



Creative English Business Role-Playing: Student Workbook (Paperback)

By Arthur Kaptein

Createspace, United States, 2013. Paperback. Condition: New. Student, Workbook. Language: English . Brand New Book ***** Print on Demand *****.Welcome to Creative English Business Role-playing Activities Student Workbook. This workbook has been created for use with Creative English Business Role-playing Activities. This workbook contains 4 focus topics, with 5 sub-topics, each sub-topic includes; some great discussion questions, followed by different activities. In this book the focus is on: -1-Human Resources A-Job Advertising B-Job Interviews C-Salaries and Benefits D-Hiring and Training E-Promotions and Awards -2-The Office A-Messages B-Procedures C-Board Meetings D-Equipment E-Computers -3-Dining Out A-Picking a Restaurant B-Reservations C-Ordering D-Business Lunches E-Events -4-Traveling A-Travel B-Airplanes C-Trains D-Hotels E-Car Rentals.



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