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- Verbal and Non-verbal Communication:** Exploring effective speaking skills, body language, and tone.
- Written Communication:** Emphasizing email etiquette, report writing, proposals, and memos.
- Digital Communication:** Addressing social media, virtual meetings, and online branding.
- Cross-cultural Communication:** Discussing diversity, cultural sensitivity, and international business interactions.
- Conflict Resolution and Negotiation:** Providing strategies to handle disagreements professionally.
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Each section combines theoretical concepts with practical examples, case studies, and actionable tips, making the content both informative and applicable.

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