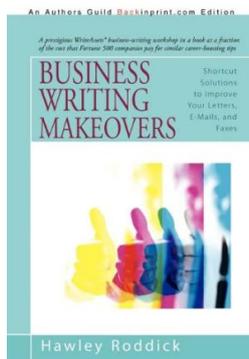


Business Writing Makeovers: Shortcut Solutions to Improve Your Letters, E-Mails, and Faxes



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