

Author	Title
Abram, Carolyn	Facebook for dummies
Adams, James L.	Conceptual blockbusting
AIIP	AIIP 2003
Alessandra, Cathy	Navigating entrepreneurship
Allen, David	Making It All Work
Anthony, Robert	How to make a fortune from public speaking
Baer, Jay	Talk triggers
Bangs, David H.	Business planning guide, the
Barnes, Jeffrey A.	Beyond the Wisdom of Walt
Barnes, Jeffrey A.	The Wisdom of Walt
Beckwith, Harry	Selling the invisible
Beckwith, Sandra	Complete publicity plans
Belasco, James A.	Flight of the buffalo
Berger, Larry	The Green lantern: a guide to achieving the Am
Berman, Eleanor, 1934-	Re-entering
Bermont, Hubert Ingram	How to become a successful consultant in your
Bermont, Hubert Ingram	How to compete successfully in your own field
Bermont, Hubert Ingram	How to mass market your advice
Bermont, Hubert Ingram	Successful consultant's guide to authoring, publ
Berry, Timothy	Hurdle, the book on business planning
Bettger, Frank	How I Raised Myself from Failure to Success in
Bingham, Tony	Presenting learning
Black, Yuwanda	The ultimate freelancer's guidebook
Blake, Jenny Pivot	The only move that matters i Pivot
Blanchard, Kenneth	Empowerment takes more than a minute
Blanchard, Kenneth	Managing by values
Blanchard, Kenneth	Power of ethical management, the
Blanchard, Kenneth	Putting the one minute manager to work
Blanchard, Kenneth	Raving fans
Block, Peter	Empowered manager, the
Block, Peter	Flawless consulting
Block, Peter	Flawless consulting
Boldt, Laurence	How to find the work you love
Bolles, Richard N.	New quick job-hunting map, the
Bolles, Richard N.	Three boxes of life, the
Boylan, Michael A.	Accelerants
Brandt, Richard C.	Flip charts
Buckingham, Mark	Standout 2.0
Burstiner, Irving	Be your own consultant
Butler, Ava S.	TeamThink
Byham, William C.	Zapp! The lightning of empowerment
Byrne, Robert	1,911 best things anybody ever said
Bywater, Liz	Slow Down to Speed Up
Canfield, Jack	Success Principles, the
Carnegie, Dale	How to win friends and influence people
Caroselli, Marlene	50 Activities for quality leadership

Caroselli, Marlene	Big book of meeting games, the
Caroselli, Marlene	Managing at work
Caroselli, Marlene	One-to-one for sales professionals
Caroselli, Marlene	Power writing
Chan, James	Spare Room Tycoon
Chapple, Tom	Landing referrals - the professional's little gold b
Collier, Lindsay	Get out of your thinking box
Collier, Lindsay	Whack-a-mole theory, the
Conger, Jay Alden	Learning to lead
Connor, Richard A., Jr.	Marketing your consulting and professional serv
Covey, Stephen R.	7 habits of highly effective people : restoring the
Crain, Sharie	Taking stock
Cribbin, James J.	Leadership Jazz
Crosby, Philip B.	Completeness
Crosby, Philip B.	Quality is free
Daitzman, Reid J.	Mental jogging
Davidow, William H.	Virtual corporation, the
Davidson, Robert L. III	Contracting your services
De Bono, Edward	Six Thinking Hats
De Pree, Max	Leadership is an art
De Pree, Max	Leadership Jazz
de Stricker, Ulla	Business cases for info pros - here's why, here's
Dell, Twyla	Honest day's work, the
Deloitte & Touche	Writing an effective buisness plan
Dickson, Paul	New official rules, the
Dinsmore, Paul C.	Human Factors in Project Management
Donaldson, Michael C.	Negotiating for dummies
Drucker, Peter	Managing in the next society
Dulaney, Mark A.	Devil's Play Book, The
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Eastman Kodak Company	Teambuilding handbook
Editors of McGraw-Hill	Resumes for re-entering the job market / the edi
Edwards, Paul	Teaming up
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Fisher, Roger	Getting together
Frank, Milo O.	How to run a successful meeting in half the time
Fredericks, Karen S.	SugarCRM for Dummies
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Gebhardt, Linda M.	Having It All or Not
Glen, Peter	It's not my department!
Gobé, Marc	Brandjam : humanizing brands through emotion
Godin, Seth	Wisdom, Inc.

