



How to Communicate Effectively

By Ashish Singh

PartridgeIndia. Paperback. Book Condition: New. Paperback. 98 pages. Dimensions: 8.0in. x 5.0in. x 0.2in. This book is written as the practical exposure to communication across many organizations. There are many loopholes in the process, and this book is written to prevent them from occurring. This book focuses on basic theory of communication, the barriers, how to remove them, letter writing, various form of letter, resume, notice of meeting along with agenda and minutes, oral communication and then the non verbal communication. I hope that this book will prove useful for those readers who wish to improve their communication. This item ships from multiple locations. Your book may arrive from Roseburg,OR, La Vergne,TN. Paperback.



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