

Get to the Point - Bottom Line Your Message

Modality: Self-Paced Learning

Duration: 15 Min

SUBSCRIPTION: Learn, Master, Master Plus

It is challenging to write clear, concise, and professional emails?especially if the subject matter is important. If you've ever heard someone ask "Did you even read the email?" the answer is probably "Um. Not really." This tool presents you with an easy way to cut through all of the fluff and get straight to what matters. You'll learn how to bring information to people in the most efficient way possible, and people will love you for it! You'll also learn tricks to satisfy people who are always digging deeper and asking "Why?" Wouldn't it be nice if everyone could write that way?

Course Outline: