



Perfect Phrases for Virtual Teamwork: Hundreds of Ready-to-Use Phrases for Fostering Collaboration at a Distance (Perfect Phrases Series)

Meryl Runion, Lynda McDermott

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THE RIGHT PHRASE FOR EVERY SITUATION . . . EVERY TIME

With more and more employees working offsite, effective communication among remote team members is absolutely critical. *Perfect Phrases for Virtual Teamwork* provides hundreds of ready-to-use phrases that will ensure your virtual teams collaborate as effectively as the most cohesive face-to-face team. Learn the most effective language for:

- Defining and aligning team culture
- Personalizing interactions
- Assessing progress and results
- Leading effective virtual meetings
- Addressing conflicts and mistakes

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