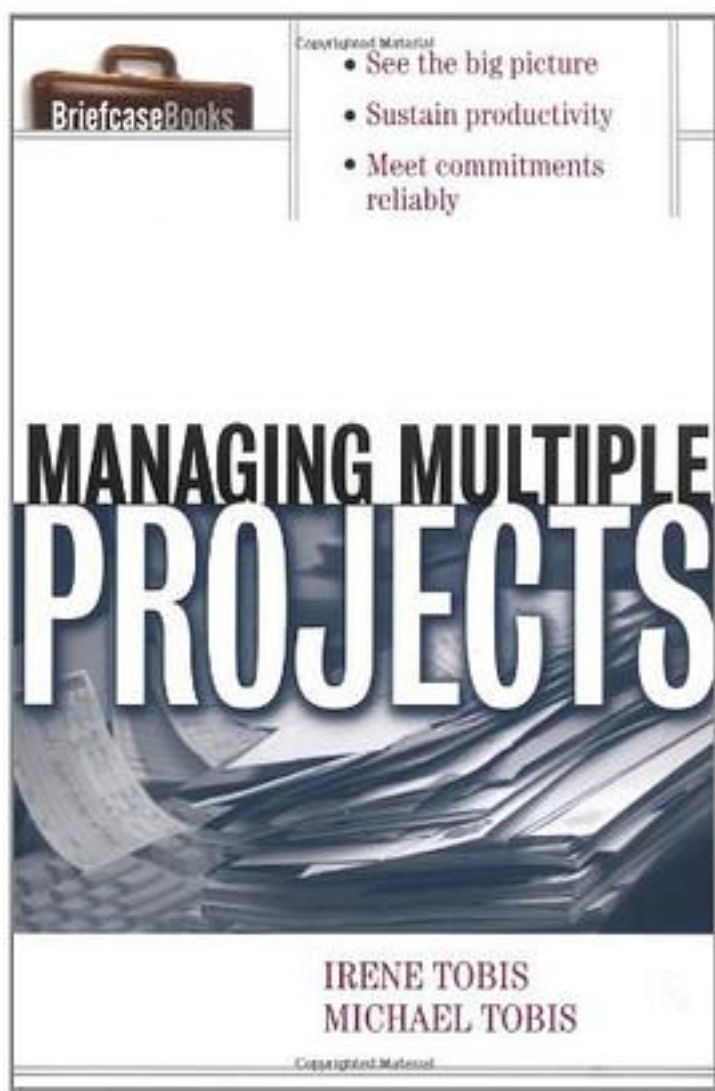


Managing Multiple Projects



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All managers, whether brand new to their positions or well established in the corporate hierarchy, can use a little "brushing up" now and then. The skills-based "Briefcase Books" series is filled with ideas and strategies to help managers become more capable, efficient, effective, and valuable to their corporations. Today's workplace is often complex and unpredictable, yet most project management books address only the topic of managing individual projects and solving specific problems. "Managing Multiple Projects" presents a realistic method for developing the individual and group skills needed to cope with competing demands. It shows readers how to develop a reliable system for taking on multiple projects, work with others to allocate conflicting workloads, cope with the stress that comes from managing multiple projects, and more.

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