

<<职场综合英语教程>>

图书基本信息

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## <<职场综合英语教程>>

### 内容概要

《普通高等教育“十二五”规划教材：职场综合英语教程（基础篇）》特点：

构思独特

融职场文化与英语语言技能培养于一体，每个单元模块练习与主题场景有机结合；练习形式多样，注重提高学生的自主学习能力

实用性强

传承职场文化，以培养学生的职业素养为目标

选材新颖

全书语言材料大部分选自英文原版，语言生动活泼，题材广泛，时代性强

循序渐进

设置基础篇教程，强化学生最基本的英语语言技能，为本套书的整体学习奠定基础，整体实现进阶式教学

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书籍目录

Unit 1 Campus Life

Part Phonetics

Part Listening and Speaking

Part Reading

Text A How to Save Money in University

Text B You Can Go Home Now Mom and Dad

Part Grammar 语法结构的层次

Part Applied Writing: Business Card (名片)

Part Cultural Express: Habits of High Effective Students

Unit 2 Pop Music

Part I Phonetics

Part II Listening and Speaking

Part III Reading

Text A How Adele Conquered the World

Text B Whitney Houston, "We Always Love You"

Part IV Grammar 句子结构

Part V Applied Writing: Greeting Cards (贺卡)

Part VI Cultural Express: Bruno Mars: Just the Way You Are

Unit 3 Sports

Part I Phonetics

Part II Listening and Speaking

Part III Reading

Text A Why Olympians Must Seize the Moment

Text B Martial Ethics

Part IV Grammar 名词和代词

Part V Applied Writing: Lost and Found (寻物启事与失物招领)

Part VI Cultural Express: Ding Junhui, the Easy-going Snooker

Superstar

Unit 4 Food Culture

Part I Phonetics

Part II Listening and Speaking

Part III Reading

Text A Our Heritage

Text B Made Like No Other

Part IV Grammar 形容词和副词

Part V Applied Writing: Notes (便条)

Part VI Cultural Express: Pizza Hut

Unit 5 Movie

Part I Phonetics

Part II Listening and Speaking

Part III Reading

Text A Wizard Series Ends

Text B I'd Like to Thank My Mother

Part IV Grammar 动词I:动词的种类

Part V Applied Writing: Memo (备忘录)

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Part VI Cultural Express: American "Panda" Movie Stirs  
Controversy

Unit 6 Mother and Child

Part I Phonetics

Part II Listening and Speaking

Part III Reading

Text A A True Gift of Love

Text B The Meanest Mother

Part IV Grammar 动词II：动词的时态和语态

Part V Applied Writing: Letters (书信)

Part VI Cultural Express: Mystery of the White Gardenia

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