图书基本信息

书名:《高级职业英语读写教程2》

13位ISBN编号:9787040282078

10位ISBN编号:7040282070

出版时间:2009-11

出版社:高等教育出版社

作者:《高级职业英语》系列教材编写组编

页数:155

版权说明:本站所提供下载的PDF图书仅提供预览和简介以及在线试读,请支持正版图书。

更多资源请访问:www.tushu000.com

内容概要

《高级职业英语读写教程2》是一套专门针对高职高专学生实际需求而编写的英语系列教材。其编写历经两年之久,经过广泛调查研究,获得了大量客观可靠的数据和访谈笔录,并在此基础上进行了科学的定量和定性分析。其编写理念是在对用人单位、毕业生、在校生和教师及教学管理部门进行调查的基础上,采取"能力倒推"的方法,即根据调查统计结果筛选出毕业生实际工作岗位所涉及的岗位英语技能点,再根据目标工作岗位群的特征,将这些技能点按照语言教学的客观规律进行科学的编排和语言精加工,整合成具有共性特征的技能模块,从而形成教材的主要架构。

本系列教材依据教育部颁布的《关于全面提高高等职业教育教学质量的若干意见》,遵循"面向社会、针对岗位、强化能力、促进发展"的宗旨,坚持"能力本位、任务驱动、行动导向、教学做一体化"的教学模式和以岗位技能为主线,以职场活动为情景的编写原则,构建"基于工作过程的项目导向"的内容体系,紧扣岗位需求,做到"学中做,做中学",以"学以致用"、"学以管用"、突出技能训练和全面提高学生完成岗位工作能力为目的。

本教材形式新颖,按照听说模块、读写模块和拓展模块分册编写,具有较强的针对性和实用性,为学生通过本教材的学习,掌握职场生存和发展必需的英语基本技能提供了可靠的保障。

本系列教材吸收国内外优秀教材的编写经验,并由外籍专家对语言审定把关,是一套专为高职高专院校非英语专业英语教学量身打造的综合英语系列教材。

书籍目录

Unit 1 Introducing a CompanyUnit 2 Establishing Business RelationsUnit 3 Promoting Products and ServicesUnit 4 Attending Fairs and ExhibitionsUnit 5 NegotiationsUnit 6 ContractsUnit 7 Culture and EtiquetteUnit 8 Business Ethics and IntegrityUnit 9 Modern AdministrationUnit 10 Dealing with Workplace Problems VocabularyPhrases and Expressions

章节摘录

Shell is the second largest private sector energy corporation in the world. In 2008 Forbes Global 2000 ranked Shell the sixthlargest company in the world. Also in 2008 , Fortune magazine ranked Shell as the third-largest corporation in the world , behind Wal-Mart and ExxonMobil. Shell has a workforce of 104 000 employees in over 110 countries and territories worldwide. Its Shell Oil CompanySubsidiary in the United States , which is headquartered in Houston , Texas , is one of Shells largest businesses. Other subsidiaries of the company include Shell Nigeria and Shell Canada , etc. With its business strategy and priorities for the future "more upstream and profitable downstream" , Royal Dutch Shells business consists of the upstream businesses of Exploration & Production , Gas & Power; and the downstream businesses of Oil Products , Chemicals and Oil Sands. The Objectives of the company are to engage efficiently , responsibly and profitably in oil , oil products , gas , chemicals and other selected businesses , and to participate in the search for and development of other sources of energy. Nevertheless , Shell plays a key role in helping to meet the worlds growing demand for energy in economically , environmentally and socially responsible ways.

版权说明

本站所提供下载的PDF图书仅提供预览和简介,请支持正版图书。

更多资源请访问:www.tushu000.com