

This open textbook is designed to support the learning outcomes of Mohawk College's COMM 11000 curriculum. It is designed to guide college students in developing the communication skills for real, everyday tasks of writing and speaking in their chosen profession. Organized in major units—Communication as Problem-Solving, the Writing Process, Workplace Communication, Employment and Interpersonal Communication, and Presentations and Group Communication—this Open Educational Resource is conveniently presented in a variety of AODA-compliant formats. Structured around the learning outcomes of Mohawk College's core Communication course, COMM 11000, this textbook helps to ensure that students will graduate with the skills necessary to succeed.

ESSENTIAL COMMUNICATION SKILLS: MOHAWK COLLEGE
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ESSENTIAL COMMUNICATION SKILLS



COMM 11000