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business students in today's global economy Business Communications uses the case method to develop students' general communication and vocabulary skills as well as international business acumen **Mastering Business English** Michael Bennie, 1999 **English for Business Communication Audio CD Set (2 CDs)** Simon Sweeney, 2003-04-24 This short course is for learners who need to improve their ability to communicate when socialising telephoning presenting taking part in meetings and negotiating The course aims to build confidence and fluency by encouraging students to analyse tasks and take part in practice activities This second edition has been redesigned and now includes a page of self study tasks for each of the 15 units

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