Diablo Valley College

- Business Communication (Eckelmann)

  - Front Matter
  - 1: Project overview
  - 2: Idea for a business
  - 3: Active listening
  - 4: Effective small business meetings
  - 5: Virtual (online) Meetings
  - 6: Survey
  - 7: Bad news in person and in writing
  - 8: Proposal
  - 9: Team presentation- Conduct the Workshop

- Back Matter

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