



Speech Communication Made Simple (3rd Edition)

By Paulette Dale, James C. Wolf

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Features: * comprehensive coverage of the speech-writing process * expanded section on effective use of eye contact, posture, gestures, and voice * various types of presentation -- from impromptu to persuasive * pronunciation and listening tips New to this edition: * new chapters on how to access and use different media, including the Internet for research and PowerPoint for visual aids * new interactive, communicative activities and exercises

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Editorial Review

From the Back Cover

Speech Communication Made Simple , 3rd Edition, by Paulette Dale and James C. Wolfe, is a practical course that motivates advanced students to speak confidently and effectively. With its lighthearted and engaging self-help book approach, the text helps students acquire speech communication and listening skills that they can apply immediately and throughout their lives.

Features:

- comprehensive coverage of the speech-writing process
- expanded section on effective use of eye contact, posture, gestures, and voice
- various types of presentation — from impromptu to persuasive
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