Record Nr. UNINA9910779442203321 Autore Schnurr Stephanie <1975-, > Titolo Exploring professional communication: language in action / / Stephanie Schnurr Milton Park, Abingdon, Oxon; New York:,: Routledge,, 2013 Pubbl/distr/stampa **ISBN** 1-136-21295-7 0-203-09532-4 1-283-89517-X 1-136-21296-5 Descrizione fisica 1 online resource (257 p.) Collana Routledge introductions to applied linguistics 302.2 Disciplina Soggetti Interpersonal communication Oral communication **Business communication** Communication in organizations Lingua di pubblicazione Inglese Materiale a stampa **Formato** Livello bibliografico Monografia Note generali Description based upon print version of record. Includes bibliographical references and index. Nota di bibliografia Nota di contenuto Front Cover; Exploring Professional Communication; Copyright Page; Contents: List of figures and tables: Series editor's introduction: Acknowledgements; 1 What is professional communication?; Section A: Examples of professional communication; Section B: Conceptualising professional communication; Section C: Approaching professional communication from the perspective of applied linguistics; Brief outline of the book; Summary; 2 Genres of professional communication; Section A: Exploring genres of professional communication: Section B: Engaging with genres of professional communication Section C: Analysing different genres of professional communicationSummary; 3 Workplace culture; Section A: Communicating differently in different workplaces; Section B: What is workplace culture?; Section C: Theorising workplace culture; Summary; 4 Culture and politeness at work; Section A: Is culture an issue at work?; Section B: Exploring culture; Section C: Theorising politeness and face in cultural contexts; Summary; 5 Identities at work; Section A:

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Sommario/riassunto

Routledge Introductions to Applied Linguistics is a series of introductory level textbooks covering the core topics in Applied Linguistics, primarily designed for those beginning postgraduate studies, or taking an introductory MA course as well as advanced undergraduates. Titles in the series are also ideal for language professionals returning to academic study. The books take an innovative 'practice-to-theory' approach, with a 'back-to-front' structure. This leads the reader from real-world problems and issues, through a discussion of intervention and how to