

## CHAPTER IV

### CONCLUSION

Based on the analysis on the previous chapters, I find out that my difficulties in translating English business e-mails from Chinese companies is caused by my having a lack of business vocabulary, not being able to fully comprehend some e-mails from Chinese companies that used non-standard English grammar, and having a lack of practical experiences. Realizing the causes, I try to find some potential solutions such as developing my ability in business vocabulary by reading business books, take a Mandarin course, and learning from the expert to deal with the problem. In order to eliminate the causes, having analyzed the potential solutions in the previous chapter, in this chapter, I am going to state and explain the chosen solution from the three potential solutions mentioned above.

In my opinion, the best potential solution to overcome my difficulty in translating English business e-mails from foreign companies is the combination of the three potential solutions. By doing these, it will be easy for me to understand English business e-mails. Besides, I get much

knowledge about business and I can translate English business e-mails well. Therefore, I have to read many books about business, take a Mandarin course, and learn from the experiences of an expert.

I need to combine all of the three solutions that I have described in the previous chapter because nowadays, most business companies have partnership with foreign companies. One of the most common is Chinese companies, as, at the moment, China dominates the business world. Therefore, having a good command of Chinese will be an advantage. Even when the Chinese communicate in English, they use non-standard English grammar. They often use English with the influence of their first language. Learning Mandarin grammar will make it easy to understand their aims and objectives when communicating, especially through e-mails.

Then, the business world also has its own terms that not everyone understands. Based on the results of my research, in order that communication with foreign companies can run well, first I need to read books about business so that my business vocabularies can evolve. Reading is an effective way to increase our vocabulary. Learning from an expert is also helpful in the business field. I can learn from their mistakes and success to reduce my mistakes.

I suggest to those who want to work at a companies which do business with foreign companies as a translator of business e-mails, to read many books about business, ask some people who are experienced in the

business field, and take a Mandarin course in order to have enough provision to work in a company. Moreover, it is also important to have more practices to become familiar with business terms which are often found in business e-mails to reduce time in translating business e-mails and avoid misunderstanding. By applying the solutions given, it is expected that the difficulty in translating English business e-mails from Chinese companies can be treated well.