Body Language. It's What You Don't Say That Matters

Description: Body language matters. From getting a job to getting a pay rise, and from closing a deal to managing the people around you, it makes a big difference. Robert Phipps, one of the world's leading body language experts shows you how to make it work for you. Busting some of the biggest body language myths, Phipps shows how to read other people's body language and to use yours to succeed in business and life.

Loaded with practical tips, this book covers everything you ever need to know about body language, in a variety of business situations:
- Greetings
- Meetings
- Partings
- Presentations
- Negotiations
- Motivation
- Deception
- Managing
- Interviewing
- Disciplining

Contents:
Part One
1 The Body of Evidence 3
2 The Science of Body Language 21
3 Body Language is Bigger Than You Think 39

Part Two
4 Greetings 61
5 Meetings 89
6 Presentations 121
7 Sales and Negotiations 141
8 Aggression and Confrontation 159
9 The Body Language of Managing Others 181
10 Putting It All Together 193

The Back Story – You’re Lying – How It All Started 211

Thanks 219
About Robert Phipps 221
Image Credits 223
Index
Ordering:

Order Online - [http://www.researchandmarkets.com/reports/2239332/](http://www.researchandmarkets.com/reports/2239332/)

Order by Fax - using the form below

Order by Post - print the order form below and send to

Research and Markets,
Guinness Centre,
Taylors Lane,
Dublin 8,
Ireland.
Fax Order Form
To place an order via fax simply print this form, fill in the information below and fax the completed form to 646-607-1907 (from USA) or +353-1-481-1716 (from Rest of World). If you have any questions please visit http://www.researchandmarkets.com/contact/

Order Information
Please verify that the product information is correct.

<table>
<thead>
<tr>
<th>Product Name:</th>
<th>Body Language. It's What You Don't Say That Matters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Web Address:</td>
<td><a href="http://www.researchandmarkets.com/reports/2239332/">http://www.researchandmarkets.com/reports/2239332/</a></td>
</tr>
<tr>
<td>Office Code:</td>
<td>SCAY7K96</td>
</tr>
</tbody>
</table>

Product Format
Please select the product format and quantity you require:

<table>
<thead>
<tr>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hard Copy</td>
</tr>
<tr>
<td>(Paper back)</td>
</tr>
<tr>
<td>USD 109 + USD 28 Shipping/Handling</td>
</tr>
</tbody>
</table>

* Shipping/Handling is only charged once per order.

Contact Information
Please enter all the information below in BLOCK CAPITALS

<table>
<thead>
<tr>
<th>Title:</th>
<th>Mr ☐ Mrs ☐ Dr ☐ Miss ☐ Ms ☐ Prof ☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Last Name:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Email Address:</td>
<td>* ____________________________</td>
</tr>
<tr>
<td>Job Title:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Organisation:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Address:</td>
<td>____________________________</td>
</tr>
<tr>
<td>City:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Postal / Zip Code:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Country:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Phone Number:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Fax Number:</td>
<td>____________________________</td>
</tr>
</tbody>
</table>

* Please refrain from using free email accounts when ordering (e.g. Yahoo, Hotmail, AOL)
Payment Information

Please indicate the payment method you would like to use by selecting the appropriate box.

☐ Pay by credit card: You will receive an email with a link to a secure webpage to enter your credit card details.

☐ Pay by check: Please post the check, accompanied by this form, to:
Research and Markets,
Guinness Center,
Taylors Lane,
Dublin 8,
Ireland.

☐ Pay by wire transfer: Please transfer funds to:
Account number 833 130 83
Sort code 98-53-30
Swift code ULSBIE2D
IBAN number IE78ULSB98533083313083
Bank Address Ulster Bank,
27-35 Main Street,
Blackrock,
Co. Dublin,
Ireland.

If you have a Marketing Code please enter it below:

Marketing Code: ________________________________

Please note that by ordering from Research and Markets you are agreeing to our Terms and Conditions at http://www.researchandmarkets.com/info/terms.asp

Please fax this form to:
(646) 607-1907 or (646) 964-6609 - From USA
+353-1-481-1716 or +353-1-653-1571 - From Rest of World