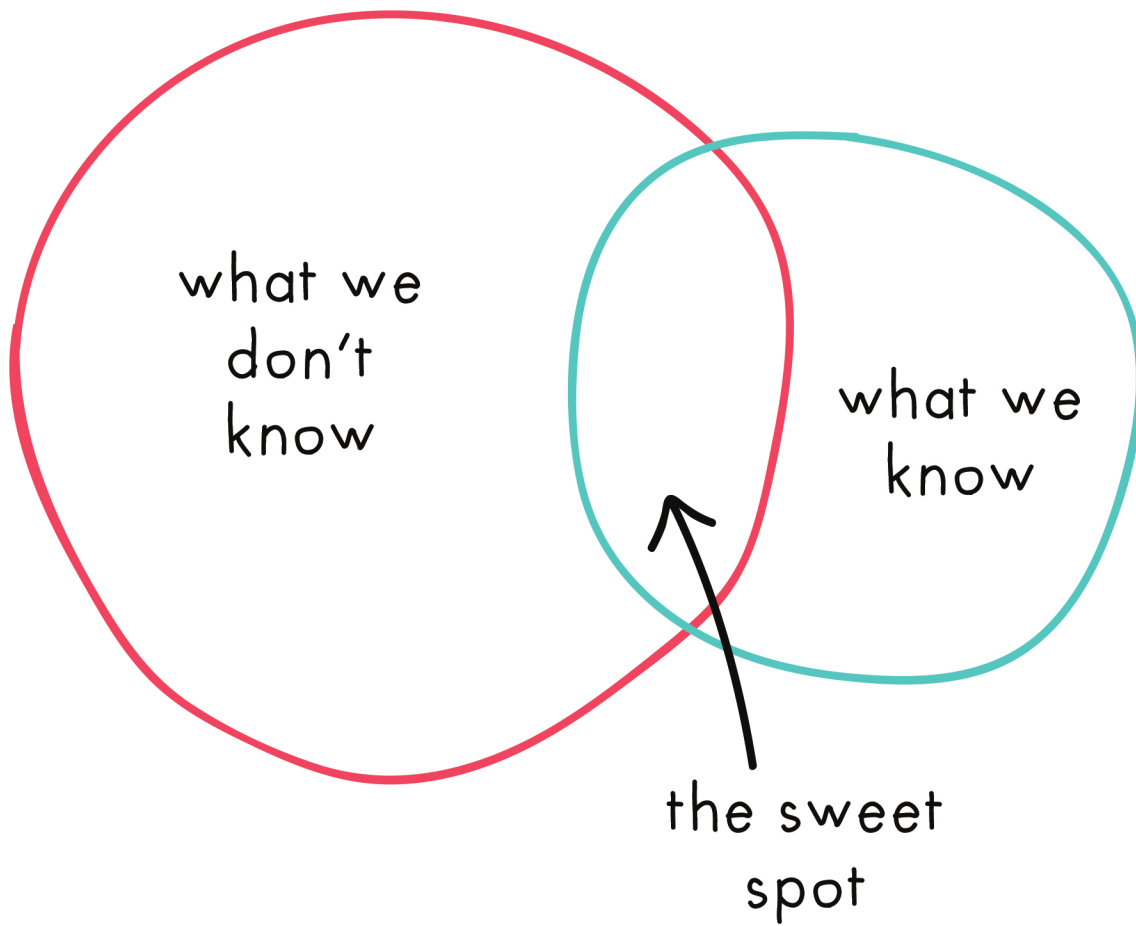


/ Draw a Venn diagram



Getting up and drawing a Venn diagram is a great way to appear smart. It doesn't matter if your Venn diagram is wildly inaccurate; in fact, the more inaccurate, the better. Even before you've put that marker down, your colleagues will begin fighting about what the labels should be and how big the circles should be. At this point, you can slink back to your chair and go back to playing Candy Crush.



From: **100 Tricks to Appear Smart in Meetings** by Sarah Cooper
Available 10/4/16 wherever books are sold