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| Spot on language |
| Word/phrase | Translation | Usage/memory aid |
| to vary  | variieren; (sich) ändern | * 1. If your feelings vary a lot, they change  a lot. 2. If you vary your vocabulary, you try not to repeat the same words.
* to vary variation (n) various (adj)
* Fr. varier
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| concise  | präzise; kurz; prägnant | In a formal letter you should keep to a concise style. |
| clumsy  | schwerfällig; unbeholfen | I always feel clumsy when I’m around people I don’t know. |
| repetitive  | sich wiederholend; monoton | repetitive to repeat (v) |
| assumption  | Annahme; Voraussetzung | assumption to assume (v) |
| probability  | Wahrscheinlichkeit | * If you don’t understand, it’s advisable to ask for an explanation.
* probability probable (adj)
* Fr. probabilité (f)
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| advisable  | ratsam; empfehlenswert | advisable to advise (v) advice (n) |
| biased  | voreingenommen; parteiisch | A biased opinion is unfair because it only sees one side (and is influenced by personal opinions etc.). |
| misleading  | irreführend | * misleading information
* misleading to mislead (v)
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| downright  | völlig; ganz und gar | * It’s downright wrong to call him a liar.
* downright = completely
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| to distinguish  | unterscheiden; klar erkennen | * to distinguish between (=zwischen)/from (=von)
* to distinguish distinction (n) distinct (adj)
* Fr. distinguer
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| overload  | Überladung; hier: Überangebot | an information overload |
| to be confronted with  | konfrontiert werden mit | * to face something that you have to deal with or react to
* to be confronted with confrontation (n)
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| to reveal  | offenbaren; aufdecken | * The report revealed that the company had published misleading information.
* to reveal = to show
* to reveal revelation (n) revelatory (adj)
* Fr. révéler
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| delivery  | Lieferung; Auslieferung; Zustellung | * Newspaper delivery is between 6 am and 10 am.
* taking goods or letters that have been sent to people
* delivery to deliver (v)
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| public authorities *(pl)*  | die öffentliche Hand | Public authorities control private companies. |