Gonick, Larry	Cartoon guide to statistics, the
Grambs, David	Death by spelling
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Koch, Richard	Natural laws of business, the
Krames, Jeffrey A.	Jack Welch lexicon of leadership
Krass, Peter,ed	Conference Board challenge to business, the
Krause, Michael D.	Sell or sink
Krevolin, Richard	The Hook
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Mathews, Joe	Street smart franchising
Maxwell, John C.	21 irrefutable laws of leadership, the
McGhee, Sally	Take back your life
Merriam-Webster	Webster's guide to business correspondence
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NYS, Dept. of Commerce	Your business
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Schaefer, Mark	Marketing rebellion

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Schuster, Randy	Power of Habits, the
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Sukenick, Ron	21 days to success with LinkedIn
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Woodruff, Robert B	Know your customer: new approaches to unders
Yarnell, Mark	How to Become Filthy, Stinking Rich Through N

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	2nd	Paper, 328 p	Wiley	2010	Facebox Online s
	3rd	Paper, 161 p.	Addison-Wesley	1986	Problerr Creative
		13 cds	Lion dance productic	2003	
Secrets to put you on an unstoppable course		Paper, 98 p.	Alexandra Media Gr	2014	Entrepreneurship
Winning at the Game of Work and the Business of Life		Paper, 305 p.	Penguin	2008	Time m: Plannin
Put your money where your mouth is		Paper, 165 p.	Berkley Books	1983	Semina: Public S
The complete guide to creating customers with word of mou		Bound, 258 p.	Portfolio/Penguin	2018	Word-of Marketir
Creating a winning plan for success	9th	Paper, 242 p.	Dearborn Trade Pub	2002	Busines Busines
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Leadership lesssons from the happiest place on earth		Paper, 238 p.	Aviva Publishing	2015	Leaders Success
A field guide to modern marketing		Bound, 252 p.	Warner Books	1997	Service industrie
How to create publicity that will spark media exposure and e		Paper, 341 p.	Adams Media Corp.	2003	Publicity Press re
Soaring to excellence, learning to let employees lead		Paper, 355 p.	Warner Books	1993	Leaders Manage
How to survive in a modern economy		Paper, 50 p	Skysaje Enterprise		Finance Saving ;
Successful back-to-work strategies for women s Book club		Bound, 182 p.	Crown Publ.	1980	Vocational guida
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		Bound, 175 p.	Consultant's Library	1979	Consultants
		Paper, 56 p.	Consultant's Library	1981	Consultants
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188 ways to improve your business operation		Bound, 211 p.	Birch Lane Press	1996	Business consult
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365 ways to brighten your life & enhance your creativity	Paper, 120 p.	Robert D. Reed	1994	Creative Creative	
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365 games to enjoy, to stimulate the imagination, to increas	Paper, 222 p.	Richard Marek Publ.	1980	Psychol Word ga	
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Maxims for muddling through to the 21st century	Bound, 265 p.	Addison-Wesley	1989	American wit an	
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	Paper, 350 p.	IDG books	1996	Negotia: Negotiat	
	Bound, 321 p.	St. Martin's Press	2002	Manage Industri	
Revealing the plan that keeps good people in bad situations	Paper, 155 p.	Fi-Sci Publ.	2011		
The science of financial success	Paper, 203 p.	Fi-Sci Publ.	2004		
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The small business guide to collaborating with others to boc	Paper, 394 p.	Putnam	1997	Small b: Partners	
Everything you need to know about living and w 4th	Paper, 551 p.	Putnam	1994	Home-b Self-emj	
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creating quality and service that customers can see	Bound, 424 p.	Free Press	1994	Quality Consum	
