



## Wordlist Business Partner B1 (A-Z)

Headword	Part of speech	German	French	Italian	Definition / Example sentence
<b>A</b>					
account for	phr v	ausmachen, betragen	constituer	rapresentare	to form a particular amount or part of something: <i>Beauty products now account for more than 20% of sales in some European supermarkets.</i>
action	v	ausführen, umsetzen	mettre en action	mettere in atto	to do a specific thing that needs to be done, especially after discussing it: How are we actually going to action these objectives?
action point (also action item)	n	Aktionspunkt	point d'action	punto d'azione	something that you decide must be done, especially after a meeting or after studying something carefully: We drew up a list of action points arising from the interview.
adapt	v	<b>1</b> sich anpassen <b>2</b> umbauen	<b>1</b> s'adapter à <b>2</b> adapter, transformer	<b>1</b> adattarsi (a) <b>2</b> modificare	<b>1</b> to gradually change your behaviour and attitudes in order to be successful in a new situation: It took him a while to adapt to his new job. <b>2</b> to change something to make it suitable for a different purpose: The car has been adapted to take unleaded petrol.
adaptable	adj	anpassungsfähig	capable de s'adapter	adattabile, flessibile	able to change in order to be successful in new and different situations: Today's workforce needs to be flexible and adaptable to constantly changing conditions.
adaptability	n	Anpassungsfähigkeit, Flexibilität	adaptabilité, flexibilité	capacità di adattamento	the ability to change in order to be successful in new and different situations: Executives mentioned resilience and adaptability as key attributes they look for in employees.

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adaptation	n	Anpassung	adaptation	adattamento, adeguamento	the process of changing to become suitable for a new situation: Our company's adaptation to changing consumer tastes has been a great success.
advanced	adj	fortgeschritten	avancé	avanzato	using the most modern ideas, equipment, and methods: <i>advanced technology</i>
advertise	v	bewerben, Werbung machen für	promouvoir, faire de la publicité	pubblicizzare	to tell people publicly about a product or service in order to persuade them to buy it: She has signed a deal to advertise the company's haircare products.
advertisement	n	Werbung	publicité	pubblicità, annuncio pubblicitario	a picture, piece of film or piece of writing that is used to tell people publicly about a product or service in order to persuade them to buy it: The company has placed advertisements on social media
after hours		nach der normalen Arbeitszeit	en dehors des heures de bureau	fuori dall'orario di lavoro	happening after the normal hours of opening for a business, financial market, etc.: <i>She often does some of her work after hours.</i>
agency	n	Agentur	agence	agenzia	a business that provides a particular service for people or organisations: <i>an advertising and public relations agency</i>
agenda	n	Tagesordnung	ordre du jour	ordine del giorno	a list of the subjects to be discussed at a meeting: <i>What's the first item on the agenda?</i>
agent	n	Mitarbeiter	agent	agente, rappresentante	a person who represents or speaks for a company: <i>I called and spoke to an agent at the credit card company.</i>
ambition	n	<b>1</b> Wunsch, Ziel <b>2</b> Ehrgeiz	<b>1</b> volonté <b>2</b> ambition	<b>1</b> aspirazione <b>2</b> ambizione	<b>1</b> a strong desire to achieve something: <i>My ambition was to be a journalist.</i> <b>2</b> determination to be successful, rich, powerful, etc.: <i>He was young and full of ambition.</i>
ambitious	adj	ehrgeizig	ambitieux	ambizioso	determined to be successful, rich, powerful, etc.: <i>Linda has always been an ambitious and hard-working manager.</i>
analyse	v	analysieren	analyser	analizzare	to examine or think about something carefully, in order to understand it: She still needs to analyse the data.

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analyst	n	Analyst/in	analyste	analista	someone who is a specialist in a particular subject, market, industry, etc. and examines information relating to it in order to give their views about what will happen or should be done: Internet analysts agree that security is a big issue.
anticipate	v	erwarten	s'attendre à	aspettarsi, prevedere	to expect that something will happen and be ready for it: <i>We don't anticipate any problems.</i>
appeal	n	Interesse	attrait, intérêt	fascino, interesse	a quality that makes people like something or someone: <i>The programme has a very wide appeal.</i>
appeal	v	ansprechen, interessieren	plaire	interessare, piacere	if someone or something appeals to you, they seem attractive and interesting: <i>The idea of working abroad really appeals to me.</i>
appealing	adj	ansprechend	attrayant, séduisant	accattivante	attractive or interesting: <i>It's extremely difficult to create a really appealing advertisement.</i>
applicant	n	Bewerber/in	candidat/e, postulant/e	candidato/-a	someone who applies for a job, usually by writing a letter or filling in a form: <i>He was one of 30 applicants for the manager's job.</i>
appoint	v	ernennen	nommer	nominare, designare	to choose someone for a job or position: The company appointed a new chairman last week.
approach	n	Ansatz	approche	approccio	a method of doing something or dealing with a problem: <i>If this doesn't work, we'll try a different approach.</i>
aspirational	n	anspruchsvoll, karriereorientiert, ehrgeizig	souhaitable, ambitieux	a cui aspirare	something that is aspirational is wanted by people because they connect it with wealth or success: <i>The advertisements had an aspirational look.</i>
assess	v	bewerten	évaluer	valutare	to make a judgement about a person or situation after considering all the information: The committee will continue to assess how we can improve sales.
assist	v	unterstützen, helfen	assister, aider	aiutare, assistere	to help someone to do something: <i>Can you do the job alone, or do you want someone to assist you?</i>
assistance	n	Untertützung	assistance	assistenza	help or support: <i>We offer financial assistance to students.</i>
attribute	n	Eigenschaft	caractéristique, attribut	qualità, caratteristica	a quality that someone has, especially one that is good or useful: <i>What attributes should a good manager possess?</i>

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auction	n	Versteigerung, Auktion	vente aux enchères	vendita all'asta	a meeting where land, buildings, paintings, etc. are sold to the person who offers the most money for them: <i>The buildings will be sold at auction next month.</i>
authentic	adj	authentisch	authentique	autentico	showing your real character, beliefs and attitudes, and not pretending to be a different kind of person: <i>We're not likely to trust someone we think is not authentic.</i>
authenticity	n	Authentizität	authenticité	autenticità	the quality of showing your real character, beliefs and attitudes, and not pretending to be a different kind of person: <i>Authenticity is associated with maturity and self-knowledge.</i>
authority	n	Autorität, Macht	autorité, pouvoir	autorità	the power that a person or organisation has because of their official or legal position: <i>I wouldn't have taken the job unless I had the authority to run the division.</i>
automated	adj	automatisiert	automatisé	automatizzato	using computers and machines to do a job, rather than people: <i>The production process is now fully automated.</i>
automotive	adj	Automobil-	(d')automobile	automobilistico	relating to cars or the car industry: <i>demand in the automotive market</i>
<b>B</b>					
background	n	Hintergrund	contexte	antefatto, contesto	the situation or past events that explain why something happens in the way that it does: <i>Without knowing the background to the case, I couldn't possibly comment.</i>
benefit	n	Nutzen, Vorteil	avantage, bénéfice	vantaggio	a good effect or advantage that something has, for example a product or service: <i>The new system will be a great benefit to the company.</i>
bid	n	Angebot	offre	offerta, licitazione	an offer to do work or provide services for a fixed price, in competition with other offers: <i>The company did not put in a bid for the contract.</i>
biometrics	n	Biometrie	biométrie	biometria	technology that uses measurements of people's eyes, face, fingerprints, etc. in order to recognise who they are: <i>The security system uses biometrics to allow people into different areas of the building.</i>

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body language	n	Körpersprache	langage corporel	linguaggio del corpo	changes in your body position and movements that show what you are feeling or thinking: <i>It was clear from his body language that he was nervous.</i>
brainstorm	v	brainstormen	faire un brainstorming, lancer des idées	fare brainstorming, raccogliere idee	to have a discussion or meeting with other people to suggest a lot of ideas for an activity or for solving a problem: <i>Employees get together and brainstorm ideas, some of which get developed and some don't.</i>
brand	n	Marke	marque	marchio	a name given to a product by a company so that the product can easily be recognised by its name or its design: <i>What brand of shampoo do you use?</i>
<i>global brand</i>	n	Weltmarke	marque mondiale	marchio globale	a product name that is known by people all around the world, because the product is sold in most countries: <i>Disney is a global brand.</i>
branding	n	Markenbildung, Branding	marquage	branding, promozione del marchio	the practice of giving a product or a group of products a name and then advertising the product so that the name becomes well-known: <i>There is branding all over sports competitions—on the shirts, scoreboards, even the stadiums themselves.</i>
brochure	n	Broschüre	brochure, plaquette	opuscolo	a thin book giving information or advertising something: <i>a holiday brochure</i>
budget	n	Budget, Finanzhaushalt	budget	budget, bilancio di previsione	a detailed plan made by an organisation or a government of how much it will receive as income over a particular period of time, and how much it will spend, what it will spend the money on, etc.: <i>Each year business managers draw up a budget and suggest a series of financial targets.</i>
business model	n	Geschäftsmodell	modèle commercial	modello di business	a plan for how a business should be run in order to succeed and make money, for example what its products are and how they are produced, how they are sent out to customers, etc.: <i>Many fast-food restaurants are run on a franchise business model.</i>
<b>C</b>					
candidate	n	Kandidat, Bewerber	candidat	candidato/-a	someone who is being considered for a job: <i>They are</i>
can-do	adj	anpackend, positiv	volontaire, positif	positivo, determinato	<i>interviewing three candidates for the post of sales manager.</i>

