**Name- EGWUATU ESTHER CHIDERA**

**Dept- IRD**

**College- Social Management Sciences**

**Matric no- 17/sms09/032 / CO**

**General Questions**

1. Clarify thinking
2. It captivates or intrigues the reader
3. Meeting minutes resolution
4. Skimming
5. Process documentation
6. Background detail
7. Summarizing and visualizing
8. Opportunity for problems or questions from a previous meeting to be discussed
9. Subheading and italics
10. Evaluation and Application and Retention
11. Paragraphs and sometimes reading what you have written aloud in other to get the grammatical mistakes.
12. The idiom yo fall through means not to be completed or to fail due to some outside circumstances
13. Relational antonyms
14. Homophone can be said to be when a word that is pronounced the same but have different meaning. For example rose this means a flower and also a past tense of rise.
15. The idiom ace in a hole means an advantage or a resource kept back until the proper opportunity presents itself.