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PART I: COMMUNICATION SKILLS

New York: McGraw -Hill, 2007. 658.45 ARR (HQ / MH) Communication: Your Key To Success Shirley Taylor Singapore: Marshall Cavendish Business, 2009. 651.7 TAY (HQ) Effective Personal Communication Skills For Public Relations Andy Green London: Kogan Page, 2006. 659.2014 GRE (HQ) Messages: The Communication Skills Book Rd(3 Ed.) Matthew McKay Oakland, CA: New Harbinger Publications, 2009. 302.2 ... Jul 3th, 2020

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gritties. While Hiring A Manager Good Communication Skills Are Considered To Be
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Lata , Pushp & Kumar, Sanjay .Communication Skills , Oxford University Press-2012
2. Quintanilla ,Kelly M. & Wahl ,Shawn T.Business And Professional Communication ,
Sage Publications India Pvt. Ltd-2011 3. Juneja, Om P & Mujumdar, Aarati .Business
Communication :Techniques And Methods, Orient Black Swan-2010 May 4th, 2020

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[4372]-101

[4372]-101/2. Total No. Of Questions : 7][Total No. Of Printed Pages : 2 [4372]-102 B. B. A. (Semester - I) Examination - 2013 BUSINESS COMMUNICATION SKILLS (New 2008 Pattern) Time : 3 Hours] [Max. Marks : 80 Instructions : (1) Answers Any Five Questions. (2) Figures To The Right Indicate Full Marks. Q.1) Define Communication. Explain Process And Importance Of Communication. [16] Q.2) What ... Jan 9th, 2020

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