

<<商务英语写作实训>>

图书基本信息

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内容概要

本书主要包括两大部分：商贸业务书面交流的体验感受和商务英语写作技能训练。通过对大量实例的体验、对案例的评析和对写作技能的训练，旨在为学习者提供一个广泛的可能面临的各种商务情景的范例，帮助学习者对商务情景中最常用文体的格式有所了解，从而尽快掌握商务书面沟通技巧以及常用的商务写作方法，提高使用英语进行商务书面交流与沟通的能力。

本书适合高等院校商务英语专业的学生以及从事商贸工作的人员阅读参考。

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