

Business Communications: Career Skills – Industry Writing

Standards

BMA-BC-2 Examine and practice grammar, mechanics, and process of composing professionally written business communications.

Instructions:

BMA-BC-3 Apply effective oral communication by communicating in a clear, courteous, concise, and professional manner.

Instructions

Navigate to TED.com and find a topic that interests you. The article or talk that you select needs to be related to either business or a job field you wish pursue. Write a 3 paragraph summary of the topic you selected and explain how it could impact the future. When you finish upload the assignment to Google Classroom.