
OAD 133 : Business Communications

This course is designed to provide the student with skills necessary to communicate effectively. Emphasis is on the application of communication principles to produce clear, correct, logically-organized business communications. Upon completion, the student should be able to demonstrate effective communication techniques in written, oral, and nonverbal communications.

Credits 3

Lecture Hours 3

Lab Hours 0

Transfer Code

Code C

Prerequisites

None

Corequisites

None