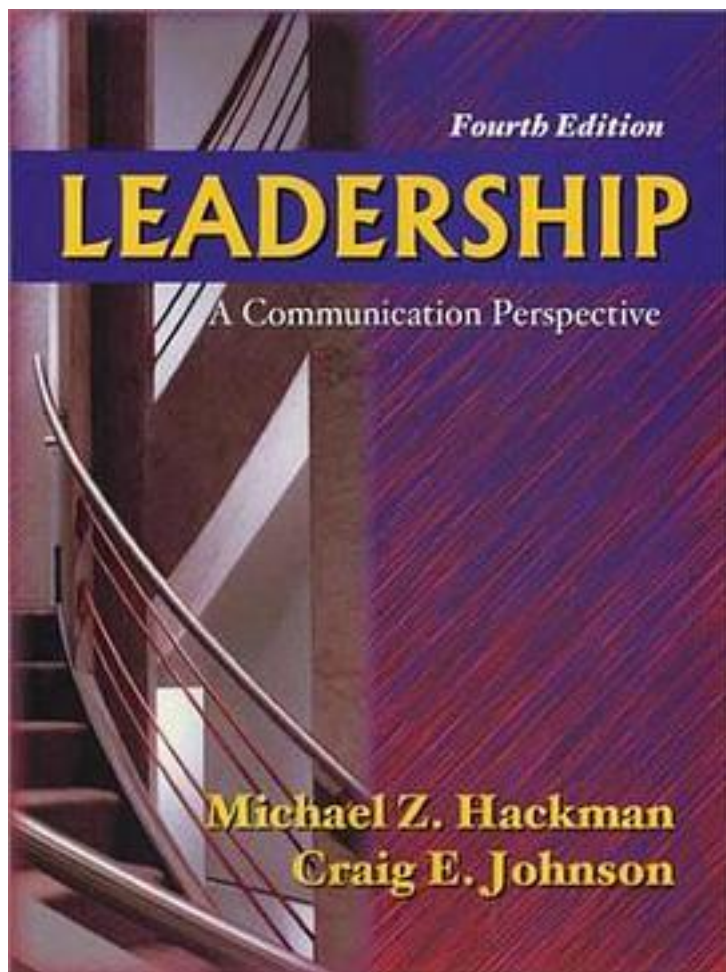


Leadership



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This is a practical pocket-sized guide to leadership which will give you the information and skills to succeed. It helps you to find out how to improve your leadership skills by

establishing a vision, inspiring others and championing high performance. You'll learn to focus your energy, build relationships and develop strategies. Tips, dos and don'ts, highlights on key subjects, 'SOS' hints on what to do in a particular situation, plus real-life case studies demonstrate key skills, such as communication and achieving results. Read it cover to cover, or dip in and out of topics for quick reference. Handy tips in a pocket-sized format - take it wherever your work takes you.

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