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capture	v	einfangen, festhalten	prendre, saisir, immortaliser	catturare, riuscire a descrivere	to succeed in writing down or describing an idea, situation or feeling, using words or pictures: <i>These photographs capture life at the turn of the century.</i>
career	n	Karriere	carrière	carriera	a job or profession that you have been trained for and intend to do for your working life: <i>a career in journalism</i>
<i>career ladder</i>	n	Karriereleiter	échelle des carrières	avanzamento di carriera	the series of jobs or positions that someone can have during their career, with each job being more important or responsible than the one before: <i>What is the typical career ladder in the industry?</i>
<i>careers advice</i> (also <i>career advice</i> <i>AmE</i> )	n	Berufsberatung	conseils en matière de carrière	orientamento al lavoro	advice about which is the best type of job for you: <i>Most universities offer free careers advice.</i>
<i>careers event</i>	n	Karrieremesse	événement d'information sur les carrières	evento aziendale, evento commerciale	<i>BrE</i> an event that many employers go to, where you can get information about their business or industry and meet many business people: <i>Be prepared to network at a careers event.</i>
catch up	phr v	aufholen, nachholen	rattraper	recuperare, rimettersi al passo	to do what needs to be done because you have not been able to do it until now: <i>I have some work to catch up on.</i>
CCTV	n	Videoüberwachung	vidéosurveillance	televisione a circuito chiuso, TVCC	(closed circuit television) a system of cameras placed in public buildings or in the street, used to help prevent crime or catch criminals: <i>The attack was filmed on CCTV.</i>
CEO	n	Geschäftsführer, Vorstandsvorsitzender	président directeur général	amministratore delegato, AD	(Chief Executive Officer) the manager with the most authority in the normal, everyday management of a company. The job of CEO is sometimes combined with other jobs, such as that of president: <i>McGrory is now CEO of Price Enterprises.</i>
CFO	n	Finanzchef, Finanzvorstand	directeur financier	direttore finanziario, DF	(Chief Financial Officer) the finance manager with the most authority in a company: <i>Mr Smith, the CFO, says the company has decided on the assets it wishes to sell.</i>
chain	n	Kette	chaîne	catena	a number of shops, hotels, cinemas, etc. owned or managed by the same company or person: <i>a chain of travel agents</i>
classic	adj	klassisch	classique	classico	attractive in a simple traditional way: <i>She chose a classic navy suit for the ceremony.</i>

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client	n	Kunde/-in	client/e	cliente	someone who buys goods or a service from a seller: <i>a meeting with an important client</i>
climate change	n	Klimawandel	changement climatique	cambiamento climatico	a permanent change in the Earth's weather conditions: We already see the effects of climate change
close a deal/sale/contract etc		ein Geschäft abschließen	conclure une affaire	chiudere un affare/una vendita/un contratto ecc.	to reach the point in a deal, sale, etc. where everyone involved agrees to it: <i>He talks and talks until he closes a deal.</i>
commission	n	Provision	commission	commissione, provvigione	an amount of money paid to someone according to the value of goods, shares, bonds, etc. they have sold: <i>The dealer takes a 20% commission on the sales he makes.</i>
compensation	n	Entschädigung	indemnité	risarcimento, indennizzo	an amount paid to someone because they have been harmed in some way or hurt: The airline will pay compensation to 200 people whose flights were cancelled.
compete	v	konkurrieren	rivaliser avec	competere	to try to get people to buy your company or country's goods or services rather than those available from another company or country: <i>Nowadays we have to compete more and more with foreign companies.</i>
competition	n	Konkurrenz	concurrence	concorrenza	a situation in which businesses are trying to be more successful than others by selling more goods and services and making more profit: <i>This price reduction is due to competition.</i>
competitor	n	Konkurrent/in	concurrent/e	concorrente	a person, product, company, country, etc. that is competing with another: <i>People who have tried our product prefer it to its direct competitor .</i>
complaint	n	Beschwerde, Reklamation	plainte, réclamation	reclamo	a written or spoken statement by someone complaining about something: <i>Thousands of customers have made complaints about the bank's internet banking service.</i>
compulsory	adj	vorgeschrieben, Pflicht	obligatoire	obbligatorio	something that is compulsory must be done because it is the law or because someone in authority orders you to: <i>Car insurance is compulsory.</i>
concept	n	Konzept	concept	concetto, idea	an idea for a product or service: <i>a new concept in business</i>

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confidence	n	Selbstvertrauen	confiance en soi	sicurezza di sé	the belief that you have the ability to do things well or deal with situations successfully: <i>Our goal is to prepare students to go into the business world with confidence.</i>
confident	adj	selbstbewusst	assuré, sûr de soi	fiducioso	sure that you have the ability to do things well or deal with situations successfully: <i>I felt I was doing well and my confidence began to grow.</i>
consensus	n	Konsens	consensus	consenso	agreement among a group of people: <i>The talks are aimed at building a consensus.</i>
consulting firm	n	Beratungsfirma	société de conseil	azienda di consulenza	a company that gives advice and training in a particular area to people in other companies: <i>They have called in a management consulting firm.</i>
consumable	adj	Verbraucher-	de consommation	di consumo	consumable goods are intended to be used and then replaced: <i>Aid shipments included consumable medical supplies such as needles and bandages.</i>
consume	v	verbrauchen	consommer	consumare	to use time, energy, goods, etc.: <i>Only 27% of the paper we consume is recycled.</i>
consumer	n	Verbraucher/in	consommateur/-trice	consumatore/ consumatrice	a person who buys goods, products, and services for their own use, not for business use or to resell: <i>Demand for cars is increasing as consumers feel more confident about the economy.</i>
consumption	n	Verbrauch	consommation, usage	consumo	<b>1</b> the amount of goods, services, energy, or natural materials used in a particular period of time: <i>Total consumption of petrol has risen by 20%.</i> <b>2</b> the act of buying and using products: <i>Our products are made for domestic consumption rather than export.</i>
contract	n	Vertrag	contrat	contratto	a formal, written agreement between two or more people or groups which says what each must do for the other, or must not do: <i>He will sign the new contract next week.</i>
cope	v	umgehen mit, fertigwerden mit	surmonter, faire face à	far fronte (a)	to succeed in dealing with a difficult problem or situation: <i>In this job, you'll have to learn to cope with pressure.</i>

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cost	n	<b>1</b> Ausgaben <b>2</b> Kosten	coûts	<b>1</b> spese <b>2</b> costo	<b>1 costs</b> [plural] the money that a business or an individual must regularly spend: We have to cut costs in order to remain competitive. <b>2</b> the amount of money that you have to pay in order to buy, do, or produce something: The company had to bring in skilled workers from abroad, often at high cost.
craftsman	n	Handwerker	artisan	artigiano/-a	a skilled worker, especially a man, in a job that involves making things with your hands: <i>Each drawer is individually finished by craftsmen to bring out the full beauty of the wood.</i>
critical thinking	n	kritisches Denken	esprit critique	pensiero critico	the process of thinking very carefully about something and making judgments about what is good, bad, true, or will work well: <i>We encourage critical thinking among our students.</i>
custom	adj	individuell	personnalisé, individuel	personalizzato	custom products or services are specially designed and made for a particular person: <i>His son operates a custom furniture business.</i>
customer	n	Kunde/-in	client/e	cliente	a person or organisation that buys goods or services from a shop or company: <i>We aim to offer good value and service to all our customers.</i>
customer base	n	Kundenstamm	base de clientèle, clientèle	base di consumatori, clientela	all the people who buy or use a particular product: How do companies deal with the marketing problem of capturing and retaining a customer base?
customer service	n	Kundendienst	service client	assistenza clienti	<b>1</b> when an organisation helps its customers by answering their questions and listening to their complaints, giving them advice on using a particular product or service, providing a good quality product, etc.: The company claims customer service is its number one priority. <b>2</b> (also <b>Customer Services</b> ) the department in a large organisation that deals with questions and complaints from its customers, gives advice on using the product or service it provides, etc.: For further information on product availability, contact Customer Services.
customer-facing	adj	im direkten Kundenkontakt	en contact direct avec la clientèle	a contatto diretto con i clienti	dealing directly with customers: <i>Customer-facing staff receive training in customer service.</i>

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customisable (also customizable)	adj	personalisierbar	personnalisable	personalizzabile	able to be changed in order to be suitable for a particular object or situation: <i>The phone is completely customisable.</i>
customisation (also customization)	n	Personalisierung	personnalisation	personalizzazione	the process of specially designing and building a product or service for a particular person or organisation, so that the product or service is different from that used by other people: <i>Customisation is important in the luxury car industry.</i>
customise (also customize)	v	personalisieren	personnaliser	personalizzare	to design, build, etc. a product or service specially for a particular person or organisation, so that the product or service is different from that used by other people: <i>The software is easy to customise.</i>
customised	adj	personalisiert	personnalisé	personalizzato	designed, built, etc. specially for a particular person, task, etc., so that a product or service is different from that used by other people: <i>a customised car</i>
cutting-edge	adj	supermodern, Spitzen-	de pointe	all'avanguardia	using the newest and most advanced ideas, methods, equipment, etc.: <i>The team is doing cutting-edge research on cancer treatments.</i>
CV (curriculum vitae)	n	Lebenslauf	CV, curriculum vitae	CV, curriculum	a short, written document that lists your education and previous jobs, which you send to employers when you are looking for a job (= résumé AmE): Send your CV and a covering letter to the address below.
<b>D</b>					
deal with	phr v	umgehen mit, bewältigen	faire face à, gérer	affrontare, trattare	to take the necessary action, especially in order to solve a problem: <i>For a while I had no idea how to deal with the situation.</i>
debriefing	n	Besprechung, Nachbesprechung	compte-rendu	resoconto, rapporto	the process of asking someone questions about a job they have just done or an experience they have just had, in order to gather information: a debriefing session
delegate	v	delegieren	déléguer	delegare	to choose someone to do a particular job, or to be a representative of a group, organization, etc.: <i>We were delegated to represent our club at the state conference.</i>
delivery	n	Lieferung	livraison, distribution	consegna	the act of bringing goods, letters, etc. to a particular person or place, or the things that are brought: <i>deliveries of food and supplies</i>

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<i>cash on delivery</i>		Barzahlung bei Lieferung	paiement à la livraison	pagamento alla consegna	a payment system in which the customer pays for goods when they are delivered: <i>The restaurant pays cash on delivery for fish, which the local fishermen like.</i>
<i>delivery company</i>	n	Lieferfirma	entreprise de livraison	ditta di spedizioni	a company that delivers goods to customers: <i>What date has the delivery company given you?</i>
<i>delivery date</i>	n	Lieferdatum	date de livraison	data di consegna	the date that has been arranged for goods to be delivered: <i>The delivery date is 30 June.</i>
demand	n	<b>1</b> Nachfrage <b>2</b> Bedarf	demande	domanda	<b>1</b> the total amount of a type of goods or services that people or companies buy in a particular period of time: There was a very strong demand for jeans and T-shirts over the last month. <b>2</b> the need or desire that people have for particular goods and services: Production is increasing faster than demand.
department	n	Abteilung	service, département	dipartimento	one of the parts of a large organisation, such as a company or university, where people do a particular kind of work: She heads the customer services department.
dependability	n	Zuverlässigkeit	fiabilité	affidabilità	the ability to be trusted to do what is needed or expected; <i>Employers are looking for dependability and a good work ethic.</i>
dependable	adj	zuverlässig	sûr, fiable	affidabile, sicuro	able to be trusted to do what you need or expect: <i>Freelancers often don't have a dependable source of income.</i>
deposit	n	Anzahlung	acompte	deposito, cauzione	a small first payment that you make for a house, car, holiday, etc.: <i>You have to put down a deposit of 10% of the total cost.</i>
determination	n	Entschlossenheit	détermination	determinazione	the quality of trying to do something even when it is difficult: <i>To become a professional musician, you need to have a lot of determination.</i>
development	n	Entwicklung	développement	sviluppo	the process of planning and making new products or providing new services: <i>The new phone is the result of two years of product development.</i>
devil's advocate	n	des Teufels Advokat	avocat du diable	avvocato del diavolo	someone who pretends to disagree with you in order to have a good discussion about something: <i>Often the interviewer will need to play the devil's advocate, to put the other side's case forward.</i>
dispatch	v	versenden, verschicken	expédier	spedire	to send something or someone to a place: <i>Goods are normally dispatched within 24 hours.</i>

