

in company Pre-intermediate

Unit 4

headword	pronunciation	translation/notes	example sentence
be based	/bɪ 'beɪst/	"Where is your company based ?" "Our offices are in Berlin."
a bore (n)	/ə 'bɔː/	He always talks about himself – he's a bit of a bore .
bump into sb (phr v)	/bʌmp 'ɪntuː ,sʌmbədi/	"Do you know Jan Novacki?" "Yes, I've bumped into him a couple of times at conferences."
business (n)	/ˈbɪznəs/	
business development (n)	/ˈbɪznəs dɪˌveləpmənt/	He has an important position at Guinness as Director of Business Development .
line of business	/ˌlaɪn əv 'bɪznəs/	"What line of business are you in?" "I'm a sales manager for a clothing firm."
conference (n)	/ˈkɒnf(ə)rəns/	
sales conference			This year, our annual sales conference is taking place in Madrid.
contact (n)	/ˈkɒntækt/	
have contact with sb			Do you still have contact with Jan in your work?
be a good laugh	/ˌbiː ə ɡʊd 'lɑːf/	I like Cathy – she's a really good laugh .
gossip (n)	/ˈɡɒsɪp/	
the latest gossip			Conferences provide a good opportunity for catching up on the latest gossip .
networking (n)	/ˈnetˌwɜːkɪŋ/	Networking is the activity of talking to people in order to exchange information and ideas.
public relations (n)	/ˌpʌblɪk rɪˈleɪʃnz/	A Public Relations Manager is responsible for developing a good relationship between a company and its customers.
store (n) (AmE)	/stɔː/	
(BrE = shop/outlet)			We have 50 clothing stores throughout the country.