

2005年BEC中级考试口语试题商务英语考试 PDF转换可能丢失图片或格式，建议阅读原文

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WHEN ...?Trying to attract new staff* Competitive wages*

Company reputation*B: WHAT IS IMPORTANT WHEN

...?Preparing to go away on a business trip* Informing colleagues and clients* Deleting essential tasks*C: WHAT IS IMPORTANT

WHEN ...?Planning corporate hospitality* Guest list* Type of

event*A: WHAT IS IMPORTANT WHEN ...?Writing a newspaper advertisement for a job vacancy* Description of the work*

Experience needed by applicants*B: WHAT IS IMPORTANT

WHEN ...?Delegating work to others* Clear instructions* Choice of person for the task*C: WHAT IS IMPORTANT WHEN

...?Designing a company website* Type of information to include*

Different language versions*Part IIIYour company is planning to introduce an internal magazine to keep staff informed of company developments.You have been asked to help plan the staff

magazine.Discuss the situation together, and decide:* what type of information to include in the magazine* which types of staff should

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