



## Be a Better Business Writer: 30 Smart Solutions to Save Time, be Brilliant, and Edge Out the Competition

By Jane Curry, Diana Young

Random House USA Inc, United States, 2010. Paperback. Book Condition: New. 206 x 137 mm. Language: English . Brand New Book. Leverage the power of effective writing Be a Brilliant Business Writer gives you tools for mastering the art of persuasive writing in every document you create, from email and client letters to reports and presentations. Jane Curry and Diana Young will show you how to convey your message with clarity and power, increase your productivity by reducing rewrites, and provide just the right tone for navigating the minefield of office politics. With its smart, savvy advice, Be a Brilliant Business Writer will help you write to boost the bottom line, win professional accolades, and gain greater job security.



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HarperCollins Publishers Inc, United States, 2016. Paperback. Book Condition: New. Reprint. 203 x 135 mm. Language: English . Brand New Book. An international bestseller, Barbara Coloroso s groundbreaking and trusted guide on bullying-including cyberbullying-arms parents and teachers with real solutions for a...