

Business English Vocabulary (2)

Abbreviations: v = verb, n = noun, adj = adjective, adv = adverb, idm = idiom, phr v = phrasal verb

confirm (v) /kən'fɜ:rm/ affirm, assure

- : He confirmed that there was no problem with the latest software.
- : Would you please confirm the time of next Monday's meeting?

confirmation (n) /kə:nfə'r'meʃn/ approval, validation

- : We look forward to receiving your confirmation.
- : I will email you as soon as I receive my flight confirmation.

consume (v) /kən'su:m/ use

- : We are still consuming too much paper.
- : How much electricity does your department consume?

consumption (n) /kən'sʌmpʃn/ using

- : Oil consumption is slightly higher.
- : Japan's consumption tax was raised to 10 percent in 2019.

consumer (n) /kən'su:mər/ customer, buyer, shopper

- : Consumers are not satisfied with the after-sales service.
- : Consumer spending increased by 2% during the summer holidays.

deadline (n) /'dedlæɪn/ time limit, finishing date

- : Our team wasn't able to meet the deadline because of the strike.
- : The deadline was approaching, so we had to work overtime.

dispatch (v) /drɪ'spætʃ/ send, ship

- : Two salesmen have been dispatched to Spain.
- : I will dispatch your order as soon as I receive the payment.

estimate (v) /'estɪmeɪt/ guess, evaluate, judge

- : Can you estimate how many workers we need to complete the project?
- : Analysts estimate the company's stock price will rise 10%.

exchange rate (n) /ɪks'tʃeɪndʒ/-/reɪt/ the value of a country's currency compared to another currency

- : A higher exchange rate makes it difficult to export our products.
- : Changes in exchange rates affect import prices.

feedback (n) /fi:dbæk/ comments, response, advice

- : You need to pay attention to customer feedback.
- : Customer feedback helps you determine if your clients are satisfied with your products.

forecast (v) /fɔ:rkæst/ anticipate, predict

- : The financial adviser forecasted that gold prices would fall further.
- : Our president forecasted higher profits next year.

forecast (n) /fɔ:rkæst/ anticipation, prediction

- : It is difficult to make accurate forecasts in financial markets.
- : Economic forecasts are not always accurate.