**BUSINESS SPELLING**

REGIONAL

2020

SUPPLIES PROVIDED: Test booklet with 3 pages

Scoring sheet

CONTESTANT MUST SUPPLY: No. 2 pencils

Do **NOT** open test booklet until instructed to do so.

Property of Business Professionals of America. May be reproduced only for use in the Business Professionals of America competitive event program without specific permission from the Business Professionals of America National Center.

Below is a list of words that you must review. If the word is spelled correctly, please mark your answer sheet TRUE. If the word is spelled incorrectly, please mark your answer sheet FALSE.

A = TRUE

B = FALSE

1. elicit
2. eminent
3. quandary
4. capitolize
5. practicable
6. prescence
7. asthetic
8. aline
9. annex
10. biennial
11. bi-monthly
12. boundery
13. break-in
14. larceny
15. ambeguity
16. clientele
17. colloqialisms
18. comodity
19. dissemble
20. enunciate
21. concensus
22. crises
23. dilemma
24. questionnare
25. comodities
26. forcast
27. bullion
28. force majeure
29. liquidty
30. recesion
31. tarif
32. facetious
33. heiracrchy
34. license
35. plausable

CHOOSE THE CORRECT WORD THAT BEST COMPLETES THE SENTENCE.

1. He will (a) adapt (b) adopt the idea for the new business plan.
2. This is the fifth (a) edition (b) addition of the business plan.
3. This is an (A) every day (B) everyday occurrence.
4. The restructure (a) affected (b) effected the bottom line.
5. The meaning of that word (a) eludes (b) alludes me.
6. She was planning to (a) alter (b) altar her speech.
7. Be sure to (a) appraise (b) apprise her of our decision.
8. There was (a) descent (b) dissent among the group.
9. The decision is (a) eminent (b) imminent.
10. The telemarketer contacted people at specific (a) instances (b) instants.
11. He was so tired after the exam he had to (a) lay (b) lie down.
12. She decided to rent for (A) a while (B) awhile until she could purchase the desired property.
13. Education should take (a) precedence (b) precedents over other things.
14. We must get a (a) rein (b) reign on the outrageous spending.
15. The desk is a (a) stationary (b) stationery part of the office.
16. He predicted (a) adverse (b) averse weather.
17. Dessert at dinner was an (a) after-thought (b) afterthought.
18. He (a) alluded (b) referred to his father as a hero.
19. The sisters were (a) alumni (b) alumnae of the local high school.
20. A (a) bloc (b) block is a coalition of people with the same goal.
21. The Smiths have a (a) boycott (b) embargo against purchasing products from that country.
22. The office chair is on (a) castors (b) casters.
23. (a) Cloture (b) Closure is the parliamentary term for ending debate.
24. He was (a) complacent (b) complaisant with the company’s decision to end satellite offices.
25. The tie (a) complements (b) compliments his suit.
26. The merger has been the source of (a) continual (b) continuous litigation.
27. The couple received $25,000 in (a) damage (b) damages from the insurance company.
28. (a) Is (b) Are my boss or my friends in the union going to win the grievance?
29. In six months she will (a) attain (b) obtain her dream of graduation.
30. The office equipment was in (a) abject, (b) object condition.
31. Based upon (a) passed (b) past results, I should get a good grade on this exam.
32. The addition of more staff should (a) lessen (b) lesson the workload.
33. (a) Whose (b) Who’s planning on applying for his position once he retires?
34. Three-quarters of the student body (a) is (b) are against the tuition hike.
35. He used the (a) Internet (b) intranet to search the company’s internal job postings.
36. The health benefits he selected were the (A) better (B) best of the two options.
37. The (a) businesses’s (b) businesses’ debts are significant for this quarter.
38. Some of the votes (a) seem (b) seems to have been miscounted.
39. She had to decide (a) among (b) between the three items.
40. Everyone selected to serve on this jury (a) has (b) have to be willing to give up a lot of time.