

The Art Of Talking To Anyone: Essential People Skills For Success In Any Situation : Essential People Skills For Success In Any Situation - Rosalie Maggio

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From the author of How to Say It, the million-copies-sold bestseller! If you want to improve your conversational skills--and achieve greater levels of personal and professional success--The Art of Talking to Anyone is the ultimate book. Rosalie Maggio has built a career on teaching people how to say the right thing at the right time--and she's made her techniques available to you. This essential communication handbook includes: Sample dialogues, topics, and responses Quick-reference dos and don'ts Tips for handling special situations Confidence-building advice and quotations Key words that get to the business at hand Whether it's small talk or big, social or work-related, The Art of Talking to Anyone gives you all the tools you need to speak up with confidence, to charm and persuade, and to talk your way through any situation--successfully. Author: Maggio, Rosalie Publisher: McGraw-Hill Illustration: N Language: ENG Title: The Art of Talking to Anyone: Essential People Skills for Success in Any Situation : Essential People Skills for Success in Any Situation Pages: 00288 (Encrypted EPUB) / 00288 (Encrypted PDF) On Sale: 2005-05-09 SKU-13/ISBN: 9780071452298 Category: Business & Economics : Business Communication - General

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