



The Project Meeting Facilitator: Facilitation Skills to Make the Most of Project Meetings

By Adams, Tammy; Means, Janet A.; Spivey, Michael

Jossey-Bass, 2007. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: "For anyone thrown into the stormy world of managing project meetings and herding humans, The Project Meeting Facilitator provides the definitive survival kit to enable the preparation, management, and successful achievement of results from the necessary evil of project meetings. Tammy Adams, Jan Means, and Michael Spivey have combined their years of experience in real-world facilitation and teaching to provide any facilitator with a "Who, What, When, and When Not" guide, supported by real tools, examples, and pitfalls."--Dale Carr, manager, Business Analysis "The Project Meeting Facilitator is focused on traditional project meeting facilitation techniques but is easily applied in more iterative approaches like Agile, Lean, or Design-Build methodologies."--David Spann, certified professional facilitator, past MBA Director at Westminster College, Salt Lake City, Utah; and president, Agile Adaptive Management "Simply the most useful reference book available today for project managers."--Bonnie Burkhardt, IT manager, KeySpan Corporation "This is an excellent resource for everyone from the novice to expert project manager using a non-directive but comprehensively structured facilitative approach."--David A. Wayne, Ph.D., CEO, Four Seasons International Consulting, Inc., past chair, International Association of Facilitators "Every...



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