

**HOW TO PLAY A
CHEATER ROLE AT
WORK...
AND (SURPRISE!)
HAVE A SUCCESSFUL
CAREER IN THE
COMPANY**

João José da Costa

How to play a cheater role at work... and (surprise!) have a successful career in the Company, by João José da Costa

Learn 35 lessons on how to be a Classy Cheater at work, deceive your Boss and survive in the work environment, exploring the countless opportunities that your Company offers you, maintaining or expanding your professional chances of success and stability!

For companies, a comprehensive guide to how they can be tricked by a Classy Cheater employee, to the detriment of dedicated professional employees.

IN THE DISPUTE BETWEEN THE
ADMINISTRATION AND THE CLASSY CHEATERS,
SHOULD THE SMARTEST WIN ... TO THE
DESPERATION, FRUSTRATION AND
DEMOTIVATION OF THE COMPETENT
PROFESSIONALS!

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INTRODUCTION

“So much to see nullities triumph, so much to see dishonor thrive, so much to see injustice grow, so much to see powers grow in the hands of the wicked, man comes to be discouraged of virtue, to laugh at honor, to be ashamed of being honest”. (Rui Barbosa, famous Brazilian Jurist, Lawyer, Politician, Diplomat, Writer, Philologist, Journalist, Translator and Speaker).

If Rui Barbosa recycled his famous phrase today, he would probably say something like this:

“So much to see the cheaters triumphing, so much to see cheatings growing in the work environment, so much to see many careers looming in the hands of the cheaters, the professional employee gets discouraged from the job, laughing at the performance, and be ashamed to be dedicated”.

In the fifty years of work in the Human Resources area I have witnessed the progress of many professionals.

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And something always caught my attention: these professionals were not always the most responsible, dedicated, and trained ones. On the contrary, I saw many professionals with extraordinary dedication and high capacity being left apart behind a heavy daily workload that did not allow them to explore and show off their image internally and externally. Thus, they gave way to a character well known to all - THE CLASSY CHEATER. And, not infrequently, I proved that he was the one who stood out in the Company and was prestigious with promotions.

Therefore, it is worth learning and exploring this personal growth strategy in the Company! Let professionals who just like to work hard, working for the smooth running of services, do what you like least. Observing the Classy Cheater techniques and strategies, I was able to identify at least 35 situations that we converted into lessons and made available to everyone. However, these lessons are basic and do not exhaust the subject. Your commitment is to learn the philosophy of the Classy Cheater and also graduate as a Classy Cheater if you want so...

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After that, the countless opportunities offered by your Company, or by others in which you come to work, will jump in your eyes. You should not be concerned with the attempts of human resource men to interfere in these situations. This is one of their job responsibilities. They try a direct advisory action with the Director responsible for the Classy Cheater, they implement development programs for the Headship Staff in general, such as: Human Relations at Work, Labor Relations, Talent Management, Performance Evaluation, Professional Management, among many others. They create and implement rules and procedures for promotions and identification of potential candidates for promotions and careers in the Company.

But, all of these are not enough barriers for a Classy Cheater who has learned to cheat at work with class. Even the performance evaluation program, which would be expected to discover and evaluate the Classy Cheaters, is a program truly little supported by the Headship Staff. You should not be worrying about it.

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And what is curious - an important stronghold of Classy Cheaters is exactly in the Headship group! Be content to see that performance appraisal is perhaps the program that results in one of the greatest frustrations for HR men. And this is great for the Classy Cheaters, isn't it?

A self-respecting Classy Cheater, who really acts with class, does it very well in his relationships with the executives of the Company's power. And, my friend, when a President or a Director sympathizes with an employee who believes he has the potential for a great career in the Company, there is no HR that can reverse this situation, even if the whole Company sees him as a good example of a Classy Cheater.

So, they have to be happy to invert the proverb: "Against arguments there are no facts!". I also noticed that many Classy Cheaters, pardoned by the Board, ended up as friends of the HR men. This is the great strength of a good part of them - seduction. They can seduce people in the workplace very easily.

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With exceptions, they are generally helpful, cheerful, playful, do not take commitments too seriously, are always in a good mood, are optimistic and provide us with good moments of relaxation, jokes and entertainment. It is almost impossible not to be friends with a Classy Cheater! In the fable: "The cicada and the ant", they undoubtedly play the role of the cicada very well. Other Classy Cheaters, however, adopt a more angry and temperamental style of behavior.

Thus, this book is a tribute to the talent of the Classy Cheaters, as well as a teaching to everyone who wants to get started in the art of cheating, something they did not learn before because they are too busy working and generating results for companies.

