

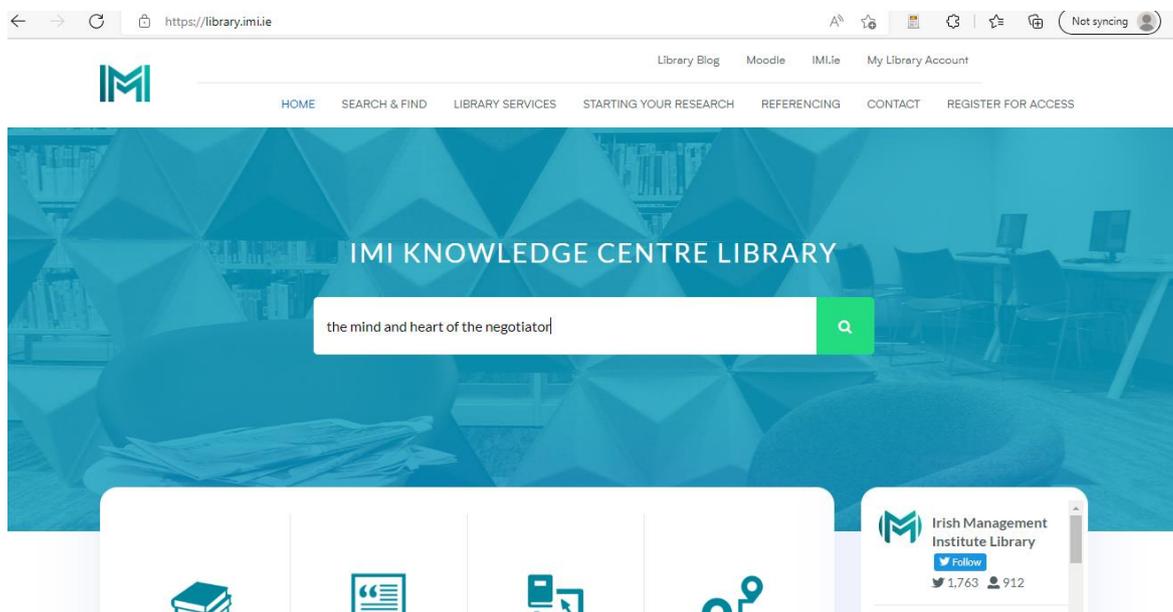


# Guide to Accessing E-books

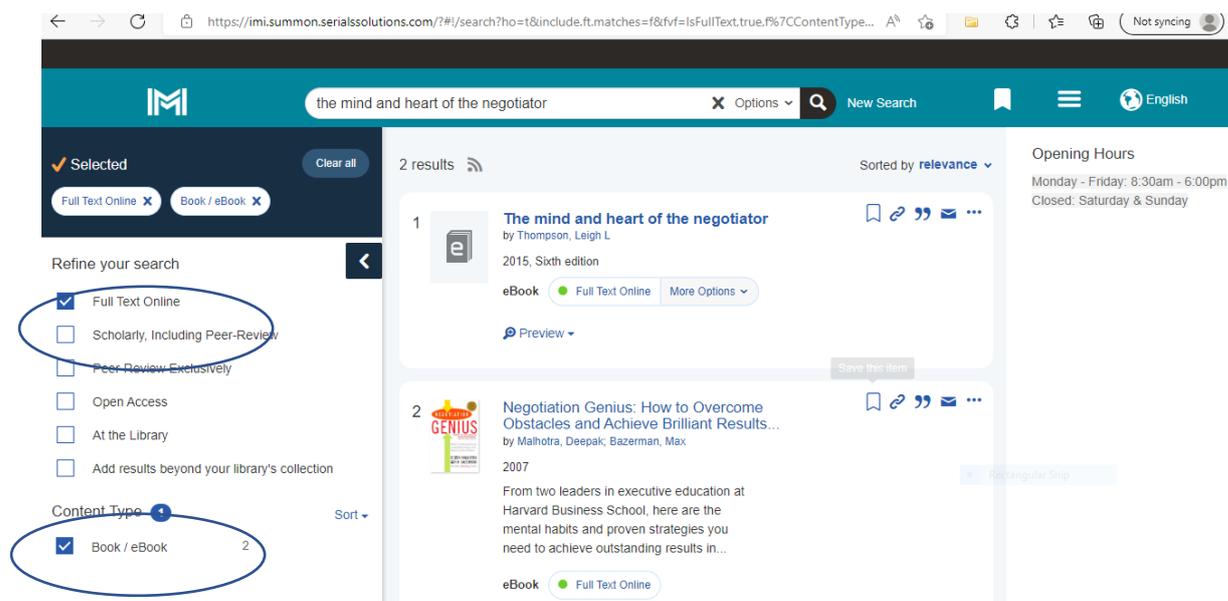
IMI Knowledge  
Centre

[library.imi.ie](http://library.imi.ie)  
[knowledge@imi.ie](mailto:knowledge@imi.ie)

