

Contents

Unit	Reading A	Listening and Speaking	Reading B	Writing	Project	Vocabulary	Grammar	Fun Time
Unit 1 Establishing Business Relations (p1)	Create Excellence —Blue-Sky Mold	Meeting People and Taking Orders	Letters of Establishing Business Relations	Letters of Establishing Business Relations	Establishing Business Relations	New Words and Expressions Vocabulary and Structure	Part of Speech	How To Tell a Joke
Unit 2 Market Research (p25)	Gas Compressor Market in China —The Past and the Future	Doing Market Research	Expert Interview —MEMS Switch Applications for Semiconductor Test Market	Mini-report on Market	Doing Market Research	New Words and Expressions Vocabulary and Structure	Modal Verbs	Jokes
Unit 3 Product Designing (p51)	Computer-Aided Design	Discussing About Product Design	Gear Reducer—A Great Design	A Design Scheme	Designing an Electric Bike	New Words and Expressions Vocabulary and Structure	Tenses	The Funny English Language
Unit 4 Production (p75)	Computer-Aided Manufacturing	Discussing About Product Manufacturing	Plastic Molding	Daily Production Report	Manufacturing a Product	New Words and Expressions Vocabulary and Structure	Sentences	Wrong Email Address
Unit 5 Product Inspection (p97)	Inspection and Testing	Discussing About Inspections	Inspection Record of a Precision Bench Lathe	Fax & Notice	Making a Final Inspection	New Words and Expressions Vocabulary and Structure	Attributive Clause	A Humor
Unit 6 Installation and Maintenance (p121)	Mounting the Lathe to a Board	Dealing with the Repairing	Cleaning the Lathe	Cleaning Instructions & A Follow-up Letter	Learning About the Preventive Maintenance of Machines	New Words and Expressions Vocabulary and Structure	Non-finite Verbs	Humorous Language
Unit 7 Operational & Technical Management (p145)	PDM System and Mold Design	Technology Innovation & Warehouse Management	Responsibilities of the Warehouse Worker and the Warehouse Manager	Certificate of Warehousing by the Consignee	Developing and Improving a Product	New Words and Expressions Vocabulary and Structure	Subjunctive Mood	A Humor
Unit 8 Marketing and After-Sales Service (p169)	Doosan Infracore's Marketing Strategy in China	Selling a Product & Dealing with Customers' Complaints	Invitation to India Machine Tools Show	A Reply to Invitation to an Exhibition	Marketing the Products	New Words and Expressions Vocabulary and Structure	Punctuation	A Humor