



Your Guide to Better Planning: Discover the Secrets to Better Planning

By Edward J Murphy

Createspace Independent Publishing Platform, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. This book is about Planning, one of the 10 Core Competency of Effective Leadership, and what it takes to become a more effective Leader and Follower tomorrow than you are today, thus becoming absolutely essential to any employer. In this book you ll find all the tactics, techniques, and tools employers expect you to know, but are not taught anywhere but here. This book will help you enhance your ability to plan, thus increasing your value added to any employer. Here you ll learn the basics of Planning (includes the 6 components of any good Plan of Action (POA); the best POA checklist to use when planning anything, the 4 most important planning tips (includes how to make changes after the POA is published, what are your assumed assumptions, how to deal with ambiguity, what Key Players need most, and the 6 steps of the Immediate Action process); what is the top 18 Don t Forget Nothin list that you ll be glad to have for your next project; how to conduct a Risk Assessment...



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