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Titolo	Talk lean : shorter meetings, quicker results, better relations // Alan H. Palmer ; on the basis of original ideas and a framework ("The Interactifs Discipline") conceived and developed by Philippe de Lapoyade ; with contributions from Clement Toulemonde
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ISBN	0-85708-495-X 0-85708-494-1
Descrizione fisica	1 online resource (xii, 195 pages)
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Soggetti	Business communication Communication Business meetings
Lingua di pubblicazione	Inglese
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Livello bibliografico	Monografia
Note generali	Includes index.
Nota di contenuto	Preface -- Introduction -- What this book is about and who it's for -- We're all different : and all alike -- Straight to the point in less than a minute : talking lean at the start of meetings and conversations -- Straight-forward, straight away -- Begin at the end -- The interactifs discipline? : Schematic 1 -- The interactifs discipline? : Schematic 2 -- Acknowledgements -- About the author -- About interactifs -- Index.
Sommario/riassunto	This book teaches businesspeople how to say difficult things and ask difficult questions in a way that is positive, effective, and comfortable for everyone involved. The reader will learn how to begin and end meetings and conversations in a way that is succinct, empathetic, and effective, while putting people in a positive and receptive frame of mind.