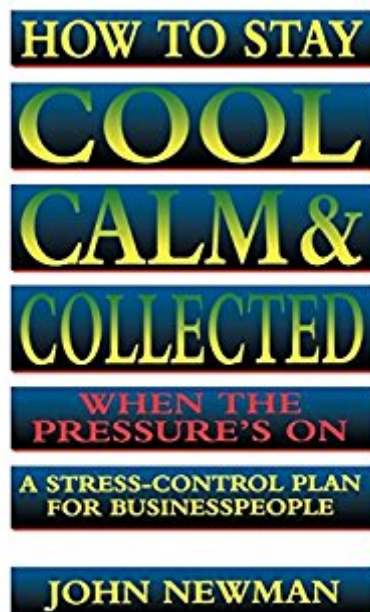




The book was found

How To Stay Cool, Calm And Collected: A Stress-Control Plan For Business People



Synopsis

Pressures, problems, and conflicts are a fact of life. But the manager who can face problems head-on and deal with them calmly is way ahead of the game. *How to Stay Cool, Calm & Collected When the Pressure's On* offers a systematic approach to dealing with a world that often seems a chaotic confluence of tough decisions, difficult situations, and combative people. Written by a stress expert with a Ph.D. in organizational psychology, this antidote to stress and strain lays out a unique and powerful approach to making wise choices and taking actions that will put readers in control of any situation. Once the author's "Command and Control" techniques are learned, they can be used again and again in all areas of life. Readers will learn how to: * destroy counterproductive, stress-producing habits * adopt new, effective habits * become mentally tough, emotionally in control * communicate in a positive way *How to Stay Cool Calm & Collected When the Pressure's On* provides checklists, quotes from stress conquerors, and an outline for a personal effectiveness plan. By carefully adhering to the book's principles, anyone can erase the ravages of stress and move on to a more productive, I-can-handle-any-problem attitude. Without the energy-wasting effort of worrying, readers can concentrate on the important things: achieving success and enjoying their lives.

Book Information

File Size: 995 KB

Print Length: 212 pages

Page Numbers Source ISBN: 0814477658

Publisher: AMACOM (June 8, 1993)

Publication Date: June 8, 1993

Sold by: Amazon Digital Services LLC

Language: English

ASIN: B000S1L50U

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Enabled

Lending: Not Enabled

Enhanced Typesetting: Not Enabled

Best Sellers Rank: #309,492 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #17

in Books > Business & Money > Business Culture > Health & Stress #110 in Kindle Store

> Kindle eBooks > Health, Fitness & Dieting > Counseling & Psychology > Occupational & Organizational #537 in Kindle Store > Kindle eBooks > Business & Money > Job Hunting & Careers > Career Guides

Customer Reviews

I've had this book forever and I open it whenever I'm about to go into any pressure situation, whether a tough meeting, a job interview, surgery, plane delays- you name it. I have given copies of this book to employees and friends of mine who are on the front lines of project management, customer service, or difficult relatives. This book is easy to read and you can open it to any chapter that deals specifically with your area of greatest need. I strongly recommend this for anyone who has to deal with conflict or stressful situations on a regular basis- it has a lot of quick phrases that will help to center you and prepare you in minutes. And my favorite thing about this book is its ongoing reminder that you have the power to choose how you will live, think, and behave every minute of every day- the chapters are organized accordingly, each title beginning with the word "Choose..".

Amazing is what I achieved in my professional and personal life after applying what I read in this book! Being a principal at a big consulting firm, I'm responsible for some very challenging (to say the least...) projects. Stress is a constant in my professional life. At home, I've 2 stepdaughters, one with 15 years-old, an awful temper and a I-know-everything-and-I-do-what-I-want attitude. Stress, again, when (ever) I arrive home from work. Until I read this book, my life had been pretty lousy: fights at home all the time, long hours (to compensate for the lack of concentration) at work, weekends too short to recover, a lot of illnesses (recurring colds, collitis, allergies, ...), overweight, you name it! Now, I REALLY feel great: I lost a lot of weight, my family life is better, I'm a lot more productive at work, ... Get it, read it, use it, apply it!

