ONE PAGE SUMMARY

Language Learning › Portuguese › Business Portuguese

Beginner lessons for Business Portuguese

Mastering Business Portuguese: Your Essential Beginner's Guide

DEFINITION

> Business Portuguese focuses on the language used in professional settings. It helps learners communicate effectively in the workplace.

KEY CONCEPTS

Formal Greetings

Using appropriate greetings like 'Bom dia' (Good morning) sets a professional tone.

Business Vocabulary

Learning key terms such as 'negócio' (business) and 'contrato' (contract) is essential.

Polite Expressions

Phrases like 'Por favor' (Please) and 'Obrigado' (Thank you) are crucial for professionalism.

Presenting Ideas

Knowing how to structure presentations in Portuguese helps convey messages clearly.

Email Etiquette

Understanding how to write formal emails is vital in a business environment.

EXAMPLES

→ Bom dia, como posso ajudar?

→ Gostaria de discutir o contrato.

→ Por favor, envie-me o relatório.

MEMORY TIPS

★ Associate 'Bom dia' with morning coffee to remember greetings.

★ Link 'negócio' with 'negotiate' for business vocabulary.

★ Visualize a polite handshake when recalling polite expressions.

COMMON MISTAKES

✗ Using informal language in professional contexts.

✗ Mispronouncing key business terms.

✗ Neglecting to use polite expressions.

QUICK RECAP

Business Portuguese is essential for effective communication in professional settings. Focus on formal greetings, business vocabulary, and polite expressions to enhance your skills.