



# Quick Meeting Openers for Busy Managers: More Than 50 Icebreakers, Energizers, and Other Creative Activities That Get Results

*Brian Cole Miller*

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How effective a meeting will be depends on the tone set in the first few minutes...and it's up to the person running it to set that tone. Quick Meeting Openers for Busy Managers gives readers the tools, activities, and advice they need to create the kind of open, energetic, and relaxed atmosphere that lead to effective meetings and serious results. Designed to take the anxiety out of meetings and encourage creative and practical discussion, the book contains meeting starters that will help managers, team leaders, and facilitators: ease introductions for people who don't know each other • warm up the group before moving them into more difficult territory • generate lively dialogue and sharing of ideas • effectively split attendees up into work groups • expedite brainstorming and promote problem-solving • and more For anyone charged with the task of running meetings, this book is the answer.

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