

**Title of the book**

Soft Skills Basics

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**About the Book**

In a rapidly evolving global landscape where technical competence alone is no longer sufficient, mastering the art of soft skills has become imperative for personal and professional success. This book emphasizes the holistic nature of soft skills development, highlighting the interconnectedness between different facets of human interaction and practical insights, actionable strategies, and real-life examples that illuminate the importance of soft skills in every facet of life. - We owe gratitude to our colleagues, who were chiefly instrumental in favoring us to undertake this work. - Valuable comments and suggestions will be acknowledged with thanks.

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