

<<外贸英语函电>>

图书基本信息

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### 内容概要

本书是在前一版的基础上修的，该书延续了上一版受广大读者欢迎的诸多特点的基础上，在有些章的前面增加了相关主题书信的写作原则，这能很好地帮助读者领会一些商业原则并提高商业意识。本书还在保留原有各章结构的基础上，改动了一些样信，以期做到更加贴近最新业务情景和变化了的业务环境。

作者对练习也做了部分修改，增加了一些实务性的写作训练，并做出了全部的参考答案。

另外，本书还增加了面试的技巧和测试题回答的心理辅导及合同和信用证的样本，这有利于求职或刚刚从事外贸工作的读者全面地掌握面试或外贸业务的各个环节。

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编辑推荐

《外贸英语函电(2007第五版)》还增加了面试的技巧和测试题回答的心理辅导及合同和信用证的样本，这有利于求职或刚刚从事外贸工作的读者全面地掌握面试或外贸业务的各个环节。

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