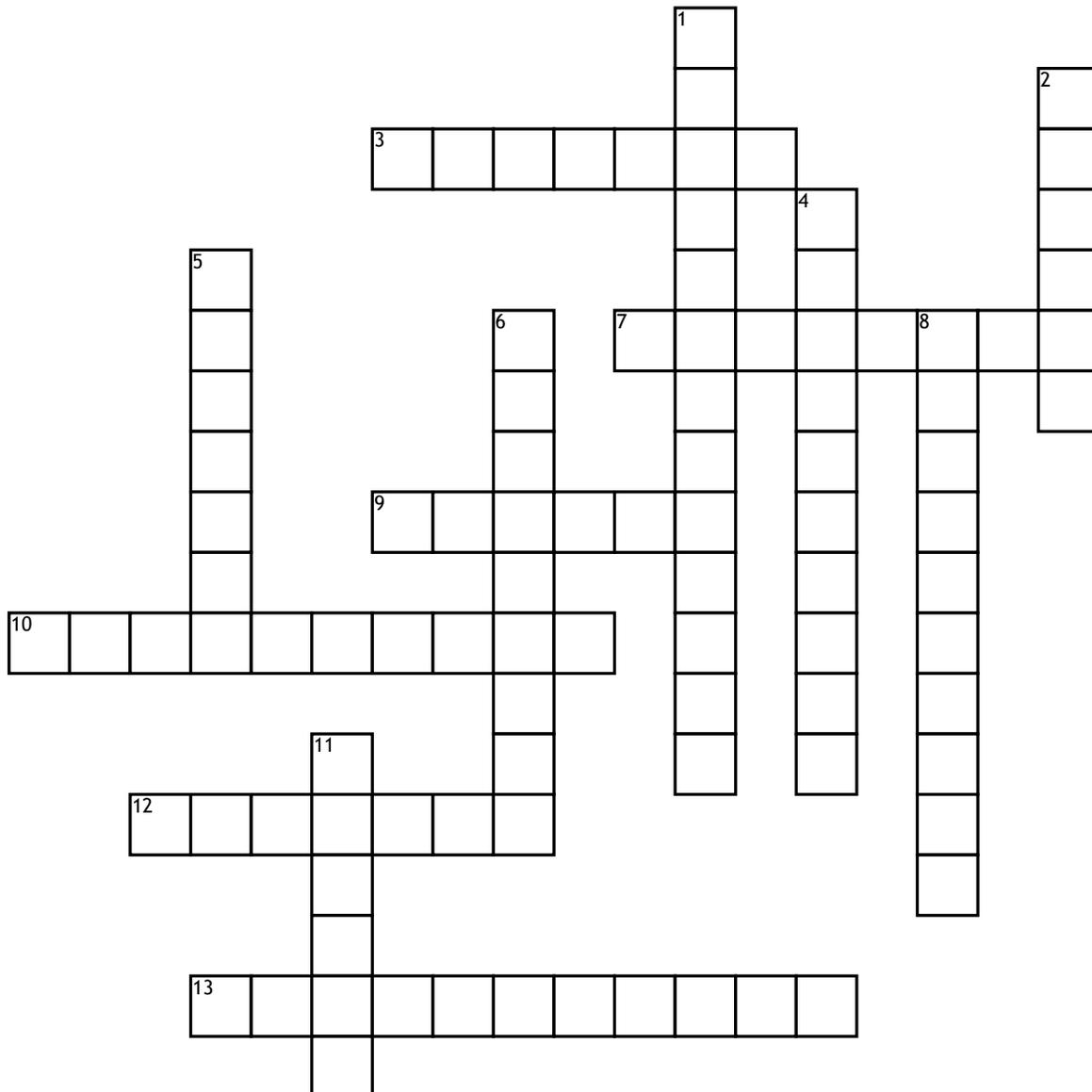


Planning, team building and meetings



Across

3. check on progress in a meeting or project

7. put up with

9. list of business items to be discussed in a meeting

10. think of an idea

12. collect and combine texts, data, photocopies etc

13. a name for the person who manages a meeting

Down

1. excitement about a future activity

2. the amount of money assigned to a project

4. doubt(s) about the efficacy of a strategy or action or theory etc

5. exact

6. The result we want to achieve is our....

8. to succeed in completing a task

11. small usually technological error