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A dedicated professional, Mary Ellen Guffey has taught business communication and business English topics for more than 35 years. She received a bachelor's degree, summa cum laude, from Bowling Green State University; a master's degree from the University of Illinois; and a doctorate in

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business and economic education from the University of California, Los Angeles (UCLA).

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Business Communication: Process & Product | Mary Ellen ...

Guffey serves on the review boards of the Business and Professional Communication Quarterly and the Journal of Business Communication, publications of the Association for Business Communication.

Business Communication: Process and Product - Mary Ellen ...

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Business Communication Process and Product (with Student ...

There are certain steps that need to be taken in preparation for all business communication tasks that will ultimately make the writing process easier and more effective. Mary Ellen Guffey, author of Business Communication: Process and Product, combines these steps into what she calls, "The 3 X 3 Writing Process."

Writing in the Disciplines: Business - Getting Started

[PDF] Studyguide for Business Communication: Process and Product by Mary Ellen Guffey ISBN: 9781285094069 Studyguide for Business Communication: Process and Product by Mary Ellen Guffey ISBN: 9781285094069 Book Review The book is straightforward in go through easier to recognize. it was actually writtern extremely perfectly and useful.

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