Goals, Plans and Messages Work!	Paper, 147 p.	iUniverse	2018		
How to get the service you want, exactly the way you want it	Bound, 241 p.	William Morrow	1990	Custom Emplo	
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A compendium of tests, super tests, and killer bees		Paper, 317 p.	Harper & Row	1989	English language
Tips, tactics, and rules for effective workplace teams		Bound, 177 p.	AMACOM	1994	Teams i Interper
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How to escape corporate...		Paper, 195 p.	HawkStar Vistas	2011	
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The guide to a proper beginning	2nd	Paper, 245 p.	Heveron, Laschensk	1990	New bu: Entrepren
Building your business with customer-focused solutions		Bound, 240 p.	Simon & Schuster	1998	Custom Custom
A manager's guide to consulting services		Bound, 208 p.	John Wiley & Sons	1989	Consult: Consult:
rs		Bound, 240 p.	John Wiley & Sons	1987	Consult: Seminar
s		Paper, 253 p.	John Wiley & Sons	1992	Authors Editing
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the game plan for success		Bound, 208 p.	Harper Business	1998	Success: Achieve
8 secrets to successful business partnering	revised	Paper, 288 p.	Career Press	2001	Small b: New bu:
Transactional analysis with gestalt experiments		Bound, 297 p.	Addison-Wesley	1973	Transac Gestalt
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an a-mazing way to deal with change in your work and in yo		Bound, 94 p.	Putnam	1998	Change (Psycho
Revealing the magic and mysteries behind the creation of th		Paper, 223 p.	MWP Press	2010	Light. Relativit
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Mastering the challenge of strategy, management, and care		Bound, 415 p.	Simon & Schuster	1989	Organiz Organiz
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How to cash in on the collaborative brain power	2nd	Bound, 248 p.	Irwin Professional	1995	Teams i Problem
		Spiral, 79 p.	Visibility Enterprises	1982	Business consult
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a systematic approach to problem solving and c	2nd	Bound, 263 p.	Kepner-Tregoe, Inc.	1976	Manage Problem
The eight hidden values of a network marketing business, ot		Paper, 120 p.,	Cashflow Technolog	2001	Busines Success:
Applying the theories of Darwin, Einstein, and Newton to ac		Bound, 275 p.	Currency	2000	Success: Manage
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industry leaders speak their minds		Bound, 311 p.	John Wiley & Sons	2000	Busines Busines
Strategies, tactics and tools every business leader must kno		DVDs, 2	AuthorHouse	2011	Small b: Entrepren
How to share your brand's unique story to engage customer		Paper, 223 p.	Career Press	2016	Brandin Custom
A non-technical guide to project management	Priority ed.	Paper, 247 p.	John Wiley & Sons	1998	Industrial project
	Student ed.	Paper, 336 p.	South-Western Colle	2008	Marketir Marketir
all budget		Paper, 97 p.	Marketing Methods f	1989	Small b: Marketir
Establishing and operating your successful consulting busin		Paper, 204 p.	JLA Publications	1981	Small b: Busines
		Paper, 366 p.	Jeffrey Lant Associa	1983	Mass m Publicity
		Paper, 264 p.	Ten Speed Press	1977	Applicat Employr
How the world's best managers create great places to work		Paper, 164 p.	Trust Lab Press	2017	Commu Convers
How tto recognize and cultivate the tree essential virtues		Bound, 219 p.	Jossey-Bass	2016	Leaders Teams i
Selling with ease		Paper, 190 p.	Ten Speed Press	1985	Selling
Building meaningful relationships one connection at a time		Paper, 160 p.	NetWeaving Internat	2003	Busines Marketir
The secrets nobody tells you about owning an amazing succ		Paper, 128 p.	Morgan James Publi	2011	
Do what you love, love what you do and deliver more than y		Bound, 400 p.	William Morrow	1990	Vocatioi Success
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How to get more done in less time		Paper, 195 p.	McGraw-Hill	1972	Management
	revised	Paper, 171 p.	Crisp Publications	1988	Teams i Leaders

