

INSTITUTE OF MANAGEMENT CONSULTANTS HONG KONG

Management Consultants Handbook - Knowledge, Skills & Practices

For Management Consultants & Business Management

Samson C.W. Ma, Gregg Li, Alfred S. P. Ho

May 2025



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Stephan Schiffman



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Stephan Schiffman,1988 *The Consultant's Handbook* Thomas J. Werner,1994-12 [The Client-consultant Handbook](#)

Chip R. Bell,Leonard Nadler,1979 USA Compilation of essays comprising a guide to successful recruitment human relations and results in using management consultants considers the consultant's role in organization development diagnosing problems training and human resources development etc and discusses evaluation techniques with respect to the consulting process Bibliography pp 267 to 273 diagrams graphs and statistical tables *The Healthcare Consultant's Handbook* Scott A Mason,2021 **The Consultants Handbook** Central Consultants and Specialists Committee,British Medical Association,1997 **The Consultant's Quick Start Guide** Elaine Biech,2008-12-03 The Consultant's Quick Start Guide offers a practical approach to setting up a consulting business Throughout the guide Elaine Biech author of the best selling The Business of Consulting shares both her own secrets as well as those of numerous other successful consultants With a

focus on the business side of consulting Biech takes you through a painless fill in the blanks step by step process for setting up your consulting firm New sections include Why A Consulting Career Five Reasons Why You May Be a Good Investment How Much Will Clients Pay Your first To Do List What to call your business Creating and writing Business Plans Office Location Options Setting up your office including Furnishing Your Office and planning your Technical Needs Electronic Records including Monthly Expense Records Revenue Projections and Invoicing Staying Organized including a Session Planner Determining your market niche Creating your marketing plan Developing your website Reviewing your first year with your family Electronic resource list available online Skills And Knowledge Required of Consultants **HIGH**

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