

# MASTERING PUBLIC SPEAKING

TENTH EDITION

GEORGE L. GRICE  
DANIEL H. MANSSON  
JOHN F. SKINNER



# Mastering Public Speaking The Handbook 2nd Edition

**Institute of Bankers in Pakistan**



## **Mastering Public Speaking The Handbook 2nd Edition:**

**Mastering Public Speaking** George L. Grice, John F. Skinner, 2011 An adaptation of Mastering Public Speaking 7e this handbook provides students and instructors with a 2 color book in a reference format enabling students to access information easily and efficiently This text equips students with a firm grounding in the hows and whys of public speaking by providing an ideal balance of theory and skills while placing important emphasis on critiquing ethics and critical thinking The handbook is tabbed with each tabbed section including a quick overview to the chapters within the section It retains the basic content of the Seventh Edition but eliminates those activities not essential to learning the basics of public speaking The handbook also retains the Seventh Edition's popular and distinctive emphasis on the ethical contract between speaker and listener and on the value of critiquing speeches to improve one's own skills Students also learn how to think critically as they choose speech topics conduct research organize content select language manage nervousness and deliver speeches

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