

<<商业基础用语 (练习册) >>

图书基本信息

书名：<<商业基础用语 (练习册) >>

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内容概要

Business Basics is a complete first course in English for business. Care has been taken to ensure that the material is up-to-date and credible: real companies and business people are featured wherever possible, and the course's content will be relevant and interesting for everyone wanting their language study to have a business focus. The main component of the course is the Student's Book, which includes a grammar summary, role-play notes, a glossary, and the tapescripts. The Teacher's Book includes classroom notes, answers to the exercises, and an annotated version of the tapescript.

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书籍目录

1 You and your company2 Preparing a trip3 Away on business4 Visiting a company5 New developments6 Arrangements1 Describing and comparing8 Success stories9 Dealing with problems10 People at work11 Getting a job12 Working in the ninetiesANSWER KEY

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