

## **FUNCTIONAL AND STYLISTIC FEATURES OF BUSINESS ENGLISH LANGUAGE**

With the high-speed development of human society, business English plays an extremely important role in Business trade between companies, cities, even countries. Because of this, the specific application of business English is becoming more and more significant in complicated international business activities. A different word may cause a big price; an informal business letter seems less persuasive than a formal one. Therefore, the specific application of business English contains word usage, form, syntactic characteristics, sentence structure, even text structure. In short, these all belongs to the stylistic features of business English, this article aims to clearly state the stylistic features of business English based on the theory of functional linguistic, especially in business writing and business document.

Business English is a functional variant of modern English; it is total different of ordinary English in terms of word usage, sentence composition, and text construction. Only by accurately grasping the style of business English it can be used appropriately and achieve results. First, the content of business English and its readers are highly targeted. In order to make readers understand at a glance, the business English language must be concise and organized. Business English fully reflects this feature in terms of vocabulary and sentence patterns. The use of business terms and professional vocabulary makes expressions more concise. In the long-term use and development of business English, some commonly useful terms have gradually formed. The use of these terms has reduced some expression barriers for business people in different countries in business.

For example: GDP (gross domestic product), A / C (account) account; IPO (Initial Public Offerings) IPO. These professional vocabularies have a single meaning and are concise and clear. When used in business communication, they

can not only ensure the standardization of speech, but also reduce the error of expression, while improving the efficiency of communication.

The professional use of general vocabulary makes the expression concise. In long-term business communication, some "general vocabulary" have expressed a new meaning due to the characteristics of the industry, and gradually evolved into a fixed usage in business English. For example, the word "bill of exchange" often used in business communication was originally expressed in "Bill of Exchange", but it should now be more expression in "Draft". If these words appear in business communication, they will give new meanings instead of the meanings expressed in general texts.

Refined sentence expression. Use concise sentences or short compound sentences in business communication, avoid the use of idioms, so that the expression is more plain and simple, and the communication is more refined. For example: Please make sure that an enquiry is conducted to determine the reason.

In communication, business English must have international universality and not be too spoken. The style of business English should be between formal and consultative, so it has a formal, strict and solemn stylistic style.

Use of idiom prepositions. The frequent application of idiom prepositions in business English will make business texts have formal and solemn stylistic features. For example: "Foreign exchange is a commodity, and its price fluctuates in accordance with supply and demand; exchange rates are published daily in the principal newspapers of the world." In this sentence, the idiom preposition "in accordance with" is used; "According to" is not used, because idiom prepositions are more formal and suitable for use in business English.

Use of compound adverbs. Compound relational adverbs are rich in meaning and accurate in expression. They can be used in business English to embellish the formal and serious stylistic features of business English. For example, "Please find the enclosed cheque herewith." In this sentence, "herewith" is used as a compound adverb, which makes the whole sentence show a very formal stylistic feature.

Similar compound adverbs are "hereunder", "hereby", "hereof", "therefrom", "thereon", etc.

Nominalization of verbs. In business English, nouns are often used to nominalize verbs, which can make language expressions more formal and solemn. In addition, the meaning that needs to express in sentences can be expressed by noun phrases, so that the style interest is concentrated and the language is clear and concise. Example: "Since the establishment of diplomatic relations between the two countries in 1992, government trade agreements and investment protection have been signed.

Business English, as a practical style, plays a very important role in the accurate communication of information in the language expression of business communication. It has unique language characteristics and stylistic style. Due to the obvious differences between Business English style and general English style, for business English learners, to master these style characteristics is of great significance to apply it to actual business activities.

*Гоголь І.В.*

*Національний педагогічний університет імені М. П. Драгоманова*

*(Київ, Україна)*

## **EXPRESSING POSITIVE EMOTIONS BY MEANS OF THE VERB "TO GET" (ON THE EXAMPLE OF MODERN ENGLISH FICTION)**

A verb is a word that shows an action, an event or a state. A sentence may either have a main verb, a helping verb or both. In other words, a verb is a word that informs about an action, an existence of something or an occurrence. The verb is the main word in a sentence. In English, there are several types of verbs that are used in fiction and language. Thus, depending on the need or context of the sentence, different forms and types of verbs can be used. That is why the verb "to get" which we are researching can express different emotions in the text or in colloquial language.