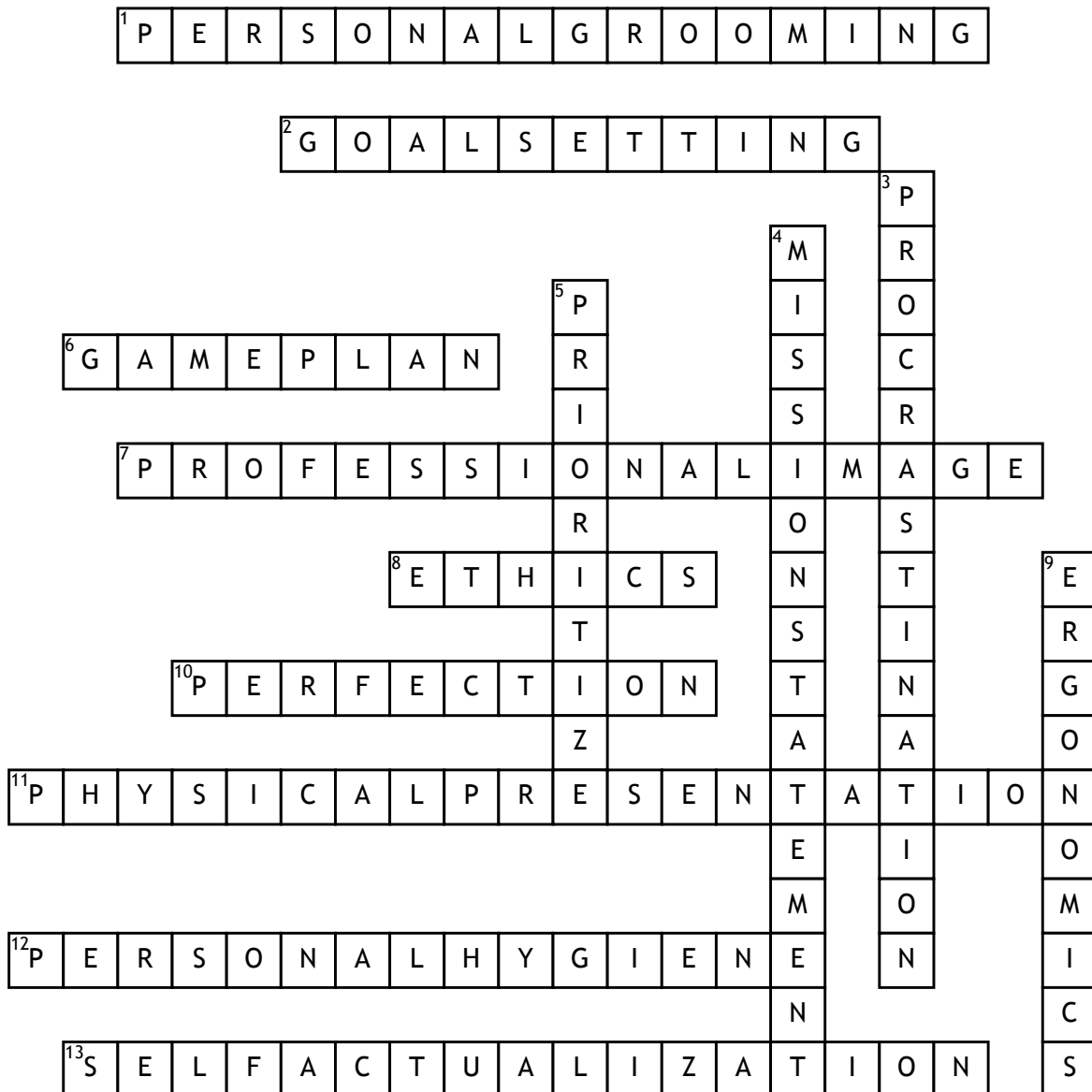


Name: _____

Date: _____

Communication



Across

1. The process of caring for parts of the body and maintaining an overall polished look.
2. The identification of long-term goals that helps you decide what you want out of life.
6. The conscious act of planning your life, instead of just letting things happen.

Down

7. The impression you project through both your outward appearance and your conduct in the workplace.
8. The moral principles by which we live and work
10. An unhealthy compulsion to do things perfectly.
11. Your posture, as well as the way you walk and move.
12. Daily maintenance and cleanliness by practicing good healthful habits.
13. Fulfilling one's full potential.

Down

3. Putting off until tomorrow what you can do today.
4. A statement that establishes the purpose and values for which an individual or institution lives and works by.
5. To make a list of tasks that need to be done in the order of most to least important.
9. The science of designing the workplace as well as its equipment and tools to make specific body movements more comfortable, efficient, and safe.