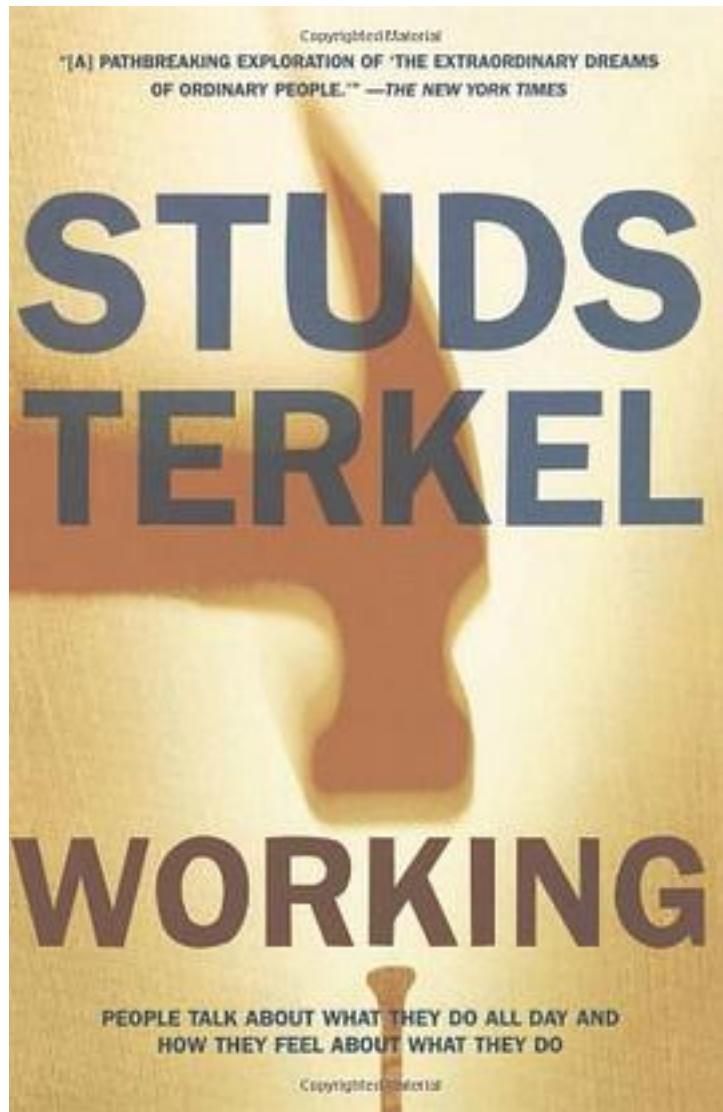


Working



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出版者:Thomson Learning College

出版时间:2002-3

装帧:HRD

isbn:9780538699662

Working gives users a solid grasp of how to prepare for work and life through career planning, money management, and independent living techniques. This new edition has new features such as coverage of today's hottest careers, easy-to-remember rules for improving study skills and strong emphasis on critical SCANS workplace skills. With comprehensive coverage and special sections that focus on diversity, listening skills, problem solving and time management, this book will provide the tools everyone needs to excel and succeed in their academic and professional careers.

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