How to Set Expectations with a New Manager

October 31, 2026
Five early questions help you agree on priorities, updates, and escalation with a new manager, then review how the arrangement is working.

How to Compare Two Job Offers Beyond Salary

October 31, 2026
Compare two job offers by weighing pay together with flexibility, growth, and benefits, and confirm the details you still need.

How to Prepare for a Job Interview with Three Work Stories

October 31, 2026
Choose three real, non-confidential work examples, describe what you did and what changed, and rehearse concise versions.

How to Write a Meeting Recap That Leads to Action

October 31, 2026
A useful meeting recap records decisions, names owners and dates, and flags unresolved items so the team knows what happens next.

How to Ask for Feedback You Can Actually Use

October 31, 2026
Ask for feedback about one specific moment, request an observation rather than a verdict, and try one change before asking again.

How to Rehearse a Presentation in 20 Minutes

October 31, 2026
A short practice routine can help you rehearse the opening, time the full talk, and polish the transitions and close.