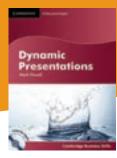
Professional and Vocational













B1 B2 C1 C2







Business Advantage

Michael Handford, Martin Lisboa, Almut Koester and Angela Pitt

INTERMEDIATE TO ADVANCED

A flexible, modular course with up to 100 teaching hours of

Business Advantage is the course for tomorrow's business leaders. Based on a unique syllabus that combines current business theory, business in practice and business skills - all presented using authentic, expert input – the course contains specific business-related outcomes that make the material highly relevant and engaging. Thanks to the innovative Theory-Practice-Skills approach and the substantial input into the lessons and activities from the world of business, success starts with Business Advantage.

- Several leading business schools and institutions have contributed to the course, providing fascinating content and giving the course a credible, authentic stamp.
- Business Advantage is the first business course to benefit from a spoken business English corpus, guaranteeing relevant, up-to-date language.
- Based on a modular approach containing short, discrete units, Business Advantage allows the trainer to customise the materials according to their student's needs.
- The dynamic web support offers new and updated activities which give students a fresh, dynamic approach to the learning process.
- ebook versions make it easy to study on the go, with all the content from the Student's Books available digitally, plus integrated audio and video.

cambridge.org/businessadvantage

Intermediate	
Student's Book with DVD	978-0-521-13220-6
Personal Study Book with Audio CD	978-1-107-69264-0
Teacher's Book	978-1-107-63770-2
Class Audio CDs	978-0-521-13221-3
Presentation Plus DVD-ROM	978-1-107-60779-8
Upper Intermediate	
Student's Book with DVD	978-0-521-13217-6
Personal Study Book with Audio CD	978-0-521-28130-0
Teacher's Book	978-1-107-42231-5
Class Audio CDs	978-0-521-13218-3
Presentation Plus DVD-ROM	978-1-107-60778-1
Advanced	
Student's Book with DVD	978-0-521-18184-6
Personal Study Book with Audio CD	978-1-107-63783-2
Teacher's Book	978-0-521-17932-4
Class Audio CDs	978-1-107-66634-4
Presentation Plus DVD-ROM	978-0-521-17929-4

ebooks are also available. For information please visit cambridge. org/ebooks

Cambridge Business Skills

cambridge.org/cambridgeenglish/business

B2 C1

Writing for Impact

Tim Banks

UPPER INTERMEDIATE TO ADVANCED

15-20 hour short course

Writing for Impact covers all aspects of writing, from writing emails and letters to report-writing. It also focuses on communication skills and provides a progressive syllabus on the process of writing. The Audio CD provides input from real business people, meetings and phone conversations.

Student's Book with Audio CD

978-1-107-60351-6

B1 B2 C1 C2

Dynamic Presentations

Mark Powell

INTERMEDIATE TO ADVANCED

15-20 hour short course

HRH The Duke of Edinburgh ESU English Language Book

Packed with tips from leading business and communication experts, this course systematically develops the key language and presentation techniques learners need to give an effective, professional and memorable performance. The DVD includes expert advice from the author and examples from business presentations to illustrate best practice.

Student's Book with Audio CDs (2) 978-0-521-15004-0 978-0-521-15006-4

B1 B2

English for Business Communication

Second edition

Simon Sweeney

INTERMEDIATE TO UPPER INTERMEDIATE

This course helps learners communicate better when socialising, telephoning, presenting, taking part in meetings and negotiating.

Available in American English as Communicating in Business.

Student's Book	978-0-521-75449-1
Teacher's Book	978-0-521-75450-7
Audio CDs (2)	978-0-521-75452-1

B1 B2

Communicating Across Cultures

Bob Dignen

INTERMEDIATE TO UPPER INTERMEDIATE

20-30 hour short course

This course covers all types of written and spoken communications, preparing learners to work effectively with business colleagues and partners the world over. An additional DVD contains six dramatised sequences which can be used as stand-alone or to supplement the course.

