



Effective Communication for Colleges

By Clarice Pennebaker Brantley, Michele Goulet Miller

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Simply put, this new edition is power packed with just the right learning tools. Each chapter of EFFECTIVE COMMUNICATION FOR COLLEGES (ECC), 11e, includes features that enhance learning and retention -- and promote more effective communication skills.

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Editorial Review

About the Author

Dr. Clarice Pennebaker Brantley frequently conducts seminars at state, regional, and national meetings. She taught communication and other business-related courses for 37 years at the secondary, postsecondary, and university levels. She co-authors "Communication Tidbits and Hotlinks," a regular column in the electronic journal, *The Balance Sheet*. Dr. Brantley and Michele Goulet Miller also wrote *The Basics: English*. Among her publications are chapters titled "Listening" in the 2005 NBEA Yearbook and "Communication" in the 2003 NBEA Yearbook. Dr. Brantley maintains active membership in national and international professional associations: National Business Education Association, International Society for Business Education, Association for Business Communication, and Delta Pi Epsilon. A leader in community organizations, she serves on the State and Western Division Board of Directors for the Children's Home Society of Florida. She regularly participates in the Gulf Coast Economics Club, Pensacola Women's Alliance, and the Panhandle Tiger Bay Club. Her education includes earning a bachelor's degree (summa cum laude) in business administration from Valdosta State University and a doctorate in curriculum and instruction from the University of Southern Mississippi.

Michele Goulet Miller teaches a variety of business-related courses, including business communication, software applications, and medical office courses, at Milwaukee Area Technical College. In addition to teaching responsibilities, she works closely with employers to establish onsite experiences for students in certificate and associate degree programs. She is actively involved in program development based on daily experiences with the employment community in Southeastern Wisconsin. Ms. Miller also co-authors *The Basics: English* with Dr. Clarice Pennebaker Brantley and *Effective English for Colleges* with Dr. Jack Hulbert. She currently co-authors *Communication Tidbits and Hotlinks*, and is a past co-author of *GrammarLinks*, both regular features in the electronic journal, *The Balance Sheet*. Ms. Miller's professional memberships include National Business Education Association, International Society for Business Education, and Association for Business Communication. As a committed parent and community member, Ms. Miller has chaired fundraising events and has served on the boards of a local humane society and a nursery school in the Milwaukee area. She regularly volunteers in the community. Michele Goulet Miller received a bachelor's degree in business education from Western Michigan University. She received a master's degree in business education from the University of Wisconsin, Whitewater, and a master's degree in educational administration and supervision from the University of Wisconsin, Milwaukee.

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