

# THREE SIMPLE STEPS FOR TRANSFORMING YOUR WORKPLACE

**E**very office has them: the ever-complaining colleague . . . the co-worker who is constantly late for meetings . . . the boss who either blows up at you or blows you off . . . or the one person who drives everyone else totally crazy. The problem is, the conventional methods—the repeated warnings, threats, and searching discussions—for dealing with this negative behavior often don't seem to work. Drawing on a wealth of professional experience as well as forty years of research, Lucy Gil reveals the failure of these common practices and replaces them with a three-step strategy for creating a productive, conflict-free workplace.

1. Get to the heart of the matter by focusing on what the real problem is.
2. Determine what problem-solving methods to avoid so that you don't perpetuate the conflict.
3. Choose a different, and even surprising approach that will solve the problem and keep it solved.

Whether you're just starting out in your career or you already have an office along the executive corridor, *How to Work with Just About Anyone* provides the key to success, satisfaction, and sanity in the workplace.

"Delivers on its promise. You'll wish you followed Lucy Gil's three-step process years ago!"  
—**Jim Manzetta**, author, *The Leadership Challenge*, and Chairman, The Top Performer Small Business System



**Lucy Gil** is an internationally known authority on the prevention and management of difficult and unproductive behavior, and is a Research Affiliate at the Mental Research Institute of Palo Alto—the only management consultant to be accorded that status. Her clients include Bank of America, Varian, Rockwell International, TRW, Sun Microsystems, and a number of Silicon Valley start-up companies. She lives in Castleville, California.

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# Ave Blue Paperback

**Ying-Ying Zheng**



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