



















Visit www.oupjapan.co.jp for detailed information

Beginner	Elementary	Pre-Intermediate	Intermediate	Upper-Intermediate	Advanced
5 · 4 · 3 120 — 220		Pre-2 225 — 545	2 550 — 780	Pre-1 785 — 940	1 945+
A1	A2	B1	B2	C1	C2
 	 	  	   	 	    

Visit www.oupjapan.co.jp for detailed information

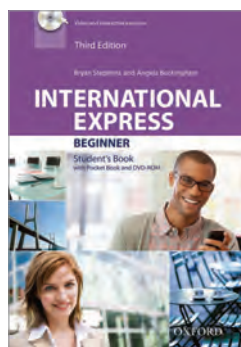
Title	Business Venture: 3rd Edition	Quick Work	Business Basics Business Objectives	Business Essentials	Business one : one	International Express: 3rd Edition	Business Result
Skills							
Key words	<ul style="list-style-type: none"> • Flexible modular structure • TOEIC® practice • Short course 	<ul style="list-style-type: none"> • Fast-paced • Task-based • Flexible • Short course 	<ul style="list-style-type: none"> • Authentic texts • Pronunciation • Recycled language 	<ul style="list-style-type: none"> • Flexible modular structure • Grammar and communication focus • Short course 	<ul style="list-style-type: none"> • Small classes • Flexible order • Interactive self-study 	<ul style="list-style-type: none"> • General & business English • Practical • Travel • Workplace • Socializing 	<ul style="list-style-type: none"> • Communicative • Ready-to-use business skills • Real-world case studies • Student Book & Skills Book Pack
Age range	18+	22+	18+	18+	22+	18+	22+
Components	 	 	 	 <ul style="list-style-type: none"> • Downloadable Teacher's Guide 	 	 	
Hours per level	30-45	20-35	45-100	45-100	20-50	40-80	40-80
Online Resources							
More info	Main p. 51 Index p. 87	Index p. 120	Index p. 87	Index p. 87	Index p. 87	Main p. 50 Index p. 98	Main p. 52 Index p. 87

This level chart is only a rough guide to the approximate levels of Oxford books.

このレベルチャートは、各教材がおおよそどれくらいのレベルに対応するかを弊社が独自の判断で示したものです。



Successful Series	Express Series			Oxford English for Careers	Tech Talk
<ul style="list-style-type: none"> • Video-based • Presentation • Meetings • Corporate training • Class or self study use 	<ul style="list-style-type: none"> • Skills/professions/ industry-specific • Specialized • Practical • Short course 			<ul style="list-style-type: none"> • Commerce • Finance • Medicine • Nursing • Oil and Gas • Technology • Tourism • Engineering 	<ul style="list-style-type: none"> • Technical • Industrial • Scientific
22+	22+			18+	17+
<ul style="list-style-type: none"> • Downloadable Teacher's Guide 	<ul style="list-style-type: none"> • Work Skills 6 titles 	<ul style="list-style-type: none"> • Professions 7 titles 	<ul style="list-style-type: none"> • Industries 8 titles 		
25-30	20-30			40-70	45-70
Index p. 123	Main p. 53 Index p. 95			Index p. 108	Index p. 123



Beginner



Elementary



Pre-Intermediate



Intermediate



Upper-Intermediate

International Express: 3rd Edition

▶▶ Index p.98

Rachael Appleby, Angela Buckingham, Keith Harding,
Alastair Lane, Marjorie Rosenberg, Bryan Stephens, and Frances Watkins



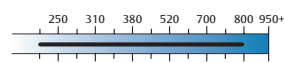
5

levels

Beginner to Upper-Intermediate

入門から準上級

TOEIC® Level



STEP / EIKEN



A course for adult professionals who need English for general and work contexts

日常生活と職場の両方で英語を使用する方におすすめのコースブック

- Balance of general and business English directly relevant to adult professionals.
- Video clips in every unit improve students' listening and speaking skills.
- Mature lifestyle topics and authentic international contexts reflect working adult needs and interests.
- ビジネスで英語を使用する学習者向けに、日常生活と仕事上の両方で使う表現をバランスよく紹介しています。
- リスニング力とスピーキング力の向上のために、各ユニットにビデオクリップを含んでいます。
- 学習者中心のアプローチ、社会人の実生活に合った題材、国際的な場面における実際のコンテンツを用い、実践的なスキルを養います。



10 units; Listening scripts; Answer keys; Pocket reference guide; DVD-ROM: activities; video

