



Spanish Business Situations: A Spoken Language Guide (Languages for Business)

Michael Gorman, Maria-Luisa Henson

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Spanish Business Situations is a handy reference and learning text for all who use or need spoken Spanish for business.

Over 40 situations are simply presented, including

- * basic phone calls
- * leaving messages
- * making presentations
- * comparing, enquiring, booking
- * selling techniques

With full English translations and usage note, *Spanish Business Situations* will help you to communicate confidently and effectively in a broad range of everyday business situations.

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