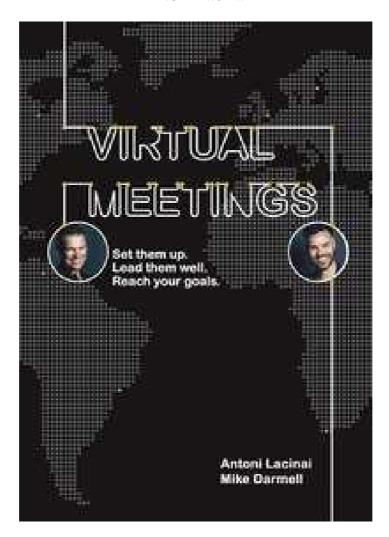
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Virtual Meetings: Set them up. Lead them well. Reach your goals. PDF E-BOK Antoni Lacinai



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BESKRIVNING

What is the difference between a physical meeting and a virtual? What is the same? What advice can you benefit from that will make your virtual meetings better? Organisations with offices spread across locations and even time zones, will use virtual meetings as a natural part of their communication and leadership. This guide is for the busy manager who quickly wants to get concrete tips. It will give you: Useful advice regardless of the type of meeting Practical tips regardless of virtual technology Concrete tips (and warnings) for each technical solutionThis is the second book that Communication expert Antoni Lacinai has written together with Meeting evangelist Mike Darmell.Antoni Lacinai is the communications expert who is helping people to lead, sell and cooperate, while supporting organisations with their strategy implementations. His focus is on clear communication, attractive goals and effective meetings. Typical topics for his lectures, seminars and coaching include presentation technique, successful customer calls, the art of setting the right goals and the craft of leading team meetings. He moderates conferences and workshops and writes books, blogs and chronicles about communication and motivation. Mike Darmell is the meeting evangelist with over 20 years experience in the meetings industry. Starting off as a nurse, Mike changed career to marketing and event management. For 10 years, he has been running the company gr8 meetings, helping organisations to boost internal meetings efficiency and effectiveness. He is also one of the most sought-after lecturers in how non-stop connection affects us.

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