全10ユニット、音声スクリプト、解答集、レファレンスガイド、DVD-ROM (各ユニットのアクティビティとビデオ)



Full class audio

教材に対応した全ての音声



Course introduction; Teaching notes; Listening scripts; Answer keys; Tests; Photocopiable materials; DVD: videos for each unit, printable worksheets

コース概要、指導ガイド、音声スクリプト、解答集、テスト、コピー可能なアクティビティ、DVD (各ユニットのビデオ、印刷可能なワークシート)

Other Components

- Can-do list available

2 Getting to know you

Grammar be: questions and negatives

INTRODUCTION 1 2.1 Adriana and Tim talk to people at the Water Conference. Listen and complete the profiles with this information.
project manager Dubai Osaka architect designer the Emirates

Profile	Adriana	Tim	Kimiko
Surname	Apaydin	Asai	Asai
First name	Mona	Toshiko	Kimiko
Age	28	35	33
Country		Japan	Japan
City			Osaka
Job		architect	designer
Married?	Yes	Yes	Yes

2 2.2 Tim and Adriana check the details of two people. Listen and complete the profiles with this information.
Spain engineer doctor France

Profile	Yvette	Edmundo
Surname	Bonnier	Comas
First name	Yvette	Edmundo
Age	45	40
Country		Seville
City	Bordeaux	
Job	engineer	doctor
Married?	No	No

3 Look at the profiles. Choose the best answers.

- Is Edmundo an architect? a Yes, he is. b No, he isn't.
- Is Mona from the Emirates? a Yes, she is. b No, she isn't.
- Are Toshiko and Kimiko from Japan? a Yes, they are. b No, they're not.
- Yvette, are you a doctor? a Yes, I am. b No, I'm not.
- Toshiko and Kimiko, are you married? a Yes, we are. b No, we're not.

International Express Beginner Student Book

Focus

Read the examples.

Question
Are you a manager?
Is she an architect?
Are you married?
Are they from Japan?

Positive answer
Yes, I am.
Yes, she is.
Yes, we are.
Yes, they are.

Negative answer
No, I'm not.
No, she isn't.
No, we're not.
No, they're not.

Complete the rules.
To make a question, we use: am + you; is + he, she, it.
To make negatives we use: am not + he, she, it; is not + you, we, they; isn't + a not.

For more details and practice, go to the grammar section on pages 22 and 23.

PRACTICE 4 Complete the conversations.

1 Adriana Hello. 1 Adriana. 2 Yvette Bonnier?
Yvette Yes. 1.
Adriana 4 from France, Yvette?
Yvette Yes. 2.
Adriana And 3 a teacher?
Yvette No. 4 an engineer.

2 Adriana 5 from Tokyo?
Toshiko No. 6. We're from Osaka.
Adriana So, are you both engineers?
Kimiko No. 7. I'm a project manager.
Toshiko And I'm a designer.

5 2.3 Listen and check your answers.

6 Work in pairs. Practise the conversations in 4.

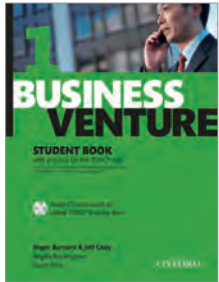
7 Work in pairs. Talk about people in 1 and 2.
Example A Is Edmundo an engineer?
B No, he isn't. He's a doctor.

TASK 8 Ask five students questions about countries and jobs.
Example A Are you from [country]?
B Yes, I am / No, I'm not. I'm from [country].
A Are you a/an [job]?
B Yes, I am / No, I'm not. I'm a/an [job].

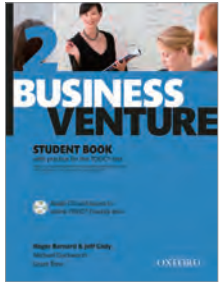
9 Report back to your partner.
Example A (Pilar) is from 1. She's a/an 2.
B (Maria and Max) are from 3. They're 4.



Beginner



Level 1



Level 2



Business Venture: 3rd Edition



▶▶ Index p.87

Roger Barnard, Jeff Cady, Angela Buckingham, Grant Trew, and Michael Duckworth



3

levels

Beginner to Pre-Intermediate
入門から準中級

TOEIC® Level

250 310 380 520 700 800 950+

STEP / EIKEN

4級 3級 準2級 2級 準1級 1級

A short, up-to-date course for low level in-work and pre-work business students

学生・社会人向け、3レベル構成の初級ビジネス英語教材

- Written with Japanese students in mind, this course is ideal for low-level business English classes.
- With material for 30 to 45 class hours, this is perfect for shorter courses.
- 20 pages of TOEIC® test training and practice are included in the student book (Levels 1 and 2).
- Focus on language and skills that students need in the business world and can use straight after the lesson.

