

<<职通商务英语综合教程-1>>

图书基本信息

书名：<<职通商务英语综合教程-1>>

13位ISBN编号：9787040302394

10位ISBN编号：704030239X

出版时间：2010-7

出版时间：高等教育出版社

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页数：180

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### 前言

随着经济全球化的进一步发展，我国与世界各国的经济合作日益深入，国际商贸交往日益频繁。在对国际化商贸人才需求日益增加的同时，社会对高素质商贸人才的英语应用能力的要求愈来愈高，进而对商务英语教学的载体——商务英语教材的编写也提出了更高的要求。

《职通商务英语》系列教材旨在提高学习者的商务英语语言交际技巧，培养其熟练掌握英语，通晓商务知识，熟悉国际商务环境，善于跨文化交际的能力，以满足现代社会对商贸人才的需求。

《职通商务英语综合教程》将商务专业知识和跨文化商务交际能力与英语语言运用技能结合在一起，以学生为中心、以商务为环境、以商贸岗位任务为路径、以商务交际为目的，由浅入深，循序渐进，通过对学生听、说、读、写、译等基本技能的全面训练，培养学生通晓商务技能，掌握英语知识以及在未来岗位中完成商务任务和商务交际的能力。

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### 内容概要

《职通商务英语：综合教程1》将商务专业知识和跨文化商务交际能力与英语语言运用技能结合在一起，以学生为中心、以商务为环境、以商贸岗位任务为路径、以商务交际为目的，由浅入深，循序渐进，通过对学生听、说、读、写、译等基本技能的全面训练，培养学生通晓商务技能，掌握英语知识以及在未来岗位中完成商务任务和商务交际的能力。

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章节摘录

Make out a list of your companys products and services and describe each one. Take each product and service and describe their purpose , how a customer would use it , and the benefits they offer. Step 3 Detail the "lifeline" of each product and service. If your products and services are known for their longevity , explain the reliability and strengths of its consistency and durability. If your products and services are known for their ease in disposability , explain the economic value and minimal upkeep required to use the product. If your products and services are known for their ability to change as technology changes , then explain their ease of adaptation and upgradeable capabilities. Step 4 Protect your trade secrets and inventions. Step 5 Organize your list of products and services in a bullet format that would easily and quickly describe your products and services to an end user.

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