1. Open the IMI Summon Search box and enter the e-book title.



2. Refine the search by selecting Full Text Online and Content Type book/e-book.



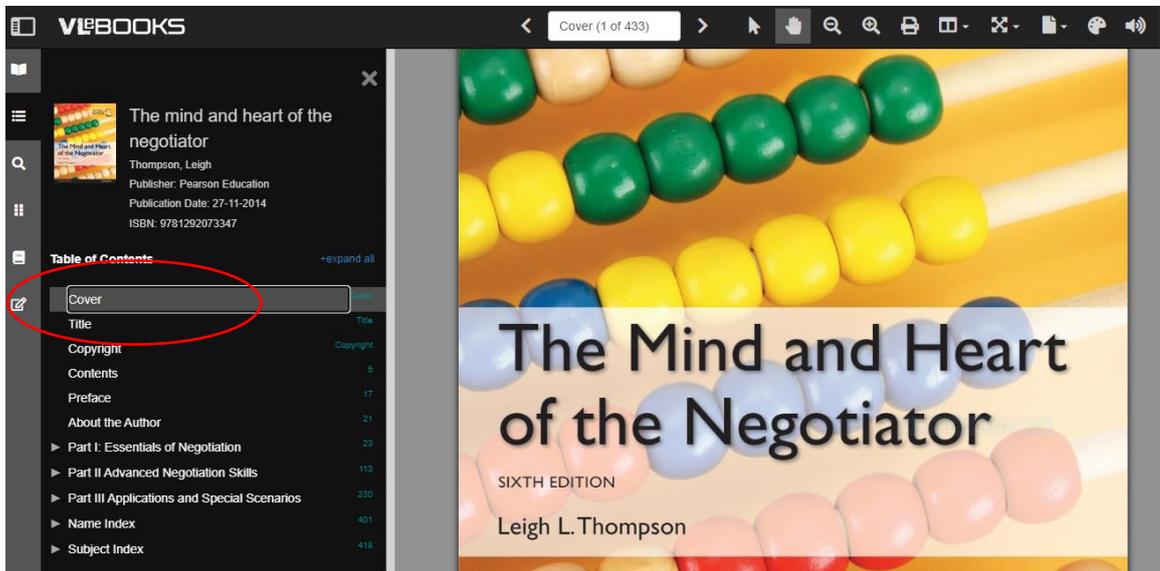
### 3. Select the Full Text Online link under the e-book record.

The screenshot shows a library search results page. The search query is "the mind and heart of the negotiator". The results are sorted by relevance. The first result is "The mind and heart of the negotiator" by Thompson, Leigh L., 2015, Sixth edition. Under the "eBook" label, there is a "Full Text Online" link, which is circled in blue. The second result is "Negotiation Genius: How to Overcome Obstacles and Achieve Brilliant Results..." by Malhotra, Deepak; Bazerman, Max, 2007. The left sidebar shows search filters: "Full Text Online" is checked, and "Book / eBook" is selected under "Content Type". The top right corner shows the library's opening hours: Monday - Friday: 8:30am - 6:00pm, Closed: Saturday & Sunday.

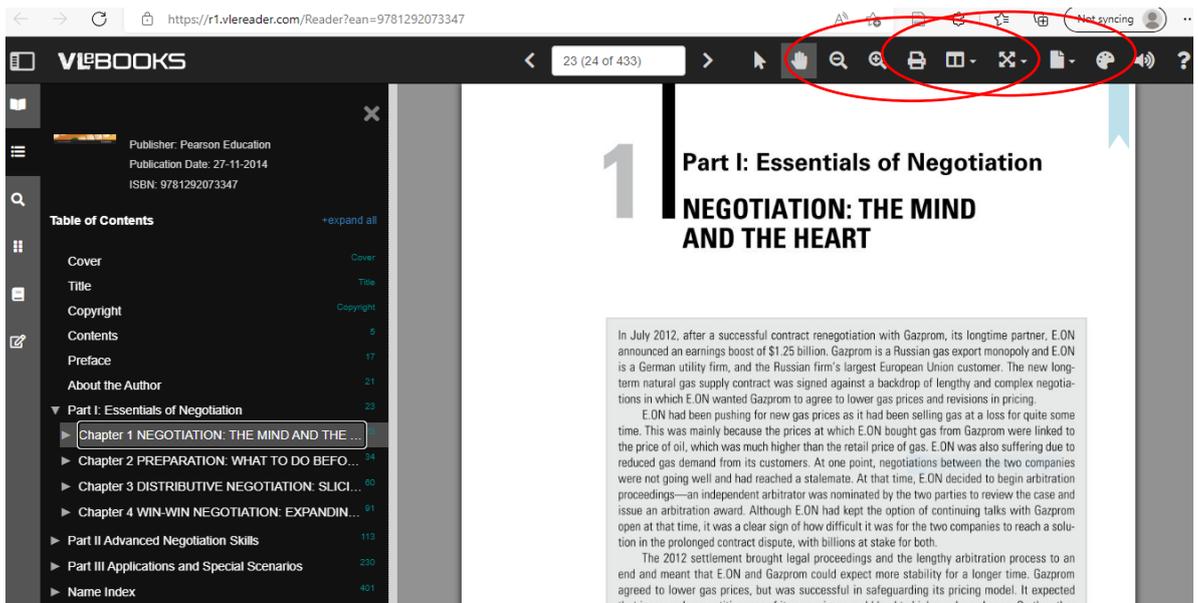
### 4. Select Read Online. Note that Copyright restrictions apply to the number of users that can access the e-book concurrently.