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disrupt	v	stören, aus dem Gleis bringen	perturber	perturbare	to start doing something in a new and more effective way that changes the way a type of business does things: <i>The car sharing app has disrupted the taxi industry.</i>
distribution	n	Auslieferung	distribution	distribuzione	the actions involved in supplying goods to shops and companies after they have been produced, for example moving, storing and selling the goods: <i>The company plans to establish a network of central warehouses to make product distribution more efficient.</i>
diversify	v	diversifizieren	se diversifier	diversificare	if a company or economy diversifies, it increases the range of goods or services it produces: <i>Singapore has diversified into a wider range of industries .</i>
domestic	adj	Binnen-, Inland-	domestique	domestico, interno	relating to the country you live in, rather than abroad: <i>The domestic economy is doing very well</i>
downside	n	Nachteil	inconvéient	svantaggio	the negative part or disadvantage of something: <i>The downside of working here is that it is very far from my home.</i>
draft	n	Entwurf	version préliminaire	bozza, prima stesura	a document or piece of writing that has to be checked and possibly changed, and so is not yet in its finished form: <i>I read the first draft of the report and thought it was very good.</i>
<b>E</b>					
e-commerce	n	elektronischer Handel	commerce électronique	e-commerce, commercio elettronico	<b>(electronic commerce)</b> the practice of buying and selling goods and services over the internet: <i>Their website design agency specialises in e-commerce.</i>
effective	adj	effektiv	efficace	efficace	working well and producing the result or effect that was wanted or intended: <i>Training is often much less effective than expected.</i>
efficient	adj	effizient	productif, efficace	efficiente	working well without wasting time, money or energy: <i>a very efficient secretary</i>
elite	n	Elite	élite	élite	a group of people who have a lot of power and influence because they have money, knowledge or special skills: <i>Only a small elite can afford to send their children to this school.</i>
emission	n	Emission	émission	emissione	a gas or other substance that is sent into the air: <i>The law is designed to limit harmful emissions.</i>
empathetic	adj	empathisch	avoir beaucoup d'empathie	empatico	showing an ability to understand other people's feelings: <i>a kind and empathetic manager</i>

