

Work/Study

Vocabulary

DEADLINE
ASSIGNMENT/ DISSERTATION
PROMOTION
WORKPLACE/ CORPORATE CULTURE
CAREER PATH
INTERNSHIP
RESEARCH/ SPECIALIZATION
PRODUCTIVITY
WORK-LIFE BALANCE
VOCATIONAL TRAINING

Idioms

CLIMB THE CORPORATE LADDER
BITE OFF MORE THAN YOU CAN CHEW
GET YOUR FOOT IN THE DOOR
CROSS THAT BRIDGE WHEN YOU COME TO IT
CALL THE SHOTS (BE IN CHARGE)
JUMP THROUGH HOOPS (OVERCOME OBSTACLES)
WORK YOUR FINGERS TO THE BONE (WORK HARD)
HIT A BRICK WALL (ENCOUNTER A BIG OBSTACLE)
KEEP YOUR OPTIONS OPEN
PULL SOME STRINGS
CUT CORNERS

Phrasal Verbs

WORK ON (A PROJECT OR TASK)
LOOK INTO (RESEARCH OR INVESTIGATE)
TAKE ON (NEW RESPONSIBILITIES)
HAND IN (AN ASSIGNMENT)
CATCH UP (ON WORK OR STUDIES)
DROP OUT (OF A COURSE OR SCHOOL)
GO OVER (REVIEW MATERIAL)
TURN IN (SUBMIT WORK)
RUN BY (CHECK WITH SOMEONE)
BREAK DOWN (ANALYZE IN DETAIL)
LAY OFF (DISMISS EMPLOYEES)

Expressions

HIT THE BOOKS (STUDY HARD)
BURN THE MIDNIGHT OIL (WORK LATE)
MAKE ENDS MEET (MANAGE FINANCES)
BE SNOWED UNDER (HAVE TOO MUCH WORK)
LEARN THE ROPES (GET FAMILIAR WITH A JOB)
GET THE BALL ROLLING (START A TASK)
GO THE EXTRA MILE (DO MORE THAN EXPECTED)
AN UPHILL BATTLE (DIFFICULT TASK)
SEIZE THE OPPORTUNITY
HAVE A LEARNING CURVE
PAVE THE WAY