- 2. Telex and telegram languages play important parts in business communications, especially in writing, reading and translation.
- 3. When comparing the needs of the Thai Business Community with the skills taught at the Thai university, the result are as follows:
- 3.1 Business English writing taught at Chulalongkorn University and Thammasart University is relevant to the need of writing skills of the Thai Business Community.
- 3.2 Kasetsart University has a business English course in which integrated skills are taught. The course does not serve the needs of the Thai Business Community owing to little time spent in teaching.
- 3.3 Srinakharinwirote University (Prasarnmitr) has business English courses for teachers of Business Administration, thus do not serve the needs of the Thai Business Community.
- 3.4 College Commerce has a business English curriculum which is relevant to the needs of 5 skills of the Thai Business Community, namely, listening, speaking, reading, writing and translation.
- 3.5 Assumption Business Administration College has a business English curriculum and courses which are relevant to the needs of writing and speaking skills of the Thai Business Community.
- 3.6 Bangkok College has a business curriculum and courses which are relevant to the needs of writing, listening and speaking skills of the Thai Business Community. But the speaking courses are for interoffice speaking, only for those who will become secretaries.
- 3.7 For Kirk College, the information acquired is not enough to analyze, and make a comparison.
- 4. When comparing the contents of each course according to the emphasis of the instructors with the use in the Thai Business Community, the findings are as follows:
- 4.1 Most business English writing courses are somewhat relevant to the need of writing skills.
- 4.2 Two business English writing courses of College of Commerce, Business English I and II, are significantly relevant to the need of writing skills of the Thai Business Community.

Project Title Optimal Levels of English Proficiency of Thai Students

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1984

Thai Government Budget

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