or you really oughta wanna	3rd	Paper, 183 p.	CEP Press	1997	Lesson Educati
	2nd	Paper, 136 p.	David S. Lake Pub..	1962	
a practical guide for effective speaking	revised	Paper, 85 p.	Crisp Publications	1993	Public s Visual a
Six steps to building an ecosystem of demand for your busin		Bound, 174 p.	McGraw-Hill	2003	Marketir Custom
What we must do to restore our reputation and safeguard th		Bound, 296 p.	AMACOM	2007	Brand n Internati
The art of treating customers as guests		Paper, 71 p.	Crisp Publications	1987	Custom Custom
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follow them and people will follow you		Bound, 234 p.	Thomas Nelson	1998	Leaders Industri
Using Microsoft Office Outlook 2007 to get organized and st		Paper, 351 p	Microsoft press	2007	Microso Time m
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A handbook of business creativity for the 90s		Paper, 335 p.	Ten Speed Press	1991	Creative Creative
the sequential-iterative model		Bound,	Jossey-Bass	1998	Instructi Training
A sure-fire way to generate new business		Paper, 223 p.	Bard Press	1998	Marketir Busines
Building relationships for your pocketbook and soul		Paper, 335 p.	Bard Press	2000	Business networ
	Book club	Bound, 210 p.	William Morrow	1981	Success
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A Strategy for Effective Presentations		Paper, 71 p.	MediaNet	2003	Busines Busines
Ten new directions for the 1990's		Bound, 384 p.	William Morrow	1990	United \$ Social ir
How to Capture and Keep the Business You Want		Bound, 214 p.	Park Hill Press	2016	Consumr Custom
		Paper, 358 p.,	IDG books	1997	Consult: Busines
		Pamphlet, 68 p.	NYS, Dept. of Comn	[1976]	Small b) Busines
		Pamphlet, 42 p.	NYS, Dept. of Taxati	2002	
How to think on your feet without falling on your face		Bound, 132 p.	William Morrow	1988	Public speaking
Secrets to attitude control, happiness and achieving goals		Bound, [92 p.]	AT&S	1985	Success: Attitude
ness, the		Paper, 307 p.	Alpha Books	1995	New bu: Small b)
A proposal for survival		Paper, 207 p.	Bantam Books	1975	Survival Progress
How to be creative, confident & competent		Paper, 238 p.	Bantam Books	1972	Conduct of life.
		Paper, 169 p.	Bantam Books	1969	Manage Bureauc
nce		Paper, 437 p.	Random House	1985	Industrial manag
Tips, tactics, and how-to's for delivering effective training		Bound, [153 p.]	Lakewood Books	1992	Employees--Trai
Basic recordkeeping and accouting for the succ 5th		Paper, 210 p.	Dearborn Trade Pub	2001	Bookke: Small b)
	How one wo	Bound, 184 p.	Syracuse University	2000	Busines Beauty :
		Paper, 350 p	IDG Books	2001	Project manager
	5th	Paper, 207 p.	McGraw-Hill/Dushki	2006	Entrepre: New bus
Self confidence & self esteem		1 sound casse	Warner Audio	1985	Visualiz Imagery
		Paper, 287 p.	Kogan Page	2001	Employees -- Tra
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A guide to successfully managing the mingling		Bound, 203 p.	Shapolsky Publisher	1988	Busines Busines
Leadership lessons from Star Trek the Next Generation		Bound, 242 p.	Pocket Books	1995	Leaders Star Tre
The power of marketing through publishing, presenting & te		2 DVDs; 6 cop	Mac Village Producti	2009	
The art of savvy business conversation		Paper, 246 p.	AMACOM	1989	Business commi
Resist normal impulses, live longer, attain perfection		Paper, 148 p.	Harcourt	2000	Aging -- Conduc
The most human company wins		Paper, 310 p.	Schaefer Marketing :	2019	Marketing

