


# Abbreviations And Acronyms Used In Business

B2 – C1

Module I


© Albert-Learning

Here's What We Will Be Learning:



# Summary

- What are abbreviations and acronyms? Why do we use them in business?
- Some common acronyms used worldwide.
- Common abbreviations relevant to departments.
- General business abbreviations.
- Exercise.


© Albert-Learning

# Known Acronyms Used Worldwide

**NASA: N**ational **A**eronautics and **S**pace **A**dministration is in charge of U.S. science and technology that has to do with airplanes or space.

**NATO: N**orth **A**tlantic **T**reaty **O**rganization French: (Organisation du Traité de l'Atlantique Nord; OTAN), also called the North Atlantic Alliance, is an intergovernmental military alliance based on the North Atlantic Treaty which was signed on 4 April 1949.

**Interpol: Inter**national Criminal **Pol**ice Organisation is an inter-governmental organisation facilitating international police co-operation.