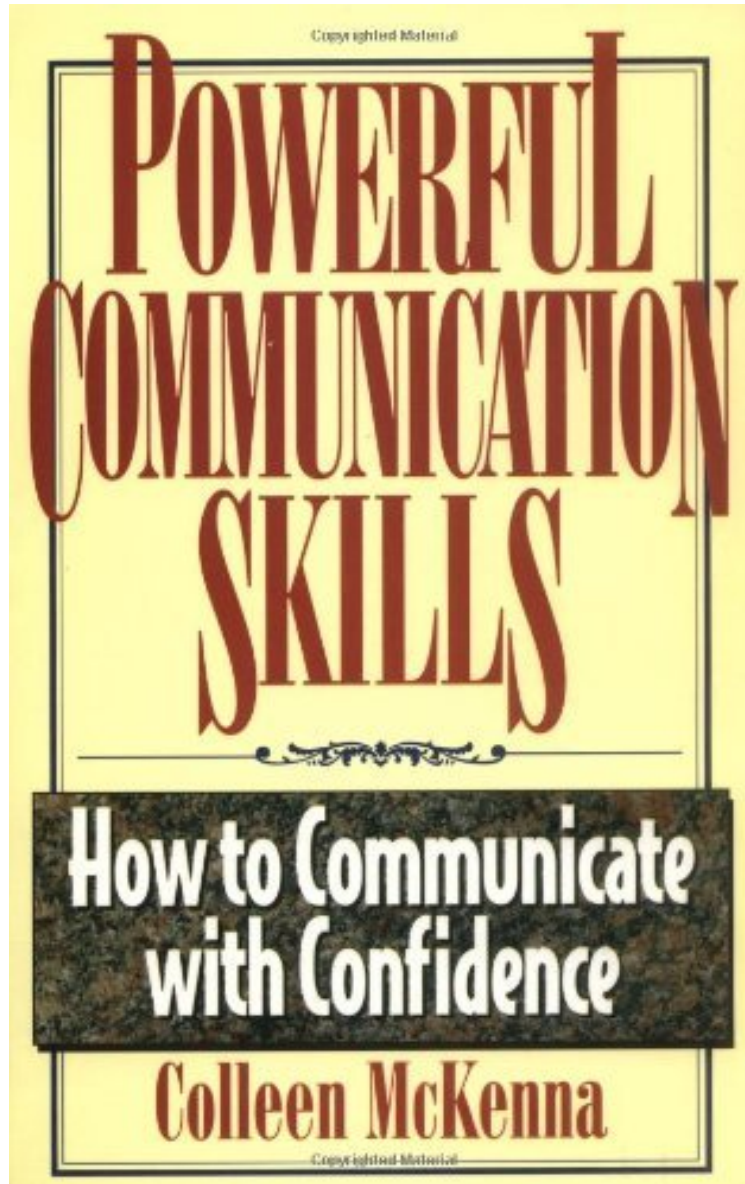


## Powerful Communication Skills

*Career*

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**Career : Powerful Communication Skills** before purchasing it in order to gauge whether or not it would be worth my time, and all praised Powerful Communication Skills:

0 of 0 people found the following review helpful. Good Book!By cveWorking on communication at work, and I chose this book after reading an excerpt. Good information and will help in other areas as well such as brainstorming and what not to say.0 of 1 people found the following review helpful. Powerful Communication SkillsBy shopper1AI bought this book for my adult children entering the work force. I thought gaining confidence in communication would

help them on the job front. When the book came I read it first and I was disappointed. It covers what any speech 101 class would. Not a lot of substance here. I guess review is good, but no "A-ha" suggestions. 15 of 15 people found the following review helpful. A Solid Effort! By Rolf Dobelli There's more to communications than words, and according to Colleen McKenna you'll have to master a diverse set of self-expression skills if you want to succeed in business. In her book, McKenna covers diverse topics ranging from speaking, writing and listening, to asserting yourself, solving problems and dealing with put-downs. The impressive breadth of the book is also its greatest weakness, in that with so much ground to cover, McKenna is in no position to delve deeply into any one point. As a result, the chapters are lacking in detail. However, each section does provide a wonderful introduction to issues like the problems of communicating with members of the opposite sex and the best ways to prepare for a public speaking engagement. We [...] recommend this book to professionals interested in getting a well-rounded sample of several communications disciplines before plunging into more in-depth research.

Powerful Communication Skills will show users how to speak clearly, listen accurately, and assert oneself effectively. Developing powerful methods of sharing information - whether it's reading, writing, speaking, or listening - will result in higher self-esteem, clearer communication and a powerful professional image. Written in an easy to follow format, this guide shows how to bridge communication gaps, how to clearly ask for information needed, and how to deal more effectively with challenges. With easy-to-implement tips, users can immediately incorporate the content.