

COMPARISON OF FEATURES

Business Communication Today, 14th Edition versus

[Business and Administrative Communication \(Locker/Kienzler\)](#)

[Business Communication: Developing Leaders in a Networked World \(Cardon\)](#)

[Business Communication: In Person, In Print, Online \(Newman\)](#)

[Business Communication Process & Product \(Guffey/Loewy\)](#)

[Business Communication: Polishing Your Professional Presence \(Shwom/Snyder\)](#)

[Business Communication: A Problem-Solving Approach \(Rentz/Lentz\)](#)

Excellence in Business Communication, 12th Edition versus

[Business and Administrative Communication \(Locker/Kienzler\)](#)

[Business Communication: Developing Leaders in a Networked World \(Cardon\)](#)

[Business Communication: In Person, In Print, Online \(Newman\)](#)

[Business Communication Process & Product \(Guffey/Loewy\)](#)

[Business Communication: Polishing Your Professional Presence \(Shwom/Snyder\)](#)

[Business Communication: A Problem-Solving Approach \(Rentz/Lentz\)](#)

Business Communication Essentials, 8th Edition versus

[Essentials of Business Communication \(Guffey/Loewy\)](#)

[BCOM \(Lehman/DuFrene\)](#)

[M: Business Communication \(Rentz/Lentz\)](#)

TRANSITION GUIDES

Transition Guides are available on the [QuickSwitch](#) website, enabling you to switch to a Bovee and Thill textbook quickly and easily from any of the texts listed above.