

Oxford Business English English For Logistics

This series of five video-based courses helps to improve language and communication skills in specific business areas.

A two-level foundation course in business English. 100 hours of teaching material, supported by a further 100 hours of self-study materials on CD-ROM, on audio CD, in the Student's Book and Workbook, and on the [iBusiness Focus](http://www.elt/global/products/businessfocus/) website.

Oxford business English dictionary for learners of English

Gives background to the business learner's world and strategies for approaching the training task, focusing on the learner's professional knowledge and experience. This book is suitable for teachers, trainers, and course organizers in the field of Business English or considering a move into it.

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.

Buku yang membantu proses belajar mengajar sehingga dapat meningkatkan kemampuan bicara dan komunikasi dalam bahasa Inggris.

Covers a wide range of business areas including Finance, Commerce, Marketing,

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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

Business Essentials features six modules covering key business communication skills, with audio and video fully integrated into the course. Business Essentials is ideal as a standalone short course, or as a complement to a general English course.

Based on the authority of the Oxford English Corpus and the ongoing research of Oxford Dictionaries, this revised edition of the Concise Oxford English Dictionary, 11th edition contains over 240,000 words, phrases, and definitions, and provides the most authoritative description of the English language. It offers rich vocabulary coverage, with full treatment of World English, rare, historical, and archaic terms, as well as scientific and technical vocabulary. This revised edition includes hundreds of new and up-to-date words, such as sudoku, agroterrorism, and bird flu, with a special focus on words and phrases used in business English eg. helicopter view, knowledge economy, and vulture fund. This edition retains such popular features as Word Histories, the Guide to Good English, and appendices on countries of the world, alphabets, and more. New to this edition is

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a compelling 'English Uncovered' supplement, which presents new findings from the Oxford English Corpus. Find out the most common words in our language, discover which words have the most meanings, and learn about the working of words beneath the surface. For UK only, there is a special promotion which will allow users to use a new SMS service to receive dictionary definitions direct to their mobile phone*. *Terms and conditions apply

This volume brings together contributions from the Klagenfurt Conference of Corpus-Based Applied Linguistics (CALK14), in order to extend corpus linguistic research in different areas of applied linguistics. The studies gathered here explore the opportunities that both spoken and written corpora offer for answering questions in different domains of applied linguistics such as second language learning, language testing, comparative linguistics, learner pragmatics and specialised discourses. At the same time, the contributions also give insight into possible limitations and further challenges of corpus-based research in these areas.

Scientific English is possibly the most rewarding area of EFL teaching. It differs from English for Academic Purposes (EAP) as it is directed to a much smaller audience: PhD and postdoc students. Courses on Scientific English are held in universities throughout the world, yet there is very little support for teachers in

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understanding what to teach and how to teach it. This guide is part of the English for Academic Research series. Part 1 of the book sheds light on the world of academia, the writing of research papers, and the role of journal editors and reviewers. Part 2 gives practical suggestions on how to help your students improve their presentation skills. In Part 3 you will learn how to teach academic skills using nonacademic examples. Parts 1-3 are thus useful for anyone involved in teaching academic English, whether they have used the other books in the series or not. Part 4 suggests two syllabuses for teaching writing and presenting skills, based on the two core books: English for Writing Research Papers English for Presentations at International Conferences This book will help you i) understand the world of your students (i.e. academic research), ii) plan courses, and iii) exploit the What's the Buzz? sections in the books on Writing, Presentations, Correspondence and Interacting on Campus. Adrian Wallwork has written over 30 books covering General English (Cambridge University Press, Scholastic), Business English (Oxford University Press), and Scientific English (Springer). He has trained several thousand PhD students from all over the world to write and present their research. Adrian also runs a scientific editing service: English for Academics (E4AC).

New International Business English is a flexible course at the upper-intermediate

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level for people who need or will soon need to use English in their day-to-day work. All four skills - listening, speaking, reading, writing - are developed through a wide range of tasks which closely reflect the world of work.

Please note that the Print Replica PDF digital version does not contain the audio. English for Emails is part of the EXPRESS SERIES. It is the ideal quick course for anyone who needs to write emails in a business context. It can be used to supplement a regular coursebook, on its own, as a standalone intensive specialist course, or for self-study. Keep English for Emails on your desk as a handy resource to refer to when writing emails.

