



Guide to Managerial Communication: Effective Business Writing and Speaking (5th Edition)

Mary Munter

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For MBA, executive, and junior/senior-level courses in Management Communication or Business Communication. It could also be a supplementary text in Introduction to Business and other courses requiring students to give presentations. Written by an experienced professor, leader, and consultant in the field of management communication, this succinct and down-to-earth guide summarizes and reviews communication, writing and speaking strategies--arming students with the know-how, techniques, and skills to deal successfully with the managerial communication issues they will face as future business professionals.

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