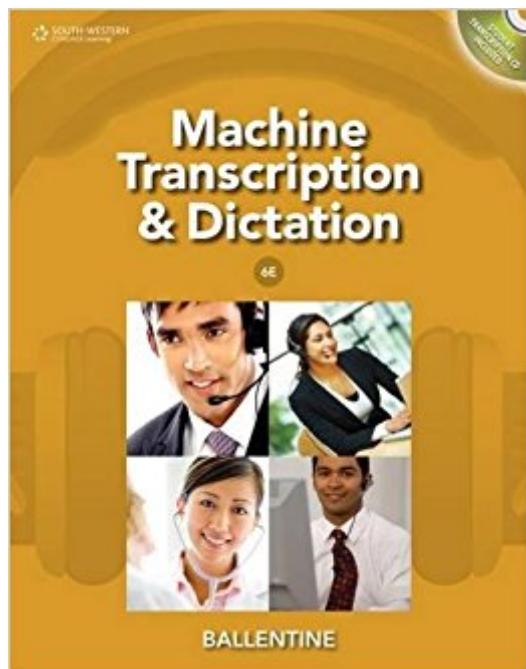


The book was found

Machine Transcription & Dictation (with CD-ROM)



Synopsis

Packed with realistic documents from various fields of employment, MACHINE TRANSCRIPTION AND DICTATION, 6E thoroughly prepares readers for most situations requiring transcription skills, while sharpening their business English proficiency. English Skills Reviews and Applications in each chapter emphasize grammar, capitalization, word usage, spelling, and proofreading skills that are essential to success in today's competitive market. Packaged with the book, a Transcription CD includes all the dictation plus Express Scribe and Windows Media Player software.

Book Information

Paperback: 304 pages

Publisher: South-Western Educational Pub; 6 edition (June 3, 2011)

Language: English

ISBN-10: 1111425442

ISBN-13: 978-1111425449

Product Dimensions: 0.5 x 8.5 x 10.8 inches

Shipping Weight: 1.4 pounds (View shipping rates and policies)

Average Customer Review: 3.5 out of 5 stars 11 customer reviews

Best Sellers Rank: #88,719 in Books (See Top 100 in Books) #11 in Books > Business & Money > Skills > Secretarial Aids & Training #34 in Books > Business & Money > Processes & Infrastructure > Office Automation #35 in Books > Business & Money > Processes & Infrastructure > Office Management

Customer Reviews

"I am thrilled with the word selection in the Word Usage segment. All rules and examples are excellent under Language Skills."

I not happy that in the description it didn't mention that it was taped, to my knowledge because i cant see the detail of the book. Rips that the item has i think was way too sugarcoated. I will keep cause i need the book cd, but seriously. Not happy. My rate 4 out of 10

Didn't come with the CD like it said and that's the main part that's needed in the book.

The book is pretty good. It has vocabulary skills, commonly mistaken words, & tells you how to modify your transcription letters.

Yes, sure.

Awesome. Delivery was super fast and book is in Great condition.Thank You.

A book I needed for school and it came with a cd; great.

I found this book to have many different reviews in it, other than being a machine transcription and dictation book.This book reviewed grammar and punctuation too. ,

Needed it for class - it is a textbook. Intro to Excel 2010. What's to "Like" or What's to "Hate" - it is OKAY.

[Download to continue reading...](#)

Machine Transcription & Dictation (with CD-ROM) Introduction to Medical Office Transcription Package w/ Audio Transcription CD 3rd Edition by Becklin, Karonne, Sunnarborg, Edith [Spiral-bound] BREAD MACHINE COOKBOOK: 120 Most Delicious Bread Machine Recipes (bread, bread bible, bread makers, breakfast, bread machine cookbook, bread baking, bread making, healthy, healthy recipes) Bendy and the Ink Machine- An Animator's Tale: Book 1: Welcome to Joey Drew Studios! (Bendy and the Ink Machine - An Animator's Tale) The Bread Lover's Bread Machine Cookbook: A Master Baker's 300 Favorite Recipes for Perfect-Every-Time Bread-From Every Kind of Machine The Sewing Machine Embroiderer's Bible: Get the Most from Your Machine with Embroidery Designs and Inbuilt Decorative Stitches Oster Expressbake Bread Machine Cookbook: 101 Classic Recipes With Expert Instructions For Your Bread Maker (Bread Machine & Bread Maker Recipes) Machine Made and Contemporary Marbles (Grists, Everett//Machine-Made and Contemporary Marbles) The Sewing Machine Accessory Bible: Get the Most Out of Your Machine---From Using Basic Feet to Mastering Specialty Feet Mastering Machine Applique: The Complete Guide Including: Invisible Machine Applique Satin Stitch Blanket Stitch & Much More Heirloom Machine Quilting: A Comprehensive Guide to Hand-Quilting Effects Using Your Sewing Machine Sewing Machine Magic: Make the Most of Your Machine--Demystify Presser Feet and Other Accessories * Tips and Tricks for Smooth Sewing * 10 Easy, Creative Projects The Complete Guide to Machine Quilting: How to Use Your Home Sewing Machine to Achieve Hand-Quilting Effects The Sewing Machine Classroom: Learn the Ins & Outs of Your Machine Bread Machine Recipes: 32 Bread Machine Recipes That Are Delicious and Easy to Make (Bread Cookbook Book

1) Viscoelastic Machine Elements: Elastomers and Lubricants in Machine Systems Bread Machine: Top 50 Best Bread Machine Recipes  The Quick, Easy, & Delicious Everyday Cookbook! Bread Lover's Bread Machine Cookbook: A Master Baker's 300 Favorite Recipes for Perfect-Every-Time Bread-From Every Kind of Machine Oster Expressbake Bread Machine Cookbook: 101 Classic Recipes With Expert Instructions For Your Bread Maker (Bread Machine & Bread Maker Recipes) (Volume 1) Gluten Free Bread Machine Cookbook: The Top 14 of The Best Recipes (Bread machine, Celiac, Bread Recipes)

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)