Student's Book with Audio CD 978-0-521-18198-3 978-0-521-18202-7

B1 B2 C1 C2

International Negotiations

Mark Powell

INTERMEDIATE TO ADVANCED

15-20 hour short course

English is the language used in international business and no skill is more central to professional life than negotiation. International Negotiations gives learners the essential skills, language and techniques they will need to ensure their negotiations are successful.

Student's Book with Audio CDs (2) 978-0-521-14992-1

Also available



Needs Analysis for Language Course Design A holistic approach to ESP

An essential toolkit for ESP teachers who create language programmes for professionals.

978-0-521-12814-8 Paperback

cambridge.org/cambridgeenglish

Opening doors to business











Business Plus

Margaret Helliwell

FALSE BEGINNER TO PRE-INTERMEDIATE

Business Plus is a three-level, integrated-skills, business English course, from A1+ (false beginner) to B1- (lower-intermediate) levels. It has been specifically developed for Asians needing English to do business both in Asia and beyond, and uses names, places and products familiar to students in Asia.

Aimed at pre-work experience, university or vocational college students, Business Plus is designed to meet the growing demand for workplace English in the region. It places particular emphasis on communication in order to build students' confidence in using English, and measures their progress through the regular use of Can Do statements. Topics and scenarios relevant to Asian learners have been carefully selected to appeal to students about to enter the workforce. These include topics based on current trends in technology, such as online shopping, as well as those with regional relevance, such as the impact of Chinese tourism in Thailand.

The Teacher's Manual contains a general introduction, full unit-by-unit summaries, language notes and tips, and a complete answer key. In addition, the website includes downloadable audio and supplementary worksheets to

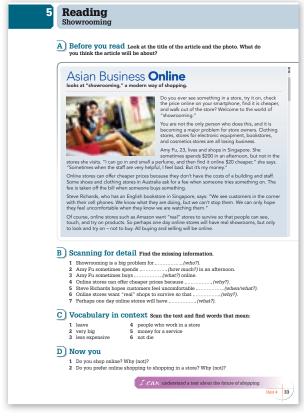
Key features of the Student's Book

- 10 units for each level
- Each unit features integrated skills and language practice
- Units include cultural awareness sections that connect learners to their region and beyond
- TOEIC®-style practice sections allow students to review their progress
- Key features of the Teacher's Manual
- Contains full unit-by-unit summaries, language notes and tips, and a complete answer key.
- Downloadable audio and supplementary worksheets available on website

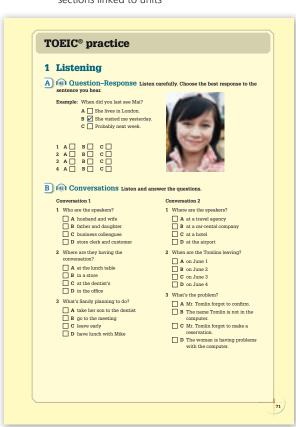
cambridge.org/businessplus

Business Plus	Level 1	Level 2	Level 3
Student's Book	978-1-107-64068-9	978-1-107-63764-1	978-1-107-66187-5
Teacher's Manual	978-1-107-66880-5	978-1-107-63872-3	978-1-107-66886-7

Professional and Vocational

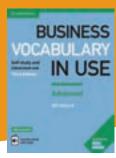


Progress measured through TOEIC®-style practice sections linked to units



Professional and Vocational











A2 B1 B2 C1



Business Vocabulary in Use

Second and Third editions

Bill Mascull

ELEMENTARY TO ADVANCED

Business Vocabulary in Use is a must for any teacher or learner of business English. Ideal for self-study, class use and one-to-one lessons, each unit gives clear explanations of new language plus exercises to practise using the language.

Bringing you right up to date with the language you need for business today, the topics in the new editions include 'E-commerce', 'CVs, cover letters and emails', 'Interns, trainees and apprentices', 'Risk and uncertainty' and lots more.

