



# **Leadership Skills Box Set: 30 Project Management Skills Plus 10 Awesome Exercises To Analyze People and Tips to Achieve Speed Reading (Leadership Skills, Leadership Books, Leadership Secrets)**

*Daniel Thompson, Michelle Carter, Dona Wright*

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## **BOOK #1: Project Management For Beginners: 30 Project Management Skills for Mastering the Art of Productivity and Success**

Do you struggle with managing time, tasks, and responsibilities? Even when you finish a project, do you frequently feel like you could have done better, or that you could have used your time more effectively? In this day and age, as businesses and organizations are faced with increasing pressure to deliver high-quality projects at a rapid pace in an over saturated marketplace, talented project managers who can drive productivity and produce results are in high demand.

At the same time, to become a successful project manager, one must perfect a wide range of skills

### **This book will teach you how to:**

- Maximize your and your team's productivity and lead the project to certain success
- Attain all the necessary skills to be an inspiring leader, adaptable problem solver, consistent planner, and excellent communicator
- Develop a detailed game plan that will keep you on track and guide you to success
- Manage your time and get the most from your day
- Effectively manage risks and conflicts that could jeopardize project success

## **BOOK #2: How To Analyse People: 10 Exercises To Perform Personality Analysis and 5 Essential Rules to Understand People and Their Behaviour**

Did you know the structure of a man's body could tell you how he thinks and feels? While it may sound

strange, there is a lot that can be learned from reading people. Once you learn these techniques, you will never look at anyone quite the same! This principle is based on the idea that every single thought you think has some kind of muscular contraction to go along with it. Our external characteristics can tell people a lot about us. These tendencies and preferences are thought to be inborn and with us from childhood to death.

What this means is there is a lot to be learned from studying people and their facial expressions and body movements. In this book you will discover the Five Personality Types and how they help you analyze people on sight, through the science of human analysis.

### **You will also learn:**

- 10 Simple Personality Exercises
- Information on Physiology and Psychology
- Five Essential Rules to Understanding People
- How to Read People
- Brief Introduction to the Big Five Personality Types

## **BOOK #3: Speed Reading: Become a Super-Fast Reader With Apps That Teach You Speed Reading**

This book will give you all of the information you need on the new Speed Reading app trend that is sweeping the country. In today's fast-paced world, people generally do not have the time to read like they once did, instead taking small chunks of reading on their mobile devices for a few minutes when they have it to spare.

### **In this book we will discuss the following:**

- How to improve your speed reading performance
- The growing trend of Speed Reading and how it's effecting technology including smart phone apps, computer apps, and tablet apps
- The top current Speed Reader apps on the market
- The Android platform Speed Reader app explosion and the best application
- The Spitz application
- The Speed Reading applications impacts

## **Getting Your FREE Bonus**

Download this book, and find "**BONUS: Your FREE Gift**" chapter right after the introduction or after the

conclusion.

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**Lisa Yang:**

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