

A Concise Public Speaking Handbook (MySpeechKit Series)

Steven A. Beebe, Susan J. Beebe



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A Concise Public Speaking Handbook (MySpeechKit Series) Steven A. Beebe, Susan J. Beebe The comprehensive coverage of key public speaking topics and skills makes *The Concise Public Speaking Handbook* an ideal option for anyone looking to improve their public speaking skills and delivery.

Ethics and free speech, listening, audience analysis, developing a speech, gathering and supporting speech materials, organizing a speech, introducing and concluding a speech, outlining a speech, delivering a speech, using presentation aids, informative speaking, persuasive speaking, special occasion speaking, and speaking in small groups.

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