

## ONLINE CATALOGUE

## The business style handbook: an A-to-Z guide for writing on the job with tips form communications experts at the Fortune 500

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	<b>Publication Data</b>	Chicago: McGraw-Hill, 2002
	Physical Description	XVII, 285p
	ISBN	0-07-138230-5
	Subject Area	Literature
	Subject Headings	BUSINESS WRITING ENGLISH LANGUAGE BUSINESS ENGLISH BUSINESS COMMUNICATION
	Call Number	808.06665 CUN
Philadelphia University Library 2011		