I acquired this book from an ex-boyfriend who acquired it from my ex-best girlfriend who lives with my ex-husband. Sound complicated? Well, it was. So was my life until I picked up this book. You do NOT have to be a "business" person to benefit from this book. I was a single mom of a 4 year old daughter, unemployed, no car, being evicted from my house and living with a guy that was addicted to metamphetamines and burglarized homes for a living. The day I opened "Cool, Calm & Collected" my life changed 180 degrees. My daughter & I moved out (within 21 days) into our own 2 bdrm apt., I got a full-time job, a cute car and a new stable, responsible boyfriend (all within 3 months). This was

almost five years ago and I still pick-up this book whenever I need guidance in my life. I've purchased copies for my friends (my copy is too marked up and tattered to loan) and recommended it to acquaintances. If you've hit bottom or are ready for a change, this book will get you where you want to go.

This book is a very positive book on your choice for living regardless of your circumstance or situation. In this fast paced society, it's hard to take time to stop, slow down and get out of the rat race. Bottom line is this is a book that shows you exactly how to cope with everyday stress in life. It helps you to change and create a positive mindset even when your world is in turmoil.

As my the other reviewers of this book, it was so great the impression after reading the book that my first wish was to buy a few books to send to my best friends. This is a different grade of rating, it is 6 stars, 5 stars for the book plus 1 star when you want yor loves ones to read it so badly that you buy it for them. Incredible book, suited to be in your night stand for a long time.

This book is great. This book has helped me alot, For work and my daily life. I have bought this book for 3 people. They all love it too. If you need help to deal with you job this is the book.

[Download to continue reading...](#)

How to Stay Cool, Calm and Collected: A Stress-Control Plan for Business People How to Stay Cool, Calm & Collected When the Pressure's On: A Stress-Control Plan for Business People The Calming Collection - Calm Mom, Calm Dad, Calm Child: Keeping Your Cool With Your Children, Your Family, and Everyone Else in Your Life Totally Cool Creations: Three Books in One; Cool Cars and Trucks, Cool Robots, Cool City Cross-Stitch to Calm: Stitch and De-Stress with 40 Simple Patterns (Craft To Calm) Business Plan Template: Complete Fill in the Blanks Sample Business Plan Proposal (With MS Word Version, Excel Spreadsheets, and 7 Free Gifts) (Starting A Business Book 2) Business plan template and example: how to write a business plan: Business planning made simple Calm colouring book: Adult colouring book with Easy flower designs and simple floral patterns for Stress Relief and Relaxation, Anti-Stress Colouring, ... Colouring Books of Adults) (Volume 3) Business Plan Writing Guide: How To Write Successful & Sustainable Business Plans (Business Plan Writing Guides Book 1) Business Turnaround Blueprint: Take Back Control of Your Business and Turnaround Any Area of Poor Performance (A Business Book for the Hard-Working Business Owner) Toddler Discipline: Learn the Most Effective Way to Handle Tantrums, Keep Your Child Happy, and Stay in Control Æœ Without Losing Your Cool Escape To Calm Adult

Coloring Book Set With 24 Colored Pencils And Pencil Sharpener Included: Color Your Way To
Calm Rays of Calm: Relaxation for Teenagers (Calm for Kids) Business For Kids: for beginners -
How to teach Entrepreneurship to your Children - Small Business Ideas for Kids (How to Start a
Business for Kids - Business for children - Kids business 101) ESL Business English: The essential
guide to Business English Communication (Business English, Business communication, Business
English guide) Manipulation: Proven Manipulation Techniques To Influence People With NLP, Mind
Control and Persuasion! (Persuasion, Mind Control, Influence People) Cool Careers Without
College for People Who Love to Cook & Eat (New Cool Careers Without College) Magical Swear
Word. Adult Coloring Books: Relaxation and Stress reduction: 30 Stress Relieving Magical Sweary
Designs : flowers, mandalas, patterns. ... Anxiety and Stress (Swear Word Coloring Book) Small
Time Operator: How to Start Your Own Business, Keep Your Books, Pay Your Taxes, and Stay Out
of Trouble (Small Time Operator: How to Start Your ... Keep Yourbooks, Pay Your Taxes, & Stay
Ou) Successful Business Plan: Secrets & Strategies (Successful Business Plan Secrets and
Strategies)

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)