

What is Professional Business Vocabulary?

Worksheet

Professional business vocabulary includes French terms used in corporate environments like négociier (negotiate), rapport (report), compétence (skill), and stratégie (strategy). These words enable effective communication in French-speaking workplaces.

Questions

1. Which word means 'to negotiate'?

- A) discuter
- B) négociier
- C) rédiger
- D) analyser

2. What is a 'contrat'?

- A) contract
- B) meeting
- C) strategy
- D) profit

3. 'Compétence' refers to...

- A) company
- B) skill
- C) market
- D) budget

4. Which term means 'strategy'?

- A) budget
- B) rapport
- C) stratégie
- D) deadline

5. Translate 'The team leader held a meeting to discuss the new strategy.'

6. Use 'négociier' and 'contrat' in a sentence about business.

7. What French word means 'professional competence'?

8. Define: What does 'négociier' mean?

9. Define: What is a 'rapport' in business?

10. Define: What does 'compétence' refer to?

Answer Key

1. B) négocier — Négocier = to negotiate. Discuter is to discuss; rédiger is to write; analyser is to analyze.
2. A) contract — Contrat means contract — a legally binding agreement.
3. B) skill — Compétence means skill or professional ability.
4. C) stratégie — Stratégie = strategy. Rapport = report, budget = budget, deadline = échéance.
5. Team leader = le chef d'équipe Meeting = la réunion Strategy = la stratégie Full: 'Le chef d'équipe a tenu une réunion pour discuter la nouvelle stratégie.'
6. Négocier = to negotiate, Contrat = contract Sentence: 'Les directeurs vont négocier un nouveau contrat commercial.'
7. Compétence = competence, skill In context: 'Elle a une grande compétence dans la gestion de projet.'
8. To negotiate — to discuss and reach an agreement.
9. A report — a formal document summarizing information or results.
10. Skill or competence — professional ability and expertise.

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