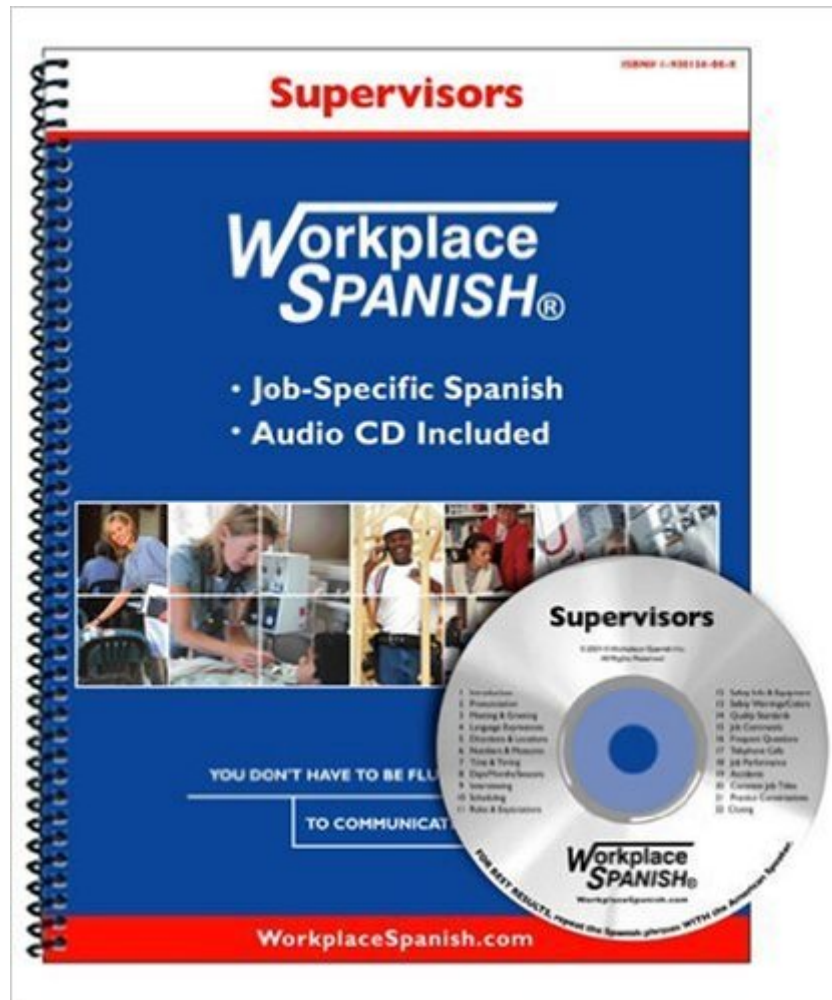


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Workplace Spanish For Supervisors



Synopsis

ABOUT WORKPLACE SPANISH® PROGRAMS: The rapid growth of the Hispanic population & workforce has created critical communication challenges for business, government, health care and education. These language barriers often result in serious accidents, quality mistakes, and poor service where it matters most in the workplace. Workplace Spanish® programs are designed to cut through language barriers by enabling adults to communicate, simply but effectively, with Spanish-speaking co-workers, customers, patients or citizens. No grammar, no language rules, no prior Spanish experience necessary. All Workplace Spanish® programs include an 8.5" x 11" spiral bound manual and a complimentary audio CD. The manual is organized into 5 sections: 1. Introduction, Learning Tips, Spanish & Phonetic pronunciation 2. Over 500 important Spanish terms & expressions for a particular occupation 3. Practice conversations that are relevant to the particular workplace 4. "Drills for Skills" Quiz section to test one's knowledge and progress 5. Alphabetical keyword list or glossary

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