



How to Avoid Becoming a Toxic Workplace

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What is A Toxic Workplace

1. _____ Systems

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What can you do?

2. _____ Leaders

Top Ten Characteristics

- 10.
- 9.
- 8.
- 7.
- 6.
- 5.
- 4.
- 3.
- 2.
- 1.

Reminder:

2. Toxic Leaders (*continued*)

Suggestions:

3. _____ People

How They Make You Feel Crazy!

Key Differences:

Functional

Dysfunctional

How to Deal with Dysfunctional Colleagues:

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Personal Action Steps