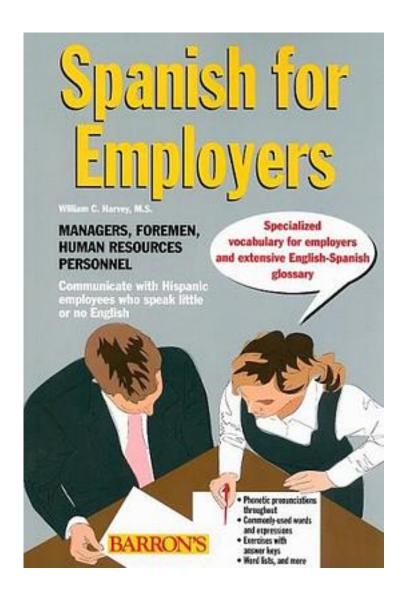
Spanish for Employers



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Spanish words, phrases, and instructive exercises are focused to help employers, managers, and staff communicate effectively with Hispanic employees. Every Spanish word and expression in the book is followed by its phonetic pronunciation, and easy-to-follow tips will help its readers understand colloquial spoken Spanish. Author William Harvey concentrates on words and phrases likely to be used in factory, office, and similar settings, and presents true-to-life dialogues that dramatize workplace situations. This book, with its two enclosed audio compact discs, takes an informal approach to teaching Spanish, bypassing rules of grammar and concentrating on practical conversational situations. Vocabulary and sentences on the CDs relate to the bookas text and provide practice in listening comprehension.

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