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MAKE MEETINGS MATTER BAN BOREDOM, CO-OPT CONFUSION, AND ELIMINATE TIME WASTING



Career Press. Paperback. Book Condition: New. Paperback. 224 pages. Dimensions: 8.3in. x 5.6in. x 0.6in. Meetings should drive results. Instead they drive most people crazy! Make Meetings Matter will help you rethink the role of meetings in your organization and enable you to: Reinvent meetings to get more done, minimize time spent, and maximize productivity. Avoid unnecessary and useless meetings. Keep participants engaged and energized. Keep the agenda on track. Leverage technology. Ensure follow-up action is taken. Based on the authors...

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- Authored by Charlie Hawkins
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