



BUSINESS COMMUNICATION

SKILLS
Employers Are
Looking For

TAKE AIM

At Common
Grammatical Mistakes

**MOVING YOUR
READER TO YES!**

HAVE NO FEAR!

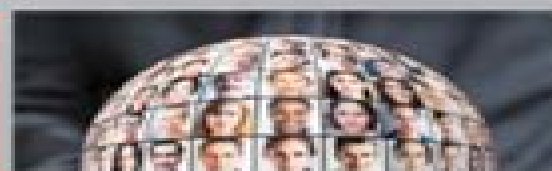
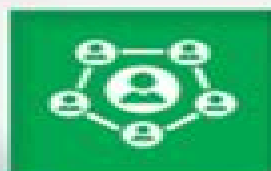
Public Speaking
With Confidence

Make
Employers
Take Note:

Top Interview Techniques

Using
**SOCIAL
MEDIA**

To Your Professional
Advantage



POP QUIZ:

What's the best way
to break bad news?



M Business Communication

G Psacharopoulos



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