- 日本人学習者向けに書かれたコース。初心者レベルのビジネス英語学習者に最適。
- 30～45時間で終了できる短時間のコースです。
- Student Bookの中には20ページにわたるTOEIC®の練習問題が収録されています。(レベル1と2)
- 実際のビジネスの場面で必要とされるスキルを重点的に学ぶことで、すぐに実践に移すことができます。



12 x 6 page units; Full class audio & TOEIC® online practice test via www.oxfordenglishtesting.com
全12ユニット (各6ページ)、クラス用全音声、TOEIC®対策リンク (www.oxfordenglishtesting.com) 付



Clear teaching notes; Photocopiables; Progress tests
教師用ガイド、コピー可能なリソース、プログレステスト



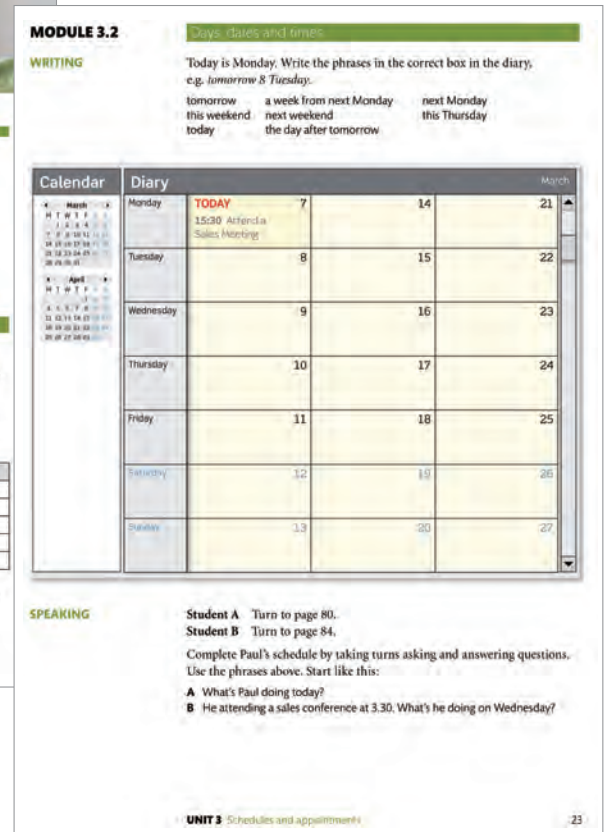
Classroom presentation tools - Student book and workbook on screen, audio, answer keys, teacher's resources
スチューデントブックを大画面で表示できるツール、スチューデントブック、ワークブック、音声、解答集、教師用リソース



Extra activities with answer key
追加練習問題と解答集



Business Venture Student Book 2



Business Result

▶▶ Index p.87

David Grant, John Hughes, Rebecca Turner, Jane Hudson et al.

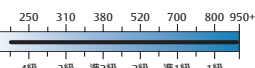


6

levels

Beginner to Advanced
入門から上級

TOEIC® Level



STEP / EIKEN

4級 3級 準2級 2級 準1級 1級

Teaches language that students can take straight to work

教室で学習したことがすぐにビジネスの現場で活かれます

- Communicative syllabus provides business skills that students can use right away.
- Starter Level - short foundation course with basic English in a business context.
- Extra exercises for advanced students or for homework.

- 会話重視のシラバスにより、実践的なビジネス英語のスキルが学習できます。
- Starterレベルではビジネスで最低限必要な基礎の英語を習得します。
- 進度の速い生徒向けの追加エクササイズや宿題も充実。



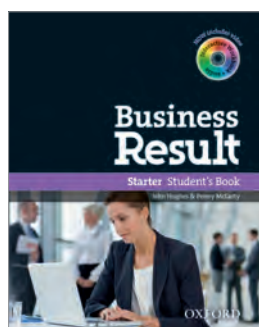
8-12 units; Interactive workbook and video on DVD-ROM; Practice files

全8~12ユニット、インタラクティブワークブックとビデオを収録したDVD-ROM、練習問題

Teacher Training DVD; Progress tests; DVD worksheets
教師用トレーニングDVD、プログレステスト、DVD ワークシートFull student book audio
スチューデントブックに対応した全ての音声

