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Assertiveness at work: A practical guide to handling awkward situations. Abstract
The authors define the difference between assertiveness, non-assertiveness and aggression, and demonstrate how two people acting

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Paperback – May 31, 1999 by Ken Back

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9 Most Important Skills of Assertive at Work

1. Be certain about what you want to speak about. Your communication style defines your assertive skills. If you do not...
2. Consider important things. An easy method of putting all your efforts into the drain is by messing your message with...
3. ...

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How to Be More Assertive at Work Turn aggression into assertiveness: instead of yelling at a coworker for being rude, remind your coworker that you also... Keep the focus on yourself, instead of on your coworker: use sentences like "I work better when..." instead of "You need... Declare your needs ...

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Successful professionals in South Africa have all discovered the vast benefits of being assertive at work, and avoiding the traps of becoming too aggressive or submissive. This practical 2 day Practical Self-Confidence and Assertiveness Skills course will highlight your current level of assertiveness and guide you through a number of practical exercises and case studies that will help you to boost your self-confidence and prepare you to implement your newfound assertiveness skills back in ...

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Assertiveness At Work. This work tackles the realities of modern business life - the uncomfortable situations that can arise with the flatter structures, tough workloads, demanding hours, and the need to exert influence across traditional boundaries.

Assertiveness At Work by Ken Back - Goodreads

Assertive Approach: In a private meeting, you clearly communicate why his work isn't acceptable, pointing to his failure to satisfy core procedural requirements, but are careful not to take aim at his personal qualities. Harnessing your emotional intelligence and empathy, you invite him to let you know if there is anything else going on.

How to Be More Assertive at Work (Not Aggressive) | The Muse

Assertiveness at work : a practical guide to handling awkward situations. [Ken Back; Kate Back] -- This work tackles the realities of modern business life - the

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Assertiveness for Kids (Worksheets): 10 Practical Tips to

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Assertiveness training at work - a practical assertiveness course
Assertiveness means the ability to have and express one's own opinion and to directly express emotions and attitudes

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within the limits of the non-violating rights and psychological territory of other people.

Assertiveness at work - VCA Talen

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Assertiveness at work : a practical guide to handling ...

Course Description: Self-confidence and assertiveness skills are the pillars to personal success in a demanding and unforgiving business environment. Successful professionals in South Africa have all discovered the vast benefits of being assertive at work, and avoiding the traps of becoming too aggressive or submissive.

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