

## PPW Portfolio ? IT4070: Preparation for the Professional World

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(More journals coming up next.)

#### #### 4. Presentation Skills

The lecture on presentation skills helped me overcome one of my biggest professional fears - public speaking.

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(More entries continue in next section)

#### #### 6. Telephone Etiquette

The session on telephone etiquette shed light on a skill that is surprisingly vital yet often overlooked

- speaking professionally on calls.

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(Reflective Journal section completed ?)