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Christie Marlowe

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For many high school graduates, college is a way to get ahead, but going to college is not the only way for young adults to succeed. Many people choose to enter the workforce after high school to start earning money and gaining experience right away. These motivated young workers can have rewarding jobs without ever having to earn a 4-year college degree. In order to get those jobs, however, you'll need to impress potential bosses with your resume, interview skills, and the way you present yourself. Young people looking to start a career with a high school diploma or equivalent can eventually earn more than \$50,000 a year in many careers—but no matter your field, you'll need to know the basics about getting and keeping a job. In *Presenting Yourself: Business Manners, Personality, and Etiquette*, you'll learn about what you need to succeed in whatever field you choose. Find out how to make sure you leave others with a good first impression—and how to move ahead in any career by presenting yourself in the right way.

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