



The Project Meeting Facilitator: Facilitation Skills to Make the Most of Project Meetings

Tammy Adams, Janet A. Means, Michael Spivey

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Have you ever been involved in a project that didn't require a meeting? Neither have we. Well-run project meetings allow teams to get through the maze of distractions and obstacles to achieve results. Unfortunately, many project meetings aren't well-run--they are viewed, by team members, as unproductive, tedious, wastes of precious time. But you can change that. "The Project Meeting Facilitator" contains practical techniques and practices that will help you facilitate our meetings more effectively, transforming them into well-planned, well-managed journeys that engage the team while achieving the intended goals.

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