PRONUNCIATION GUIDE

Below we present a summary of the sounds of Brazilian Portuguese. It is not expected that learners should know all those sounds before starting to work with *Bons Negócios*; rather, the information below is to be used as reference whenever needed.

Note that symbols within square brackets ([ ]) represent sounds, not letters. The examples given illustrate key vocabulary in business; for their meanings the learner can check the glossary at the end of the book or a good dictionary.

1:5 **1 Listen to the examples, repeat them, and check the comments for further information about those sounds.**

Note: Eng = English.

	EXAMPLES	COMMENTS
A	agenda data água hora banco dinâmica	The letter *a* is pronounced [a], close to Eng *market*, in the beginning of a word (*agenda*) or when it is stressed (*data*, *água*). It is pronounced close to Eng *money* when it is unstressed (*hora*). When it is nasalized (*banco*, *dinâmica*), the letter *a* sounds somewhat like Eng *number*.
B	bolsa aberto	The letter *b* is always [b].
C	carro cliente acesso cheque ação	The letter *c* is pronounced [k], as in Eng *client*, when it appears before *a*, *o*, *u* or a consonant (*carro*, *cliente*). It is pronounced [s], as in Eng *circulation*, when it appears before the vowels *e* and *i* (*acesso*). *Ch* is pronounced [ʃ], as in Eng *share*. Note that *ç* sounds like [s] (*ação*).
D	dados demissão pedra dividir grande	The letter *d* is always pronounced [d], as in Eng *debt*, before the vowels *a*, *o*, *u*, before *e* when it sounds [e], and before *r* (*dados*, *demissão*, *pedra*). In several Brazilian dialects, *d* is pronounced [dʒ], as in Eng *job*, before the sound [i] (*dividir*, *grande*). In other dialects, *d* is always [d].
E	preço mês chefe café gerente	In many dialects, the letter *e* is pronounced [e], close to Eng *pay*, in several words (e.g., *preço*) and when it bears the circumflex accent (*mês*). The letter *e* is pronounced [ɛ], as in Eng *sell*, in certain stressed syllables (*chefe*) and when it bears the acute accent (*café*).The letter *e* is also pronounced [i], as in Eng *easy*, in certain unstressed contexts (*chefe*, *gerente*). Finally, the letter *e* can be nasalized, close to Eng *vendor* (*gerente*).
F	fraude	The letter *f* is always [f].

