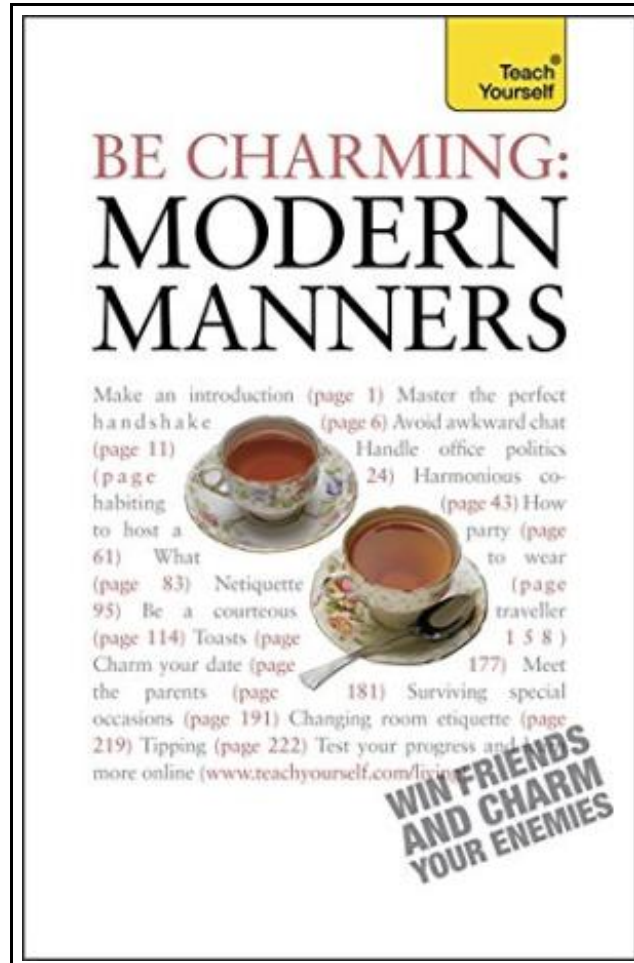


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Reviews

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(Bell Pacocha)

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Hodder & Stoughton General Division. Paperback. Book Condition: new. BRAND NEW, Be Charming - Modern Manners: Teach Yourself, Edward Cyster, Francesca Young, Is this the right book for me? Win friends and charm your enemies Today's society is fraught with peril for the unsuspecting - should you use your mobile on the train? Is it okay to strip off in the gym changing rooms? Kiss or shake? Since the wrong move can lose friends and destroy a professional image, here is a clear path through every social and professional minefield, which will not only keep you out of trouble but show you how to charm and dazzle your way through even the trickiest dinner party. Be Charming - Modern Manners includes: Chapter 1: Introductions Chapter 2: The art of making conversation Chapter 3: Mobile phone etiquette Chapter 4: Work etiquette Chapter 5: House sharing Chapter 6: Being a good host and guest Chapter 7: Personal appearance Chapter 8: Netiquette Chapter 9: Travelling Chapter 10: Dining etiquette Chapter 11: Public speaking Chapter 12: City survival Chapter 13: Relationship etiquette Chapter 14: Surviving special occasions Chapter 15: Disabilities Chapter 16: The heterosexual's guide to homosexuality Chapter 17: Sporting etiquette Chapter 18: Miscellaneous etiquette Learn effortlessly with a new easy-to-read page design and interactive features: Not got much time? One, five and ten-minute introductions to key principles to get you started. Author insights Lots of instant help with common problems and quick tips for success, based on the author's many years of experience. Test yourself Tests in the book and online to keep track of your progress. Extend your knowledge Extra online articles to give you a richer understanding of the subject. Five things to remember Quick refreshers to help you remember the key facts. Try this Innovative exercises illustrate what you've learnt...



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