

Successful Consulting (Teach Yourself)

Anna Hipkiss



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If you are a consultant in any field, working for any size organization from 'one man and his dog' to a massive multinational, or thinking of moving into consultation, then this is the book for you! Coverage includes:

• What makes a successful consultant• Setting a clear vision• Assessing resources• How to write reports and give presentations• Building up your customer facing skills• Dealing with difficult clients• Balancing your work with the rest of your life.Containing lots of practical advice, this book also features interviews with successful consultants who have a wealth of experience to share. Written in an accessible style, it will give you the confidence to shine in consultancy.Learn effortlessly with a new easy-to-read page design and added features:Not got much time?One and five-minute introductions to key principles to get you started.Author insightsLots of instant help with common problems and quick tips for success, based on the author's many years of experience.Test yourselfTests in the book and online to keep track of your progress.Extend your knowledgeExtra online articles to give you a richer understanding of consulting.Five things to rememberQuick refreshers to help you remember the key facts.Try thisInnovative exercises illustrate what you've learnt and how to use it.

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