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Robert McLarty



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Michelle Maxom



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Activities of the ILO, 1998-99 International Labour Office, 2000 **Business English** Soumitra Kumar Choudhury, 2011 **Business English** University of Delhi, Written from an Indian perspective Business English prepares students for the emerging global business sector by making them aware of the need to adopt a sensitive approach towards business communication Its unique pedagogical features include illustrations practical guides boxes with easy references exhaustive examples that reflect the changing business world charts and diagrams as value addition to the text and exercises to help in improving linguistic skills

Multicultural Behavior and Global Business Environments Kamal Dean Parhizgar, 2013-06-17 Resolve cross cultural communication issues with your business suppliers customers and staff Because of the rapid growth of multinational corporations and the World Wide Web global interdependence is no longer a matter of ideology or choice but an inescapable reality Multicultural Behavior and Global Business Environments teaches managers both practical techniques and theoretical insights for working with people from diverse cultures in home and host countries Managers who ignore or dismiss cultural differences may find themselves alienating customers and employees fumbling negotiations and ultimately losing sales In contrast those who are willing to see the world from different perspectives may spot fresh opportunities Bringing multiple cultures together results in synergy in which two combined energies multiply and reinforce one another Multicultural Behavior and Global Business Environments tells you not only how to create synergy but also how to profit from it Multicultural Behavior and Global Business Environments offers practical features to help students and managers

understand diverse cultures including charts maps and tables showing specific cultural divergences detailed discussions of relevant theories in psychology management and ethics exercises and self tests clear skill based objectives for each chapter definitions of the terms and processes of multiculturalization In the modern world the key to prosperity or failure in the global marketplace is awareness of cultural differences Multicultural Behavior and Global Business Environments offers a sweeping multidisciplinary inventory of facts theories and practical ideas for making multiculturalism work This comprehensive volume is a crucial resource for every manager who belongs to a multinational organization as well as students of both domestic and international business political science international relations public administration and educational administration

Teaching English as a Foreign Language For Dummies Michelle Maxom, 2012-01-24 Learn to Put an EFL course programme together from scratch Let your students loose in skills classes from reading to listening Deliver grammar lessons in a logical and intuitive way Cope with different age groups and capabilities Your one stop guide to a career that will take you places If you thought that teaching a language that s second nature to you would be easy think again Explaining grammar or teaching correct pronunciation while simultaneously developing your own skills as a teacher can be a huge challenge Whether you re on a training course or have already started teaching this book will help launch your career and give you the confidence and expertise you need to be a brilliant teacher Make an educated decision decide between the various courses qualifications and job locations available to you Start from scratch plan well structured lessons and develop successful and effective teaching techniques Focus on skills from reading and writing to listening and speaking get your students sounding and feeling fluent Get your head around grammar teach students to put sentences together recognise tenses and use adjectives and adverbs All shapes and sizes tailor your lessons to younger learners one to ones exam classes and Business English learners Open the book and find TEFL TESOL EFL what all the acronyms mean The best course books and materials to supplement your teaching Advice on running your class and handling difficulties Lesson plans that you can use in the classroom Activities and exercises to keep your students on their toes Constructive ways to correct and assess your students performance Ways to inject some fun into your classes Insider information on the best jobs around the world An invaluable manual for anyone thinking of embarking on a TEFL journey Michelle Maxom s step by step guide provides practical tips to get you started and offers key advice to help unleash the creative English language teacher within Claire Woollam Director of Studies a Teacher Trainer at Language Link London

Western Sahara Business Law Handbook Volume 1 Strategic Information and Basic Laws IBP USA, **English in Business and Commerce** Tamah Sherman, Jiri Nekvapil, 2018-05-07 This volume fills an important gap in exploring English in the domains of business and commerce through the prism of sociolinguistics and the sociology of language as opposed to analyzing business genres or taking a linguodidactic approach It expands the regional coverage of English in Europe with several studies based in Central Europe and also considers contexts which interact with Europe even though they are physically outside of it Asia Africa It

addresses English as just one of several languages at play in the ecology of the countries. It focuses not only on the position of languages as declared in documents of various organizations that is language policy but also everyday linguistic practices as observed in business contexts that is interactions. The studies are divided into three thematic areas: ideologies and discourses on English in the business sphere; the management of English in business and organizational contexts; and English and other languages on local and international labor markets. It will be of interest to readers concerned with multilingualism in the economic sphere and the workplace and the interplay between macro and micro levels during the management of communication in organizations. *Introducing Business English* Catherine Nickerson, Brigitte Planken, 2015-09-16

