

the secret to **BEING ASSERTIVE** at work



Joining a new organisation or starting a different role at work? Want to come across confidently and make the very best start?

To deal with challenging people and situations, to be noticed, to look impressive and speak with confidence, you need to come across assertively.

Is something holding you back?

Don't let self-doubt stop you from being assertive

how?

who?

why?

what?

Don't over-analyse

Stop yourself over-analysing by complimenting an aspect of your personality. There's always something good about what you're doing or saying.



Learn to love mistakes

Accept that things may go wrong sometimes. Recognise failure as a positive thing. Learn from your mistakes and keep trying until you succeed.



I can



Believe in yourself

Recognise your own abilities and have firm self-belief. You will then be in the driving seat and be able to control the perception people form of you.

3 simple steps to being assertive

Subtle changes make

A BIG DIFFERENCE



How To Be Confident And Assertive At Work

M Woodhall



How To Be Confident And Assertive At Work:

How To Be Confident And Assertive At Work Book Review: Unveiling the Magic of Language

In an electronic digital era where connections and knowledge reign supreme, the enchanting power of language has become more apparent than ever. Its capability to stir emotions, provoke thought, and instigate transformation is really remarkable. This extraordinary book, aptly titled "**How To Be Confident And Assertive At Work**," published by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound effect on our existence. Throughout this critique, we shall delve into the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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