



Business Communications

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ISBN 13 :	978-81-87522-67-6
ISBN 10 :	81-87522-67-4
E-ISBN 13 :	978-81-87522-67-6
Edition :	1
Pages :	316
Type of book :	Paperback
Weight (g) :	429.00
Year :	2013
Language :	English
Publisher :	Khanna Publishing House
Regular Price :	Rs 225.00
Sale Price :	Rs 180.00
Categories :	All books , Computer Science Engineering
Condition Type :	New
Country Origin :	India

Product Description

This is written in simple and easy to understand language. Covers recent developments in business and technical communications skills. Includes technical report writing covers course contents of BBA, MBA, MBA, BCA, BIT, MIT and other various computer and management courses. Excellent reference for students as well as corporate executives.



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4C/4344, Ansari Road, Daryaganj, New Delhi-110002

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Varinder Bhatia Dr. Varinder Bhatia born 27-02-1968 is an acknowledged teacher and prolific author. He obtained his Master of Commerce degree in 1988 from Guru Nanak Dev University, Amritsar. He was conferred a Ph. D. degree in commerce by Dr. B.R. Ambedkar University, Agra. He is also an Associate member of Indian Management Association, New Delhi and Operational Research Society of India, Calcutta. He has authored Business Statistics, Corporate Accounting (Co-author), Operation Research and cost Accounting. Presently he is working in the Department of Business and Commerce, D.A. V. College, Amritsar.