Therefore, you will find in this book an almost complete guide to learn and improve, for the most varied reasons, in ways to cheat in the work environment without being harassed by the Chief, or to diminish your career opportunities and job security.

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Among these reasons, we find: permanent or temporal laziness, lack of workload, insecurity, chronic demotivation, loss of work capacity by age, accommodation for service time, revolt at not having their personal and professional merits recognized, indignation at losing an expected promotion for a Classy Cheater, among many others. Or, because they just want to cheat!

Likewise this book is intended for the Headship, if they are not Classy Cheaters themselves, in an attempt to provide knowledge on more common cheating experiences, collected on the basis of real cases, witnessed by me and chosen from the reports of dozens of voluntary Classy Cheaters who proposed to collaborate with the author.

I have seen Classy Cheaters at all levels, from janitors to presidents, with the exception of most workers who operate on continuous production lines. These, oh poor guys, they do not find it so easy to exercise this talent in their daily work routine. Incidentally, throw the first stone who never cheated at some point in their lives!

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To be a Classy Cheater does not mean professional failure! I have seen dozens of Classy Cheaters that ascend fast careers to the highest levels of companies. And they continue there until today, cheating!

Equally, cheating does not mean lack of competence and professional talent, or lack of initiative or creativity.

On the contrary, when someone competent, talented, creative and with initiative decides to cheat, he gives extraordinary examples of how this can be done with absolute success and security.

In this true talent dispute, may the smartest win!

To cheat with class is an art!

Your opportunities for professional advancement, or maintaining a stable job situation for a long period, will depend on how you improve in this art.

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To cheat with art, or with class, is to take advantage of the countless opportunities that the Company and its Headship give you in the work environment to work as little as possible, without being noticed and capitalizing on positive evaluation points, which will be fundamental in the planning of your career in the Company.

To cheat with class is not killing hours of work. This is for those who have no class.

They kill hours staying in the bathroom beyond what is necessary, go to the smokehouse all the time, walk very slowly in the Company's corridors, took a long time at the internal banking post, try to take advantage of small delays in arriving at work. They do not last long in companies and neither do careers.

Classy Cheaters make careers, can reach high positions, and even become top executives in companies. They enjoy personal admiration for the entire staff of the Company and are, in fact, the ones that boost the Company's happy and social environment.

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One of the cases I saw was that of an Accounting Assistant, a master in the art of cheating. Although this position is typically administrative and which, in essence, would tie our honoree to his seat at the desk, he used to leave the workplace for hours to relax and interact.

It was not by chance that he was elected President of the Company's Recreative and Sportive Club. Then he became known to everyone. What was his cheating strategy? When he felt that his Boss was at the limit of saturation of patience for his exits and behaviors he searched for a transfer to another area of the Company. He did this with mastery. He was smart, very talkative, social, friendly, with good conversation. And so, it has been going on for many years. While the unfortunate Head of Accounting was preparing his dismissal report, the Human Resources Department received a proposal to his transfer to another area of the Company.

And the transfers and promotions were repeated.

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He went to Sales, then to Market Research, then to Marketing, making a career, getting promotions, staying long enough to exhaust his Bosses' patience. Thus, he came to the Presidency of the Company. Maybe his bad luck or even his luck. In the Presidency it took no more than two years for the Director of International Operations to realize that he was a VIP Classy Cheater!

To general sadness in the work environment, he was dismissed. Everyone in the Company felt it. "Would the parties at the Company be the same from then on?", they all wondered. Did he die of hunger and cold? No way! While working as Director of Marketing and Sales, before his promotion to President, he developed in parallel own business, an industry.

And, look! As part of the negotiations for his termination package as President, he negotiated the inclusion of his factory as a supplier to the Company he was leaving after many years of glory and cheating.

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So, take advantage of the basic teachings that we will be passing on below. They are based on absolutely true facts that, by the way, you will have no difficulty in identifying them in your companies.

These reported facts were witnessed by me and complemented and confirmed by several Human Resources colleagues. Of course, you will miss many examples. Unfortunately, we set out to make a book limited in pages!

Lesson 1 - NEVER REFUSE AN INVITATION FOR A COFFEE

Thanks to the Arabs, enjoying the scorching Rubiaceae is, without a doubt, a very easy way the Classy Cheaters find to show all his talent.

Naturally, your Boss expects you to go for coffee two to three times a day. But do not you be fooled by your Boss's claim. If you follow this limit and stay in your office working, you will miss out on great opportunities for those with a higher frequency at the coffee-breaks.

