



Basic Speech Communication

Linda Tamesian Kalfayan, Elin Jeri Schikler

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Basic Speech Communication is designed to identify the reader's need to develop and strengthen communication skills. Through illustrative examples, basic terminology, and exercises, the reader will learn about various problems that may occur during everyday exchanges with others, as well as learning to understand their own speaking and listening habits. Since the book is a general overview of the communication process, it covers a variety of subjects. The areas covered incorporate interpersonal communication skills, listening, small and large group communication, the verbal and nonverbal message, voice and speech, public speaking situations and interviewing skills.

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