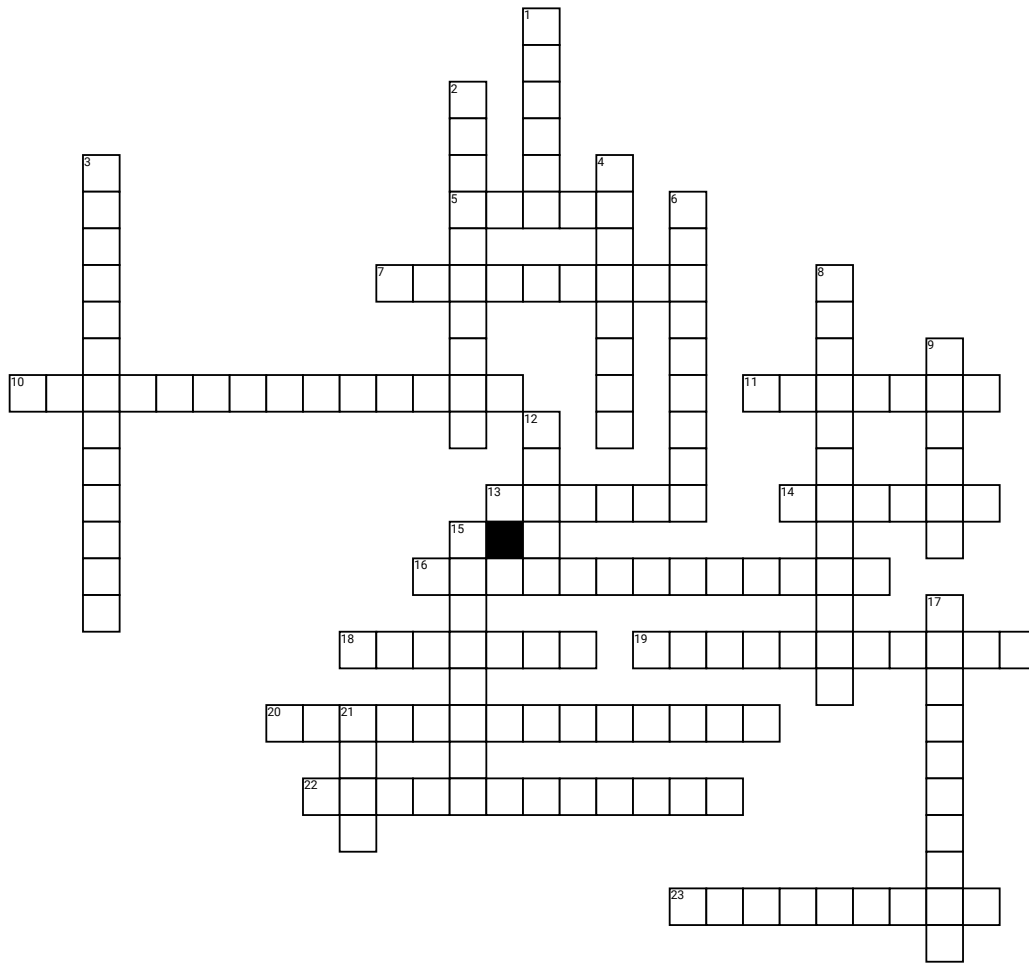


Name: \_\_\_\_\_

Date: \_\_\_\_\_

# Vocabulary Builder Chapter 4



## Across

5. how one says or writes something, when one says or writes it, and why one says or writes it communication  
 7. buying and selling goods over the Internet  
 10. changes needed to the job or the work environment to provide assistance to do the job properly reasonable  
 11. careers with one gender of 25 percent or fewer workers nontraditional  
 13. general direction or change over a period of time  
 14. workplace  
 16. a company links its offices to employees at another location

18. two employees split a full-time position and pay job

19. a company hires workers outside the company

20. occurs when people act on their prejudices negatively

22. information about a population

23. a workplace includes a variety of workers with different backgrounds, viewpoints, experiences, and ideas workplace

## Down

1. equal pay and freedom from employment discrimination

2. relocating a business from one country to another

3. making predictions based on trends

4. constantly improving education and training throughout life lifelong

6. optional courses

8. person who creates a business

9. changes employees make to allow them to meet their personal and professional goals and responsibilities workforce

12. all people aged 16 and older who are working or actively seeking employment labor

15. educational materials and courses available on the Internet virtual

17. physical or mental impairment that greatly limits major activities

21. courses related to Science, Technology, Engineering, or Math

## Word Bank

trends  
 force  
 careers  
 learning  
 equity

trends  
 learning  
 e-commerce  
 discrimination  
 futurecasting

sharing  
 trends  
 STEM  
 demographics  
 style

outsourcing  
 electives  
 telecommuting  
 entrepreneur

disability  
 diversity  
 accommodations  
 offshoring