



## Business Basics: Teacher's Book

By Robert McLarty, David Grant

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*Business Basics* is a complete first course in English for business, with thorough coverage of basic grammar and skills. While the language level is low, the material is relevant to the business world, and real companies and business personalities are featured.

The *Teacher's Book* includes classroom notes, an answer key, photocopiable resource material, and progress tests.

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### **Editorial Review**

#### **About the Author**

David Grant worked for 8 years with the International House in France, Spain, and England, as a teacher, teacher trainer, and Director of Studies. In 1990 he moved to Nantes in the west of France, where he opened his own private training organization, International Language Services. Robert McLarty has been involved in Business English teaching since 1979. He is a teacher and teacher trainer, and has run a number of RSA Diploma and teacher-training courses. From 1986 to 1997, Robert was the Director of ILC Paris. In 1998 he moved to Oxford to run OISE Oxford and in 2004 he joined Oxford University Press ELT Division as Publishing Manager, Business English.

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