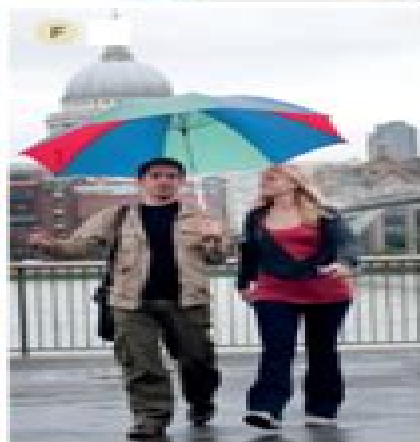


Practical English Hotel problems

calling reception



1 INTRODUCTION

- a 1.30 Watch or listen to Jenny. Number the pictures 1–6 in the order she mentions them.
- b Watch or listen again and answer the questions.
- 1 What does Jenny do?
 - 2 Where did she go a few months ago?
 - 3 Who's Rob Walker?
 - 4 What did they do together?
 - 5 What does she think of Rob?
 - 6 What's Rob's one negative quality?
 - 7 How long is Rob going to be in New York?

2 CALLING RECEPTION



- a 1.31 Cover the conversation on p.13 and watch or listen. Who does Rob call? Why?

Writing Practical English 1 Pt 1

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Practical English Writing in Technical Communication Tsze Sun Li, 2013-10 This book is the second in a series of two about developing proficiency in English business and technical communication. University students and teachers in courses such as Technical Communication, Advanced Business Communication and Practical English Writing will find this book instrumental to improving their understanding of or instruction in written English communication skills. The book comprises six units: 1 Employment Related Communication, 2 Summaries, 3 Definitions, Descriptions, Instructions, Guides and Manuals, 4 Proposals, 5 Reports, 6 Tenders, Advertisements, Brochures, Questionnaires and Web Pages. Each unit is organized with three components: A Introduction of text type, B Exemplars with notes and C Practice Tasks. The Practice Tasks are designed in three forms: 1 Fill in the Blank, 2 Proofreading, Editing and 3 Writing. Suggested answers guides are appended in addition to text type feedback forms. The total number of writing examples is 154.

Practical English Language Skills for Lawyers Natasha Costello, Louise Kulbicki, 2023-01-31 A high level of English remains essential for any lawyer wishing to work internationally but transferring language skills from the classroom to the workplace can be challenging. This book shows non native English speaking lawyers how to apply their English language skills to everyday legal situations and contexts providing essential guidance to ensure they can work confidently in different settings and mediums. Including activities based on real life scenarios the book will allow lawyers and law students to practise their English in key areas of working life from networking and client meetings to telephone and conference calls, contract drafting and contract negotiations, presentations and using social media. Written by two highly experienced legal English language tutors, both former legal professionals, it also features online support material that includes listening exercises to complement those based on writing and reading comprehension. Designed to hone skills required in working life, *Practical English Language Skills for Lawyers* is practical, accessible and fun. Including guidance on job applications and interview practice, this book is an invaluable resource not only for current legal professionals but also for those students considering their first career step. Support Material including Audio Tracks, Audio Notes and Teacher Notes can be accessed from the Support Material section at www.routledge.com/9780367690465

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Mary Burnham, Carol Hurd, 1928 **Athenaeum and Literary Chronicle** ,1865 **practical writing system and short dictionary of Kwakw'ala (Kwakiutl)** David McC. Grubb, 1977-01-01 The author outlines a practical orthography for Kwakw'ala the language spoken by the Kwagulh Kwakiutl of coastal British Columbia In the first section he describes its use with a progression from the most familiar phonemes and symbols to the least while the second offers a functional exemplification in the form of cross indexed Kwakw'ala English approximately 4 000 entries and English Kwakw'ala about 12 000 entries

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The Publishers' Trade List Annual ,1877 *Directory of Distance Learning Opportunities* Modoc Press, Inc.,2003-02-28

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