Other Components

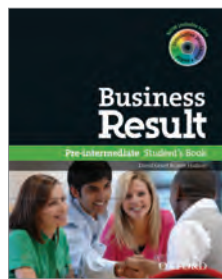
- Student Book with DVD-ROM and Skills Book Pack
- Can-do list available



Starter



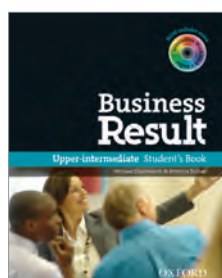
Elementary



Pre-Intermediate



Intermediate



Upper-Intermediate



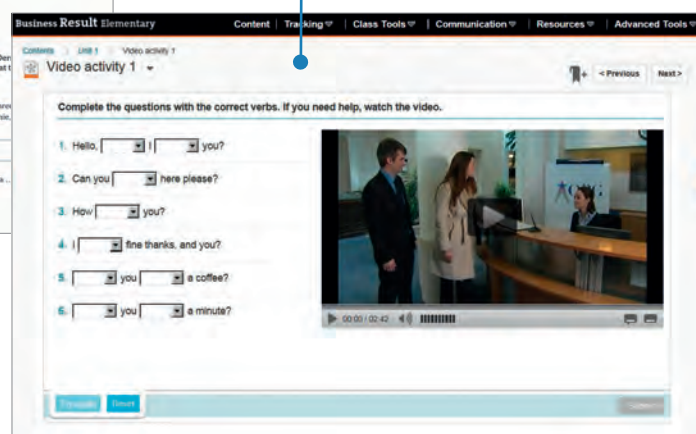
Advanced



Business Result Upper-Intermediate Student Book

Online Interactive Workbook

Available on DVD-Rom, included with the Student Book and Online via the access code in the Student's Book.



Express Series



Intermediate / 中級

TOEIC® Level 250 310 380 520 700 800 950+

STEP / EIKEN 4級 3級 準2級 2級 準1級 1級

Short specialist courses that can be applied immediately outside the classroom

ビジネスの場面ですぐに実践できる専門分野の英語に重点を置いた教材

- Offers learners language for different industries, professions and skills.
- Can be used to supplement a regular coursebook or as a stand-alone intensive specialist course or for self-study.
- Offers a wide range of stimulating exercises and hands-on tasks to give students immediate practice.
- Specific skill focus makes this series great for corporate training.

SB 6-8 units between 6-11 pages with Multi-ROM (Aviation with CD-ROM & Audio CD); Answer key 全6〜8ユニット (各6〜11ページ)、Multi-ROM付 (AviationのみCD-ROMとCD付)、解答集

- それぞれの業種や職種、専門的なスキルに対応した英語が学習できます。
- 他のコースブックとの併用はもちろん、単独での使用も可能で、自宅学習用にお使い頂くこともできます。
- 多様な練習問題や実務的なタスクが充実しており、すぐに使える英語が身につきます。
- 習得技能の分野が明確に絞られており、企業の語学研修にも最適です。



Presentations



Socializing



Customer Care



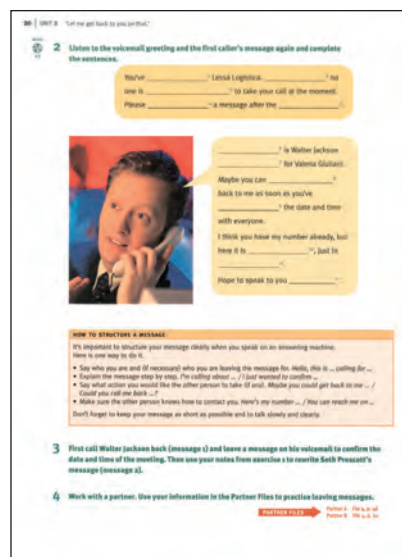
Sales and Purchasing



Aviation



Energy Industry



English for Telephoning

Work Skills



English for Meetings

Emails
Meetings
Negotiating
Presentations
Socializing
Telephoning

Professions



English for Accounting

Accounting
Customer Care
Football
Human Resources
Legal Professionals
Marketing and Advertising
Sales and Purchasing

Industries



English for Cabin Crew

Automobile Industry
Aviation
Cabin Crew
Energy Industry
Fashion Industry
Logistics
Pharmaceutical Industry
Telecoms and Information Technology

See Also

International Express (p.50)