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G	**g**arantia **g**rande **g**erir rea**g**ir	The letter *g* is pronounced [g], as in Eng ***g**oal*, when it appears before *a*, *o*, *u* (***g**arantia*), and also before the consonants *l* and *r* (***g**rande*). The letter *g* is pronounced [ʒ], as in Eng *plea**s**ure*, when it occurs before the vowels *e* and *i* (***g**erir*, *rea**g**ir*).
H	**h**ora **ch**eque traba**lh**o enge**nh**aria	When it occurs in the beginning of a word, the letter *h* is silent (***h**ora*). *Ch* is pronounced [ʃ], as in Eng ***sh**are* (***ch**eque*). *Lh* is pronounced [ʎ], close to Eng *mi**ll**ion* (*traba**lh**o*). *Nh* is pronounced [ɲ], close to Eng *o**ni**on* (*enge**nh**aria*).
I	**i**gual **i**nvestir	When it is not nasalized, the letter *i* is pronounced [i], as in Eng *l**ea**se* (***i**gual*). The letter *i* is nasalized [ĩ], close to Eng ***i**nvest*, when it occurs before *m* or *n* (***i**nvestir*).
J	**j**uros	The letter *j* is always [ʒ], as in Eng *plea**s**ure*.
K	***k**eting*	The letter *k* is normally used in loan words.
L	**l**ei **l**egal deta**l**he	In the beginning of a syllable, the letter *l* is pronounced [l], as in Eng ***l**aw*. At the end of a syllable, the letter *l* is commonly pronounced [u] in Brazil, as in Eng *lo**w*** (*lega**l***). With an *h*, it forms the sound [ʎ], close to Eng *mi**ll**ion* (*deta**lh**e*).
M	**m**áquina **m**portar	In the beginning of a syllable, the letter *m* is pronounced [m], as in Eng ***m**achine*. When it follows a vowel at the end of a syllable, the letter *m* signals that the vowel is nasalized (***m**portar*).
N	**n**ome í**n**dice ga**n**har	In the beginning of a syllable, the letter *n* is pronounced [n], as in Eng ***n**ame*. When it follows a vowel at the end of a syllable, the letter *n* signals that the vowel is nasalized (*í**n**dice*). With an *h*, it forms the sound [ɲ], close to Eng *o**ni**on* (*ga**nh**ar*).
O	**ó**timo p**ô**r exp**o**r banc**o** c**o**nta aç**õ**es	A stressed *o* can sound like [ɔ], as in Eng *l**o**ss* (***ó**timo*), or [o], close to Eng *l**o**w* (*p**ô**r*, *exp**o**r*). At the end of a word, if it is unstressed, *o* is pronounced [u], as in Eng *l**o**se* (*banc**o***). The letter *o* can also represent a nasalized sound [õ], close to Eng *b**o**nd* (*c**o**nta*, *aç**õ**es*).
P	**p**lano	The letter *p* is pronounced [p].
Q	**q**uantia	The letter *q* is pronounced [k].
R	**r**eunião ca**rr**eira segu**r**o empre**g**o seto**r**	In the beginning of a word, in *rr*, or after *l*, *n*, *s* the letter *r* is pronounced somewhat like the letter *h* in Eng ***h**ot* (***r**eunião*, *ca**rr**eira*). Between vowels and after consonants (other than *l*, *n*, *s*), the letter *r* is pronounced as in American Eng *pe**tt**y* (*segu**r**o*, *empre**g**o*). At the end of a syllable/word (*seto**r***), the pronunciation for *r* varies within Brazil.
S	**s**alário profi**ss**ão vi**s**ita mê**s**	In the beginning of a word or in *ss*, the letter *s* is pronounced [s], as in Eng ***s**alary* (***s**alário*, *profi**ss**ão*). When it appears between vowels, *s* is pronounced [z] as in Eng *vi**s**it* (*vi**s**ita*). At the end of a syllable/word (*mê**s***), pronunciation of *s* depends on what follows it. If it is followed by a vowel it is pronounced [z]. If it is followed by a voiced consonant sound (such as [b], [d], [g], [l], [m], etc.), it is also pronounced [z] (in most dialects). If it is followed by a voiceless consonant sound (such as [p], [t], [k]) or if it is not followed by another word, it is pronounced [s] in most dialects.

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T	**t**arifa discu**t**ir	Before *a, o, u, l, r* and sometimes *e*, the letter *t* is pronounced [t], as in Eng st*a*y (*tarifa*). In several dialects of Brazilian Portuguese, *t* is pronounced [tʃ] as in Eng *vou**ch**er*, before the sound [i] (*discu**t**ir*). In other dialects, *t* is always [t].
U	**u**ma f**u**ncionar ig**u**al q**u**e	The letter *u* is pronounced [u] as in Eng *d**o*** in many instances (***u**ma*). It can also be nasalized (***u**ncionar*). After *g, q* and before *a, o*, it is pronounced [w], as in Eng ***w**ait* (*ig**u**al*). After *g, q* and before *e, i*, the letter *u* is not pronounced, since it signals a "hard" *g* [g] or *q* [k] (*q**u**e*).
V	**v**ersátil	The letter *v* is pronounced [v].
W	***w**eb* ***w**nload*	The letter *w* is normally used in loan words.
X	ta**x**a apro**x**imação e**x**igir fle**x**ível	The letter *x* can be pronounced as four different sounds: (1) [ʃ] as in Eng ***sh**are* (*ta**x**a*); (2) [s] (*apro**x**imar*); (3) [z] (*e**x**igir*); (4) [ks] as in Eng *fle**x**ible* (*fle**x**ível*).
Y	***y**elivery*	The letter *y* is normally used in loan words.
Z	organi**z**ar capa**z**	The letter *z* is pronounced [z] before a vowel (*organi**z**ar*). It may be [s] or [z] at the end of a word (*capa**z***), depending on the word that follows it (if any). If it is followed by a word starting with a vowel, *z* is pronounced [z]. If it is followed by a voiced consonant sound (such as [b], [d], [g], [l], [m], etc.), *z* is pronounced [z] in most dialects. If it is followed by a voiceless consonant sound (such as [p], [t], [k]) or if it is not followed by another word, it is pronounced [s] in most dialects.

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