How to start & develop your own practice		Paper, 247 p.	Bob Adams, Inc.	1988	Business consult
Building power, strength and value		Bound, 275 p.	Free Press	1996	Industrial Product
How to become a rainmaker		Paper, 104 p.	Indaba Press	2004	Success Rainma
Making it a tool and not a tyrant		Paper, 72 p.	Crisp Publications	1988	Telepho Telepho
		Paper, 149 p.	Shenouda Associate	2011	Job hun Vocatio
	3rd	Paper, 243 p.	Upstart Publishing	1997	Business New bus
and professionals, the		Bound, 263 p.	John Wiley & Sons	1990	Consult: Professi
Why some teams pull together and others don't		Paper, 350 p.	Penguin	2014	Leaders Corpora
Give customers a reason to choose you over your competitor		Bound, 228 p.	Currency/Doubleday	2006	Compet Success
		Pamphlet, 15 p.	Sperry	1980	Listening Attention
Turn your goals into success		Paper, 195 p.	Triumvirate Press	2018	Goals (f Success
The life and times of Gnik Rowten		Paper, 157 p.	Information Today, I	2013	Business Social in
Business social networking the Gnik Rowten way		Paper, 147 p.	Information Today, I	2015	LinkedInr Business
		Bound, [unpag	Peter Pauper Press	1993	Investiv Quotatic
The networking system that produces bottom-line results...		Bound, 132 p.	Berrett-Koehler	2003	Relatiur Business
		Paper, 211 p.	Ballantine Books	1990	Quotatic Business
choose your customers, narrow your focus, dominate your market		Bound, 208 p.	Addison-Wesley	1995	Compet Market c
Learn to read rapidly and efficiently		Paper, 73 p.	Crisp Publications	1989	Speed reading
Imagine		Bound, 218 p.	Career Press	2002	Business Strategi
Using LinkedIn to find, get found, and network	2nd	Paper, 89 p.	Tylock and Compan	2011	Job hun Business
A handbook of business & personal correspondence using interpersonal communication skills	6th	Paper, 137 p.	Ten Speed Press	1982	Letter w English
How to unlock your mind for innovation		Paper, 453 p.	Wadsworth	1992	Oral cor Interpers
		Paper, 141 p.	Warner Books	1983	Creative Success
		Paper, 246 p.	Houghton Mifflin	1985	(Novel)
creating leaders at all levels		Bound, 260 p.	Free Press	1995	Strategi Leaders
		Bound, 249 p.	Putnam	1990	Manage Comme
Beyond survival in the new business age		Bound, 303 p.	Wiley	1995	Business Organiz
Your complete guide to launching the right business		Paper 239 p.	Sphinx Pub	2007	Corpora Private c
Everything you need to know to create and expand a seven-		Paper, 274 p.	John Wiley & Sons	2011	Business Consult:
	3rd	Paper, 302 p.	John Wiley & Sons	2009	Business Consult:
	2nd	Paper, 304 p.	John Wiley & Sons	2004	Business Consult:
Powerful techniques for the successful practitioner		Paper, 210 p.	Jossey-Bass	2002	Business Consult:
The professional's guide to growing a practice	4th	Paper, 390 p.	McGraw-Hill	2009	Consultants --Mc
How to write a proposal that's accepted every time		Paper, 212 p.	Wiley	2012	Business Consult:
step-by-step guidance, checklists, templates, and samples for		Paper, 238 p.	Wiley	2006	Consult: Business
The secrets to building a perpetual client list to generate a steady		Paper, 244 p.	McGraw-Hill	2012	Business Custom
How to launch, implement, and conclude successful consulting		Bound, 191 p.	Jossey-Bass	2002	Business consult
How to charge - and get - what you're worth: a guide for service		Bound, 264 p.	Pfeiffer	2008	Business consult
How to charge - and get - what you're worth: powerful techniques		Bound, 207 p.	Pfeiffer & Co.	2002	Business consult
Get a grip on your business	Expanded	Bound, 250 p.	BenBella Books	2011	Success New bus
		Pamphlet, 83 p.	WEDCO	1986	Professional pra
standing customer value and satisfaction		Paper, 338 p.	Blackwell Business	1996	Consurr Marketir
Without Alienating Friends and Family		Paper, 240 p.	Wiley	2012	Multilevel market

