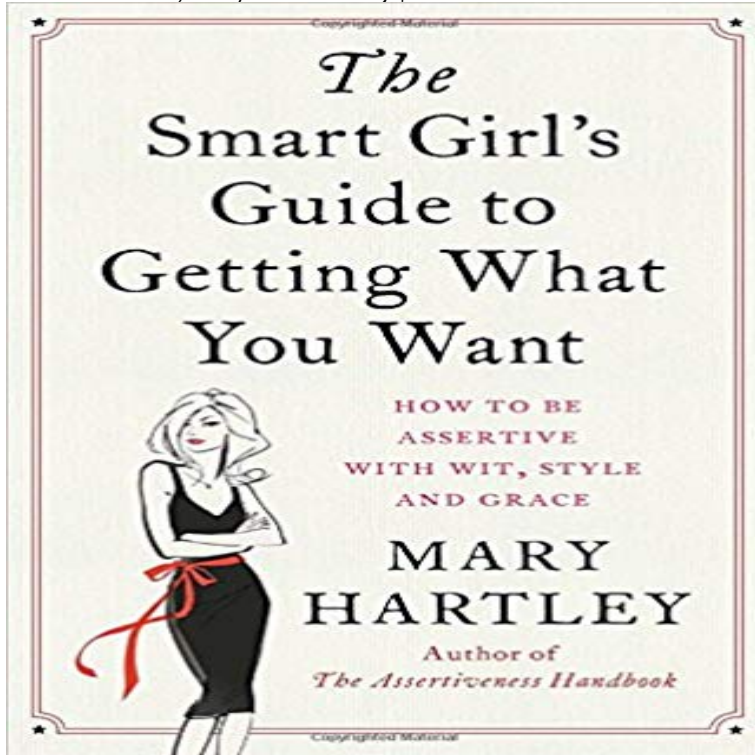


# The Smart Girls Guide to Getting What You Want: How to be assertive with wit, style and grace



Do you feel like you're not heard but you don't want to have to scream? Personal development coach Mary Hartley explains the secrets of assertiveness of how to communicate with other people in ways that are confident, effective but also considerate. Mary reveals the simple steps you can take to help you relate to other people honestly and openly in every area of your life at work, with your friends and family and in your love life. You will discover that you can be true to yourself and your needs without hurting or diminishing other people. What assertiveness is and why it matters. How to avoid aggression, passivity and manipulation. Tips for handling tricky situations including put-downs and dealing with bullies. Mastering assertive body language and communication. Packed with practical strategies and exercises, this book will show you how to be confident, assured and proactive with style.

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