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empathise (also empathize)	v	mitfühlen, nachempfinden	comprendre, compatir	comprendere, empatizzare	to be able to understand someone else's feelings, problems, etc., especially because you have had similar experiences: <i>My mother died last year so I can really empathize with what he's going through.</i>
empathy	n	Empathie	empathie	empatia	the ability to understand other people's feelings and problems: <i>Both authors have the skill to make you feel great empathy with their heroines.</i>
employment	n	Beschäftigung, Arbeitsplatz, Beruf	emploi, travail	impiego	the condition of having a paid job: <i>The employment opportunities for science graduates are excellent.</i>
enclose	v	beilegen, beifügen, hineinlegen	joindre	allegare, accludere	to put something in an envelope with a letter: <i>Please enclose a cheque with your order.</i>
endorse	v	empfehlen	promouvoir	promuovere, fare il testimonial	if a famous person endorses a product or service, they say in an advertisement that they use and like it: <i>A famous footballer agreed to endorse the shaving products.</i>
enthusiasm	v	Begeisterung	passion	entusiasmo	a strong feeling of interest and enjoyment about something and an eagerness to be involved in it: <i>He never had much enthusiasm for work.</i>
enthusiastic	adj	begeistert	enthousiaste	entusiasta	feeling or showing a lot of interest and excitement about something: <i>All the staff are enthusiastic about the project.</i>
equipment	n	Ausstattung, Ausrüstung	matériel, équipements	attrezzatura	the tools, machines, etc. that you need to do a particular job or activity: <i>Window cleaners for high-rise buildings check their safety equipment regularly.</i>
e-shop	n	Internetshop	boutique en ligne	negozio online	a shop that sells its goods from a website on the internet: <i>Many retailers find that they need an e-shop as well as a bricks and mortar store.</i>
evaluate	v	bewerten, beurteilen	évaluer, juger	valutare	to carefully consider something to see how useful or valuable it is: <i>We need to evaluate the success of our last marketing campaign.</i>
exclusive	adj	exklusif	de luxe, de prestige	esclusivo	exclusive places, organizations, clothes, etc. are so expensive that not many people can afford to use or buy them: <i>an exclusive Manhattan hotel</i>
executive	n	Geschäftsführer, Manager, Leiter	cadre	dirigente	someone who has an important job as a manager in a company or business: <i>She is a senior executive with a major pharmaceuticals company.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
expand	v	wachsen, sich ausdehnen	augmenter, se développer	espandersi, estendersi	<b>1</b> to become larger in size, amount or number, or to make something larger in size, amount or number: <i>Sydney's population expanded rapidly in the 1960s.</i> <b>2</b> if an economy, industry or business activity expands, it gets bigger or more successful: <i>The business was growing very rapidly and expanding abroad.</i>
export	n	Export	exportation	esportazione	the sale of goods to other countries: <i>The coffee is for export to Europe.</i>
<b>F</b>					
face	v	gegenüberstehen	faire face à	affrontare	to have a difficult problem or situation that is going to affect you and that you must deal with: <i>She is facing the biggest challenge of her career.</i>
facilities	n	Ausstattung, Einrichtung	installations	strutture, servizi	buildings or equipment that are provided for a particular use: <i>The hotel's leisure facilities include a large indoor pool, sauna and sun terrace.</i>
factor	n	Faktor	facteur	fattore	one of many things that influence or cause a situation: <i>The council will take a number of factors into account when making its decision.</i>
feature	n	Funktion, Eigenschaft	fonction, particularité	caratteristica, accessorio	a part of something that is important, interesting or useful: <i>Air bags are now a standard feature in new cars.</i>
feedback	n	Feedback	feedback	riscontro	advice, criticism, etc. about how successful or useful something is: <i>The line manager judges the trainee's work and provides feedback.</i>
finance	n	Finanzen	finances	finanza	the management of money by countries, organisations and people: <i>He was an expert in finance and advised people where to invest their money.</i>
financial	adj	finanziell	financier	finanziario	relating to money or the management of money: <i>The company was in severe financial difficulties.</i>
firm	n	Firma, Unternehmen	entreprise	azienda, società	a company or business, especially one which is quite small: <i>The firm supplies office furniture to businesses.</i>
flexibility	n	Flexibilität	flexibilité, adaptabilité	flessibilità	the ability to change or be changed easily to suit a different situation: <i>Employees expect flexibility in the workplace.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
flexible	adj	flexibel	flexible	flessibile	a person, plan, etc. that is flexible can change or be changed easily to suit any new situation: <i>We can be flexible about your starting date.</i>
focus	v	sich konzentrieren	se concentrer sur	concentrare, focalizzare	to give special attention to one particular person or thing, or to make people do this: <i>She tried to focus her mind on her work.</i>
focus group	n	Fokusgruppe	panel de consommateurs	focus group	a small group of people that a company asks questions in order to find out what they think of their products, advertising, etc.: <i>Consumers in focus groups told us they felt pressured by the salespeople.</i>
follow something up	phr v	etwas weiterverfolgen, die Kommunikation aufrechterhalten	faire un suivi de	fare seguito a qualcosa, sollecitare	to do something to make sure that earlier actions have been successful or effective: <i>To increase your chances of making a sale, it is important to follow the initial phone call up with an email or a letter.</i>
fossil fuel	n	fossiler Brennstoff	combustible fossile	combustibile fossile	a fuel such as coal or oil that is produced by the very gradual decaying of animals or plants over millions of years: <i>Environmentalists would like to see fossil fuels replaced by renewable energy sources.</i>
freelance	adj	freiberuflich	Free-lance, indépendant	freelance, indipendente	working independently for different companies rather than being employed by one particular company: <i>Jamie's trying to earn a living as a freelance journalist.</i>
freelancer	n	Freiberufler	travailleur indépendant, free-lance	libero/-a professionista	someone who works independently for different companies rather than being employed by one particular company: <i>Freelancers do most of the editorial work.</i>
funds	n	Geldmittel, Finanzierung	capital, ressources	fondi, finanziamenti	money that an organisation needs or has: <i>The park remains unfinished due to lack of funds.</i>
<b>G</b>					
global	adj	global, weltweit	global, mondial	globale	<b>1</b> relating to doing business all over the world: the global economy <b>2</b> go global if a company or industry goes global, it starts doing business all over the world: The design agency went global in the 1990s and today deals with all the Japanese, German and US car makers.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
global player	n	Weltkonzern	acteur mondial	protagonista globale	a company that produces or sells a product or service worldwide, especially a company that is a leader in its industry
globally	adv	weltweit	dans le monde entier	su scala mondiale	in a way that affects or includes the whole world: <i>This brand of soft drink is present globally.</i>
global warming	n	Erderwärmung	réchauffement planétaire	riscaldamento globale	a general increase in world temperatures caused by increased amounts of carbon dioxide around the Earth: <i>The seminar is intended to educate them on climate change and global warming.</i>
go with the flow		mit der Strömung schwimmen	suive le courant	seguire la corrente, lasciarsi trasportare	to agree that you will do the thing that most people want to do: <i>I don't mind, I'll just go with the flow.</i>
goal	n	Ziel	objectif, but	scopo	something that you hope to achieve in the future: <i>For any project, it helps if you set yourself clear goals.</i>
goods	n	Waren	marchandises, biens	merci, beni	things that are produced in order to be sold: <i>Imports of manufactured goods have increased rapidly.</i>
grow	v	<b>1</b> wachsen <b>2</b> steigern	<b>1</b> se développer <b>2</b> développer	<b>1</b> crescere, svilupparsi <b>2</b> aumentare	<b>1</b> to increase in amount, size or degree: The company grew rapidly, becoming one of the largest advertisers in the New York area <b>2</b> to make a business or part of a business bigger and more successful: We want to grow the export side of the business.
growth	n	Wachstum	croissance, développement	crescita	an increase in the value of goods or services produced and sold by a business or a country: <i>a period of rapid growth in the economy</i>
guarantee	n	Garantie	garantie	garanzia	a formal written promise to repair or replace a product, if it has a fault, within a specific period of time after you buy it: <i>They offer a two-year guarantee on all their products.</i>
<b>H</b>					
handle	v	handhaben	s'occuper de	gestire, trattare	to deal with a situation or problem by behaving in a particular way and making particular decisions: <i>Most customers were satisfied with the way their complaints were handled.</i>
handling	n	Umgangsweise	gestion, conduite	gestione	the way in which someone does a job or deals with a situation, problem or person: <i>He has been criticised for his handling of the crisis.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
hazard	n	Risiko	danger, risque	rischio, pericolo	something that may be dangerous, or cause accidents or problems: <i>The rubbish needs to be removed before it becomes a health hazard.</i>
head	n	Leiter, Chef	chef, directeur / directrice	capo	the leader or person in charge of a group, organisation or part of an organisation: <i>Work is divided into different areas and is supervised by section heads.</i>
head office	n	Firmensitz	siège social	sede centrale	the main office of a company: <i>There is a customer liaison department at head office.</i>
headquarters	n	Hauptniederlassung	siège social	sede centrale	the main office or main building of an organisation: <i>The company moved its corporate headquarters to Berlin.</i>
health and safety	n	Gesundheit und Sicherheit	santé et sécurité	salute e sicurezza	the activity of protecting employees from illness or injury at work: <i>In the construction industry, health and safety is of considerable importance.</i>
high-end	adj	Luxus-, Spitzen-	haut de gamme	esclusivo, di lusso	high-end products are the most expensive ones in a particular market or range: <i>a maker of high-end car stereo equipment</i>
high-visibility (also high-vis informal)	adj	Warnschutz-	de haute visibilité	grande visibilità	high-visibility clothing is made out of brightly coloured cloth and has stripes on it that reflect light, so that people wearing the clothing can be easily seen: <i>Road workers wearing high-visibility jackets set out cones around the construction area.</i>
hire	v	beschäftigen, engagieren	engager, embaucher	impiegare, assumere	to employ a person or an organisation for a short time to do
hi-tech (also high-tech)	adj	Hi-Tech, Hochtechnologie-	de haute technologie	tecnologicamente avanzato	a particular job for you: <i>A lawyer has been hired to deal with the case.</i>
honest	adj	ehrlich	honnête, intègre	onesto	someone who is honest always tells the truth and does not cheat or steal: <i>He was a hard-working honest man.</i>
honesty	n	Ehrlichkeit	honnêteté	onestà	the quality of being honest: <i>Are you questioning my honesty?</i>
HR (also human resources)	n	Personalabteilung	les ressources humaines	risorse umane, HR	the department in an organisation that deals with employing, training and helping employees: <i>Human resources deals with changes to contracts.</i>
<b>I</b>					
identification	n	Identifizierung	identification	identificazione	when you recognize something or discover exactly what it is: <i>the identification of customer needs</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
identify	v	identifizieren	identifier	identificare	to recognize something or discover exactly what it is, what its nature or origin is etc: <i>They identified a number of problem areas.</i>
implement	v	umsetzen	exécuter, mettre en oeuvre	implementare	to take action or make changes that you have officially decided should happen: <i>We have decided to implement the committee's recommendations in full.</i>
import-export	adj	Import-Export	Import-export	di import-export	relating to a person or company that both buys goods to bring into a country and sells goods from one country to another: <i>She runs an import-export company in the textiles industry.</i>
income	n	Einkommen	revenu	reddito	money that you earn from your job or that you receive from investments: <i>In some cities, people pay more than 50% of their income in rent.</i>
in-company	adj	firmenintern	en interne	all'interno dell'azienda	done within an organisation (=in-house): Employees receive in-company language training.
independence	n	Unabhängigkeit	indépendance	indipendenza	the freedom and ability to make your own decisions in life, without having to ask other people for permission, help, or money: <i>Having a job gives you financial independence.</i>
independent	adj	unabhängig	indépendant	indipendente	confident and able to do things by yourself in your own way, without needing help or advice from other people: <i>an independent young woman</i>
induction	n	Einführung	initiation, induction	inserimento in un nuovo lavoro, corso introduttivo	the introduction and training of someone into a new job: <i>a two-day induction course</i>
industrialised (also industrialized)	adj	industrialisiert	industrialisé	industrializzato	having a lot of factories, industrial companies, etc.: <i>an industrialized country</i>
industry	n	Industrie	industrie	<b>1</b> industria, settore <b>2</b> industria	<b>1</b> businesses that produce a particular type of thing or provide a particular service: He joined the company after working in the retailing and banking industries. <b>2</b> the large-scale production of goods or of substances, such as coal and steel: The region has tried to attract new industry in order to reduce unemployment.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
innovation	n	Innovation	innovation	innovazione	<b>1</b> the introduction of new ideas or methods: We must encourage innovation if the company is to remain competitive. <b>2</b> a new idea, method or invention: Innovations in information technology have completely transformed the way students work.
innovative	adj	innovativ	innovatif	innovativo	an innovative product, method, process, etc. is new, different and better than those that existed before: <i>The company has developed innovative schemes for recycling waste materials.</i>
integrity	n	Integrität	intégrité	integrità	the quality of being honest and strong about what you believe to be right: <i>Lawyers questioned the integrity of some of the officials.</i>
intern	n	Praktikant/in	stagiaire, interne	stagista	someone, especially a student, who works for a short time in a particular job in order to gain experience: <i>The staff now includes 20 paid workers, plus interns.</i>
internal	adj	intern	interne	interno	within a company or organisation, rather than outside it: <i>The bank is holding an internal inquiry into the incident.</i>
invest	v	investieren	invest	investire	to buy shares, bonds, property, etc. in order to make a profit: <i>People are so pessimistic about the future that they won't invest at the moment.</i>
investment	n	Investition	investissement	investimento	<b>1</b> the money that is put into a business to try to make it more successful and profitable: <i>The company is making a huge investment in solar power.</i> <b>2</b> something you buy, such as shares, bonds or property, in order to make a profit: <i>We plan to buy some property as an investment.</i>
investor	n	Investor	investisseur	investitore/ investitrice	a person or organisation that invests money in order to make a profit: <i>Britain is the second largest foreign investor in Mexico.</i>
invoice	n	Rechnung	facture	fattura	a document sent by a seller to a customer with details of goods or services that have been provided, their price, and the payment date: <i>We have received an invoice for \$250.</i>
<b>J</b>					
job fair	n	Jobmesse	foire aux emplois	fiera del lavoro	a large event where people looking for jobs and companies looking for employees can meet: <i>Some companies may run recruitment drives of their own or exhibit at a job fair.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
job seeker	n	Arbeitssuchende/r	demandeur/demandeuse d'emploi	disoccupato/-a	someone who is looking for a job: <i>As specialist recruiters, our job is to help jobseekers in finding the perfect role for them.</i>
<b>L</b>					
labourer (also laborer AmE)	n	Arbeiter	ouvrier/ouvrière	manovale	someone whose job involves a lot of heavy physical work: <i>Nick found work as a labourer at a construction site.</i>
large-scale	adj	groß, in großem Rahmen	à grande échelle	su larga scala	using or involving a lot of people, effort, money or supplies: <i>The government hopes to attract large-scale foreign investment.</i>
launch	n	Einführung	sortie, commercialisation	lancio	an occasion at which a new product is shown or made available for sale or use for the first time: <i>Since its launch two years ago, sales of the software have grown to about 300,000 a year.</i>
leader	n	führender Kopf, Leiter	chef, directeur	leader, capo	the person who directs or controls a team, organisation, country, etc.: <i>The conference was attended by a large number of business leaders.</i>
listing	n	Liste	listage	inserimento in una lista o un elenco	an entry on an official list: <i>The site has restaurant listings and reviews.</i>
logo	n	Logo	logo	logo	a design or way of writing its name that a company or organisation uses as its official sign on its products, advertising, etc.: <i>a re-designed company logo</i>
low-cost	adj	niedrigpreisig, günstig	bon marché	a basso costo	not costing a lot of money: <i>The government needs to increase the supply of low-cost housing.</i>
low-tech	adj	mit wenig Technik	à faible technologie	a bassa tecnologia	not using the most modern machines or methods in business or industry (opposite <b>hi-tech</b> ): <i>He made low-tech space movies.</i>
loyal	adj	treu	fidèle	fedele	if customers are loyal to a particular product, they continue to buy it and do not change to other products: <i>The chain is trying to appeal to customers loyal to other fast-food companies.</i>
loyalty card	n	Treuekarte	carte de fidélité	carta fedeltà	a card given by a shop or company that gives regular customers lower prices, money back on goods, etc.: <i>The loyalty card offers a 5% discount on the store's own-brand goods.</i>
luxury	adj	Luxus	luxe	di lusso	relating to goods that are expensive and not really necessary, but are pleasing and enjoyable: <i>The manager drove a luxury car.</i>

