



# Storme Business Center: A Business Office Simulation

*Dr. Julia E. Antoine*

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A hands-on office simulation with daily activities, based on a time management approach for each task. These tasks take the office professional from the front desk to managing an office. The tasks range from handling the front desk communication system, to composing business correspondence, keeping a daily calendar, making bank deposits, creating presentations, sending and receiving emails and using the Internet search engines, etc.

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