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The Complete Guide for the Meeting Planner David R. Jedrzejewski, 1991 **Hotel Design Planning And Development** Walter A Rutes, Richard H Penner, Lawrence Adams, 2001-06-05 Previous editions published 1985 as Hotel planning and design

Meeting and Event Planning For Dummies Susan Friedmann, 2011-03-21 Expert advice on how to stage the perfect event every time A terrific resource of information for anyone in the event planning business 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 your business meetings and special events come off without a hitch Praise for Meeting Event Planning For Dummies Packed with valuable information in an easy to use format It covers all the basics for the meeting planning novice Diane Silberstein President Diane Silberstein Associates A great resource book every event professional should have Checklist heaven We all love our checklists and this book is full of them Cathy Breden CAE CMP

Occupational Outlook Quarterly, 2005

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Event Planning Ethics and Etiquette Judy Allen, 2010-06-01 The world of event planning can be alluring and dangerous at once exotic locales wining and dining and people traveling without their spouses In such situations the line between business and pleasure blurs and the nature of relationships gets cloudy With a thoughtless act or a less than tactful word long lasting business relationships can be ruined forever Beyond that budgets are on the chopping block and competition for business is tight In that environment people often cut not just financial corners but the ethical ones too There s a fine line between innocent perks and inappropriate gifts or kickbacks Event planners today must navigate a minefield of potentially sticky situations that can

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