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Bonnie Burn, Maggi Payment

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Your one-stop assessment resource!

Save valuable time and resources with this comprehensive and easy-to-use collection of reproducible assessments. With fifty assessments to choose from, you're sure to find one--and probably more!--that suits your training needs. Topics include: assertiveness * business writing * delegation * facilitation skills * goal setting * mentoring . . . and more!

Each assessment includes a brief description, scoring and interpretation, and discussion questions. Either reproduce the assessments as they appear in the book or customize them using the accompanying CD-ROM. All of the assessments are brief, easy to administer, and quick to score!

You'll use these assessments time and time again:

- * To give trainers insight into participants' knowledge base, attitude, self-perception, and course expectations
- * In one-on-one settings to aid in your coaching efforts
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--Joyce Falk, director, human resources, Point Loma Nazarene University

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