

1. Record Nr.	UNINA9910798842703321
Autore	Bate Nicholas
Titolo	Business skills collection / / Nicholas Bate
Pubbl/distr/stampa	Chichester, England : , : Capstone, , 2015 ©2015
ISBN	0-85708-507-7 0-85708-503-4
Descrizione fisica	1 online resource (292 p.)
Disciplina	650
Soggetti	Business
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di contenuto	Bags of Energy Now. -- Boost Your Productivity. -- Give Great Presentations. -- Go Home Email Free. -- Make Better Decisions More Often.
Sommario/riassunto	Introducing the 30 minute reads e-book series! You're half an hour away from a pain free working life! So why not fill your down-time with some up-skilling? The average commute to work is 30 minutes. Why not kick start your New Year good intentions by using your commuting time to skill-up?! And with five books in the series you could have the most productive week of your life!Digitally native content optimized to be read on-screen Each book contains 10 short, sharp and to-the-point chapters, finishing with an 'Action Plan' with clear, super-structured, super-easy steps to no more pain!Brand n