

<<现代商务英语口语教程（上册）>>

图书基本信息

书名：<<现代商务英语口语教程（上册）>>

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内容概要

本书是高等职业教育商务英语专业高年级学生的主干课程教材。本教材内容涵盖工商领域产、供、销和对外贸易的各个环节。各单元由短文导入、核心词汇训练、句型训练、看图说话、小组讨论和商务领域特殊用法组成。

教材各练习环节均按以学生为中心的教学模式而设。比如，每单元的口语练习大都以学生小组对话形式组织，教师可因势利导，安排学生自主进行会话练习。

本系列教材重视整体构建，另编有《现代商务英语综合教程》、《现代商务英语听力教程》。这些教材各单元的主题与《现代商务英语口语教程》基本一致，形成呼应关系，数种教材同时使用，可以产生课程间教学合力。为迄今比较先进的教材组合设计。本教材附带教师教学用PPT演示文稿，其中收入每单元练习题目的答案，方便教师使用。

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章节摘录

Joe Smith , my assistant programmer , can always be found hard at work in his cubicle. Joe works independently , without wasting company time talking to colleagues. Joe never thinks twice about assisting fellow employees , and he always finishes given assignments on time. Often Joe takes extended measures to complete his work , sometimes skipping coffee breaks. Joe is an individual who has absolutely no vanity in spite of his high accomplishments and profound knowledge in his field. I firmly believe that Joe can be classed as a high-caliber employee , the type which cannot be dispensed with. Consequently , I duly recommend that Joe be promoted to executive management , and a proposal will be executed as soon as possible.

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