

Written Communications

Going from Pretty Good to Excellent

Robert Cooperman, Ph. D.
Training Program Manager, Ohio Department of
Commerce

Words Lead to
SENTENCES

Egbert presented the report to Heloise.

- *Knock, knock!*
Who's there?
- *It's me!*
(Don't let him or her in!!!)



- Few students know exactly what they want from the school; most hope generally for a managerial career.

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"Go away!" I yelled.

Who said, "Now cracks a noble heart?"

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Who said, "Now cracks a noble heart"?

- *The ship was huge, its mast stood eighty feet high.*
- *Some laboratory-grown foods taste good, they are nutritious.*

Solicit the employee's assistance in achieving resolution of the problem.





Try These



Tense: In the Hopi religion, water **is** the driving force. Since the Hopi **lived** in the Arizona desert, they **needed** water urgently. Their complex beliefs **are** focused on gaining the assistance of supernatural forces.

- Everybody needs to have **his/her** lockers inspected.
- Anyone have his or her homework with **him** or **her**?

robert.cooperman@com.state.oh.us

Thank You!