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Classy Cheaters will find it much easier to update themselves with information, to interact with other co-workers, to learn about each other's personal problems, to know the opinion of employees about the Headship and about the Company, to know everything about politics, economics, football, cinema, theater, television. You will hardly receive people in your room to pass on information.

In social and professional life, especially in professional life, relationship is everything. This is a natural fact. Which Executive will remember an employee for an important promotion if he does not relate to and the Executive doesn't even know him?

So, if you only worry about doing your job, fulfilling your commitments responsibly and not 'happening' in the internal and external media, for sure, your name will be little remembered and much less admirable. At most, you will have the admiration of your immediate superior who may not even recommend your promotion for the lack of your performance for the smooth running of the work in the sector.

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Although it is not a professional attitude, this is quite common in companies. On the contrary, I saw many Chiefs propose promotions and transfers to other sectors to get rid of employees who were hindering the smooth running of services. Tragic, isn't it?

On the other hand, the frequent coffee-goers are much better known, they are considered sociable, affable, friendly people, concerned with other people, they are remembered on birthdays, they are invited to lunch outside, besides opening up countless opportunities for them to get involved. by including their names in working groups, commissions, among others.

Most likely, you will find influential people over coffee for whom you will have the opportunity to present your ideas and open doors for promotions!

Anyway, you in your office, working like crazy will make people avoid you and you will be a forgotten in the organization: "He is terribly busy every day! We are not going to bother him!".

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However, you do not need to get intoxicated with coffee daily. As a good Classy Cheater, you will administer the dose of coffee in your cup in inverse proportion to the number of times you are present in the coffee service, wherever it is available.

So, do not miss out on this great opportunity! Never refuse an invitation for a cup of coffee!

Lesson 2 – HANG YOURSELF ON THE PHONE

A greater gift could not be given to the Classy Cheaters than that offered by Graham Bell - the telephone! The telephone, for many Classy Cheaters, is a feature that can help cheating much longer than the coffee.

If you take some precautions, it is very unlikely that your Boss will suspect that those endless calls were to arrange the weekend barbecue, to arrange fishing details, the Saturday night program with a couple friend or for that program with the girlfriend.

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But be careful! In these opportunities, keep the same attitude that you usually have for professional connections.

If you are talking to the girlfriend with those dead fisheyes, surely your Boss will not believe that you are discussing the terms of a sale!

Do not forget to keep a pen between your fingers and a notepad handy. This is critical for false service notes if your Boss suddenly enters the room. And, whenever possible, leave false notes initiated, with titles in large letters that can be read remotely by your Boss. Something like: "Order tracking No. 248", "Requesting better quality from supplier", and things like that.

With the constant use of the telephone, your Boss, for sure, will evaluate you as dedicated, diligent, and practical, who spares no effort to address the Company's interests over the phone. One employee on the phone impresses more than two focused on computers and pens in their hands. And the reasons you have are many: work charges, information to complete the report you owe to your Boss, check the progress of an order with suppliers.

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However, think proactively! Always have a catchphrase in case your Boss enters the room by surprise, and you are teaching your child to solve the math problem:

“Noted! I will check and get back to you as soon as possible. After all, our Company's motto is the customer first!”.

If possible, try to convince your Boss that you need two phones installed on your desk! This will give you much more flexibility and a great competitive advantage with the other Classy Cheaters.

Another important point. Install Voicemail and use this feature to your advantage. So, do not answer the call right away. Usually, people do not call you for moments of relaxation and help you in your work affairs. On the contrary, they will give you more work tasks and make more requests.

Select the calls of interest to you in Voicemail. Give priority to that accurate friend's call for Friday's happy hour.

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If, however, the message is from work, do not be too quick to respond. You can be sure that the caller will conclude that you were overworked. When you return, do it at lunch break, preferably when you know he will not be there.

You will achieve two goals: you will demonstrate that you were working while everyone was having lunch (so no one will notice the delay after your lunch break!) And you have the possibility that the person has already solved his problem or, at the very least, you earn more time, since he is in charge of calling you again.

If he is a busy person, it will take days to make this return and, perhaps, he will even forget the matter or already had resolve it with those employees who only think about working. If he call later, the Voicemail message cycle will repeat. Just, do not do this to the people who have the power to fire you! They should have a preferential service from you so that they do not believe in possible complaints in this regard about you.

Lesson 3 - PARTICIPATE IN ALL COURSES AND SEMINARS YOU CAN

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Another excellent and highly rewarding opportunity to Classy Cheaters is to participate in courses and seminars, preferably externally.