Introducing Business English provides a comprehensive overview of this topic situating the concepts of Business English and English for Specific Business Purposes within the wider field of English for Special Purposes. This book draws on contemporary teaching and research contexts to demonstrate the growing importance of English within international business communication. Covering both spoken and written aspects of Business English, this book examines key topics within Business English including teaching Business English as a lingua franca, intercultural business interactions, blended learning and web-based communication, discusses the latest research on each topic and possible future directions, features tasks and practical examples, a section on course design and further resources. Written by two leading researchers and teachers, *Introducing Business English* is a must read for advanced undergraduate and postgraduate students studying Business English. **Business English as a Lingua Franca and English for Specific Business Purposes** **Global Business Regulation**

John Braithwaite, Peter Drahos, 2000-02-13. Across an amazing sweep of the critical areas of business regulation from contract, intellectual property and corporations law to trade, telecommunications, labour standards, drugs, food, transport and environment, this book confronts the question of how the regulation of business has shifted from national to global institutions. Based on interviews with 500 international leaders in business and government, this book examines the role played by global institutions such as the WTO, the OECD, IMF, Moody's and the World Bank as well as various NGOs and significant individuals. The authors argue that effective and decent global regulation depends on the determination of individuals to engage with powerful agendas and decision-making bodies that would otherwise be dominated by concentrated economic interests. This book will become a standard reference for readers in business law, politics and international relations.

Fachsprachen / Languages for Special Purposes. 2. Halbband Lothar Hoffmann, Hartwig Kalverkämper, Herbert Ernst Wiegand, 2008-07-14. No detailed description available for FACHSPRACHEN HOFFMANN 2 TLBD HSK 14 2 E BOOK

Doing Your Undergraduate Project Denis Reardon, 2006-08-10. *Doing Your Undergraduate Project* is a practical step-by-step guide to managing and developing a successful undergraduate project. The book covers all aspects of project management, explaining in a clear and structured way how to undertake a project and helping readers to identify and acquire the necessary skills to plan and carry out the research and writing. This practical and concise book provides advice for

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Global Negotiation William Hernández Requejo, John L. Graham, 2014-12-02 Each year American executives make nearly eight million trips overseas for international business In the process they leave billions of dollars on the negotiation table Global Negotiation provides critical tools to help businesspeople save money and face when negotiating across cultural divides Drawing on their more than 50 combined years of experience as well as extensive field research with over 2000 business people in 21 different cultures John L. Graham and William Hernández Requejo have discovered how to create long

lasting commercial relationships around the world The authors provide a rare combination of practical insight and illuminating anecdotes and offer examples from well known companies such as Toyota Ford Intel AT T Rockwell Boeing and Wal Mart

Hong Kong as a Global Business and Financial Hub Tai-Lok Lui, Ingyu Oh, Chris Rowley, 2023-10-10 This book explores the manifold ways that the current confrontations between China and the US and political tensions within the Special Administrative Region SAR has brought Hong Kong to the forefront of emerging political frictions between Beijing and the territory and growing international rivalry between the two powerful nations of the world Unlike the situation in the post WWII decades which witnessed the internationalisation of the Hong Kong economy this New Cold War poses challenges to the SAR's status as a global city and international financial and business centre The enactment of the National Security Law and the growing presence of Beijing in regulating the SAR's domestic affairs triggered strong reactions from many countries Hong Kong has to bear some of the consequences of measures imposed onto China as a result of current controversies The shadow of China also raises many eyebrows about the prospects of Hong Kong as a free and liberal city And the outbreak of COVID 19 and the concomitant interruption to economic flows and the movement of people further complicate the situation This book will be of great value to students and scholars in the fields such as Economics Sociology and Asia Pacific studies The chapters in this book were originally published in the Asia Pacific Business Review

Developing Global Business Communication in Asia Jane Lockwood, Neil Elias, 2021-04-20 This book is an essential guide for anyone who wishes to develop successful business communication It provides authentic and memorable workplace scenarios where learners become English communicators when solving authentic problems doing business together The book aims to help learners Use authentic workplace materials to solve problems using English Understand how language can be used as a lingua franca effectively when communicating Understand how intertextuality between shared spoken and written texts drives communication Improve communicative performance in spoken and written texts Become familiar with the communication realities of workplaces that are becoming increasingly technology driven and globalised This book will help learners become better equipped with communication strategies through its real life applicable and skills based examples and will be a useful reference in the digital age

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