The revised and updated Intermediate and Advanced levels are now available with ebooks that can be used on iPads and Android tablets. as well as desktop and laptop computers.

cambridge.org/chooseinuse

Elementary to Pre-intermediate Second edition

Book with answers and CD-ROM	978-0-521-74923-7
Book with answers	978-0-521-12827-8
Intermediate Third edition	
Book with answers and Enhanced ebook	978-1-316-62997-0
Book with answers	978-1-316-62998-7
Enhanced ebook (Cambridge Bookshelf version)	978-1-316-63000-6
Advanced Third edition	
Book with answers and Enhanced ebook	978-1-316-62822-5
Book with answers	978-1-316-62823-2
Enhanced ebook (Cambridge Bookshelf version)	978-1-316-62825-6



Business Vocabulary in Use Advanced ebook

A1 A2

Business Start-up

Mark Ibbotson and Bryan Stephens

BEGINNER TO PRE-INTERMEDIATE

55 teaching hours

Designed for complete beginners, this course teaches English as it's really spoken, using natural language, realistic contexts and a regular focus on pronunciation.

By the end of the course, students will be ready to begin preparation for the BEC Preliminary examination (early B1 level).

Level 1

Student's Book	978-0-521-53465-9
Workbook with CD-ROM/Audio CD	978-0-521-67207-8
Teacher's Book	978-0-521-53466-6
Audio CDs (2)	978-0-521-53468-0
Level 2	
Student's Book	978-0-521-53469-7
Workbook with CD-ROM/Audio CD	978-0-521-67208-5
Teacher's Book	978-0-521-53470-3
Audio CDs (2)	978-0-521-53472-7

See also

- **Cambridge Business English Dictionary**
- The Language of Business Meetings cambridge.org/ctd

- English365
- Infotech
- English for the Financial Sector
- Introduction to International Legal English
- International Legal English
- Be My Guest
- Welcome!
- Flightpath
- Safe Sailing

cambridge.org/english-for-specific-purposes

English for Business Studies

A course for Business Studies and Economics students Third edition

Ian MacKenzie

UPPER INTERMEDIATE TO ADVANCED

60-90 teaching hours

This best-selling course helps students to understand and talk about key concepts in business and economics. Reflecting changes in the world's business and economic environment, the course features subjects such as wikinomics, viral marketing, hedge funds and the subprime crisis.

As well as short, manageable chunks of listening material, the class audio features authentic interviews with business people from key areas of business, from finance to marketing.

Student's Book	978-0-521-74341-9
Teacher's Book	978-0-521-74342-6
Audio CDs (2)	978-0-521-74343-3

Company to Company, A task-based approach to business emails, letters and faxes

Andrew Littlejohn

Pre-intermediate to Upper Intermediate

Student's Book 978-0-521-60975-3 Teacher's Book 978-0-521-60976-0

Essential Telephoning in English

Tony Garside and Barbara Garside Pre-intermediate to Intermediate

Student's Book 978-0-521-78388-0 Teacher's Book 978-0-521-78389-7 Audio CD 978-0-521-78391-0

Telephoning in English, Third edition

B. Jean Naterop and Rod Revell

Intermediate to Upper Intermediate

Student's Book 978-0-521-53911-1 Audio CDs (2) 978-0-521-53913-5



Grammar for Business

Michael McCarthy, Jeanne McCarten, David Clark and Rachel Clark

INTERMEDIATE TO UPPER INTERMEDIATE

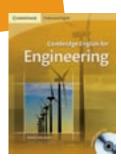
Providing clear explanations and authentic practice of essential business language, Grammar for Business focuses on both spoken and written grammar to help students improve their communication skills in realistic situations.

Book with Audio CD 978-0-521-72720-4













B1 B2 C1

Professional English in Use

INTERMEDIATE TO ADVANCED

60-90 teaching hours, for self-study and classroom use

This series offers reference and practice of specialist vocabulary for training and in-service professionals who need English to communicate at work. Written by both subject and ELT experts, the series is corpus informed to ensure relevant language.

