## **Key Words**

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 Communication, effective communication, communication skills, soft skills, English skills, Barriers to Communication, Communication Strategies, Miscommunication, Non-verbal communication, Listening Skills, Active Listening, Letter-Writing, Job application letter, Bio-Data, CV, Resume, Report Writing, Group Discussion, Interview Skills, Netiquette, Oral Presentation, Inter-cultural communication, Cross cultural communication, Common Errors, Public Speaking, good communicator