Any self-respecting Company has a comprehensive program of courses and seminars and devotes significant funds to these programs.

Stay tuned for any and all opportunities to participate in these programs, follow each leaflet that reaches the thousands at your table, choose the longest and most expensive ones.

Even if the course is not causally related to your position, you have the argument that you would like to get to know other areas of the Company better in order to better perform your duties.

So, even if you work, for example, in accounting, you can enroll in human resources or marketing courses. Most likely, your proposal for participation will be received by your Headship as a demonstration of interest in making progress in the Company.

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Your absence from tiring and daily routine work will be very well understood. Not only understood but valued: "He will not be here for the next three days. He is participating in a congress in Miami".

This situation will make people admire and respect you even more: "Wow, how hard he is! He is leaving his work tasks to invest in his future in the Company!".

However, no one will need to know that you will only attend part of the course or seminar, dedicating the afternoon to a good beach or a cold beer at the bar. After all, nobody is made of iron! You can be sure that the most urgent services will be solved by other employees in your absence. And, on your return, be sure to remind your Boss that everything went well, because you dedicate special care and time to your continuous learning and development of your employees.

And on the way back, you will have an extra opportunity to close yourself in the room in order to prepare a full report on the course and on which routines and services in your sector you intend to apply the lessons learned.

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This will save you from answering a huge e-mail list right away, dispatching a bunch of papers and signing a pile of documents.

After all, when you come back from an external seminar, mainly in Miami, you have to take some time to recover the pace of work, after days of listening to Mexican rhythms and eating so many heavy foods, isn't it?

Lesson 4 - NEVER MISS THE OPPORTUNITY TO PARTICIPATE IN A MEETING

Meetings! These are unmissable. They offer exceptional conditions of success to the Classy Cheaters to apply hours of work outside the workplace. There is nothing that gives an employee more status than attending meetings. However, I am not referring to those meetings that you, by nature of your position, have to attend. These are tiring and monotonous. Do these meetings only as a last resort and when an activity under your responsibility is being heavily charged and reaching the point of causing some chaos in the Company.

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I am referring to those meetings in which you can skillfully get involved or let yourself be involved, without your participation even being noticed or necessary. These are meetings promoted by the Company's areas with more diversified themes. Thus, you will have scored points in your specialization of cheating with class. It will be two to four hours that you can stay in alpha, traveling with your thoughts, doodling, designing new models of jet planes, playing the tic-tac-toe.

When you are in these meetings, the people who come to you, especially outside personnel, will be impressed with your responsibilities in the Company. They will tend to value contact with you even more... when they manage to do so: "The employee is in a meeting to deal with urgent matters. Please leave your phone and it will return as soon as he can!".

Imagine the highly positive impression that the client or someone else will have upon hearing this justification for their absence.

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Do not return the same day, do it calmly the next day, if you are unable to get involved in another meeting.

How do you get involved in a meeting that is not directly in your area? There are several ways. One is that you approach the Coordinator, whose agenda is usually on notice boards or on computers and show interest in the subject.

Comment that, although it is not a matter causally related to your area, you would like to get to know it better so that you can have a global view of the Company and better be able to contribute in your role.

There is a ninety percent chance that the Coordinator will invite you, especially if you have done a good job of approaching him at the coffee.

Did you see how things fit together when you have the cheating with class as a philosophy of life at work?

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Lesson 5 - PROGRAM YOUR PROFESSIONAL COMMITMENTS EXTERNALLY TO THE MAXIMUM POSSIBLE

A quite common and particularly useful way to escape the workload for a few hours is to make an external appointment to deal with a matter that, on the phone, would take no more than fifteen minutes. And the opportunities are many and they appear all the time. You just have to be careful not to let them pass.

This important resource makes it possible for you to schedule a meeting at the office of a supplier, consultant or a client, to address a specific issue that, due to its "importance", requires you to visit them at the place of contact in person.

So, with always congested vehicle traffic, the needed time to return, at least two hours of meeting, you will surely have four hours of escape from work. Whenever your contact is available, you should also schedule a lunch together and continue your classy cheating in a five-star restaurant for a business lunch at Company expense.

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These contacts, in most companies, are highly encouraged, as the employee needs to know his external contacts and the environment in which they work. Furthermore, you grow in importance to all who seek you: "He left for an important meeting outside with a supplier and will not be returning today".

And everyone, including your Chef, will appreciate your effort to leave the air conditioner and your comfortable chair at office to face the harshness and dangers of life externally. Of course, you do not have to say that you made an appointment for 10:00 am and at 10:45 am you were already free to do whatever you wanted.

