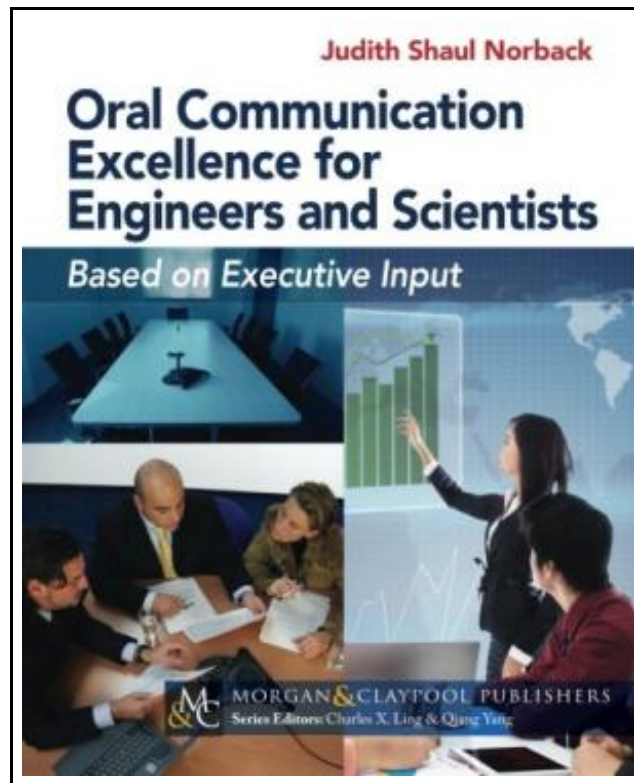


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Morgan & Claypool. Paperback. Book Condition: New. Paperback. 136 pages. Dimensions: 9.2in. x 7.5in. x 0.3in. Many of us have implemented oral communication instruction in our design courses, lab courses, and other courses where students give presentations. Others have students give presentations without instruction on how to become a better presenter. Many of us, then, could use a concise book that guides us on what instruction on oral communication should include, based on input from executives from different settings. This instruction will help our students get jobs and make them more likely to move up the career ladder, especially in these hard economic times. Oral Communication Excellence for Engineers and Scientists: Based on Executive Input is the tool we need. It is based on input from over 75 executives with engineering or science degrees, leading organizations that employ engineers and scientists. For the presentation chapter, the executives described what makes a stellar presentation. And for every other chapter, they gave input on, for example, how to effectively communicate in meetings and in teams, how to excel at phone communication, how to communicate electronically to supplement oral communication, and how to meet the challenges of oral communication. They also provided tips on cross-cultural communication, listening, choosing the appropriate medium for a communication, elevator pitches, and posters; and using oral communication to network on the job. Oral Communication Excellence for Engineers and Scientists includes exercises and activities for students and professionals, based on instruction that has improved Georgia Techs students presentation skills at a statistically significant level. Slides demonstrating best practices are included from Capstone Design students around the country. Table of Contents: Introduction Background Preparation Presentation: Customizing to your Audience Presentation: Telling your Story Presentation: Displaying Key Information Delivering the Presentation Other Oral Communication Skills Advanced Oral Communication Skills References This item ships...



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