

Meeting Event Planning For Dummies

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Meeting Event Planning For Dummies

How to Negotiate when Planning Your Meeting or Event. Start with a plan. Know exactly what you want. Do your homework. Understand the value of your business. Be methodical and meticulous. Make careful notes of everything discussed and agreed upon. Use bargaining power. Have another supplier in the ...

Meeting and Event Planning For Dummies Cheat Sheet

Meeting & Event Planning For Dummies is a practical step-by-step guide to the strategies and techniques event-planning professionals use to bring people together. This comprehensive resource covers all the angles from the little details to the big picture to make sure your business meetings and special events come off without a hitch!

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Meeting and Event Planning For Dummies - dummies

Meeting & Event Planning For Dummies is a practical step-by-step guide to the strategies and techniques event-planning professionals use to bring people together. This comprehensive resource. Expert advice on how to stage the perfect event every time. "A terrific resource of information for anyone in the event-planning business."

Meeting & Event Planning for Dummies by Susan Friedmann

I truly enjoyed Meeting and Event Planning For Dummies because the information is simple and to the point. This book gives alot of websites to help with event planning. Also, it gives information of things that you would never think about when planning an event.

Meeting and Event Planning For Dummies by Friedmann, Susan ...

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Meeting and Event Planning For Dummies by Susan Friedmann ...

Part of Meeting and Event Planning For Dummies Cheat Sheet Organization and preparation are key

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when planning a business meeting or event. You have to cover all the basics from reviewing the content of the meeting to accommodating the attendees. Use the tips in the following list for successful meeting and event planning:

How to Plan Effective Business Meetings and Events - dummies

Whether you want to break into this burgeoning industry, or you simply need to plan an event and don't know where to start, there's something for all would-be event planners in *Event Management For Dummies*. Packed with tips, hints and checklists, it covers all aspects of planning and running an event – from budgeting, scheduling and promotion, to finding the location, sorting security, health and safety, and much more.

Event Management For Dummies: Capell, Laura: 9781118591123 ...

Part of *Meeting and Event Planning For Dummies Cheat Sheet*. One of the most important skills any meeting and event planner must have is the ability to negotiate. Few things are set in stone, so unless you're planning an event around the Ten Commandments, you can negotiate price, perks, contract language. The basic rules of negotiating include the following:

How to Negotiate when Planning Your Meeting or Event - dummies

By Susan Friedmann Part of *Meeting and Event Planning For Dummies Cheat Sheet* Choosing the right site for a business event is critical — it's the framework for your whole effort. When seeking a venue for a meeting or event, you have several options.

Venues to Choose when Planning a Meeting or Event - dummies

Meeting & Event Planning For Dummies is a practical step-by-step guide to the strategies and techniques event-planning professionals use to bring people together. This comprehensive resource covers all the angles ? from the little details to the big picture ? to make sure your business

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meetings and special events come off without a hitch!

Amazon.com: Meeting and Event Planning For Dummies eBook ...

If you want your event to stand out, you need to choose a timely and compelling theme that sets you apart from your competition. This means that you need to come up with a dynamic overall theme and you need to take great care with the actual name since it can be a key attention-getter, especially in online media.

The Ultimate Event Planning Guide: How to Plan an Event

This part of the event planning guide details how to be smart about choosing a date, gives you a checklist of questions to ask before you book a venue, and lists tips for cutting costs. Lay out the budget. This itemized workbook-style budget covers all your bases! Nail down the event agenda

Professional Event Planning Guide: Download the Free eBook ...

Meeting & Event Planning For Dummies is a practical step-by-step guide to the strategies and techniques event-planning professionals use to bring people together. This comprehensive resource covers all the angles ? from the little details to the big picture ? to make sure your business meetings and special events come off without a hitch!

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--James Spellos, CMP, President, Meeting U. Meeting & Event Planning For Dummies is a practical step-by-step guide to the strategies and techniques event-planning professionals use to bring people together. This comprehensive resource covers all the angles from the little details to the big picture to make sure...

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