



The Art of Talking to Anyone: Essential People Skills for Success in Any Situation: Essential People Skills for Success in Any Situation

By Rosalie Maggio

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From the author of *How to Say It*, the million-copies-sold bestseller

If you want to improve your conversational skills--and achieve greater levels of personal and professional success--*The Art of Talking to Anyone* is the ultimate book. Rosalie Maggio has built a career on teaching people how to say the right thing at the right time--and she's made her techniques available to you.

This essential communication handbook includes:

- Sample dialogues, topics, and responses
- Quick-reference dos and don'ts
- Tips for handling special situations
- Confidence-building advice and quotations
- Key words that get to the business at hand

Whether it's small talk or big, social or work-related, *The Art of Talking to Anyone* gives you all the tools you need to speak up with confidence, to charm and persuade, and to talk your way through any situation--successfully.

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Editorial Review

From the Back Cover

Yes, you *can* learn to talk to anyone, anytime, anywhere. And here's how.

Conversation is one of the most decisive factors in our success in business and in life. It's also an art *anyone* can learn—with the help of a few simple tips, guidelines and techniques.

The Art of Talking to Anyone makes it easy. Using sample scripts, real-life situations, and surefire strategies, this all-in-one handbook provides everything you need to become a more successful conversationalist. Whether you're chatting with co-workers at a conference, meeting new people at a party, or just talking on the telephone, this confidence-building guide can help you jumpstart your own unique skills and make a positive, lasting impression. You'll be surprised by how easy it is to express yourself, how self-assured you'll feel, and how well people respond to the right words at the right time. Filled with ready-to-use conversations and useful suggestions, this life-changing book shows you:

- How to be universally liked
- How to listen successfully
- How to keep a conversation going...and how to end one
- How to ask and answer questions
- How and when to tell jokes
- How to deal with difficult conversations
- How to charm and persuade others

Nothing reveals more about who you are than what you say. And no book offers practical and easy-to-learn keys to successful conversations like *The Art of Talking to Anyone*.

About the Author

Rosalie Maggio is the author of nineteen books, including the million-copy bestseller *How to Say It: Words, Phrases, Sentences, and Paragraphs for Every Situation; Great Letters for Every Situation; and The How to Say It Style Guide*.

Users Review

From reader reviews:

David Simpson:

Do you have favorite book? For those who have, what is your favorite's book? Guide is very important thing for us to find out everything in the world. Each reserve has different aim or even goal; it means that e-book has different type. Some people truly feel enjoy to spend their a chance to read a book. They are really reading whatever they get because their hobby is reading a book. Why not the person who don't like studying a book? Sometime, person feel need book after they found difficult problem as well as exercise. Well, probably you will need this *The Art of Talking to Anyone: Essential People Skills for Success in Any*

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