



# Communication PowerPoint Content

*Andrew E. Schwartz*

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## **Communication PowerPoint Content** Andrew E. Schwartz

Ready, Set, Present (PowerPoint Content): Communication: The foundation of all skills remains effective communication in today's professional world. Explore the critical elements of good communication. Slides include topics such as: 10 keys to effective listening, listening techniques, asking vs. telling, 10 barriers and gateways to communication, effective business communication, responding to content, posturing and observing, feedback, nonverbal communication, eye contact, language barriers, how to's and more. Slides can easily be tailored to your specific needs (make handouts, create overheads and use them with an LCD projector) and are available for license. 100+ PowerPoint slides prepackaged on a PC compatible CD Rom. Each slide includes slide transitions, clipart and animation. Software Requirements: Windows 95 and PowerPoint 97 or higher. You may use this product over and over again.

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