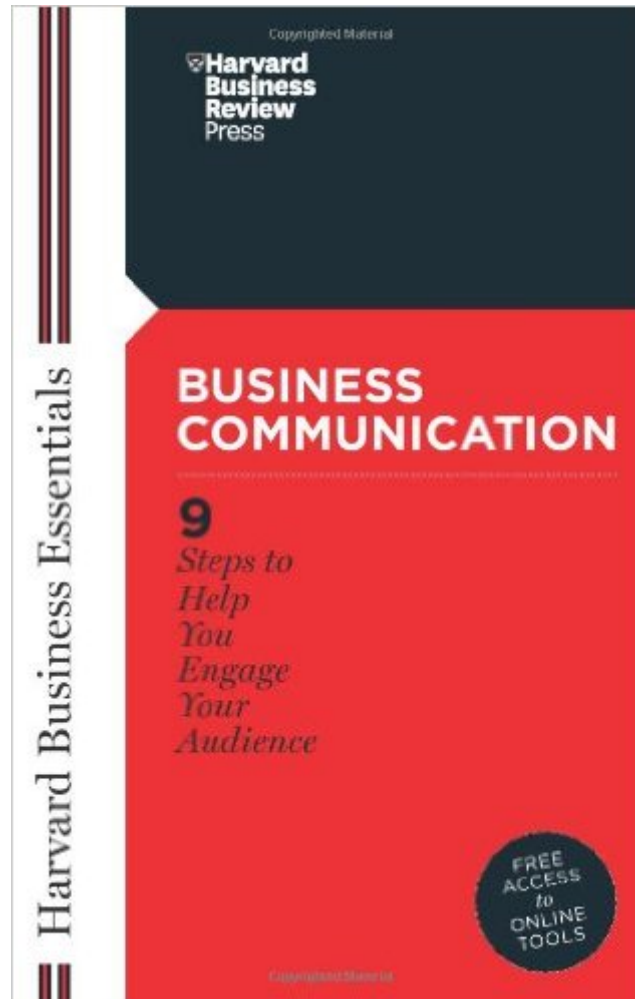


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# Business Communication (Harvard Business Essentials)



## Synopsis

With advice and tools for improving a wide array of communication skills--from delivering an effective presentation to drafting proposals to the effective use of e-mail--Business Communication helps managers deliver information effectively.

## Book Information

Series: Harvard Business Essentials

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