

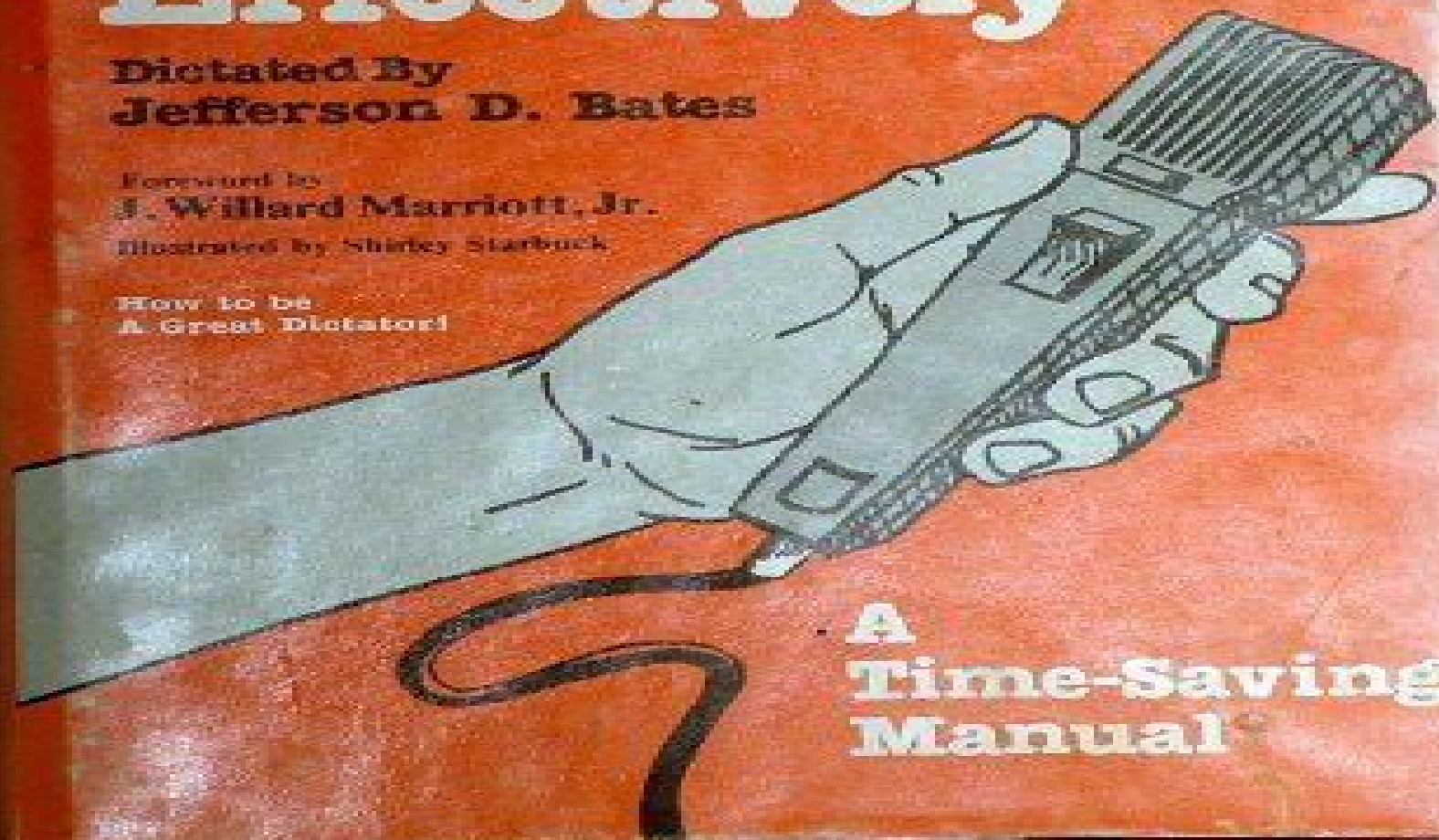
# Dictating Effectively

Dictated By  
**Jefferson D. Bates**

Foreword by  
**J. Willard Marriott, Jr.**

Illustrated by Shirley Starbuck

How to be  
A Great Dictator!



**A  
Time-Saving  
Manual**

# Dictating Effectively

**Tobias Bleicker**



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