



People Skills

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This book is designed for those who have to deal with people in a working environment and who want to build and improve their business relationships. The book can be used in a variety of ways - it can be worked through from beginning to end to help build business relationships in a variety of situations or it can be used as a reference book for use in specific situations. At the beginning of each chapter is a list of the main points covered and each chapter has exercises to do as you work through with practice sessions at the end. The chapters covered include dealing with people, gathering information, self-preservation skills, complaints and self-development opportunities.

- [The Perfect Fool](#)
- [The `People Power` Health Superbook: Book 2. Medical Organizations, Hospitals, Hospital Stay, Healthcare Facilities, Government Medical Info, U.S. Medical Info By State](#)
- [Perfect Paleo Diet Cookbook Box Set : Paleo Diet Recipes: Breakfast, Lunch, Dinner and Smoothie Recipes](#)
- [Peribanez y El Comendador de Ocana](#)
- [Perfect Wedding Planner](#)
- [Percorsi verso la sostenibilita: principi, strumenti ed esperienze](#)
- [Perfect Poultry](#)