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# Managing All-in-One For Dummies

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**Managing All-in-One For Dummies** Consumer Dummies

**Your all-encompassing guide to managing people, projects, and teams**

Being a manager can be an intimidating and challenging task. Managing involves teaching new skills to employees, helping land a new customer, accomplishing an important assignment, increasing performance, and much more. The process of management can be very challenging at times, but it can also bring you a sense of fulfillment that you never imagined possible.

*Managing All-In-One For Dummies* is the practical, plain-English guide that covers all the basics of business management, helping you to navigate today's most innovative business strategies.

- Pulls together content from the Dummies Management library
- Offers advice for anticipating change and leading subordinates through change
- Includes tips on how to manage your business with effective leadership

Whether you're a new manager or a seasoned professional, *Managing All-in-One For Dummies* gives you everything you need to manage successfully.

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