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Autore	Strachan Dorothy <1947->
Titolo	Managing facilitated processes [[electronic resource]] : a guide for consultants, facilitators, managers, trainers, event planners, and educators / / Dorothy Strachan and Marian Pitters
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Altri autori (Persone)	PittersMarian <1952->
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Sommario/riassunto	Managing Facilitated Processes Managing Facilitated Processes helps people make thoughtful decisions about managing successful gatherings. The book's ten chapters are divided into three parts: From Contact to Contract-building customized agreements; eighteen types of facilitated processes, their deliverables and unique features Approach and Style-ensuring integrated, customized, and systematic elements; a forget-me-not prompter; effective management styles Management x 5: Participants, Speakers, Logistics, Documents, Feedback-practice guidelines, examples, and time-saving tools