



# **Technology & Procedures**

## **for Administrative Professionals**



**12th Edition**  
**Patsy Fulton-Calkins**



# Technology And Procedures For Administrative Professionals

**Dianne S. Rankin, Kellie Ann  
Shumack, Eva Turczyniak**



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*Regulations, Part 541-- Defining the Terms "executive," "administrative," "professional" and "outside Salesman"* United States. Employment Standards Administration. Wage and Hour Division, 1983

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