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Essential Business Grammar & Practice

ELEMENTARY TO
PRE-INTERMEDIATE



Michael Duckworth

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Essential Business Grammar And Practice Dofn

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Brieger, Simon Sweeney, 2011 This book is a comprehensive and clear guide to English grammar for the workplace Choose the topics of most interest to you or work through the whole book for a comprehensive course in intermediate grammar Back cover

Business Essentials, 2012-07-19 Six modules each covering one key area of business communication give students the practical language they need for work situations Grammar section gives students grammar practice relevant to the six key areas Covers the four skills of reading writing listening and speaking within a business context Audio and video provide useful models of the language being taught A BEC practice test helps students prepare for exams One page one lesson focus is clear and easy to follow Answer key available online

Grammar & Practice ... Duckworth, 1998

Embracing the Track of Phrase: An Emotional Symphony within **Essential Business Grammar And Practice Dofn**

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