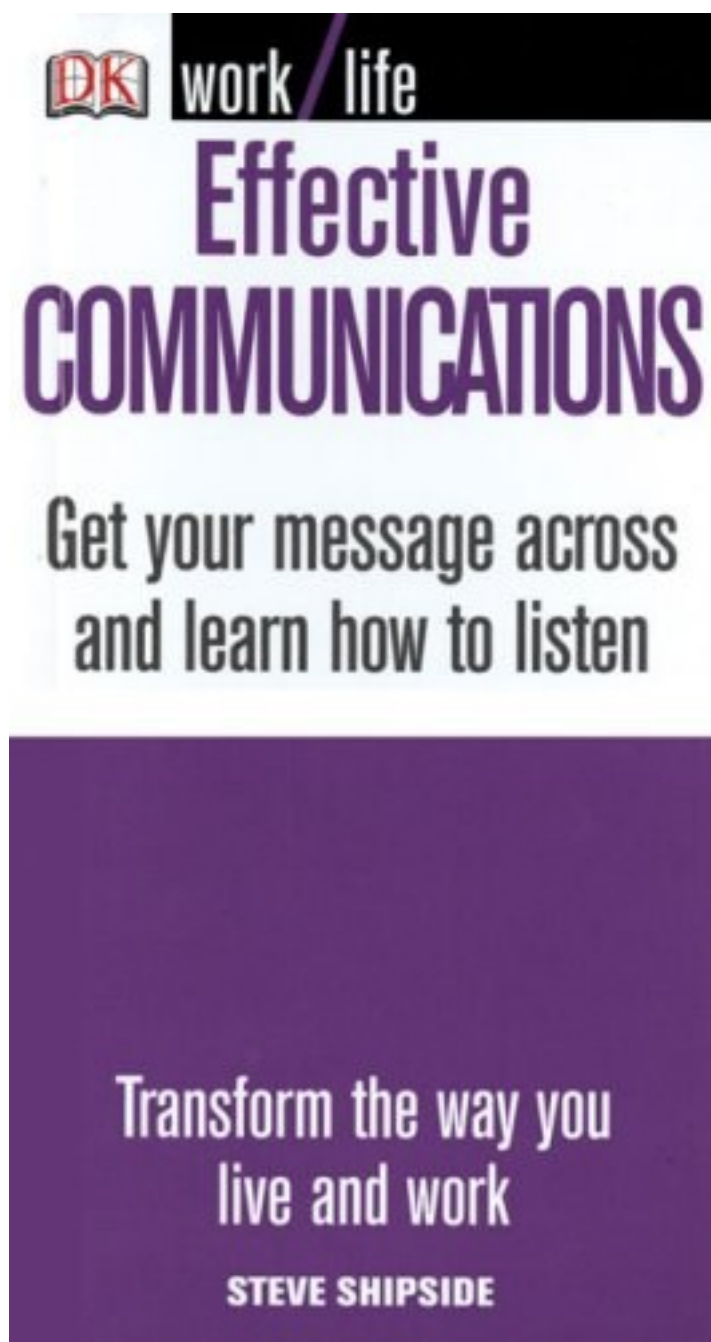


Effective Communications



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Following DK's bestselling Essential Managers and Essential Lifeskills series, both of which have sold more than 2,500,000 copies, the WorkLife Series covers key topics in both personal and professional life for today's young professionals, and includes practical tips that will make a real difference. --This text refers to the Paperback edition.

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