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Higher (also known as BEC), and BULATS. The Personal Study Book is intended as reinforcement of the material studied in the Business Benchmark Student's Book. It contains extra vocabulary, grammar and writing skills activities, based on the Student's Book units and a full answer key to all its exercises. This pocket-sized book is compatible with either the BULATS or Business Vantage version of the course.

Business Benchmark Second edition is the official Cambridge English preparation course for Cambridge English: Business Preliminary, Vantage and Higher (also known as BEC), and BULATS. A pacy, topic-based course with comprehensive coverage of language and skills for business, it motivates and engages both professionals and students preparing for working life. The Business Preliminary Student's Book contains authentic listening and reading materials, including interviews with business people, providing models for up-to-date business language. Grammar and vocabulary exercises train students to avoid common mistakes, identified using Cambridge's unique collection of real exam candidates' answers. 'Grammar workshops' practise grammar in relevant business contexts. A BULATS version of this Student's Book is also available.

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Business Benchmark is a Business English course for BEC or BULATS and can also be used independently of these exams for general Business English courses.

Business Benchmark helps students get ahead with their Business English vocabulary and skills and gives them grammar practice in business contexts. Teachers can choose

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from the BEC edition or the BULATS edition at the right level for their students. The Audio CDs contain all the recorded material for the listening activities in both editions of Business Benchmark Pre-intermediate, Intermediate, including BULATS practice test listening. Student's Books, Self-study Books and Teacher's Resource Books are also available.

Business Benchmark helps students get ahead with their Business English vocabulary and skills and gives them grammar practice in business contexts. This Personal Study Book contains essential grammar and vocabulary practice for students at an upper-intermediate level. Student's Books, Teacher's Resource Books and Audio CDs (2) are also available.

Business Benchmark Second edition is the official Cambridge English preparation course for Cambridge English: Business Preliminary, Vantage and Higher (also known as BEC), and BULATS. The Personal Study Book is intended as reinforcement of the material studied in the Business Benchmark Student's Book. It contains extra vocabulary, grammar and writing skills activities, based on the Student's Book units and a full answer key to all its exercises. This pocket-sized book is compatible with either the BULATS or Business Preliminary version of the course.

Business Benchmark Second edition is the official Cambridge English preparation course for Cambridge English: Business Preliminary, Vantage and Higher (also known as BEC), and BULATS. This Teacher's Resource Book includes a wide range of supplementary

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photocopiable material with answers, including complete extra lessons and case studies. It provides information about how the activities in each unit relate to the Business Preliminary exam and BULATS test. There are notes on each unit with advice and suggestions for alternative treatments and information about how this course corresponds to the CEF, with a checklist of 'can do' statements. A complete answer key to both the Business Preliminary and BULATS versions of the Student's Book is provided as well as complete transcripts of the listening material with answers underlined.

Business Benchmark helps students get ahead with their Business English vocabulary and skills and gives them grammar practice in business contexts. Teachers can choose from the BEC edition or the BULATS edition at the right level for their students. The Audio Cassettes contain all the recorded material for the listening activities in both editions of Business Benchmark Pre-intermediate, Intermediate, including BEC practice test listening.

In spite of the proliferation of online learning, creating online courses can still evoke a good deal of frustration, negativity, and wariness in those who need to create them. The second edition of Essentials of Online Course Design takes a fresh, thoughtfully designed, step-by-step approach to online course development. At its core is a set of standards that are based on best practices in the field of online learning and teaching. Pedagogical, organizational, and visual design principles are presented and modeled throughout the book, and users will quickly learn from the guide's hands-on approach. The course design process begins with the elements of a classroom syllabus which, after a series of guided steps, easily evolve into an online course outline. The guide's key features include: a practical approach informed by theory clean interior design that offers straightforward guidance from page one clear and

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jargon-free language examples, screenshots, and illustrations to clarify and support the text a checklist of online course design standards that readers can use to self-evaluate. a Companion Website with examples, adaptable templates, interactive learning features, and online resources: <http://essentialsofonlinecoursedesign.com> Essentials of Online Course Design serves as a best practice model for designing online courses. After reading this book, readers will find that preparing for online teaching is a satisfying and engaging experience. The core issue is simply good design: pedagogical, organizational, and visual. For more of Marjorie Vai in her own words, listen to this 2011 interview from the On Teaching Online podcast: <http://onteachingonline.com/oto-16-essentials-of-online-course-design-with-marjorie-vai/> La 4e de couverture indique : "Business Benchmark Second edition is the official Cambridge English preparation course for BULATS. A pacy, topic-based course with comprehensive coverage of language and skills for business, it motivates and engages both professionals and students preparing for working life."

Business Benchmark helps students get ahead with their Business English vocabulary and skills and gives them grammar practice in business contexts. This course book provides upper intermediate level students with essential business language and vocabulary and provides training and practice for the BULATS test, using real BULATS test tasks provided by Cambridge ESOL. It includes a CD-ROM with a full BULATS practice test from Cambridge ESOL. Self-study Books, Teacher's Resource Books and Audio CDs (2) are also available. La 4e de couverture indique : "Business Benchmark Second edition is the official Cambridge English preparation course for BULATS and Cambridge English : Business Vantage, also known as Business English Certificate (BEC) Vantage. A pacy, topic-based course with

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comprehensive coverage of language and skills for business, it motivates and engages both professionals and students preparing for working life."

Business Benchmark Upper Intermediate BULATS and Business Vantage Teacher's Resource Book
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