



*- Communication Recommended Reading List -*

**BOOK TITLE:**

**AUTHOR:**

7 Habits of Highly Effective People

Stephen Covey

Leadership Effectiveness Training

Thomas Gordon

You've got to be Believed to be Heard

Bert Decker

Getting to Yes

Fisher and Ury

Getting Past No

William Ury

People Skills

Robert Bolton

Communicating at Work

Tony Alessandra

How to Win Friends and Influence People

Dale Carnegie

Communicate with Confidence

Diane Booher

Do What You Are

Paul D. Tieger

Crucial Conversations

Patterson, Genny, McMillian