**M**

Headword	Part of speech	German	French	Italian	Definition / Example sentence
manageable	adj	machbar, zu bewältigen	faisable, gérable	gestibile, fattibile	easy to control or deal with: <i>Divide the task into manageable sections.</i>
management	n	Leitung, Führung	gestion, direction	amministrazione, gestione	the people who are in charge of a company or organisation: <i>The factory is under new management.</i>
manufacturing	n	Herstellung, Produktion	fabrication, production	manifattura, produzione	the process or business of producing goods in factories: <i>Thousands of jobs had been lost in manufacturing.</i>
market	n	Markt	marché	mercato	<b>1</b> the activity of buying and selling goods or services, or the value of the goods or services sold: <i>The baby food market is worth many tens of millions of pounds a year.</i> <b>2</b> a particular country, area or group of people to which a company sells or hopes to sell its goods or services: <i>Our main overseas market is Japan</i>
domestic market	n	Inlandsmarkt	marché local	mercato domestico, mercato interno	the country you live in or where a company is based, seen as a place where goods or services can be sold: <i>It will now be difficult to keep foreign airlines out of domestic markets.</i>
export market	n	Exportmarkt	marché d'exportation	mercato d'esportazione	a foreign country to which goods and services from a particular country are sold: <i>The US is by far Canada's biggest export market.</i>
financial market	n	Finanzmarkt	marché financier	mercato finanziario	the activity of buying and selling stocks, bonds, currencies, etc., or the places or businesses that do this: <i>Britain has Europe's biggest and most important financial market in the City of London.</i>
global market	n	Weltmarkt	marché mondial	mercato globale	the markets for goods and services around the world, considered as one large market: <i>The growth of the online economy is forcing businesses of all sizes to compete in a global market.</i>
international market	n	internationaler Markt	marché international	mercato internazionale	the markets for goods and services in many different countries around the world: <i>The international market makes up 75% of their sales.</i>
market demand	n	Marktnachfrage	demande du marché	domanda di mercato	demand for a particular type of goods or services from a particular group of buyers: <i>Ford can vary the size of their new engine to meet market demand.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
market research	n	Marktforschung	étude de marché	ricerca di mercato	a business activity that involves collecting information about what goods people in a particular area buy, why they buy them, etc.: <i>Market research showed good potential for marketing the aftershave to older men.</i>
marketing	n	Marketing	marketing	marketing	the activity of deciding how to advertise a product, what price to charge for it, etc.: <i>The reason their cars sold so well was that they had a brilliant marketing strategy.</i>
marketing mix	n	Marketing-Mix	marketing mix	marketing mix	all the different actions that are done by a company to try to sell their products, which usually include having the right product for the market, giving it the right price, selling it to the right shops and customers, and advertising the product well: <i>The company is struggling to find a cost-effective marketing mix that appeals to its customers.</i>
marketplace	n	Marktplatz	marché	mercato	a place, area or website where you can buy or sell things: <i>Many craftspeople sell using online marketplaces.</i>
mass market	n	Massenmarkt	marché de masse, grande consommation	mercato di massa	very many ordinary people, considered as a group, to whom goods are sold: <i>We sell these clothes to the mass market in department stores.</i>
mass-market	n	Massenmarkt	marché de masse, grande consommation	del mercato di massa, di grande diffusione	designed for sale to as wide a range of people as possible: <i>mass-market paperback novel</i>
mass production	n	Massenproduktion	production de masse	produzione di massa	the process of making products in large numbers by machines, so that they can be produced cheaply: <i>The new model will become cheaper with mass production.</i>
middle class	n	Mittelklasse	classe moyenne	ceto medio	the social class that includes people who are educated and work in professional jobs, for example teachers or managers: <i>Brazil's middle class has grown in number.</i>
middle-class	adj	Mittelklasse-	de classe moyenne	del ceto medio, borghese	typical of people who are educated and work in professional jobs: <i>They lived a comfortable middle-class life.</i>
milestone	n	Meilenstein	borne, étape clé	pietra miliare	a stage in the development or progress of something: <i>The deadline for the project's first milestone is in July.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
mind mapping	n	Mindmapping	cartographie conceptuelle	mappa mentale	the process of creating a mind map (=a picture of how different facts or ideas relate to each other, that usually has the main subject in the middle, and facts or ideas that relate to the subject are around it and have lines connecting them to the main subject or to each other): <i>Mind mapping can be a useful study tool.</i>
minutes	n	Protokoll	Procès-verbal	verbale	an official written record of what is said and decided at a meeting: <i>Has everyone seen the minutes of last month's meeting?</i>
monitor	v	kontrollieren, überwachen	surveiller, contrôler	controllare, monitorare	to carefully watch and check a situation in order to see how it changes or progresses over a period of time: <i>We need a better system for monitoring what is going on.</i>
motivated	adj	motiviert	motivé	motivato	very keen to do something or achieve something, especially because you find it interesting or exciting: <i>They have a highly motivated workforce.</i>
motivation	n	Motivation	motivation	motivazione	willingness to do something without needing to be told or forced to do it: <i>Enthusiasm and motivation aren't usually problems for this team.</i>
multinational	n	multinationales Unternehmen	multinationale	multinazionale	a large company that has offices, factories, and business activities in many different countries: <i>It can be very hard to compete with the multinationals.</i>
multitask	v	multitasken, mehrere Dinge gleichzeitig tun	faire plusieurs choses à la fois	svolgere diverse mansioni contemporaneamente	to do several things at the same time: <i>The successful applicant for this job must be able to multitask.</i>
<b>N</b>					
narrow something down	phr v	reduzieren	limiter, réduire	restringere qualcosa	to reduce the number of things that you can choose from: <i>I've narrowed it down to two people, from the original ten .</i>
negotiation	n	Verhandlung	négociation	negoziiazione	official discussions between groups who are trying to reach an agreement: <i>The company entered into negotiations for the purchase of a site just outside the town.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
negotiator	n	Unterhändler	négociateur/ négociatrice	negoziatore/ negoziatrice	someone who takes part in official discussions, especially in business or politics, in order to try and reach an agreement: <i>The country's top trade negotiator is meeting with his counterparts this week.</i>
network	v	netzwerken	se faire des relations	fare networking, crearsi una rete di contatti	to meet with people involved in the same kind of work, in order to share information, help each other, etc.: <i>One of the reasons people go to the conference is to network.</i>
networking site	n	Networking-Webseite	site de réseautage	sito di networking	a website on which you can connect with other people who do the same type of work, in order to find jobs or employees, share information, etc.: <i>Which professional networking site is best for your business?</i>
no-frills	adj	einfach, billig	de base, simple	essenziale, semplice	a no-frills product or service includes only basic features and is not of the highest possible quality: <i>The hotel provides no-frills accommodation for budget travellers.</i>
<b>O</b>					
onsite, on-site	adj	vor Ort	sur place	sul posto	at a particular place of work or a place where something is being built, rather than away from it: <i>on-site car parking</i>
open-plan	adj	Großraum-	en espace ouvert	aperto, open-space	an open-plan office, school, etc does not have walls dividing it into separate rooms: <i>Financial institutions want large, open-plan offices.</i>
operate	v	<b>1</b> bedienen <b>2</b> betreiben	<b>1</b> faire marcher <b>2</b> gérer	<b>1</b> azionare, far funzionare <b>2</b> gestire, amministrare	<b>1</b> to use and control a machine or equipment: <i>How to you operate the copy machine?</i> <b>2</b> if a person or organisation operates a business, system, etc., they manage it and make it work: <i>He operates a construction business in Norway.</i>
order	v	bestellen	commander	ordinare, commissionare	<b>do/make something to order</b> to produce something especially for a particular customer: <i>They make hand-made shoes to order.</i>
outcome	n	Ergebnis, Resultat	résultat	risultato, esito	the final result of a process, meeting, discussion, etc. (=result): <i>The negotiations are continuing, and we are hoping for a positive outcome.</i>
output	n	Produktion	production	produzione	the amount of goods or work produced by a person, machine, factory, etc.: <i>Output is up 30% on last year.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
outstanding	adj	offen, ungelöst	non résolu	irrisolto	not solved, done or dealt with: <i>Only queries still outstanding after this stage should be referred to the Help Desk.</i>
overload	n	Überlastung	surcharge	sovraccarico, carico eccessivo	the fact of having more work, information, etc. than can be dealt with: <i>The Internet has created a kind of information overload.</i>
overloaded	adj	überlastet	surchargé	sovraccarico	having more work, information, etc. than you can deal with: <i>Many working parents feel completely overloaded.</i>
<b>P</b>					
partner	n	Partner	associé/e	socio/-a, partner	someone who starts a new business with someone else by investing in it: Like all new business partners, the three founders of the company hoped for smooth teamwork.
passion	n	Leidenschaft	passion	<b>1</b> passione, impeto <b>2</b> passione, vivo interesse	<b>1</b> a very strong belief or feeling about something: He spoke with passion about the importance of art and literature. <b>2</b> a very strong liking for something: Reading was her great passion.
passionate	adj	leidenschaftlich, begeistert	passionné, dévoué	appassionato, entusiasta	<b>1</b> someone who has a passionate belief believes something very strongly: He's passionate about the need to protect the environment. <b>2</b> if you are passionate about something, you like it a lot: I've always been passionate about football.
perform	v	ausführen	accomplir	svolgere, eseguire	to do work, carry out a duty, task, etc.: <i>What skills do you need to perform this task?</i>
performance	n	<b>1</b> Ertrag <b>2</b> Leistung	performance	prestazione	<b>1</b> the degree to which a company, investment, financial market, etc. is profitable: They will report a \$500 million loss, one of the worst performances ever by a US firm. <b>2</b> the way that someone does their job, and how well they do it: Some people were critical of her performance as a manager.
personalisation (also personalization)	n	Personalisierung	personnalisation	personalizzazione	the process of designing or changing something so that it is suitable for a particular person: <i>Personalisation means that we can create products that match a client's exact requirements.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
place a product		ein Produkt platzieren	mettre un produit sur le marché	introdurre sul mercato	to decide which people are the most likely customers for a product, and where the best places to sell that product are likely to be: <i>Our customers tend to be older, so we have to consider that when placing our product.</i>
plant	n	Fabrik	usine	stabilimento, fabbrica	a factory and all of its equipment: <i>a huge chemical plant</i>
policy	n	Politik, Regeln	politique	politica, linea di condotta	a course of action that has been officially agreed and chosen by a political party, business or other organisation: <i>The company has adopted a strict no-smoking policy.</i>
popular culture	n	Popkultur	culture populaire	cultura popolare	the ideas, art, music, films, products, etc. in a particular society that are familiar to and popular with most ordinary people in that society: <i>Superman and Batman have become a part of popular culture.</i>
position	n	Position	poste	posizione, impiego	<i>formal</i> a job: <i>Twelve people applied for the position.</i>
precaution	n	Vorsichtsmaßnahme, Vorbeugung	précaution	precauzione	something done to prevent something unpleasant or dangerous happening: <i>Companies have a legal responsibility to take precautions against fire.</i>
predict	v	vorhersagen	prédire	prevedere	to say that something will happen, before it happens: <i>Economists are predicting that growth will slow.</i>
prefer	v	bevorzugen	préférer	preferire	to like someone or something more than someone or something else, so that you would choose it if you could: <i>If you prefer, you can email us.</i>
preference	n	Bevorzugung, Vorzug	préférence	preferenza	the state of liking something more than something else, or something you like more than another thing: <i>There was a clear preference amongst the staff for this style of leadership</i>
premises	n	Grundstück, Anwesen	lieux, locaux	locali	the buildings and land used by a shop, business, hotel, etc.: <i>business premises</i>
premium	adj	Premium-	supérieur, de prestige	di prima qualità	premium products, goods, etc. are of higher quality than usual: <i>premium ice cream</i>
prevention	n	Vorbeugung, Verhindern	prévention	prevenzione	the process of stopping something bad from happening: <i>Educating new drivers is important for the prevention of accidents.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
price	v	Preis	prix	assegnare un prezzo a, apprezzare	to decide the price of something that is for sale: <i>The t-shirts are priced at £25.</i>
price range	n	Preislage	gamme de prix	fascia di prezzo	the limits within which a price can vary: <i>We are looking at properties within the \$400,00-\$750,000 price range.</i>
pricing	n	Preisgestaltung	tarification	determinazione del prezzo	the act of deciding the price of something that you sell, and comparing that price to the price of similar things that your competitors sell or to other things that you sell: <i>I asked him to explain the company's pricing policy.</i>
primary	adj	Primär-	primaire	primario	relating to a type of industry that produces raw materials (=a substance that is used to make a product), for example metals or oil: <i>Agriculture, that is the production of food, is a primary industry.</i>
prioritise (also prioritize)	v	Priorität geben	donner la priorité	dare priorità	to put several tasks, problems, etc. in order of importance, so that the most important ones are done first: <i>You need to prioritise your tasks.</i>
priority		Priorität	priorité	priorità	the thing that is more important than anything else, and that needs attention first: <i>Cost-cutting measures continue to be the first priority at the company.</i>
procedure		Vorgehen, Verfahren, Procedere	procédure	procedura	a way of doing something, especially the correct or usual way: <i>What's the procedure for applying for a visa?</i>
process		Prozess, Verfahren	procédé	processo, operazione	a series of actions taken to perform a particular task or achieve a particular result: <i>Getting a visa can be a complex process.</i>
produce		produzieren	produire	produrre	to make, write etc something to be bought, used, or enjoyed by people: <i>The factory produces 100 cars per hour.</i>
product	n	Produkt	produit	prodotto	<b>1</b> something useful and intended to be sold that comes from nature or is made in a factory: <i>The new product took more than three years to develop.</i> <b>2</b> a service: <i>The bank offers products such as cash management and short-term loans.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
<i>product design</i>	n	Produktdesign, Produktgestaltung	conception de produit	progettazione del prodotto	the work of planning and making a new product, including how it works, what it looks like, etc.: <i>The company has a large product design team.</i>
<i>product support</i>	n	Produktbetreuung	support produit	assistenza tecnica	help that a company gives to people or businesses that buy its product: <i>We provide product support for customers who call out helpline.</i>
production	n	Produktion	production	produzione	the process of making or growing things to be sold as products, usually in large quantities: <i>Toshiba is increasing production of its popular line of laptop computers.</i>
productive	adj	produktiv	productif	produttivo	producing or achieving a lot: <i>Most of us are more productive in the morning.</i>
productivity	n	Produktivität	productivité	produttività	the speed at which goods are produced, and the amount produced in relation to the work, time, and money needed to produce them: <i>Managers are always looking for ways to increase worker productivity.</i>
profession	n	Beruf	profession	professione	a job that needs a high level of education and training: <i>Many economics graduates enter the accountancy profession.</i>
professionally	adv	professionell	professionnellement	in modo professionale	in a way that shows high standards and is suitable for a workplace: <i>She responded to the question very professionally.</i>
profile	n	Profil	profil, portrait	profilo	a short description of someone or something, giving the most important details about them: <i>The article gave a profile of the company.</i>
<i>online profile</i>	n	Online-Profil	profil en ligne	profilo online	a profile of yourself that you put on a social media site: <i>For this site, your online profile should look professional.</i>
profit	n	Gewinn	profit	profitto, guadagno	money that you gain from selling something or from doing business in a particular period of time, after taking away costs: <i>Since it was set up two years ago, the company hasn't earned a profit.</i>
profitable	adj	profitabel	profitable	redditizio	producing a profit: <i>Recycling plastics is profitable and good for the environment.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
project management	n	Projektmanagement	gestion de projet	gestione di progetto	the process of planning how a particular piece of work will be done and organising all the people and tasks to do it: <i>He worked in project management at an engineering company.</i>
project manager	n	Projektmanager	gestionnaire de projet	responsabile del progetto	the person whose job it is to plan how a particular piece of work will be done and organise all the people and tasks to do it: <i>It's important to have an experienced project manager for something this complex.</i>
promote	v	bewerben	promouvoir	promuovere, pubblicizzare	to try hard to sell a product or service by advertising it widely, reducing its price, etc.: To promote their new shampoo, they are selling it at half price for a month.
promotion	n	Promotion, Werbung	publicité, promotion	promozione	an activity such as special advertisements or free gifts intended to help sell a product or service: a winter sales promotion
protective	adj	Schutz-	protecteur	protettivo	used or intended to protect people from danger or harm: <i>Workers must wear protective gloves.</i>
prototype	n	Prototyp	prototype	prototipo	the first form that a newly designed product, car, machine, etc. has, that is used to test the design before it is made in large numbers: We should have a working prototype by the end of the year.
provider	n	Anbieter	fournisseur	fornitore/ fornitrice	an organisation that provides goods or services: Which mobile phone service provider gives you a good price on data?
public relations (also PR)	n	PR	relations publiques	relazioni pubbliche, PR	the work of persuading people to have a good opinion of an organisation, company, etc.: <i>a large PR firm</i>
purchase	n	Kauf	achat	acquisto	something that has been bought: <i>We offer discounts on multiple purchases.</i>
put off	phr v	aufschieben	repousser, reporter	rinviare	to delay doing something or to arrange to do something at a later time or date: <i>The match has been put off until tomorrow because of bad weather.</i>
qualification	n	Abschluss, Qualifikation	qualification, diplôme	titolo, qualifica	an examination that you have passed at school, university or in your profession: <i>We are looking for graduates with qualifications in maths or science.</i>

