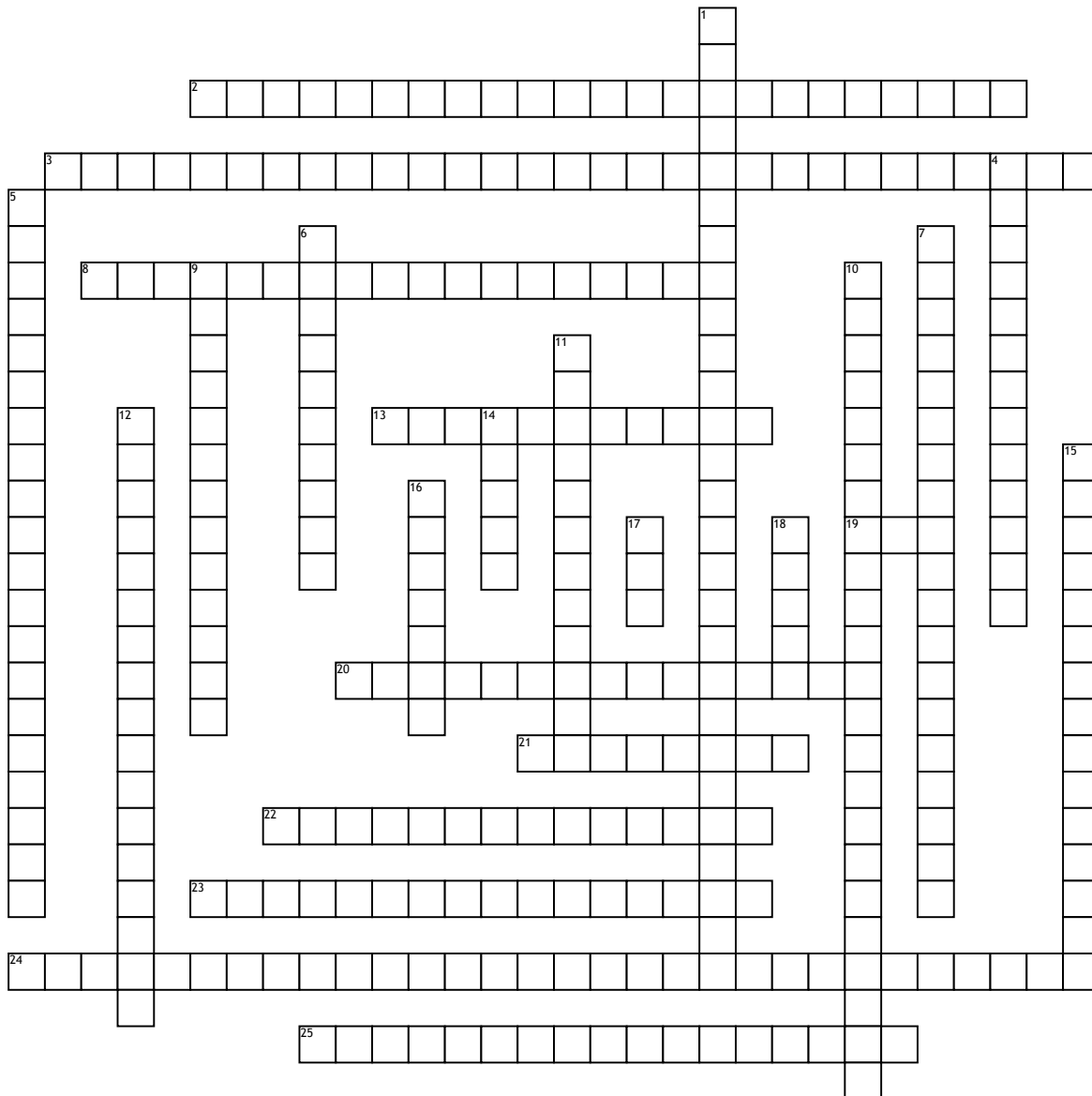


Chapter 20/21



Across

2. A document used by an employer that asks for information related to employment
 3. Women Business Owners:
 8. People who can give a report about your character
 13. A test that measures how well a job applicant can perform at certain tasks
 19. Small business administration abbreviation
 20. Business that is younger than 3 and has no employees other than the owner
 21. A person or business that is owed money
 22. Money used to start up a new small business
 23. The process of starting, organizing, and managing a small business

24. SBA publication checklist

25. Also called a resume

Down

1. Government funded organization that helps fund small-business owners
 4. An interview in which your employer asks questions about how you liked your work and possible improvements
 5. Someone with special training in talking to and hiring applicants
 6. A situation where a business does not have enough to pay creditors
 7. Document about an applicant written for the purpose of getting a personal interview
 9. This business usually employs less than 500 people

10. Programs offered in cooperation with colleges to provide management counseling

11. Someone who takes risk in starting a business to earn a profit
 12. Conversation where the interviewer learns about you and you learn about positions in the company
 14. small businesses are usually ----- serving the nearby community
 15. ----- business adjust more quickly to changing market demands than do larger businesses
 16. Situation when a business is discontinued
 17. Small business institutes abbreviation
 18. Service corps of retired executives abbreviation