

Words for working. Professional and Academic English for International Business and Economics

Rosa Giménez Moreno (ed).

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The European Commission's Lifelong Learning Programme enables individuals to participate in a range of actions including exchanges, study visits and networking activities in order to develop their education and training across Europe. One of its key aims is to promote language learning given that, since the 20th century, changes in the economy such as globalization and free trade of goods and services have increased the mobility of workers and created the need for international professionals. All this movement demands not only competent trained workers but also linguistic and cultural knowledge for better integration. In that context, the English language is regarded as the international language of communication between people of different nationalities and, therefore, professional and academic English are essential for those involved both in higher education and in business.

Words for Working. Professional and Academic English for International Business and Economics is a collection of papers compiling theoretical and practical proposals in the field of English for Academic Purposes and English for Specific Purposes, and contains nine relevant contributions by recognized researchers and practitioners from several Spanish universities. Although it has been designed mainly for undergraduate and postgraduate students the volume, as a whole, is also highly recommendable for scholars and Business English teachers who require a reference book they can dip into when necessary as it effectively contextualizes English for Business and Economics at an international level.

The volume is organized into three sections, each consisting of a series of chapters dealing with different aspects of the topic and organized in the same way: theory, assimilation activities, recommended bibliography and web links, and a "test your knowledge" section. After the preface by the editor, Part I, entitled "English for International Business and Economics", starts with the contribution by JOSÉ MATEO MARTÍNEZ on professional languages, in which he distinguishes between English for Economics, more theoretical

and technical, and English for Business, with a semi-technical character. He distinguishes two different branches of English for Business are English for Commerce, which is the language used in the exchange of goods and commodities and English for Finance, which describes the use of money in a number of different fields – e.g. currency, securities, loans, credits, insurance. He also highlights the importance of cultural diversity in International Business English. In the following chapter, MIGUEL F. RUIZ GARRIDO, writes on language variation in English for Business and Economics stating that these variations could be due to reasons like geography (accents and dialects), individuals (idiolects and styles), text (genre), situations (registers) and culture (interculturality). He examines the most salient features of English in Great Britain, the United States, Australia, Canada, India, Africa and those of International English to deal with variation according to genres, registers and interculturality.

Section II, “Professional English”, comprises five chapters and is opened by ELENA BOSCH ABARCA who reports on English for General Business Purposes and introduces the reader to Business English and its two branches: English for General Business Purposes and English for Specific Business Purposes – the former for pre-experienced and the latter for job-experienced learners. Then, she depicts the main language areas in business contexts detected by different needs analyses and their subsequent skills and relevance in course design. On the other hand, ELVIRA M^a MONTANÉS BRUNET, the author of the next chapter, focuses on English for Tourism, its scope, contents and teaching. She starts by defining English for Tourism and establishing the main sectors of the travel and tourism industry together with tourism-related jobs. The discourse features of English for Tourism are analyzed as well as written skills. The author includes activities such as role play, simulations, case studies and project work in order to integrate the different skills. The following chapter authored by JUAN CARLOS PALMER SILVEIRA deals with English for Economics and Finance. After discussing the position of English as a *lingua franca* in business, the author provides an interesting analysis of the basic concepts professionals in economics and finance should know to communicate efficiently. He accurately describes how annual reports, as relevant business documents, are produced and also provides detail on different types of banks and financial institutions. MARÍA ÁNGELES ORTOS LLOPIS starts by distinguishing between concepts like Common Law and Continental Systems, Criminal and Civil Law, and also different types of business organizations in the Anglo-American context.

She gives a summary of the legal environment in business describing part of its main principles and elements. This section finishes with a paper by HANNA SKORCYNKA SZNAJDER and MARÍA CARBONELL OLIVARES on English and Information and Communication Technologies (ICTs). The authors give an outline of a range of basic elements from computer systems, storage devices and operating systems to e-commerce, including specialized software for business management and current ways of business communication and ICTs.

The first contribution in Section III, “Academic English”, is by ROSA GIMÉNEZ MORENO, the editor of the volume, who deals with English academic communication, that is, being able to participate in most common communicative events within the world of higher education. Giménez covers listening, speaking, reading and writing skills detailing relevant strategies and techniques which allow students to become effective communicators. Finally, the last chapter of the volume authored by JORDI PIQUÉ-ANGORDANS and CARMEN PIQUÉ-NOGUERA analyzes English for academic research. They focus on the different steps involved in research: research questions, defining hypotheses, approaching quantitative and qualitative research and referencing. They then move on to research results dissemination: academic and scientific articles, and posters and presentations; they outline their main sections and they offer substantial information on how to succeed in this type of research production and share knowledge with other experts.

In order to help the assimilation of the contents each chapter contains different activities after the main section; however, in my view, most of these are excessively complex for their intended audience. At the end of each chapter an interesting recommended bibliography and web links are included as well as a lengthy self-evaluation questionnaire. All the contributions in this collection offer a comprehensive and complete overview of the main aspects of the topics dealt with because of the in-depth knowledge of the authors who share a solid and extensive background in the teaching and/or researching of Business English in Spanish universities.

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