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Titolo	Manage your boss : how to build a great working relationship
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Nota di contenuto	Cover; Titlepage; Copyright; Contents; How well do you manage your boss?; 1 Communicating assertively in the workplace; 2 Developing your influencing skills; 3 Organising your time; 4 Delegating upwards; 5 Surviving personality clashes; 6 Working for someone younger than you; 7 Working with mentors; 8 Making yourself promotable; Where to find more help; Index
Sommario/riassunto	This book helps you get the best from this crucial working relationship. Whether you want to improve a difficult relationship or benefit from a good one, it will help you communicate effectively, and build a great working relationship.