

《外经贸函电教程（第二版）》

书籍信息

版次：2

页数：

字数：

印刷时间：2012年07月01日

开本：12k

纸张：胶版纸

包装：平装

是否套装：否

国际标准书号ISBN：9787562832928

编辑推荐

《外经贸函电教程(第二版)》是国际经济与贸易的专业教材，涉外商务活动的英语阶梯，外经贸英语函电的集大成者，外贸工作者事业的成功必备。

内容简介

《外经贸函电教程》(第二版)是一本国际经济与贸易专业核心课程的实战教程，取材真实，内容覆盖面适当，包括外贸交易过程的所有环节，如：与外方建立业务关系、资信调查、询盘、发盘、还盘、促销、下订单、签约、包装、投保、装运、索赔理赔、安全收汇以及参加展会、灵活贸易、各种商务活动的文件处理等等。本书内容翔实，结构严谨，反映了当今世界进出口业务现实与*变化，例文能真切反映交易的实际过程，注重培养学生的实际应用能力，更加贴近学生的就业需求。全书按教学法原理编排，体例设计符合教学需要。本教材与教师和学生的界面非常友好，方便任课教师组织课堂教学。本书适合国际经济与贸易专业的学生、外贸工作者，以及所有需要同外商进行有效沟通的从业人员参考使用，可以作为各级院校的教学用书、公司培训用书以及自学参考用书。

目录

Unit One Job Requirements and the Forms of Business Letter Part One Job Requirements Part Two The Forms of Business Letter Summary Exercises Unit Two Establish Business Relationship Introduction Business Letter Pattern A of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Three Credit Inquiry Introduction Business Letter Pattern B of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Four Enquiries and Replies Introduction Business Letter Pattern C of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Five Quotation and Proforma Invoices Introduction Business Letter Pattern D of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Six Offer, Counter-offer and Re-counter Offer Introduction Business Letter Pattern E of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Seven Order and Their Fulfillment Introduction Business Letter Pattern F of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Eight Sales Confirmation Introduction Business Letter Pattern

G of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Nine Terms of Payment Introduction Business Letter Pattern H of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Ten Packing Introduction Business Letter Pattern I of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Eleven Insurance Introduction Business Letter Pattern J of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Twelve Shipping Introduction and Shipping Advice Introduction Business Letter Pattern K of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Thirteen Trade Disputes and Settlement Introduction Business Letter Pattern L of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Fourteen Sales Promotion Introduction Business Letter Pattern M of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Fifteen Exports Introduction Business Letter Pattern N of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Sixteen Flexible Trade () Introduction Business Letter Pattern O of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Seventeen Flexible Trade () Introduction Business Letter Pattern P of Business Letter Relevant Terms Useful Phrases Summary Exercises Unit Eighteen Miscellaneous Introduction Business Documents Relevant Terms Useful Phrases Summary Exercises Appendix Commercial Acronyms and Abbreviations Appendix Key to Exercises

[显示全部信息](#)

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