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thinking

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Decision making

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Business enterprises--Finance--Handbooks, manuals, etc.

n (Psychology)Disney, Walt, -- 1901-1966 -- Philosophy. Disney, Walt, -- 1901-1966 -- Philosophy.

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s-marketing

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ment-employee participation

Cost and standard of living

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Publishers and publishing

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logical Aspects

Business planning.

BUSINESS & ECONOMICS -- Careers -- General.

changes

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Organizational change

t of life

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Office politics

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Retirement

Industrial management.

harts, diagrams, etc.

Success

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Teams in the workplace

Employee motivation.

Business.

in business

s writing

Biography.

Business networks.

thinking

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marketing

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Success

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New products-management-case studies

New business enterprises-management.

Thought and thinking.

Information consultants.

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ment re-entry.

Strategic alliances (business)

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Nonverbal communication

s-Miscellanea

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Business - Data processing

Marketing-Management

se motivation

Branding (Marketing)

Business - Quotations, maxims, etc.

ures and cartoons

orthography and spelling-problems, exercises, etc.

Organizational effectiveness

and teaching

Character

neurship

Industrial management-case studies

ants-Selection and appointment

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Home-based businesses

tants.

ment motivation

Partnership

Interpersonal relationships

logy)

Special relativity (Physics)

Organization change

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ons - Marketing

Consulting firms--Management.

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tants - fees

Publicity

Decision making

Self-culture.

Science--Methodology

Competition

Industrial management

neurship--United States.

BUSINESS & ECONOMICS / Marketing / General.

management

Marketing research.

ig - handbooks, manuals, etc.

Consultants

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ment interviewing

Emotional intelligence.

Corporate culture

Success in business.

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Organizational behavior

Effective teaching.

Visual communication-handbooks, manuals, etc.

Strategic alliances (Business)

Anti-Americanism

er relations--Programmed instruction

Performance standards

er Consultants

ail trade).

al management

Personal information management --Computer programs.

English language--Business English.

: thinking

Adult learning.

s referrals

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omotion--Handbooks, manuals, etc.

Color computer graphics.

Social prediction-United States

Business Intelligence.

s consultants.

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I. Marcia Layton

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Occupational mobility

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usiness--United States--Accounting.

shop supplies industry-management

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Self-actualization (Psychology).

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New business enterprises-management-handbooks, manuals, etc.

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Public relations

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Public speaking

Aging.

tants-handbooks, manuals, etc.

Manufacturing processes

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Time management

Career changes.

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Organizational change

Industrial management.

Communication

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Listening.

Social interaction

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Business networks.

Management-quotations, maxims

Quality of products

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Business communication -- Computer networks

Commercial correspondence--Handbooks, manuals, etc.

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Employee empowerment

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companies -- United States -- Popular works.

ants --Marketing.

ants --Marketing --Handbooks, manuals, etc.

Business consultants -- Handbooks, manuals, etc.

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Consultants--Marketing.

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Business networks.

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Entrepreneurship.

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