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Class CD

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 Engaging
 topics,
 motivating
 role-plays, and
 a variety of
 exercises
 provide a
 framework for
 each specialist
 subject Tip

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 unit include
 key language
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 STARTER
 section at the
 beginning of
 each unit has
 warm-up and

<p>awareness-raising activities OUTPUT sections at the end of each unit encourage discussion and reflection Answers, transcripts, and a glossary of useful phrases at the back of each book Self-study material on the interactive Multi-ROM includes realistic listening extracts and interactive exercises for extra practice <u>Class CD</u> Oxford University Press, USA</p>	<p>Engaging topics, motivating role-plays, and a variety of exercises provide a framework for each specialist subject Tip boxes in each unit include key language points, useful phrases, and strategies STARTER section at the beginning of each unit has warm-up and awareness-raising activities OUTPUT sections at the end of each unit encourage discussion and reflection Answers,</p>	<p>transcripts, and a glossary of useful phrases at the back of each book Self-study material on the interactive Multi-ROM includes realistic listening extracts and interactive exercises for extra practice <u>Express Series English for Negotiating English for Sales & Purchasing</u> This new series of video-based courses is aimed at professional people who need to improve their</p>
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language and communication skills in specific business areas. Each course takes a common business function such as giving a presentation or participating in a meeting, and takes learners through a stage-by-stage analysis of the skills and language they need to perform these functions effectively in English. Effective Negotiating helps learners with negotiating in

a variety of different situations, from day-to-day encounters within organizations to more substantial negotiations between companies. An Introduction to Business English for Language Teachers, Trainers, and Course Organizers. Oxford University Press, USA Business Result is a six-level business English course that gives students the communicatio

n skills they need for immediate use at work. **Express Series English for Aviation** Oxford University Press English for Sales & PurchasingOxford University Press, USAEnglish for EmailsOxford Business English Dictionary for Learners of EnglishEnglish for NegotiatingCD .English for the Fashion IndustryExpress Series English for AviationOxford University

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English for the Pharmaceutical Industry
OUP Oxford
Oxford English for careers is a new, up-to-date course where you learn what you need to know for a career in commerce.
Essential business vocabulary in your pocket
OXFORD
University Press
An expanding series of short, specialist English courses for different professions, work skills,

and industries.
Oxford Learner's Pocket Dictionary of Business English
Oxford University Press
Your project went off without a hitch--but somebody else got the credit...You averted a crisis brilliantly--but no one noticed...You came to the meeting with a sensational idea--but it was ignored until someone else said the same thing...
HOW CAN YOU GET CREDIT &

GET AHEAD?
In her extraordinary international bestseller, *You Just Don't Understand*, Deborah Tannen transformed forever the way we look at intimate relationships between women and men. Now she turns her keen ear and observant eye toward the workplace--where the ways in which men and women communicate can determine who gets heard, who gets ahead, and what gets

done. An instant classic, *Talking From 9 to 5* brilliantly explains women's and men's conversational rituals--and the language barriers we unintentionally erect in the business world. It is a unique and invaluable guide to recognizing the verbal power games and miscommunications that cause good work to be underappreciated or go unnoticed--an essential tool for promoting

more positive and productive professional relationships among men and women. [English for Human Resources](#) Oxford University Press, USA An expanding series of short, specialist English courses for different professions, work skills, and industries. [Teaching Business English](#) Oxford University Press Please note that the Print Replica PDF digital version

does not contain the audio. *English for Football* is for anyone who plays football, coaches players, or manages a team. It focuses on vocabulary and expressions used in this global sport. Training, tactics, and skills are covered along with topics such as nutrition, fitness, and treatment. Includes a foreword by Sir Alex Ferguson, the Manchester United

<p>Manager. A short, specialist English course. Oxford University 19 pages of contents in middle of book between end of L and beginning of M Oxford University Press An expanding series of short, specialist English courses for different professions, work skills, and industries. <u>Oxford Dictionary of English</u> Oxford University Press, USA Covers a wide</p>	<p>range of business areas including Finance, Commerce, Marketing, and Human Resources Up-to-date vocabulary from British and American English Special sections help with common phrases to show words that are always used together (e.g. competitive/high/low prices) 1,000 most important terms are marked with a star <i>English for Legal Professionals</i></p>	<p>OUP Oxford Please note that the Print Replica PDF digital version does not contain the audio. English for Negotiating is part of the EXPRESS SERIES. It is the ideal quick course for anyone who needs to negotiate in English at work. It can be used to supplement a regular coursebook, on its own, as a stand-alone intensive specialist course, or for self-study. English for Negotiating</p>
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will give you the English you need to close the deal.

English for Marketing and Advertising

Oxford University Press

Suitable for adult learners working in the international technical sector, this title features vocabulary relevant to technical applications. It provides practical speaking tasks that enable learners to use new language in hands-on contexts. It

also includes survival skills, such as getting directions, changing money, and ordering food.

English for the Fashion Industry OUP

Oxford

An expanding series of short, specialist English courses for different professions, work skills, and industries.

Intermediate Teacher's Book Oxford University Press, USA

Please note that the Print Replica PDF digital version does not

contain the audio. English for Presentations provides learners with the language and techniques to help them present effectively in English. The course has six units which cover the language and skills involved at each stage of a presentation, including talking about visuals, summarizing, and dealing with questions.

A short, specialist English course. Oxford

<p>University Press A business dictionary of French and English and French words. <i>Buch</i> Oxford University Press The Cambridge Advanced Learner's Dictionary gives the vital support which advanced students need, especially with the essential skills: reading, writing, listening and speaking. In the book: * 170,000 words, phrases and examples *</p>	<p>New words: so your English stays up-to-date * Colour headwords: so you can find the word you are looking for quickly * Idiom Finder * 200 'Common Learner Error' notes show how to avoid common mistakes * 25,000 collocations show the way words work together * Colour pictures: 16 full page colour pictures On the CD-ROM: * Sound: recordings in British and American English, plus</p>	<p>practice tools to help improve pronunciation * UNIQUE! Smart Thesaurus helps you choose the right word * QUICKfind looks up words for you while you are working or reading on screen * UNIQUE! SUPERwrite gives on screen help with grammar, spelling and collocation when you are writing * Hundreds of interactive exercises <i>Women and Men at Work</i> Cambridge</p>
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University Press	to help students reach ICAO	self-study. English for Aviation will
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