

Business Communications - BU109

Section: BU109 002192S Newton

Section Type: Lecture

Credit Hours: 3.00

Course Description: Practice in writing business letters and business reports; using business vocabulary; verbal, non-verbal, and interpersonal communications; listening and oral reporting.

WHEN

Days: W

Times: 06:30 PM - 09:30 PM

Start Date: 01/15/2020

End Date: 05/06/2020

WHERE

Campus: Newton

Building: Newton Axtell Center

Room: NWA109

INSTRUCTOR

RONALD HULSEY

BOOKS

No textbooks for this course.