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The Essential Handbook For Business Writing

will find tasks on vocabulary connected with the areas of Business Ethics, Communication, and ICT. They were designed for students taking part in the project "International Partnership for Improving the Quality of Teaching in Vocational Schools", but any person, who wants to improve their Business English should feel free to use them.

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3 'sales staff' (the answer is a short form of a longer word) 4 a building used for a particular purpose (especially for manufacturing) 5 when everyone who wants the product already has it 3.9 Tick () the onestatement that is true. 1 Targets and goals tend to be more general. Objectives and aims tend to be more specific, with aims being ...

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Николаенко ЕБ-Деловой АЯ

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