## Q

Headword	Part of speech	German	French	Italian	Definition / Example sentence
quality	n	Qualität	qualité	qualità	<b>1</b> something such as courage or intelligence that someone may have as part of their character: He shows strong leadership qualities. <b>2</b> used to talk about how good or bad something is: She was shocked by the low quality of the healthcare available.
quality assurance	n	Qualitätsprüfung	contrôle de qualité	garanzia di qualità	the practice of checking the quality of goods or services that a company sells, so that the standard continues to be good: <i>Are we maintaining adequate quality assurance procedures?</i>
<b>R</b>					
range	n	<b>1</b> Palette, Spektrum <b>2</b> Bereich, Lage	gamme	<b>1</b> gamma, serie <b>2</b> gamma, fascia	<b>1</b> (also <b>product range</b> ) a set of similar products made by a particular company or available in a particular shop: They've brought out a new range of kitchenware. <b>2</b> the limits within which a price, amount, quantity, age, etc. can vary: We are looking at properties within the \$400,00-\$750,000 price range.
rapport	n	Beziehung, Verhältnis	entente, bonne relation	rapporto, relazione	friendly agreement, communication, and understanding between people: <i>It's important to build up a rapport with your customer.</i>
raw material	n	Rohmaterial	matières premières	materia prima	a substance that is used to make a product: <i>The cost of raw materials has gone up by 10%.</i>
recommend	v	empfehlen	recommander	consigliare, raccomandare	to advise someone to do something, especially because you have special knowledge of a situation or subject: <i>Students are recommended to make an appointment with a counsellor.</i>
recommendation	n	Empfehlung	recommandation	consiglio, raccomandazione	official advice given to someone about what to do: <i>We will review the case and make a recommendation to the client.</i>
recruit	v	einstellen, anheuern	recruter	reclutare, assumere	to find new people to work for an organisation, do a job, etc.: We're having difficulty recruiting enough qualified staff.
recruiter	n	Personalchef	recruteur/-euse	reclutatore/ reclutatrice	someone who tries to find new employees for a company: <i>How can you show a recruiter that you're excited about the job?</i>
recruitment	n	Rekrutierung (von Personal)	recrutement	reclutamento	the process or the business of finding new people to work for a company: Recruitment is difficult at the moment.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
recruitment agency ( <i>also</i> recruitment firm)	n	Personalvermittlung	agence de recrutement	agenzia di reclutamento, agenzia di ricerca del personale	a business that works for organizations to find people for jobs when the organizations need them: an IT recruitment agency
regulation	n	Regelung, Verordnung	réglementation	regolamento, norma	an official rule or order: <i>Tighter regulations are being introduced to protect the environment from car exhaust emissions.</i>
<i>rules and regulations</i>		Regeln und Bestimmungen	réglementation	norme e regolamenti, normativa	all the rules that a person or business must follow when doing something: <i>There are strict rules and regulations regarding the preparation of food in restaurants.</i>
reliable	adj	verlässlich	fiable	affidabile	someone or something that is reliable can be trusted or depended on: <i>The system is new, but so far it seems to be reliable.</i>
relocate	v	umziehen	déménager	trasferire	if a company or worker relocates or is relocated, they move to a different place: The company plans to relocate its corporate headquarters to Berlin.
renewable	adj	erneuerbar	renouvelable	rinnovabile	renewable materials, sources of energy, etc. will continue to exist or will grow again and are therefore never used up: Investments in renewable energy projects such as solar power have increased.
request	n	Anfrage, Bitte	demande, requête	richiesta, domanda	a polite or formal demand for something: They have made an urgent request for international aid.
request	v	anfragen, fragen	solliciter, demander	richiedere	to ask for something in a polite or formal way: You have to request permission if you want to take any photographs.
require	v	erfordern	avoir besoin de, falloir	avere bisogno di, occorrere	to need something: What's required is a complete reorganization of the system.
reschedule	v	verlegen	modifier l'horaire/la date	riprogrammare	to arrange a new time or date for a meeting or event: The press conference had to be rescheduled for March 19.
research and development ( <i>also</i> R &D)	n	Forschung und Entwicklung	recherche et développement	ricerca e sviluppo, R&S	the part of a business concerned with studying new ideas and planning new products: They have a research and development team.
resourceful	adj	einfallsreich	ingénieux	pieno di risorse	good at finding ways of dealing with practical problems: <i>He is a resourceful, quick-thinking employee.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
resourcefulness	n	Einfallsreichtum	ingéniosité	ingegnosità, intraprendenza	the ability to find good ways of dealing with practical problems: Farmers need a fair amount of resourcefulness to keep their farms in profit.
retail	n	Einzelhandel	au détail	vendita al dettaglio	the sale of goods to customers for their own use, rather than to shops, etc.: His experience in retail includes managing a number of shopping centres in New Zealand.
retailer	n	Einzelhändler, Einzelhandel	détailant, vendeur au détail	rivenditore/ rivenditrice, venditore/ venditrice al dettaglio	a business that sells goods to members of the public, rather than to shops, etc.: They are a national furniture retailer with 20,000 employees.
revenue (also revenues plural)	n	Einkommen	revenu	entrate, ricavi	money that a business or organisation receives over a period of time, especially from selling goods or services: The company has an annual revenue of about \$8 million.
risk	n	Risiko	risque	rischio	the possibility that something may be lost, harmed or damaged, or that something bad, unpleasant or dangerous may happen: If you're considering starting a business, think carefully about the risks involved.
<i>risk assessment</i>	n	Risikobewertung	évaluation des risques	valutazione del rischio	an examination of the possible risks involved in doing something, so that organisations can decide whether something is worth doing and how they can reduce the risks: Any organisation employing more than four people must carry out a health and safety risk assessment.
<i>risk management</i>	n	Risikomanagement	gestion de risques	gestione del rischio	the process of deciding what things are likely to be a risk, and deciding how to deal with them to avoid problems: The company has strengthened its risk management, especially with regards to cybersecurity.
<i>risk register</i>	n	Risikoregister	inventaire des risques	registro dei rischi	a list of all the possible things that could go wrong on a project and how likely the risk is to happen, often with a possible solution listed as well: The project manager is responsible for establishing a risk register.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
role	n	Rolle	rôle	ruolo	the way in which someone or something is involved in an activity or situation, and how much influence they have on it: They want to limit the role of government.
<b>S</b>					
safety	n	Sicherheit	sécurité	sicurezza	the state of being safe from danger or harm: The company seemed totally unconcerned about the safety of its workers.
<i>safety clothing</i>	n	Sicherheitsbekleidun g	vêtements de sécurité	indumenti di sicurezza	special clothes that you wear to protect you in dangerous situations: They issue the workers with safety clothing, including hard hats and high-visibility jackets.
<i>safety equipment</i>	n	Sicherheitsausrüstun g	équipement de sécurité	dispositivi di sicurezza	tools, machines, clothing, etc. that have special features that help protect you in dangerous situations: Window cleaners for high-rise buildings check their safety equipment regularly.
salary	n	Gehalt	salaire	stipendio	money that you receive as payment from the organisation you work for, usually paid to you every month: She's on a salary of \$48,000 a year.
satisfaction	n	<b>1</b> Zufriedenheit <b>2</b> Entschädigungszahlu ng	<b>1</b> satisfaction <b>2</b> compensation	<b>1</b> soddisfazione <b>2</b> risarcimento	<b>1</b> a feeling of happiness or pleasure because you have achieved something or got what you wanted <b>2</b> when you get money or an apology from someone who has treated you badly or unfairly
satisfied	adj	zufrieden	satisfait	soddisfatto	feeling that something is as good as it should be, or that something has happened in the way that you want: They have plenty of satisfied customers.
satisfy	v	zufriedenstellen	satisfaire	<b>1</b> soddisfare, accontentare <b>2</b> soddisfare, rispondere a	<b>1</b> to make someone feel pleased by doing what they want: Nothing I did would ever satisfy my father. <b>2</b> if you satisfy someone's needs, demands etc, you provide what they need or want: The company was unable to satisfy demand for the product.
scenario	n	Szenario	scénario	scenario	a way in which a situation could possibly develop: <i>Imagine a scenario where only 20% of people have a job.</i>
schedule	n	Plan, Zeitplan	planning, agenda	programma, tabella	a plan of what someone is going to do and when they are going to do it: We are running several weeks behind schedule.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
secondary	adj	sekundär	secondaire	secondario	relating to a type of industry that is involved in making products from raw materials: Secondary production refers to the manufacturing sector.
sector	n	Sektor	secteur	settore	all the organisations or companies in a particular area of activity, industry, etc.: The electronics sector accounted for revenue of £940.4 million.
<i>economic sector</i>	n	Wirtschaftssektor	secteur économique	settore economico	an area of business activity or industry: <i>Many economist divide a country economy into five economic sectors.</i>
<i>primary sector</i>	n	Primärsektor	secteur primaire	settore primario	the companies or organisations that are involved in producing raw materials (=basic materials used to make goods), for example metals or oil: The graph shows the percentage of the population who work in the primary sector.
<i>secondary sector</i>	n	Sekudärsektor	secteur secondaire	settore secondario	the companies or organisations that are involved in making products from raw materials (=basic materials used to make goods): The country is rapidly developing, and the secondary sector is expanding.
<i>service sector</i>		Dienstleistungssektor	secteur des services	settore dei servizi, settore terziario	the companies or organisations that are involved in services, such as the transportation of goods, banking, tourism, etc.: A large part of the population works in the service sector.
<i>tertiary sector (also service sector)</i>	n	Tertiärsektor	secteur tertiaire	settore terziario	the companies or organisations that are involved in services, such as the transportation of goods, banking, tourism, etc.: Many well-paid jobs are in the tertiary sector.
security	n	Sicherheit	sécurité	sicurezza	actions to keep someone or something safe from being damaged, stolen, etc.: They need to improve security here - anyone could just walk in.
<i>security door</i>	n	Sicherheitstür	porte de sécurité	porta blindata	a door that is made to be very strong or have a lock that only particular people can open: These high-tech security doors will only open if your thumbprint is on the system.
<i>security system</i>	n	Sicherheitsanlage	système de sécurité	sistema di sicurezza	a system of cameras, alarms etc. to provide security: The police suggested that the shop install security systems and adequate lighting.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
