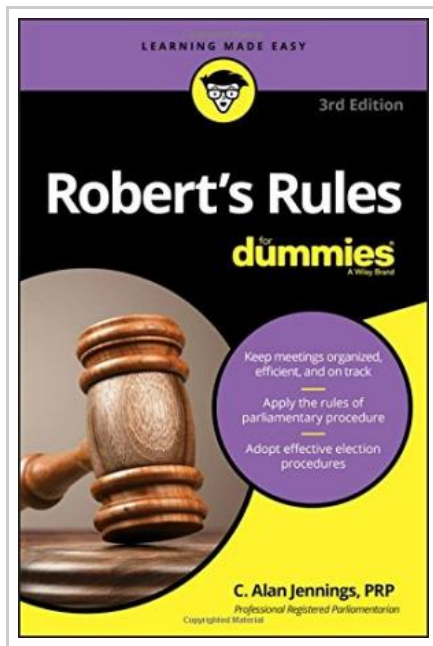




Robert's Rules For Dummies (3rd Revised edition)

By C. Alan Jennings

John Wiley & Sons Inc. Paperback. Book Condition: new. BRAND NEW, Robert's Rules For Dummies (3rd Revised edition), C. Alan Jennings, "Robert's Rules For Dummies" has consistently proven itself to be an easy-to-understand guidebook to Robert's Rules, which read alone can prove to be confusing and hard to follow for many organizations. Based on the principles originally laid out in the classic "Robert's Rules of Order," "Robert's Rule's For Dummies," 2nd Edition, "Updated" explains the often-confusing rules of parliamentary procedure in clear, simple language and shows how to apply them practically and effectively. Reflective and current due to changes in the workplace given our virtual world featuring multitaskers, eye rollers, Millennials, and more, this updated edition includes and entails: New content to conform to changes in business and meetings including guidelines for special rules for making group decisions in both real-time and non-real-time environments. New timesaving tips to make meetings more efficient in a world where everyone is time challenged. Proper procedures for nominations; elections; ballots, balloting, and ballot counting; conducting meetings online; voting by mail and by e-mail; and adopting election procedures. Redeploying interactive material online ala "Robert's Rules for Dummies on-the-go!" Help for making motions (participants) and handling...



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