































## The Slangman Guide To Biz Speak 2 2 Audio Cd Set

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this introduction to the basque language is designed for the student or traveler seeking an elementary knowledge of basque grammar and essential vocabulary for visiting the basque country clear grammatical explanations and a focus on the fundamental differences between basque and english in combination with practice dialogues vocabulary and review exercises teach the student

the basics of the language a section on basque culture and history provides an excellent background to one of the most ancient languages of western europe includes introduction to the basque country practice dialogues vocabulary and expressions comprehensive grammar review exercises with answer key basque english glossaries

reflecting the work life balance of busy adults it enables learners to develop the english they really need for the social and business communication demands of their daily lives the course is for and about professionals in a wide range of working environments including traditional business contexts and the public and voluntary sectors it is particularly suitable for those who have studied english in the past but want to refresh consolidate and practise their existing english as well as learn new language each of the 30 student s book units provides at least 90 minutes classroom teaching material whiteboard software designed for use alongside the level 1 student s book offers teachers a dynamic flexible way to present and use the student s book material in class including audio and hundreds of pictures and texts cambridge org elt english365 offers additional support and practice in the form of worksheets wordlists online research activities weblinks and revision units

the slangman guide to biz speak 2 continues with more popular business slang idioms and jargon used in everyday american business this second book in the series is packed with additional slang idioms and jargon used in a variety of workplace situations including sports terms used in business entertaining dialogues activities and games will guarantee that you re batting a thousand successful at calling the shots making decisions and never dropping the ball incompleting your tasks especially when you re down to the wire close to the time when your task is due note audio cds sold separately the slangman guide to biz speak 2 contains popular chapters on slang and idioms associated with the workplacebureaucracyglobalizatione commercepoliticsstock market moneyshipping international tradebusiness travelsports terms used in businessthe slangman files a special section in each chapter with slang idioms used in categories

the slangman guide to biz speak 1 is essential for anyone doing business with americans if you do business with americans the biz speak series is for you if you don t know the essential american slang idioms and jargon used by all business professionals you risk

embarrassment loss of respect and loss of money entertaining dialogues activities and games will quickly help put you on the inside track shortest path to success to becoming the top dog boss as you climb the corporate ladder get promoted and start to make big bucks a lot of money in your new cushy job note audio cds sold separately the slangman guide to biz speak 1 contains popular chapters on slang and idioms associated with the workplace computer the internet e-commerce marketing advertising acronyms shortcuts negotiations meetings popular abbreviations used in business the slangman files a special section in each chapter with slang idioms used in categories

reflecting the work life balance of busy adults it enables learners to develop the english they really need for the social and business communication demands of their daily lives the course is for and about professionals in a wide range of working environments including traditional business contexts and the public and voluntary sectors it is particularly suitable for those who have studied english in the past but want to refresh consolidate and practise their existing english as well as learn new language each of the 30 student's book units provides at least 90 minutes classroom teaching material whiteboard software designed for use alongside the level 1 student's book offers teachers a dynamic flexible way to present and use the student's book material in class including audio and hundreds of pictures and texts cambridge.org/elt/english365 offers additional support and practice in the form of worksheets wordlists online research activities weblinks and revision units

to help students expand their fluency world pass focuses on dynamic vocabulary building essential grammar and stimulating listening speaking reading and writing activities that emphasize the language they need for real world communication

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