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Reviews

Without doubt, this is actually the very best function by any article writer. it was writtern quite flawlessly and valuable. Once you begin to read the book, it is extremely difficult to leave it before concluding.

(Prof. Isobel Heller MD)

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Forgotten Books, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Excerpt from Commercial Correspondence The methods of the business man in the management of his affairs, and the methods of the teacher in conducting classes composed of those who are in pursuit of a commercial education, are not and can not be the same. They are, however, closely related, for the theory and practice of modern business supply the material upon which the attention of teacher and student alike is concentrated. As business practice changes and advances, the end to be sought in teaching must also change and advance. The teaching should be made more and more a specific preparation for the conditions existing in the commercial world, and no effort can rightly be spared that will tend to make this preparation thoroughly comprehensive and, at the same time, give it the greatest possible semblance of reality. The student should be called upon to meet actual problems in the way in which they must be met in actual business, and he should be made to feel that this is exactly what he is doing when he undertakes the exercises in a text-book on correspondence: these exercises should seem to him pertinent and vital. With this end in view, the forms and exercises in this book have been taken from actual correspondence and from real conditions often encountered in a great variety of business pursuits. And it is especially with this end in view that the narrative of consecutive incidents connected with the correspondence of a single business enterprise has been given in Chapter XIV. The exercises based upon these incidents gain significance and definiteness from correlated transactions and from the policy involved in the conduct of the...



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