



Get Along, Get Ahead: 101 Courtesies for the New Workplace

Karen S. Hinds

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Tired of workplace rudeness? Tired of the insults, the backstabbing and the lack of appreciation? Karen S. Hinds offers simple, practical ways to address those bad habits and behaviors and positively change interactions with coworkers, customers and supervisors/managers. More than 101 quick practical ways to use politeness and position yourself for advancement in your career, ease tension with coworkers, interact with your manager or supervisor better and give excellent customer service.

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