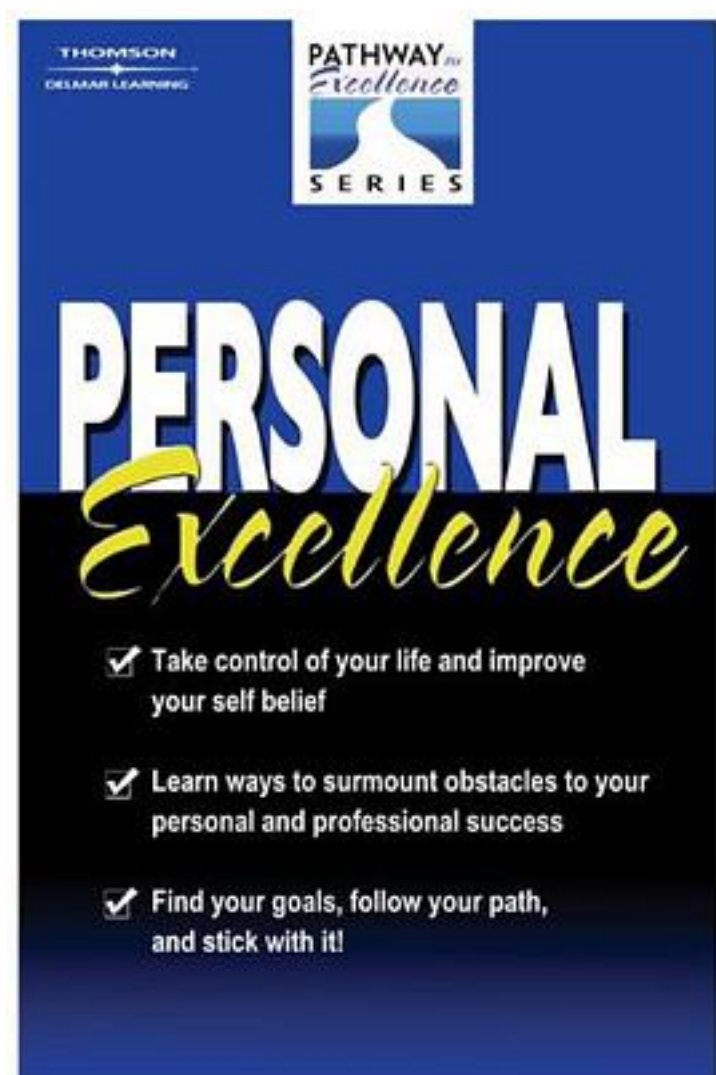


Personal Excellence



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著者:Throop, Robert K./ Castellucci, Marion B./ Sevigny, Leo

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Personal Excellence is a unique book that teaches individuals how to best utilize their values and beliefs in order to achieve personal success. Designed to act as a complete personal success manual, the text includes information on effective listening and communication skills, stress management, time management, and the creation and acquisition of personal goals. Each chapter of the text provides motivational and easy-to-relate to examples of how the skills explained have led to the success of others. Personal Excellence also stresses the important tenets of critical thinking and problem solving as well as how creative thinking impacts personal success. Designed to act as a complete personal success manual, the book includes information on effective listening and communication skills, stress management, time management, and the development of effective, measurable goals.

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