



Perfect Phrases for Business Letters

By Ken O'Quinn

McGraw-Hill Education - Europe. Paperback. Book Condition: new. BRAND NEW, Perfect Phrases for Business Letters, Ken O'Quinn, Whether it's writing a proposal, motivating employees, or reaching out to customers, the Perfect Phrases series has the tools you need for precise, effective communication.

Distilling complex ideas into specific phrases that diplomatically and honestly depict the concepts at hand, this invaluable series provides: The best techniques to communicate messages and goals in business letters and proposals Tips for bringing out the best in every employee in every business Dialogues and scripts to practice interactions with customers or employees-tailorable to any industry or company culture Phrases for each step of the sales process.



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Reviews

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-- **Natalie Abbott**

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-- **Rene Olson**

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