

Further reading for students wishing to enhance their oral communication skills

Cottrell, S. (2003). **Skills for Success: The Personal Development Planning Handbook**. Basingstoke: Palgrave Macmillan.

Holliday, A. Hyde, M. and Kullman, J. (2004). **Inter-Cultural Communication, an Advanced Resource Book**. Oxon: Routledge.

Levin, P. and Topping, G. (2006). **Perfect Presentations!** Berkshire: Open University Press.

McCarthy, P. and Hatcher, C. (2002). **Presentation Skills, the Essential Guide for Students**. London: Sage Publications Ltd.

Murray, R. (2003). **How to Survive your Viva**. Berkshire: Open University Press

Stott, R. Young, T. and Bryan, C. (2001). **Speaking Your Mind. Oral Presentation and Seminar Skills**. England: Pearson Education Ltd.

Turk, C. (1985) **Effective Speaking, Communicating in Speech**, London: Chapman & Hall