



Netiquette IQ: A Comprehensive Guide to Improve, Enhance and Add Power to Your Email

By Paul Babicki

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Paperback. 264 pages. Dimensions: 9.0in. x 6.0in. x 0.6in. Fast, actionable, and environmentally friendly, email has evolved into a powerful form of both business and personal communications. Netiquette IQ: A Comprehensive Guide to Improve, Enhance and Add Power to Your Email is a complete how to book on electronic communications which exhaustively details the rules, practices, and preferred use of language to improve the civility and lucidity of email. Using email etiquette (Netiquette) each communication can reduce the all-too-common misunderstandings which overwhelm email and electronic communications. Written by career technology sales and marketing professional Paul Babicki, Netiquette IQ is the Elements of Style for the Information Age, at last defining good Netiquette so that all email users are on the same virtual page. Good Netiquette gives the sender an edge in delivering clear, readable emails; empowers job interview results and resume reading by prospective employers; provides a means to incorporate a sense of process to your email communications; prevents unnecessary misunderstandings; and encourages and promotes better relationships. This book offers any of the over four billion email users useful information on every page for every email. Starting...

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