



Wednesday, May 13, 2020

New words of the week:

- **Short-term cost-saving measure:** a way for a company (to save money over a short period of time (a few months).
- **Intermittent furlough:** time off without pay in separate periods.
- **Position-specific furlough:** continuous time off without pay when there is not enough work or if an employee cannot work remotely. The department determines how long the furlough will last and if it is for all or a part of an employee's normal work schedule.
- **Work-Share Program:** employees work reduced hours and apply for unemployment benefits to supplement the lost wages.
- **Reassignment:** employees perform work that is not part of their regular functions or may be located away from their current work unit.

Phrases for conversation:

Use these phrases to ask your supervisor questions:

Why is our department making changes?

How long will the changes last?

How will the changes affect me?

How many people will this affect?

How much money will be saved?

What information is most important for me to know?

Where can I get information in my language?

Who can help me if I have more questions?

When will I receive more information?

Which departments are making similar changes?

Two Proverbs:

"Experience is the best teacher."

"Live and learn!"

Both mean: we can learn as much or more from our life experiences as we learn in school.

Learn More:

Learn how to sew or make your own face masks here:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>



Famous quote:

"I walk slowly, but I never walk backward." - Abraham Lincoln



For Fun: Play the "Name That Thing" vocabulary game on the merriam-webster.com website:

<https://www.merriam-webster.com/word-games/name-that-thing>

There are other word games on the website, too!