



If your students needed to locate these 100 contemporary subjects, they'd find them all in the index in *Business Communication Today*.

How does your current text compare?

Subject	Bovee/Thill Business Communication Today 14/e	Guffey/Loewy Business Communication: Process and Product 9/e	Guffey/Loewy Essentials of Business Communication 10/e	Cardon Business Communication 3/e	Locker/Kienzler Business and Administrative Communication 11/e	Newman Business Communication 10/e	Lehman/Dufrene BCOM 9/e	Rentz/Lentz Business Communication 1/e	Shwom/Snyder Business Communication 3/e
Applicant tracking systems	✓	✓	✓			✓	✓	✓	✓
Assistive technologies	✓								
Augmented reality	✓								
Automated chatbots	✓								
Avatars	✓								
Backchannel, in presentations	✓	✓			✓	✓			
Brand socialization	✓								
Cloud computing	✓	✓	✓					✓	✓
Clustering engines	✓								
Collaboration platforms; shared online workspaces	✓	✓		✓	✓	✓		✓	✓
Community Q&A Sites	✓							✓	
Compositional modes for digital media	✓								
Computer, PowerPoint animation	✓	✓			✓			✓	✓

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Haptic computing	✓								
Hashtags	✓							✓	
Holograms in business communication	✓								
Infographic resumes	✓		✓			✓			
Information architecture	✓								
Intellectual property rights	✓	✓	✓					✓	
Interactive websites	✓	✓							✓
Internet of Things	✓								
Internet telephony (VoIP)	✓	✓	✓	✓					
Interview simulators	✓								
Knowledge management systems	✓								
Lifestreaming	✓								
Location-based social networks; location-aware content	✓					✓			
Meeting capture systems	✓	✓	✓						
Mind mapping	✓	✓		✓		✓		✓ (referred to as concept mapping)	
Mobile business communication apps	✓	✓				✓			
Mobile device etiquette	✓	✓	✓	✓					

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Mobile devices, integrating in presentations	✓								
Mobile devices, writing business messages for	✓								
Mobile job search tools	✓	✓							
Mobile revolution in business communication	✓								
Mobile-first approach to website design	✓								
Near-field communication	✓								
Online brainstorming tools	✓	✓		✓					✓
Online rumor control	✓								
Over-the-top (OTT) applications	✓								
Persuasive messages in social media	✓	✓	✓	✓					✓
Podcasting channels	✓	✓	✓						
Podcasts	✓	✓	✓			✓			✓
Psychographics	✓				✓			✓	
Quick Response (QR) Codes	✓		✓		✓				
Radical connectivity	✓								
Real-time translation	✓								
Really Simple Syndication (RSS)	✓					✓		✓	✓

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Reputation analysis (automated)	✓								
Retweeting	✓								
Sandbox, wiki writing practice	✓								
Scannable resumes	✓						✓		
Screencasts	✓			✓					
Search engine optimization (SEO)	✓							✓	
Sentiment analysis	✓								
Slideuments, visual reports, report decks	✓	✓	✓	✓					✓
Social commerce	✓								
Social communication model	✓	✓							
Social media news release	✓								
Social media resumes	✓					✓			✓
Social recruiting	✓					✓			
Speech analytics software	✓								
Story of You, as career-planning tool	✓								
Storytelling	✓			✓	✓	✓			
Tagging, social tagging	✓			✓					
Teleconferencing and telepresence	✓	✓		✓	✓	✓	✓		

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Telepathy in business communications	✓								
Tweetables	✓								
Twittersphere, Twitterstream	✓								
User-generated content	✓					✓			
Video production and post-production	✓						✓ (under video résumés)		
Video resumes	✓	✓	✓			✓	✓		✓
Virtual reality	✓								
Virtual communities	✓								
Virtual meetings, online meetings	✓	✓	✓	✓		✓	✓	✓	✓
Virtual whiteboards	✓								
Visual literacy	✓							✓	
Wearable technology	✓								
Webcasts	✓	✓	✓				✓	✓	✓
Webinars	✓	✓	✓	✓			✓	✓	✓
Website accessibility	✓				✓		✓	✓	✓
Workplace messaging systems	✓			✓					✓
Workforce analytics	✓								
SCORE	100	27	17	16	8	16	11	17	20

Notes: This analysis is based on an index search of the printed texts (and doesn't include online components); it also doesn't include basic topics common to most texts, including email, blogging, instant messaging, wikis, etc.

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