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A short course in Business English

Vicki Hollett



Quick Work Pre Intermediate

Tim Lang, Vicki Hollett



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Quick Work Pre-Intermediate: Teacher's Book

Tim Lang, Vicki Hollett, 2000-05-18 This is a short pacy course which is practical flexible and easily accessible to both students and teachers It has a distinctive task centred approach with the aim of developing key business related skills and language The language syllabus is selective language is addressed on a need to know basis in the Student s Book with a more systematic review of grammar in the Workbook Each of the five units covers key areas such as dealing with people participating in meetings exchanging information and problem solving The principal focus is on developing students speaking and listening skills Each unit is divided into five or six sub sections which all end with a practical work related output task There is a more substantial output activity at the end of the unit Learners are encouraged to draw on their existing skills knowledge and experience of the workplace to carry out these tasks Contexts are introduced by up to date material from a variety of authentic sources The content has an international feel and does not present specifically British or American cultural or linguistic models There is a strong emphasis on vocabulary development with key vocabulary lists in each unit

Cambridge English Empower Pre-intermediate Student's Book Adrian Doff, Craig Thaine, Herbert Puchta, Peter Lewis-Jones, Jeff Stranks, Graham Burton, 2015-01-29 Cambridge English Empower is a general adult course that combines course content from Cambridge University Press with validated assessment from the experts at Cambridge English Language Assessment The Pre intermediate Student s Book gives learners an immediate sense of purpose and clear learning objectives It provides core grammar and vocabulary input alongside a mix of skills Speaking lessons offer a unique combination of functional language pronunciation and conversation skills alongside video filmed in the real world Each unit ends with a consolidation of core language from the unit and focuses on writing within the context of a highly communicative mixed skills lesson This version of the Student s Book does not provide access to the video assessment package and online workbook A version with full access is available separately *True to Life Pre-intermediate Teacher's Book* Ruth Gairns, Stuart Redman, 1995-06-29 True to Life is a five level course designed specifically for adult learners [Quick Work](#) , 2000

Business Benchmark Pre-intermediate to Intermediate BULATS and Business Preliminary Teacher's Resource Book Norman Whitby, Patricia Sanders, 2013-01-31 Business Benchmark Second edition is the official Cambridge English preparation course for Cambridge English Business Preliminary Vantage and Higher also known as BEC and BULATS This Teacher s Resource Book includes a wide range of supplementary photocopiable material with answers including complete extra lessons and case studies It provides information about how the activities in each unit relate to the Business Preliminary exam and BULATS test There are notes on each unit with advice and suggestions for alternative treatments and information about how this course corresponds to the CEF with a checklist of can do statements A complete answer key to both the Business Preliminary and BULATS versions of the Student s Book is provided as well as complete transcripts of the listening

material with answers underlined **Face2face Pre-intermediate Student's Book with DVD-ROM** Chris Redston, Gillie Cunningham, 2012-02-23 face2face is the flexible easy to teach General English course that helps adults and young adults to speak and listen with confidence face2face is informed by Cambridge English Corpus and its vocabulary syllabus has been mapped to the English Vocabulary Profile meaning students learn the language they really need at each CEFR level The course improves students listening skills by drawing their attention to the elements of spoken English that are difficult to understand The free DVD ROM in the Student s Book includes consolidation activities and electronic portfolio for learners to track their progress with customisable tests and grammar and vocabulary reference sections **Quick Work.**

Pre-intermediate Michael Duckworth, 2000 *Face2face Pre-intermediate Workbook Without Key* Nicholas Tims, Chris Redston, Gillie Cunningham, 2012-02-23 Face2face Pre intermediate is an easy to teach General English course that helps adults and young adults to speak and listen with confidence The DVD ROM in the Student s Book includes consolidation activities and electronic portfolio for learners to track their progress with customisable tests and grammar and vocabulary reference sections

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