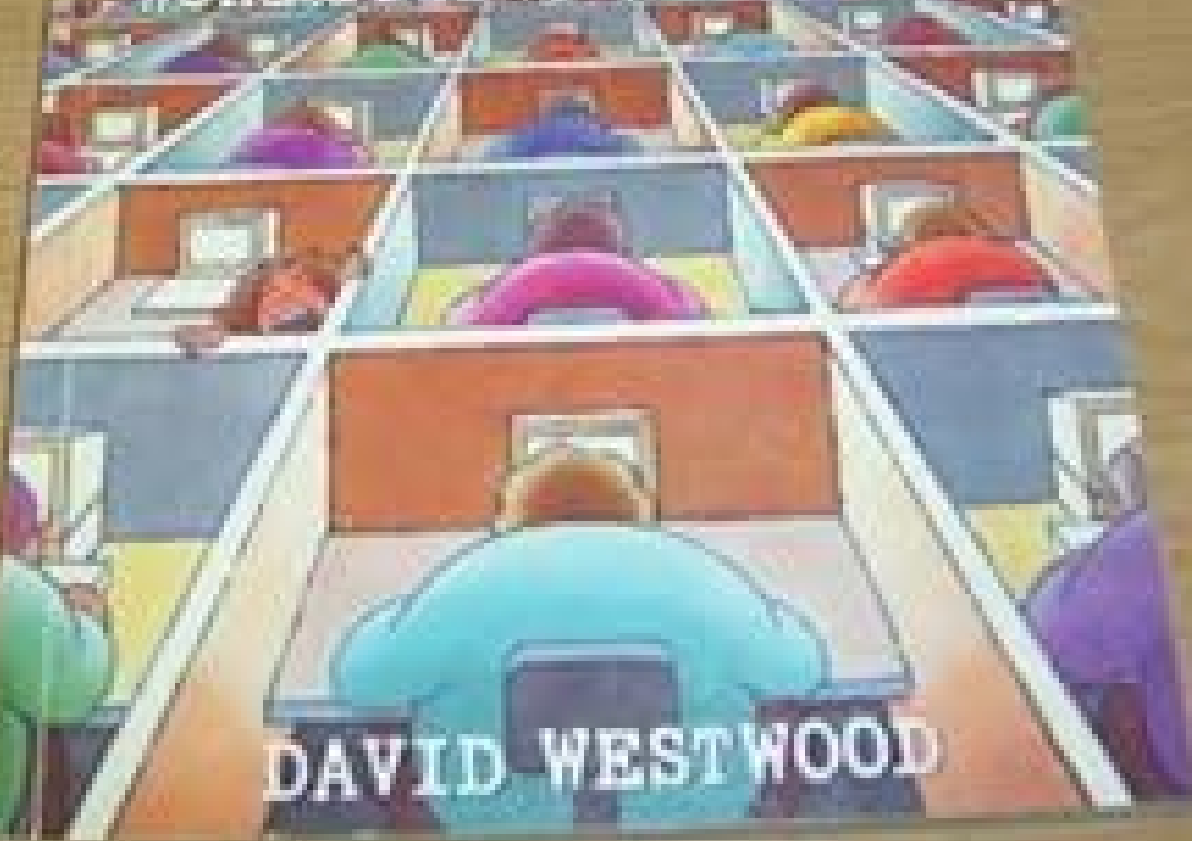


the Office Manual

Your Essential Guide to the
Wonderful World of Work



DAVID WESTWOOD

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