



Oral Presentation & Factors Affecting Presentations

Subject : Business Economics

**Course : B. A. (Hons.), 1st
Semester.**

Paper No. : 104 (One Zero Four)

& Title : Business Communication

Unit No. : 3 (Three)

& Title : Oral Presentation

Lecture No. : 1 (One)

**& Title : Oral Presentation & Factors
Affecting Presentations**

Credits

Subject Co-ordinator:

Dr. V. Chari
Professor, H. K. School of Commerce,
Gujarat University,
Ahmedabad.

Subject Expert

Tejal Jani
Assist. Prof. In English,
GLS (J P Shah),
Inst. of Business Administration,
Ahmedabad.

Presenter

Tejal Jani

Technical Asst. & Sound Recording

Smita Bhatt

Editing

Akash Choudhary

Multimedia

Gaurang Sondarva

Camera

Mukesh Soni

Technician

Mukesh Soni

Helper

Ambalal Thakore

Ishwar Maratha

Prod. Asst. & Editing Concept

Mukesh Soni

Graphic Artist & Animator

Dilip Dave

Akash Choudhary

Producer

Dinesh Goswami

REFERENCES

Bovee, Courtland L, John V Thill and Mukesh Chaturvedi. Business Communication Today.

Delhi: Pearson Education, 2009. Print.

Chaturvedi, P D and Mukesh Chaturvedi. Business Communication: Concepts, Cases, and Applications.

New Delhi: Pearson Education India, 2011. Print.

Magan, Sangeeta. Business Communication. New

Delhi: International Book House Pvt. Ltd, 2013. Print.