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The next generation in Business English The Business is a stimulating course that provides an inclusive package for any student of business English, though particularly suited to those at college or university. The Business is supported by an extensive bank of online resources, including progress tests based on BEC style questions. A free, monthly sign-up service supplements the course with a podcast, featuring authentic listening extracts and a PowerPoint presentation based on the Students

"Email English' contains a wealth of practice activities, all of which can be used for self-study or with a teacher in class. It also has a phrase bank providing over 500 key expressions for reference while you are writing."--Publisher.

Business English Frameworks is a photocopiable resource book for teachers of Business English to use with in-service learners of English for business and professional purposes. The book covers a huge variety of business topics and contains 60 photocopiable frameworks, which encourage learners to talk about their own work situation in a structured way. The frameworks can be used in groups, pairs or in one-to-one teaching situations.

Essential grammar reference and practice for anyone using English in a business context. Grammar for Business is a must-have for intermediate business students and anyone using English in the workplace. It provides clear explanations and authentic practice of the most essential language used in business English. Designed to help you improve your communication skills in real business situations, it includes a unique focus on spoken as well as written grammar, and practical tips on areas such as organising presentations, negotiating and giving your opinion. Ideal for classroom use and self study.

????????? ?????????? «Business English in the New Millennium» ?????????????? ?????????????? ?????????????????????? ?????????????? ??????????????????????
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David Crystal's classic English as a Global Language considers the history, present status and future of the English language, focusing on its role as the leading international language. English has been deemed the most 'successful' language ever, with 1500 million speakers internationally, presenting a difficult task to those who wish to investigate it in its entirety. However, Crystal explores the subject in a measured but engaging way, always backing up observations with facts and figures. Written in a detailed and fascinating manner, this is a book written by an expert both for specialists in the subject and for general readers interested in the English language.

Test Your Business Vocabulary in Use is a set of 66 tests based on the key corpus informed vocabulary highlighted in Business Vocabulary in Use. There is a clear one-page test for each unit of the parent book and a user-friendly answer key which enables learners to check their answers accurately. The scoring system provides the self-study learner with immediate feedback on their progress. The book contains both British and American English and is ideal for self-study or to complement classroom study. Class-tested and coherent, this textbook teaches classical and web information retrieval, including web search and the related areas of text classification and text clustering from basic concepts. It gives an up-to-date treatment of all aspects of the design and implementation of systems for gathering, indexing, and searching documents; methods for evaluating systems; and an introduction to the use of machine learning methods on text collections. All the important ideas are explained using examples and figures, making it perfect for introductory courses in information retrieval for advanced undergraduates and graduate students in computer science. Based on feedback from extensive classroom experience, the book has been carefully structured in order to make teaching more natural and effective. Slides and additional exercises (with solutions for lecturers) are also available through the book's supporting website to help course instructors prepare their lectures.

Aimed to develop the vocabulary required by professionals and pre-service students, the book provides clear, simple and enjoyable test materials of around 500 key concepts and terms in the field of Business English.

Analyzes the principles of stock selection and various approaches to investing, and compares the patterns and behavior of specific securities under diverse economic conditions

"The book develops spoken language skills by presenting and practising vocabulary and expressions that are useful in everyday working life. It offers essential language in realistic contexts, useful notes to explain important points, a variety of exercise with answers and a glossary section with room for the student to put in translations in their own language. A separate audio CD contains recordings of useful phrases and dialogues." - publishers description.

This collection of short expository, critical and speculative texts offers a field guide to the cultural, political, social and aesthetic impact of software. Experts from a range of disciplines each take a key topic in software and the understanding of software, such

as algorithms and logical structures.

In Self-Reliance, Emerson expounds on the importance of trusting your soul, as well as divine providence, to carve out a life. A firm believer in nonconformity, Emerson celebrates the individual and stresses the value of listening to the inner voice unique to each of us?even when it defies society's expectations. This new 2019 edition of Self-Reliance from Logos Books includes The American Scholar, a stirring speech of Emerson's, as well as footnotes and images throughout.

Principles of Management is designed to meet the scope and sequence requirements of the introductory course on management. This is a traditional approach to management using the leading, planning, organizing, and controlling approach. Management is a broad business discipline, and the Principles of Management course covers many management areas such as human resource management and strategic management, as well behavioral areas such as motivation. No one individual can be an expert in all areas of management, so an additional benefit of this text is that specialists in a variety of areas have authored individual chapters.

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