



# **Business Spotlight Audio - How to build trust with colleagues. 1/2011: Business Englisch lernen Audio - Vertrauen im Büroalltag**

*Carol Scheunemann, Ken Taylor*

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In Business Spotlight Audio 1/2011 präsentieren wir zwei Spezialthemen: Vertrauen heißt die Zauberformel zum Erfolg! Wir befassen uns mit verschiedenen Arten von Vertrauen und wie man Vertrauen am besten aufbaut. Und wir reden mit einer Engländerin, die trotz Insolvenz erfolgreich wurde. Anne Koark hat aus einer Pleite eine Tugend gemacht. Nun ist sie erfolgreiche Buchautorin, gefragte Rednerin und Beraterin für Ratsuchende in Finanznot.

### **Beschreibung der Business Spotlight-Redaktion:**

Business Spotlight Audio offers more than 70 minutes of texts, dialogues, language exercises and interviews relating to Business Spotlight magazine. Here are the topics you'll find in this edition. Our main segments on Building trust at work and Dealing with insolvency.

BUSINESS SPOTLIGHT AUDIO 1/2011 (January/February):

Names and News: Iron Man

All in the numbers

Business Skills: Building trust

Exercise: attitudes to trust

Dialogue/Exercise: caring-trust

Dialogue/Exercise: sharing feelings

Intercultural Communication: The Netherlands

False Friends: Translation

Office Talk: The Maine Event

Skill Up: Your company

My Way: Dealing with insolvency

Key vocabulary Interview with Anne Koark Advice and tips

Head-to-Head: Should plastic water bottles be banned?

Grammar: Using "must"

Exercise: making deductions

Exercise: giving recommendations

Short Story: The moustache

Management: Vocabulary test

Exercise: using key terms

Exercise: using verbs

Insight: Business news with Tania Higgins: US-midterm elections, Regulation of mines, The Social Network, Space tourism

### **Beschreibung der Reihe "Business Spotlight Audio":**

Hören und Verstehen ist der beste Weg zu perfektem Business Englisch. Die Geschäftswelt ist international und Englisch für den Beruf wichtiger denn je. Mit Business Spotlight Audio trainieren Sie Ihr Hörverständnis und Ihre Aussprache....

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