



## Cengage Advantage Books: The Speaker's Compact Handbook

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By David Bodary, Douglas Stuart, Jo Sprague

Cengage Learning, Inc, United States, 2016. Spiral bound. Condition: New. 5th edition. Language: English . Brand New Book. Providing a quick resource whenever and wherever you need it, CENGAGE ADVANTAGE BOOKS: THE SPEAKER'S COMPACT HANDBOOK, 5th Edition, equips you with the essential information, tips, and tools you need to be an effective public speaker. Its spiral-bound, quick-reference format makes the handbook easy to use. Each succinct chapter can stand alone, allowing you to easily jump exactly to the topic you need to help you create a great speech. Drawing from academic research and practical experience, the handbook walks you step by step through the entire speechmaking process. Five student-friendly features--Key Points, Quick Tips, Checklists, Web Links, and Critical Thinking Questions--help you stay on track throughout the speech-building process.



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