<i>security tag</i>	n	Diebstahlsicherung	étiquette de sécurité	placca antitaccheggio	a special piece of plastic or paper that makes an alarm sound if the item it is attached to is stolen from a store: The sales assistant removed the security tag and put the shirt into a bag.
segment	n	Segment	segment	segmento	the products or services in a particular part of the market: Our aim is to reach the budget accommodation segment.
selling point	n	Verkaufsargument	argument de vente	argomento di vendita	a feature of a product that makes it sell well: A selling point for houses around here is the amazing lake view.
sense	n	Sinn	sens	senso	<b>make good/bad business sense</b> to be the sensible or not sensible thing to do for your business: Training your employees well makes good business sense.
service	n	Service	service	servizio	a particular type of help or work that is provided by a business to customers or by a government to people, but not one that involves producing goods: Many customers complained about the phone provider's service.
<i>service sector</i>	n	Dienstleistungssektor	secteur des services	settore dei servizi, settore terziario	the companies or organisations that are involved in services, such as the transportation of goods, banking, tourism, etc.: A large part of the population works in the service sector.
<i>commercial services</i>	n	kommerzielle Dienstleistungen	services commerciaux	servizi commerciali	the companies or organisations involved in transporting people or goods in order to earn money, or that sell you a service in return for payment: The company is a leading provider of commercial services in the space industry.
<i>financial services</i>	n	finanzielle Dienstleistungen	services financiers	servizi finanziari	the business activity of giving advice about investments and selling investments to people and organisations: Banks have been moving into other areas of the financial services industry such as stockbroking and insurance.
<i>private services</i>	n	private Dienstleistungen	services privés	servizi privati	services to customers that are provided by businesses in return for payment: Most healthcare is provided by the government, but some people choose to pay for private services.
<i>public services</i>	n	öffentliche Dienstleistungen	services publics	servizi pubblici	services, such as police and healthcare, that are provided by the government of a country: The council is looking for ways to fund public services such as the library.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
set	v	festlegen	établir	fissare, stabilire	to decide that something should happen on a particular date, cost a particular amount, be done in a particular way, etc.: Has the deadline been set yet?
setback	n	Rückschlag	contretemps	battuta d'arresto, rovescio	a problem that delays or prevents progress, or makes things worse than they were: After a series of setbacks things are beginning to look up for Britain's second-largest bank.
sharing economy	n	Ökonomie des Teilens	économie du partage	sharing economy, economia della condivisione	a system in which people earn money by allowing other people to use their house, car, etc. in return for payment: Many cities are starting to pass regulations that apply to the sharing economy.
ship	v	versenden	expédier	spedire	to send goods somewhere by ship, plane, truck, etc.: A new engine was shipped over from the US.
shipment	n	Versand	expédition	spedizione	a load of goods sent by sea, road, train or air: A shipment of 1700 cars left for Italy.
shipping	n	Transport, Versand	transport, expédition	spedizione, spedizione marittima	the delivery of goods, especially by ship: a Danish shipping company
short-list	v	engere Auswahl	liste de préselection	inserire nella rosa dei candidati	to put someone on a list of the most suitable people for a job, chosen from all the people who were first considered: She was short-listed for the position of department head.
skill	n	Kompetenz, Fähigkeit	compétence	abilità, capacità	an ability to do something well, especially because you have learned and practised it, or the particular thing you can do well: Many jobs today require computer skills.
<i>communication skills</i>	n	Kommunikationsfähigkeit	aptitudes de communication	capacità comunicative	the ability to express yourself in a way that other people will understand, including the words you use and the way you behave when you are speaking: Good communication skills will help you to criticise someone's work without offending them.
<i>IT skills</i>	n	IT-Kompetenz	compétences en informatique	competenze informatiche	the ability to use a computer and different types of software: IT skills are needed for almost any job.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
<i>life skills</i>	n	lebenswichtige Fähigkeiten	compétences essentielles	competenze per la vita	something that you should be able to do in order to deal with situations and problems that happen in everyday life, for example being able to cook or to talk to people politely: Being organised and reliable are important life skills.
<i>outdoor skills</i>	n	Fähigkeit, in der Natur zurechtzukommen	compétences en plein air	abilità all'aperto	a skill that you can use when you are outside and doing something such as camping or walking in the countryside: Lighting fires and using a map and compass are useful outdoor skills.
<i>transferable skills</i>	n	übertragbare Kenntnisse	aptitudes transférables	competenze trasferibili	an ability to do something that can be used in many different situations, especially one that helps you do a job for which you have not been formally trained: Being able to write clearly is an important transferable skill.
sofapreneur	n	Selbstständiger, Freiberufler	travailleur indépendant	imprenditore/ imprenditrice che lavora da casa	someone who starts a new business or service that they run from their own home: Many sofapreneurs are craftspeople, but not all.
sofaprenership	n	Kleinunternehmer, der von zuhause aus arbeitet	petit entrepreneuriat	attività imprenditoriale svolta da casa	the practice of starting a new business or service: Sofaprenership can give you a feeling of control over your working life.
solar panel		Solarmodul	panneau solaire	pannello solare	a piece of equipment, usually kept on a roof, that collects and uses the sun's energy to heat water or make electricity: Part of the house electricity is produced by solar panels.
special	adj	besonders	spécial, particulier	speciale	not ordinary or usual, but different in some way and often better or more important: No one receives special treatment.
specialisation	n	Spezialisierung	spécialisation	specializzazione	the practice of limiting your interests or activities to one particular subject: His main specialisation was international economics.
specialise	v	sich spezialisieren	se spécialiser	specializzarsi	to limit all or most of your study, business etc to a particular subject or activity: Simmons specialised in banking law.
specialist	n	Spezialist	spécialiste	specialista	someone who knows a lot about a particular subject, or is very skilled at it: You really need a specialist for this job.
specification	n	Vorgaben	spécification, cahier de charges	specifiche	a detailed description of how something should be designed or made: Here's a list of the specifications for the new computer system.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
staff	n	Personal, Belegschaft	personnel	personale	the people who work for an organisation or business: Our department has a staff of seven.
stage	n	Phase	étape	fase	one of the parts which something such as a process is divided into: We're now reaching the end of stage three of the construction.
stand your ground		seine Position verteidigen	camper sur ses positions	mantenere la propria posizione	to refuse to change your mind about something, even though people are opposing you: You have to know when to stand your ground and when to give in.
standard	adj	Standard-	standard	standard, comune	regular and usual in shape, size, quality, etc.: We make shoes in standard and wide sizes.
standard	n	Standard	standard, norme	standard	a size, shape, quality, etc. that is usual or accepted, and that can be used to measure or judge something similar: The parts are made according to an industry standard.
standardisation	n	Standardisierung	standardisation	standardizzazione	the process of making all the things of one particular type the same as each other: Standardisation means that the chargers can be used for several types of smartphone.
standardise	v	standardisieren	standardiser	standardizzare	to make all the things of one particular type the same as each other: The committee hopes to standardize business processes.
statistic	n	Statistik	statistique	statistica	a number that represent a fact or measurement: Statistics show that 35% of new businesses fail in their first year.
<i>stay on track</i>		den Kurs halten	rester sur la bonne voie	mantenere la rotta, continuare su questa strada	to continue to work in a way that makes you likely to achieve the result you want:
stock	n	Lager	stock	merce in magazzino	a supply of goods, kept for sale by a shop or other retailer: We have a huge stock of quality carpets on sale.
<i>out of stock</i>		vergriffen, ausverkauft	indisponible	esaurito	not available for sale: I'm sorry, that swimsuit is completely out of stock in your size.
stock market	n	Börse	bourse	borsa, mercato azionario	<b>1</b> the business of buying and selling stocks and shares: It's a good time to invest in the stock market. <b>2</b> the place where stocks and shares are bought and sold (=stock exchange): The company was floated on the stock market last year.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
strategy	n	Strategie	stratégie	strategia	a plan or series of plans for achieving an aim: The company is considering a change in its marketing strategy.
subsidiary	n	Tochtergesellschaft	filiale	società controllata, affiliata	a company that is at least half-owned by another company: The subsidiary has 50 offices around the country.
sub-supplier	n	Unterauftragnehmer	Sous-traitant	subfornitore/ subfornitrice	a company that provides a particular type of product to a supplier: How many sub-suppliers are affected by the company's bankruptcy?
sum (something) up	phr v	zusammenfassen	résumer	riassumere (qualcosa)	to use only a few words to describe something or give the main information from a report, speech, etc.: <i>In your final paragraph, sum up your argument.</i>
supplier		Lieferant	fournisseur	fornitore/fornitrice	a company that provides a particular type of product: The company is now the main supplier of educational software to schools.
supply chain	n	Lieferkette	chaîne de distribution	catena di approvvigionamento, catena di fornitura	the series of organisations that are involved in passing products from manufacturers to the public: During the different stages in the supply chain, distributors and suppliers frequently have conflicting goals. <i>We've got a good system for dealing with complaints from customers.</i>
system	n	System	système	sistema	
swipe	v	einlesen	insérer, passer	strisciare	to pull a plastic card through a machine that can read the electronic information on it
<b>T</b>					
target	v	gerichtet sein an	cibler	essere indirizzato a	to aim products, something you are doing, etc. at a particular group of people: The booklet is targeted at older people.
target	adj	Ziel-	cible	di riferimento	<b>target market/customer/group</b> the group of people that a product, service, idea, etc. is aimed at: Our target customers are men aged between 18 and 35.
target	n	Ziel	objectif	obiettivo	something that you are trying to achieve, such as a total, an amount, or a time: <i>Dealers are under pressure to meet sales targets.</i>

