

PEOPLE SKILLS

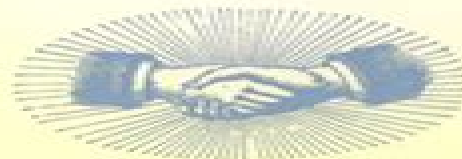
HOW TO ASSERT YOURSELF,



LISTEN TO OTHERS,



AND RESOLVE CONFLICTS



Robert Bolton, Ph.D.

People Skills Robert Bolton

Shortcut Edition



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SUMMARY - People Skills: How To Assert Yourself, Listen To Others, And Resolve Conflicts By Robert Bolton Shortcut Edition, 2021-06-16 Our summary is short simple and pragmatic It allows you to have the essential ideas of a big book in less than 30 minutes As you read this summary you will learn how to act to communicate effectively with others You will also learn how to use body language how to assert yourself and get what you want how to push or incite others to give themselves

to you how to make an impact on others how to defuse conflicts and arguments If you are reading this you are already socialized and communicative So you naturally have the basics to make yourself understood and to understand others But having these skills naturally does not mean that they are perfect and effective In terms of communication everything can be improved and everyone can progress quickly towards greater efficiency provided they know certain techniques The benefits of greater mastery in this area are numerous Do you want to be more respected Loved Understand others at a glance Perhaps become a leader Read this summary and learn the secret techniques of communication professionals Buy now the summary of this book for the modest price of a cup of coffee

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