The screenshot shows the detailed view of the book "The mind and heart of the negotiator" by Thompson, Leigh. The book cover is displayed on the left. The "Read Online" button is circled in blue. The right side of the page contains a description of the book and a list of features. The "Read Online" button is located below the book cover and above the "Download" and "Add to Bookshelf" buttons. The description on the right states: "For undergraduate and graduate-level business courses that cover the skills of negotiation." and "The Mind and Heart of the Negotiator is dedicated to negotiators who want to improve their ability to negotiate—whether in multimillion-dollar business deals or personal interactions. This text provides an integrated view of what to do and what to avoid at the bargaining table, facilitated by an integration of theory, scientific research, and practical examples." The list of features includes: "Provide Students with Practical Real-World Examples", "Offer In-Depth Information on Business Negotiation Skills", and "Keep your Course Current and Relevant".

5. Select the links to the Chapters down the left hand view pane.



6. Other features include searching, scrolling and printing (copyright restrictions apply for printing).



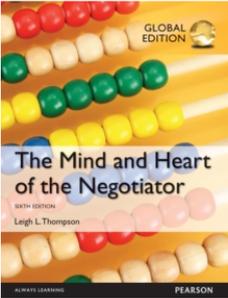
7. Select the Download link to borrow the e-book and read on multiple devices. (This requires Adobe Digital Editions).



https://www.vlebooks.com/Product/Index/463280?page=0

# The mind and heart of the negotiator

Thompson, Leigh



[Read Online](#)

[Download](#)

[Add to Bookshelf](#)

[Download Citations](#)

*For undergraduate and graduate-level business courses that cover the skills of negotiation.*

*The Mind and Heart of the Negotiator* is dedicated to negotiators who want to improve their ability to negotiate—whether in multimillion-dollar business deals or personal interactions. This text provides an integrated view of what to do and what to avoid at the bargaining table, facilitated by an integration of theory, scientific research, and practical examples.

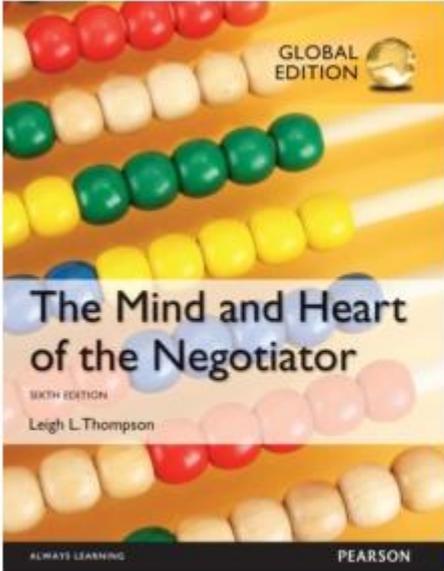
This program will provide a better teaching and learning experience – for you and your students. Here's how:

- **Provide Students with Practical Real-World Examples:** Each chapter opens with a case study that illustrates a real business situation.
- **Offer In-Depth Information on Business Negotiation Skills:** This text provides practical take-away points for the manager and executive on integrative negotiation and contains a series of hands-on principles that have been proven to increase the value of negotiated deals.
- **Keep your Course Current and Relevant:** New examples, exercises, and statistics appear throughout the text.

8. Select the number of days you would like to borrow the e-book and click the Download button.

Download ✕ Close

---



How many days do you want to loan this title for?

3 ▼

---

✕ Cancel✓ Download

9. Adobe Digital Editions can be downloaded at this link: [ADOBE DIGITAL EDITIONS Download](#)

10. Contact [knowledge@imi.ie](mailto:knowledge@imi.ie) for further help accessing E-books