



ESSENTIAL MANAGERS

Dear B2B Bookseller,

In today's uncertain and ever-changing business climate, it is more important than ever for employees to keep a step ahead of the curve, think outside the box, and maximize their impact to achieve successful results.

With over 50 titles in the series, DK's **ESSENTIAL MANAGERS** provide the tools and techniques needed for employees to reach their full potential. Packed with over 100 photographs, charts, and interactive assessment questionnaires in every book, these pocket-sized guides will get employees up to speed and get the jump on the competition.

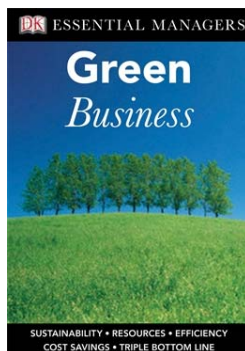
Why not suggest this book to their HR department or corporate trainers? Think of how many companies in your area could benefit from that!

DK's **Essential Managers** cover:

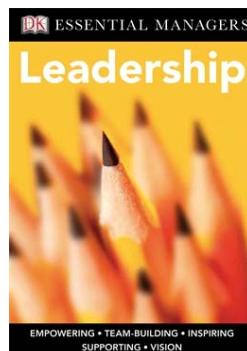
- Motivating People • Working with Difficult People
- Achieving High Performance • Effective Communication
- Leadership Managing People • Negotiating • Project Management
- Selling and many more topics...

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