Headword	Part of speech	German	French	Italian	Definition / Example sentence
tax	n	Steuer	taxe, impôt	tassa	an amount of money that you must pay to the government according to your income, property, goods, etc., that is used to pay for public services: a tax on sales of cigarettes
<i>tax deduction</i>	n	Steuerabzug	déduction fiscale	detrazione fiscale	a part of someone's income that is not taxed, for example because it comes from a particular source, was used for a particular reason, or because they have children: The government is offering tax deductions for small businesses.
team player	n	Teamplayer	qui a un esprit d'équipe	giocatore/giocatrice di squadra, chi lavora bene in gruppo	someone who works well as a member of a team, especially in business: He was a good businessman, but never a team player.
technique	n	Technik	technique	tecnica	a special way of doing something: <i>We will help the beginner learn these basic techniques.</i>
term	n	Bedingung, Klausel	clause	termine, clausola	one of the statements of what must be done or is true in an agreement, contract or other legal document
<i>payment terms</i>	n	Zahlungsbedingunge n	conditions de paiement	condizioni di pagamento	the conditions of a sales agreement that relate to how the customer will pay, and especially how much time is allowed for payment: We might consider extending the normal payment terms from 30 days to 40 days or more.
<i>terms and conditions</i>	n	Allgemeine Geschäftsbedingunge n	conditions générales	termini e condizioni	all of the things that must be done as stated in a contract or agreement. If they are not done, the contract or agreement will end: Most people don't read the terms and conditions of their phone contracts.
territory	n	Gebiet	territoire	territorio, area	an area in a town, country, etc. that someone is responsible for as part of their job, especially someone whose job is to sell products: Where is your biggest sales territory?
tertiary	adj	tertiär	tertiaire	terziario	relating to the types of industry that are involved in services, such as the transportation of goods, banking, tourism, etc.: The most well-paid jobs tend to be in the tertiary sector.
test	v	testen	tester	testare, esaminare	to find out what people think about a product, by asking questions about it or by allowing them to use it for a short time: We tested the market thoroughly before bringing out the new model.

Headword	Part of speech	German	French	Italian	Definition / Example sentence
tester	n	Tester	testeur	chi o ciò che collauda, prova o esamina	a person or piece of equipment that uses something for a short time to make sure it works properly: We use product testers who we expect will use the product regularly.
testing	n	Testen	essais, tests	prova, collaudo	the process of checking something to see if it works, if it is suitable, etc.: The company specialises in software testing and software inspection.
textile	n	Textil	textile	tessuto	any type of woven cloth that is made in large quantities: Their main exports are textiles, especially silk and cotton.
think outside the box		unkonventionell denken	penser différemment	pensare fuori dagli schemi	to think of new, different or unusual ways of doing something, especially in business: It's time to get creative and starting thinking outside the box in order to solve this problem.
top-of-the-range	adj	Spitzen-	haut de gamme	di prima qualità	product that is top-of-the-range is the best and most expensive made by a particular company or available in a particular shop: a top-of-the-range electric guitar
tour operator	n	Pauschalreisenanbieter	Tour-opérateur, voyageur	tour operator, operatore/operatrice turistico/-a	a person or company that organises and provides travel, hotels, visits to places, etc. as their business: The tour operator specialises in holidays to Greece.
trade	n	Handel	commerce	commercio	the activity of buying, selling or exchanging goods within a country or between countries: There has been an increase in trade between China and the UK.
trading	n	Handels-	de commerce	commercio	the activity of operating as a business and buying and selling goods and services: Prices are set by the market and reflect international trading conditions.
trainee	n	Praktikant/in	stagiaire	apprendista, stagista	someone who is being trained for a job: The trainees start next week.
training	n	Training, Ausbildung	entraînement	formazione professionale	the process of teaching or being taught the skills for a particular job or activity: On the course we received training in every aspect of the job.
treatment	n	Behandlung	traitement	trattamento	a particular way of behaving towards someone or of dealing with them: No one receives special treatment.

## U

Headword	Part of speech	German	French	Italian	Definition / Example sentence
unique	adj	einzigartig	unique	unico	being the only one of its kind: Each person's fingerprints are unique.
update	n	Aktualisierung	mise-à-jour	aggiornamento	the most recent information about a situation: Let me give you an update on how the project is going.
update	v	auf den neuesten Stand bringen	mettre à jour	aggiornare	to tell someone the most recent information about a situation: Can you update me on what's been happening?
user-friendly	adj	bedienerfreundlich	facile à utiliser	di facile utilizzo	easy to use or operate: The software is extremely user-friendly.
<b>V</b>					
vacancy	n	freie Stelle	vacance	posto vacante	a job that is available for someone to start doing: We have vacancies for graduates in engineering and information technology.
value for money		Verhältnis von Preis zu Qualität	rapport qualité-Prix	rapporto qualità-prezzo	if something is value for money, it is not too expensive and it is of good quality or you get a large amount: Local firms seem to offer the best value for money.
visualisation (also visualization)	n	Visualisierung	visualisation	visualizzazione	the process of forming a picture of something or someone in your mind: Many sportspeople use visualisation, for example before they run a race.
volunteer	n	Freiwillige/r	volontaire	volontario/-a	someone who does a job willingly without being paid: Volunteers helped to clear the litter from the beach.
<i>volunteer work</i>	n	Freiwilligenarbeit	bénévolat	volontariato	work that you do as a volunteer: Many high school students do weekly volunteer work.
<b>W</b>					
wages	n	Lohn, Gehalt	salaire, rémunération	salario, retribuzione	money that someone earns according to the number of hours, days or weeks that they work, especially money that is paid each week: They work long hours for low wages.
warehouse	n	Lagerhalle	dépôt	magazzino, deposito	a large building used for storing goods in large quantities: The company will add 14 warehouses to its current distribution centres.
wholesaler	n	Großhändler	grossiste	grossista	a person or company that sells goods in large quantities to businesses, rather than to the general public: Fishermen are involved in a price disputer with fish wholesalers.