INGLÉS EMPRESARIAL

UNIT 3	Stock market	3 Oct. 2016
	APELLIDOS: NOMBRE: DNI / PASAPORTE: CORREO ELECTRÓNICO:	**Direct debit and standing order** **Email etiquette** HOJA: 1 /

Keep reviewing the videos of the first topics. **Practice makes perfect.**

3.1. Watch the video "How the stock market works." Write an outline of its content.

3.2. Watch the video "What are stock market bulls vs bears?" Summarize it in no more than 50 words.

3.3. Find some information about the following stock market indices: Dow Jones Industrial Average, S&P 500, Wilshire 5000, Nasdaq Composite Index, and Russell 2000.

3.4. What is the difference between direct debit and standing order? Wouldn't you prefer to pay your bills in cash? Why?

3.5. Watch the video "The dos and don'ts of e-mail etiquette."

a) Outline the suggestions given there.

b) What is the difference between the English honorifics *Ms, Miss,* and *Mrs?*

c) Explore Snopes.com, and reproduce here an urban legend that calls your attention.

3.6. The article "Eighteen etiquette tips for e-mailing your professor" applies e-mail etiquette to the academic world. Check different online lists of "things you should never say to your professor" and mention some of those you have heard, read, or perhaps even said yourself. Comment on them.

3.7. By the end of this week your glossary should already have 105-150 terms.