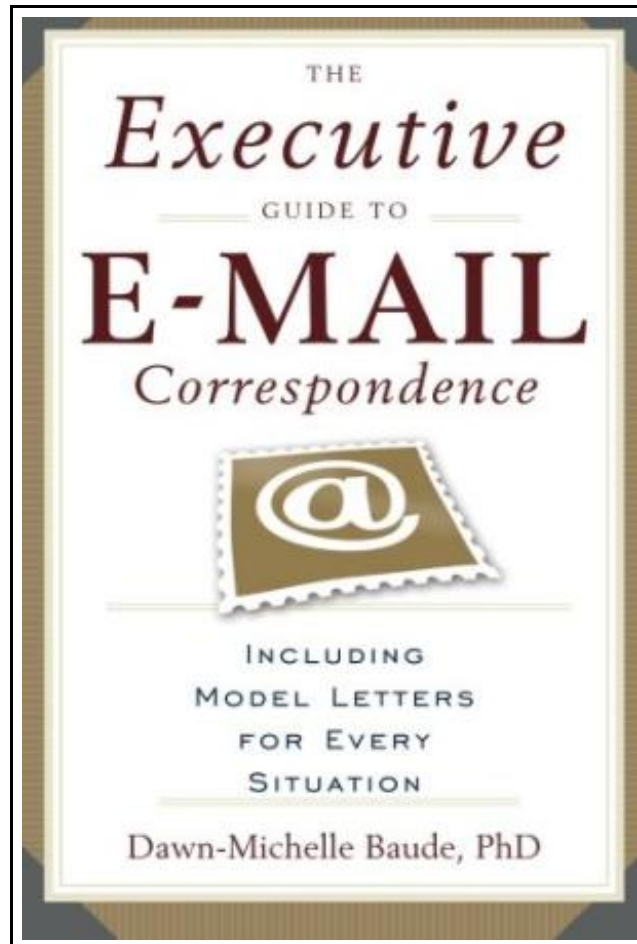


The Executive Guide to E-mail Correspondence Including Model Letters for Every Situation



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This is actually the very best book i actually have read till now. This is for all those who statte that there was not a worth studying. Its been written in an remarkably straightforward way which is merely following i finished reading this publication by which in fact altered me, modify the way i believe.

(Mr. Jeramy Leuschke IV)


THE EXECUTIVE GUIDE TO E-MAIL CORRESPONDENCE INCLUDING MODEL LETTERS FOR EVERY SITUATION




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- Demonstrates the hallmarks of effective business E-mails.
- Features ready-to-use organizational plans.
- Presents quick and easy editing techniques.
- Furnishes before-and-after editing models.
- Focuses on the dos and don'ts of proficient E-mails.
- Supplies practical writing tips and tricks.

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