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Download online boek Nederlands 100 Tricks to Appear Smart In Meetings Sarah Cooper , The book that's missing from 55 million offices and conference rooms around the world: the idiot's guide to the idiot's guide to conquering the corporate meeting.

In it you will learn the essential subtle tricks that pay big dividends by making you look *really* clever in meetings: constant nodding, pretend concentration, useless rhetorical questions, how to nail the big presentation by pacing and getting someone else to control your slides.

Complete with **illustrated tips, examples, and scenarios**, Sarah Cooper's *100 Tricks to Appear Smart in Meetings* gives you actionable ways to use words like 'actionable', in order to

sound smart.

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