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Communicating at Work (10th Edition) Principles and Practices for Business and the Professions. by Ronald B. Adler, Jeanne Marquardt Elmhorst, Arthur Nilson, David Darwin. Paperback, 544 Pages, Published 2009 by Mcgraw-Hill Humanities/Social Sciences/Languages. ISBN-13: 978-0-07-338517-4, ISBN: 0-07-338517-4.

## Communicating At Work 10th Edition

Jeanne Marquardt Elmhorst is the author of 'Communicating at Work: Principles and Practices for Business and the Professions', published 2009 under ISBN 9780073385174 and ISBN 0073385174.

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## Communicating At Work 10th Edition

Communicate in a way to develop and maintain positive relationships, trust and confidence. Make an effort to use basic strategies to overcome communication barriers. The way that you communicate impacts your ability to get along with people and get the things that you want/need done. Communication, whether verbal, written or visual can

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This edition retains the hallmark features that have been praised by faculty and students--a strong emphasis on ethical communication and cultural diversity discussions of evolving communication technologies and self-assessment tools--while incorporating important updates and ground-breaking digital teaching and learning tools to help students better connect to the course material and apply it to real world business situations.