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paper english

Q 1

ans Agenda

a list of item to be discussed or acted upon prepareed before meeting event and conference is called agenda ....

the regulerly shedule employ meeting is divided in three segment in

1 information item....

the information item is the write out the any agenda item that are information for the every meeting is called information item.....

2 action item ...

the action item is the place on the agenda any item that you expect the group will want to review at every regulerly shedule meeting is called action item

.....

3 forwording planing .....

the forwording action is the place of the agenda any time thatt be grouped whant to plan prepareed indevice is called forwording plan......

Q 2

ans 2 the challenge of creating in success

just a yeasterday i learend a major businsss venture that hasbeen up and running for about 5 year clousing in door it was in important source income for about twenty challenge in friend nineteen nine percent of fail in the 1st five year new businsss in this economy many older businsss are failing as well...

1leadership

gordon bethone the CEO who pulled continental air lines out of crashing into bank ruptcy in 1994 in made is the best most finincially successful airline for the next five year say that a leader just for thing your real job a boss is to assemble a write teem set the big picture direction communcate that the and it get out of the way .

when i talk about the leader foucsing on the best picture iam including both keeping track of fundamental business basis also realistic industry event ...

\*knowing that while probility is the a company must spend mony wisely to make mony not pinch pinnes ......

understand change in the industry and saying a ahead the competiitionos key areas such a customer servise technology and efficiency ........

2 strategic plan ..

set purpose and direction at also says that the company will and will not do it is a tool to guide decisions such as hearing merger and retanig major servise come up the the execute ask what action on this decisions on make is most likly to achieve the goal of over the stargatic plan .....

3 the businsss finincial plan

say were mony will come from investment will loan earning and how it will be used which is called used of fund investor and bank require a businsss finincially plan but it is realy in important tool for the businsss owner to we measure the successes our businsss by planing revenue and than tracking actual reselt .not revnue is equale to the totals mony earns minus the totals mony spent a given time period in launching businsss is going through crucial track actual net revenue against the monthly are most essentials .......

Q 3

Ans 3 the motivate your teem

The realy enjoy your life at work employ need a good salary a good working condition and great teem but the main factor arethe decided if an employ like their workplace is their wheater thay like their boss for managemaking sure your respect for all employ egarless of their level of experience can make all the different in their motivite level so what word can you use to realy make difference in employ manager communication …..

Qustion 4

Answer 4

The interview job process step..

The interview five stage of interview step

\*introduction …one of the most important step introduction step in the interview process just be so happen to be frist

2 small talk

3 information gathering

4 qustion answer

5 wrapping up