

Title of the book

Fundamentals of Soft Skills

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About the Book

This Book with the title 'Fundamentals of Soft Skills' covers the Soft Skills Development. The four chapters of this book were written in an easily digestible and reproducible format with the required information. An effort has been made to present the book in this form and if it proves helpful to the students, we shall consider my effort has been amply rewarded. -I owe a debt of gratitude to my colleagues, who were chiefly instrumental in favoring us to undertake this work. - Valuable comments and Suggestions for the book will be acknowledged with thanks.

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