



# **Business Communication, 3/e: Concepts, Skills ,Cases and Applications**

*P. D. Chaturvedi*

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*Business Communication: Concepts, Skills, Cases, and Applications* builds on the strengths of the previous edition and has been updated to reflect the latest research and technological developments in business communication. Divided into three parts, this revised edition focuses on the development of communication skills in business, and the structured applications of business communication. Topics such as reading and writing skills have been augmented, and contemporary channels of business communication, such as social media, have been examined in detail.

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