

<<大学英语外贸函电>>

图书基本信息

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## <<大学英语外贸函电>>

### 内容概要

为满足学生自学需要，每单元课文前面给出经贸术语（附带有简明扼要的定义、解释）和套语，课文后面又给出生词短语。

除此之外，还配有详尽的注解。

内容涉及信函布局谋篇、遣词造句、词义、用法、同义词比较、相关词语表达介绍，还涉及复杂句子结构及其他较难的语法现象，以及翻译技巧、难点的理解、有关经贸知识的简明解说等。

一些难句则附有译文或句意。

总之，在内容安排、形式体例、行文风格等方面，《大学英语外贸函电》力求能起到“书面教师”的作用。

《大学英语外贸函电》的练习，兼顾英语技能与经贸知识、训练理解与记忆、训练语言运用技能。写作练习、信函翻译，都附有较难句、词、短语的解释与译文，以帮助读者克服畏难心理，在轻松愉快中，培养兴趣，提高写作能力。

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