

title

RULES OF WORK, THE

date read

3/2/10

author

RICHARD TEMPLAR

nationality

U.K.

first edition

2003

publisher

Pearson Education

year

2010.

original language

English

quotes

awards

notes

Rule 1: get your work noticed.

Rule 9: enjoy what you are doing.

Rule 18: Develop a style that gets you noticed.

Rule 41: Use please and thank you.

Rule 58: Know the Corporate Culture.

Rule 61: Be adaptable in your dealing with
different people.

... better for having

Non-fiction;

Personal

Success;