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 Manager.

Please note that the Print Replica PDF digital version does not contain the audio. English for Telecoms is part of the EXPRESS SERIES. It is the ideal quick course for anyone working in the telecoms and information technology sector. 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 Telecoms gives you the English you need to communicate clearly in this global sector.

This book explores the use of discourse markers - lexical items where drawing a distinction between propositional and non-propositional, syntactically-semantically integrated and discourse-pragmatic uses is especially relevant. Using a combination of qualitative and

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quantitative methodologies, descriptive and critical (CDA) perspectives, and manual annotation and automatized analyses, the author argues that Discourse Markers (DMs) cannot be effectively studied in isolation, but must instead be contextualised with reference to other discourse-pragmatic devices and their language and genre backgrounds. This book will be of interest to students and academics working in the fields of DM research and critical discourse studies, and will also appeal to scholars working in areas such as genre studies, second language acquisition (SLA), literary analysis, contemporary cinematography, Tolkien scholarship, and Bible studies.

A business English course specifically for teaching and learning one to one.

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, 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

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Forward by Prof. Alaeddin A. Hussain Translating Business English into Arabic is a comprehensive practical course-book and a good reference in business and finance translation for English and Arabic students, academics and professional translators. It discusses numerous translation problems and their potential solutions. The book focuses on methods of improving translation quality whilst giving clear and adequate explanations of the theoretical issues involved at various levels: word level, sentence level and text level respectively.

Featuring a collection of newly commissioned essays, edited by two leading scholars, this Handbook surveys the key research findings in the field of English for Specific Purposes (ESP). • Provides a state-of-the-art overview of the origins and evolution, current research, and future directions in ESP • Features newly-commissioned contributions from a global team of leading scholars • Explores the history of ESP and current areas of research, including speaking, reading, writing, technology, and business, legal, and medical English • Considers perspectives on ESP research such as genre, intercultural rhetoric, multimodality, English as a lingua franca and ethnography

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.

The need for constructing a lexicographical theory with a particular focus on specialised dictionaries for learners is well documented in recent publications. This will imply paying attention to, at least, four basic lexicographic categories: learners; the learner's situation; the

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learner's needs; dictionary assistance. In one or other way, these categories are analysed in this book, whose eleven chapters are grouped into three parts. Part 1 reflects on some of the main ideas defended by the function theory of lexicography, perhaps the theoretical framework that has paid more attention to specialised lexicography. Part 2 presents some proposals that have already been explored in the field of general learner's dictionary and must be incorporated into specialised metalexicography: cultural aspects; figurative meaning; the inclusion of grammatical information; the use of corpora. Part 3 introduces the state of play regarding specialised dictionaries in China and offers some ideas for coping with the proliferation of terminological glossaries in Internet. The book also describes Enrique Alcaraz's academic achievements, together with some personal anecdotes, and a personal short tribute to his memory.

CD-ROM includes: Everything in the dictionary, plus extra words and examples; pronunciation for listening and practicing; search options for words used in Finance, Marketing, HR, etc.; listening exercises to prepare for the BEC exams; grammar and vocabulary exercises.

The first business course written specifically for one-to-one teaching.

This coursebook is designed primarily for accounting and management students who are taking English practicum in STIESIA Surabaya. The materials are concerning to business and workplace contexts. Thus, various language skills and topics are developed to enhance student's English language proficiency. In particular, various vocabularies, phrases, texts, talks, and conversations for business purposes are presented to delineate student's comprehension as well as to advance student's communication skills with colleagues,

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superiors, clients, customers, and other parties at work. In this book, each unit is organized into four language skills: reading skill, listening skill, speaking skill, and listening practice tests. Moreover, this book involves various English expressions that business people commonly use at work in the section of language skills. These can help students in practicing real English usage in the office.

An updated edition of Oxford's best-selling business English course.

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

transcripts, and a glossary of useful phrases at the back of each book Self-study material on the interactive MultiROM includes realistic listening extracts and interactive exercises for extra practice

A new edition of the best-selling business English course by Vicki Hollett.

A comprehensive introduction to Business English dealing with a range of issues from needs analysis and course planning to testing and evaluation.

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