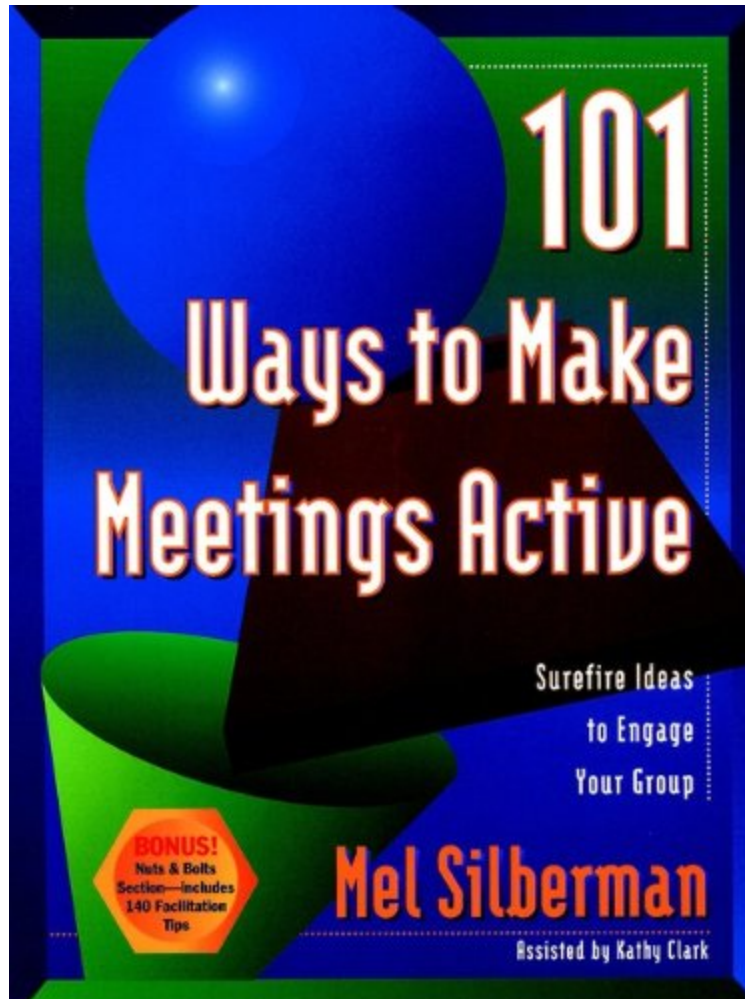


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101 Ways to Make Meetings Active: Surefire Ideas to Engage Your Group

Melvin L. Silberman

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Say goodbye to the dull and deadly! Silberman's back--and better than ever! Think about your last meeting. Was it boring? Meetings often are. You might be yawning just thinking about it. You're not the only one! Those who attend stale meetings are as bored with them as the people responsible for running them. "Dull and deadly" is never the way to get things done. In his latest book, active training specialist Mel Silberman packs 101 tools, tips, and techniques guaranteed to brighten your next meeting. You'll move the action along while successfully fulfilling genuine business goals and objectives. This is a resource for everyone! "Mel has done it again! Use just a few of the more than 200 ideas in this gem of a book and never again will you hear 'ugh, another meeting.'"--Glenn M. Parker, team building consultant; author, *Team Players and Teamwork*; co-author, *Teamwork and Teamplay* You'll get the basics on: * Preparing a meeting * Engaging participants right away * Stimulating discussion * Prompting creative problem solving * Managing conflict * Building consensus * Creating an unforgettable closing . . . and much more! Silberman has drawn a few choice tips from his other resources, but most of *101 Ways to Make Meetings Active* consists of all-new, powerful techniques for pumping energy into your business gatherings. Your meetings and presentations will be more fun than ever before--and you'll also build a stronger, more collaborative sense of mission and purpose. Stop yawning! No need to be bored when Silberman's on the scene. A special BONUS is the "nuts and bolts" section that contains 140 field-tested facilitation tips!

About the Author MEL SILBERMAN, Ph.D., is president of Active Training, a provider of cutting-edge training seminars, including *Surefire Ways to Make Your Meetings Active* and *The Consummate Team Facilitator*. He is also a professor of adult and organizational development at Temple University, as well as a best-selling author. His recent books include *101 Ways to Make Training Active* (Jossey-Bass/Pfeiffer, 1995), *Active Learning* (Allyn Bacon, 1996), *Active Training* (2nd ed.) (Jossey-Bass/Pfeiffer, 1998). Dr. Silberman has consulted for hundreds of corporate, governmental, educational, and human service organizations worldwide. He is also a popular speaker at professional conferences.