

BUSINESS WRITING Pocketbook

*A pocketful of tips and
techniques for all those who
want their written messages
to be clearly understood
and acted upon.*

Clive Donny



Business Writing Pocketbook

L Reisser



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all have to deal with difficult conversations This work helps you learn how to communicate with authority clarity and persuasiveness and through active listening mirroring body language and other techniques how to empathize with the other person and how to interpret what they are saying feeling and thinking

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