

The Manager's Guide To Effective Meetings - , Roger A. Formisano

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The Manager's Guide to Effective Meetings is a hands-on guide to planning and conducting meetings that fellow professionals will want to attend. It provides techniques for keeping a meeting focused and on target, reveals latest tools for meeting "virtually," and more. This latest addition to the popular Briefcase Books series will prove invaluable to anyone who has to plan or conduct meetings, in any environment. Words: a s business, addition in, books business, books economics, books management, business books, business economics books, business guide, business in management, business in the, business manager, business the, business to, business to business, business tools Author: Streibel, Barbara J. Author: Formisano, Roger A. Publisher: McGraw-Hill Illustration: Y Language: ENG Title: The Manager's Guide to Effective Meetings Pages: 00000 (Encrypted PDF) On Sale: 2002-12-16 SKU-13/ISBN: 9780071391344 Lib Category: Communication in management Lib Category: Business meetings Category: Business & Economics : Business Communication - Meetings & P Category: Business & Economics : Entrepreneurship Category: Business & Economics : Management - General

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