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Excellence in Business Communication, 12e (Thill/Bovee) Chapter 10 Writing Persuasive Messages 1) In general, the best persuasive messages _____ the audience's motivations A) avoid mentioning B) downplay C) openly address D) dismiss E) eliminate Answer: C Explanation: C) The best persuasive messages pay close attention to their audience's

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Excellence in Business Communication, 12e (Thill/Bovee) Chapter 13 Completing Reports and Proposals 1) The four tasks involved in completing business reports and proposals include all of the following except A) distributing B) revising C) producing D) illustrating

Excellence in Business Communication - GBV

Excellence in Business Communication EIGHTH EDITION JOHN V THILL Chairman and Chief Executive Officer Global Communication Strategies
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Excellence in Business Communication, 12e (Thill/Bovee) Chapter 14 Developing and Delivering Business Presentations 1) Speeches and oral presentations are much like any other messages in that A) they all require similar planning B) they are delivered to groups that are similar in size C) the interaction between the audience and speaker is

CHAPTER 1 BUSINESS COMMUNICATION ESSENTIALS OF ...

BUSINESS COMMUNICATION CHAPTER 1 BUSINESS COMMUNICATION ESSENTIALS OF COMMUNICATION 1 What is the meaning of the term communication? The term communication is derived from a Latin word 'communis' which means common This means establishing a common ground Now whatever is common is shared by all

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Communication Skills: References References: Books

2 Hasson, GillBrilliant Communication SkillsGreat Britain: Pearson Education, 2012 Hughes, ShirleyProfessional Presentations: A Practical Guide to the Preparation and Performance of Successful Business Presentations