• Presents key topics and specialist vocabulary through case studies and realistic professional

cambridge.org/chooseinuse

Professional English in Use Engineering by Mark Ibbotson 978-0-521-73488-2 Professional English in Use Finance by Ian MacKenzie

Book with answers 978-0-521-61627-0

Professional English in Use ICT

by Santiago Remacha Esteras and Elena Marco Fabré

978-0-521-68543-6 Book with answers Professional English in Use Law by Gillian D. Brown and Sally Rice

Book with answers 978-0-521-68542-9

Professional English in Use Management

by Arthur Mckeown and Ros Wright

Book with answers 978-0-521-17685-9 **Professional English in Use Marketing**

by Cate Farrall and Marianne Lindsley

Book with answers 978-0-521-70269-0

Professional English in Use Medicine

by Eric Glendinning and Ron Howard

Book with answers 978-0-521-68201-5

B2 C1

Good Practice

Communication Skills in English for the **Medical Practitioner**

Marie McCullagh and Ros Wright

UPPER INTERMEDIATE TO ADVANCED

60-65 teaching hours. Pre- and in-service training

WINNER The David Riley Award for Innovation in Business

This course prepares doctors to communicate with patients in a wide range of medical scenarios in English.

cambridge.org/goodpractice

Student's Book	978-0-521-75590-0
Teacher's Book	978-0-521-75591-7
Audio CDs (2)	978-0-521-75592-4
DVD	978-0-521-75593-1

A2 B1 B2 C1

Cambridge English for...

Series Editor: Jeremy Day

PRE-INTERMEDIATE TO ADVANCED

40-60 teaching hours per book

Written by professionals for professionals, each book in this short courses series combines the best in ELT methodology with real professional practice to develop the specialist language and communication skills professionals need in their daily work.

- Glossary of specialist terms in each Student's Book.
- Free online Teacher's Books with information on specialist subject and extra activities.
- Free additional case studies online.
- Cambridge English for Engineering is available as an ebook.

cambridge.org/english-for-specific-purposes

Cambridge English for Engineering by Mark Ibbotson

Student's Book with Audio CDs (2) 978-0-521-71518-8 Cambridge English for Human Resources by George Sandford

Student's Book with Audio CDs (2) 978-0-521-18469-4

Cambridge English for Job-hunting by Colm Downes Student's Book with Audio CDs (2) 978-0-521-72215-5

Cambridge English for the Media

by Nick Ceramella and Elizabeth Lee Student's Book with Audio CDs (2)

978-0-521-72457-9 Cambridge English for Marketing by Nick Robinson with CIM

Student's Book with Audio CDs (2) 978-0-521-12460-7 Cambridge English for Nursing by Virginia Allum and Patricia McGarr

Pre-intermediate Student's Book with Audio CDs (2) 978-0-521-14133-8

978-0-521-71540-9 Intermediate + Student's Book with Audio CDs (2)

Cambridge English for Scientists by Tamzen Armer

Student's Book with Audio CDs (2) 978-0-521-15409-3

English in Medicine

Third edition

Eric Glendinning and Beverly Holmström

Designed to develop the communication skills of both medical students and professionals, this course requires no specialist knowledge on the part of the teacher. Each unit focuses on one area of doctor-patient communication, such as making a diagnosis.

Book 978-0-521-60666-0 Audio CD 978-0-521-60668-4

B1 B2

Target Score

A communicative course for TOEIC® Test preparation

Second edition

Charles Talcott and Graham Tullis

INTERMEDIATE TO UPPER INTERMEDIATE

40-50 teaching hours, extendable to 80

Target Score teaches active, communicative English for the international business environment, as well as preparing professional learners for TOEIC®.

Units focus on recurrent exam themes, such as Communications and Trade and Environment.

- Realistic listening tasks feature a variety of English accents.
- TOEIC® wordlist contains test-specific vocabulary.
- Includes regular review tests and a complete exam paper.

Student's Book with Audio CDs (2), Test Booklet 978-0-521-70664-3 with Audio CD and Answer Key 978-0-521-70665-0

B1 B2

Cambridge Grammar and Vocabulary for the **TOEIC®** Test

Jolene Gear and Robert Gear

INTERMEDIATE TO UPPER INTERMEDIATE

Written by experienced TOEIC® teachers, this book practises all the grammar and vocabulary students need to achieve a score of 700–850. Extra practice test sections help students perfect techniques before the real test. Audio recordings provide full listening practice.

Paperback with answers and Audio CDs (2) 978-0-521-12006-7