

Webster's Business Writing Basics

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Good writing is the key to success in today s fast-paced business world. Whether making a compelling argument or apologizing for an error, following-up a job interview or declining an invitation, trying to be persuasive or playing hardball, what businesspeople say and how they say it affects how colleagues, coworkers, and clients respond. Webster's Business Writing Basics offers practical advice and easy-to-follow examples for preparing polished business and office communications that get results.



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