## Recommended Reading List

Carnegie, A. R. & Bradford, D. L. (2005). *Influence without Authority 2nd edition.* John Wiley and Sons.

Cohen, C.. (2006). *How to Win Friendsand Influence People 70th edition*. Vermilion.

Fisher, R., Ury, W. & Patton, B. (1991). *Getting to Yes: Negotiating Agreement without Giving In 2nd edition.* Houghton Mifflin Company.

Garner, A. (1997).*Conversationally Speaking: Tested New Ways to Increase your Personal and Social Effectiveness 2nd edition*. Mc-Graw-Hill.

Hargie, O. & Dickson, D. (2004). *Skilled Interpersonal Communication: Research, Theory and Practice 4th edition.* Routledge.