

# Business English

Choose the sentence in each pair that is written in Business English.

- \_\_\_\_\_ 1. A What do they bring to the table?  
B What does that company offer to the team?
- \_\_\_\_\_ 2. A I wrote it down in the meeting notes.  
B I captured that in the minutes.
- \_\_\_\_\_ 3. A That document is due at the end of the month.  
B The deliverable is due at the end of the month.
- \_\_\_\_\_ 4. A Tell me how much money we made.  
B Give me the bottom line.
- \_\_\_\_\_ 5. A We all benefit from this situation.  
B This is a win-win situation.
- \_\_\_\_\_ 6. A When is this project due?  
B What's the deadline for this project?
- \_\_\_\_\_ 7. A Ryan is off today.  
B Ryan is on PTO.
- \_\_\_\_\_ 8. A George needs to get to know more people.  
B George needs to network more.



# Skills For Business English Student Level 2

**Kimberly Davison-Fujioka**



## **Skills For Business English Student Level 2:**

**Speaking for Business Activity** Lely Novia, Yunitari Mustikawati, Ananta Vidya, Speaking for Business Activity is a comprehensive guidebook that equips professionals with the essential skills to communicate effectively in various business settings Whether you re presenting to clients leading meetings negotiating deals or networking with industry peers this book provides practical insights and strategies to help you communicate with confidence and leave a lasting impact Inside you ll find techniques to overcome public speaking anxiety strategies for crafting compelling messages and tips for using body language and storytelling to engage your audience With practical exercises and real life examples this book empowers you to adapt your communication style to different business contexts enhancing your ability to succeed in all your business activities If you re ready to take your communication skills to the next level Speaking for Business Activity is your go to resource for becoming a persuasive and influential speaker in the business world English for Everyone Business English Level 2

Dorling Kindersley Publishing Staff, 2017-01-03 English for Everyone is an exciting and comprehensive self study course for adults learning English as a foreign language This course is a unique new series with a visual engaging and easy to follow style to make the English language easy to learn Learn business English by reinforcing key language skills grammar rules and vocabulary with listening speaking reading and writing exercises This unique course is easy to use starting at beginner level and working up to advanced English to help you grow in confidence as you learn This Business English Intermediate Practice Book introduces business topics such as interpersonal skills meeting vocabulary emailing a client and attending interviews Audio material is provided at every stage through the English For Everyone website and Android iOS apps to provide vital experience of spoken English and make even tricky phrases easy to understand Perfect for personal study or to support exams including TOEFL and IELTS English for Everyone is suitable for all levels of English language learners

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*Distributive Education Instructional Materials* Ohio State University. Center for Vocational and Technical Education,1972

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forward leadership ted talks for students leadership ted talks for teachers be sure to preview all videos to ensure they are appropriate for your audience leadership ted talks for students

**motivational speech top 10 speeches students should listen to** - Jan 08 2023

web aug 8 2023 183 words have power sometimes you hear a speech that inspires you and completely changes your life this is why we have curated a list of the top 10 motivational speeches for students that will change your life stick with us till the end to find some bonus speeches table of contents motivational speech for students an overview

a leadership speech for high school students goal dredge - Dec 07 2022

web may 6 2021 lions society members high school students lions club laurels banquet wednesday may 5 2021 i had asked to be a speaker for the lion bat honors meal on wednesday may 5 2021 this speech was shared with local high school students who hold a gpa of 3.5 or larger as a separate of the banquet