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Guffey, Dana Loewy, Richard Almonte, 2018-01-22 With an emphasis on written and oral communication skills in our technologically enhanced workplace the ninth Canadian edition of Essentials of Business Communication is designed to help students gain confidence in their communication skills better preparing them for both their academic career and beyond Our complete learning package is supported by three components a textbook an integrated workbook and MindTap our online digital platform Within our complete solution we provide students with the instruction and guidance to understand how important and necessary strong communication skills are for success in one's career Using real life business examples we bring the instruction to life and allow students to immerse themselves in an experiential learning environment For instructors we have a well developed and curated site of additional resources that are built to support any course using our learning resources Guffey Loewy Almonte your authoritative and trusted brand in Business Communication [Essentials of Business Communication](#) Mary Ellen Guffey, 2006-01-24 This cost effective textbook workbook handbook presents a streamlined no nonsense approach to business communication that includes comprehensive Web resources and unparalleled author support for instructors and students ESSENTIALS provides a three in one learning package 1 authoritative text 2 practical workbook

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Digital Indonesia Edwin Jurriens, 2018-02-14 This book places Indonesia at the forefront of the global debate about the impact of disruptive digital technologies Digital technology is fast becoming the core of life work culture and identity Yet while the number of Indonesians using the Internet has followed the upward global trend some groups e the poor the elderly women the less well educated people living in remote communitie are disadvantaged This interdisciplinary collection of essays by leading researchers and scholars as well as e governance and e commerce insiders examines the impact of digitalisation on the media industry governance commerce informal sector employment education cybercrime terrorism religion artistic and cultural expression and much more It presents groundbreaking analysis of the impact of digitalisation in one of the world s most diverse geographically vast nations In weighing arguments about the opportunities and challenges presented by digitalisation it puts the very idea of a technological revolution into critical perspective

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