As a suggestion, afternoons in shopping malls are incredibly fun and relaxing. If followed by a movie, even better. There is a risk that you, by chance, meet your Boss at the mall. In this case you can always have phrases such as: "I'm taking the opportunity to buy that book on organizational development", or "I'm looking for that strategic planning software to complete the resources on the computer and increase efficiency".

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You do not have to stress about traffic and worry about being late for an appointment. Allow plenty of time for the heavy traffic that will be waiting for you on the way. So, relax listening to the CD you like! An added advantage is the return later, avoiding those tedious commitments that await for you at work.

However, follow this rule strictly: Do not solve by phone in fifteen minutes something that you can solve out there by investing four hours. The principle is simple! If you do not do this, your Boss will surely get three hours and forty-five minutes of more service!

Lesson 6 - TRY TO GET INVOLVED IN WORKING GROUPS AS FAR AS YOU CAN

Work Groups, there is no organized, democratic, and participative Company that does not have them! And you cannot stay out of this. Do not miss this opportunity if you want to be an example of a Classy Cheater.

Volunteer for various working groups, no matter if the subject to be addressed is in your area or not.

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Preferably and participate in those who are not in your area.

Calculate how many hours of meetings, "brainstorming" techniques, analysis of causes and effects of problems, Pareto chart, to analyze and find solutions to a problem that, most of the time, will solve itself before the end of the work of the group!

However, the merit will be of all components, including you!

People who look for you at your workplace, upon learning that you are attending the meeting of the Environmental Protection and Waste Recycling Working Group, will simply judge you as an ecological conscience worthy of a future President of the Company.

In addition to the group meeting hours, you will have dozens of other overtime hours to go around the offices and factory, obtaining, as an active participant, everyone's suggestions.

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You can be sure that no one, not even your Boss, will be checking to see if what you are talking to the Production Director's secretary has to do with the environment or waste recycling.

Typically, a self-respecting Classy Cheater will be providing invaluable collaboration in at least two working groups at every opportunity.

You can bet: Your grade in the performance evaluation for the item cooperation and teamwork will be excellent, capitalizing points for the merit increase policy.

In addition, at the end of the work, the members of the Working Group are honored and, on some occasions, make presentations to the Board. But, stay tuned. Do not expose yourself as a group leader or presenter of the Working Group's conclusions and recommendations. In the meantime, offer to operate the audiovisual equipment. This will put you ahead of important people in the Company who will record your face and with the power to remember you for a career opportunity at the Company.

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Over time, these Directors will not remember whether you were operating the equipment or making the presentation! There is, still, another additional advantage - usually the end of the work is celebrated with a good lunch outside, without commitment of working hours and all expenses paid by the Company.

Lesson n. 7 - SOCIALIZE AS A VERY IMPORTANT HABIT

In today's social world, countless invitations for cocktail parties arrive every day. Unmissable moments for the Classy Cheaters! The most varied opportunities are: breakfast with foreign executives from consulting companies, presentation of computer products, demonstrations of equipment, new hotel facilities and training rooms, new services, advanced seminar and course programs, involvement in new boards associations, awards for the best of the year, inaugurations and a multitude of events. The employee who is rigidly attached to the workload receives these invitations and, incontinently, they tear and throw them away, without reading them.

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What a lack of creativity and over-dedication! But you should not! These opportunities are golden ones and have spectacular advantages. Outside cocktails are for everything and, in some cases, even for the purposes proposed in the invitations. But for the Classy Cheater these opportunities are used for social relationships, the distribution of business cards (this may generate new appointments and external meetings!) and mainly to register the presence in a quick step with the greater objective of saving time for those many particular things that accumulated in the week.

In his work, his absence will be well understood: "The employee is out at the launch cocktail party for the new Business Center at the Palace hotel, promoting the image of our Company and identifying new business opportunities and will not return". Of course, you should try to limit your presence at cocktails, something like two or three times a week. Not for reasons of major problems at work, but for your own health. After all, fine cocktails and excellent drinks are served in cocktails and the tendency is for you to follow all the waiters' rounds, always with the concern of following the social climate of the environment.

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And you may ask: "But, what should I say at these events to project myself?". Well, the important thing is that you talk and talk a lot, monopolize a group, draw attention from afar. What to talk about? You can talk about the leadership of the Working Group, the successful presentation you made to the Board on the conclusions and recommendations, the dozens of meetings at which you led the group for an important result for the Company, the courses and seminars you have done (quote the names of the speakers as your friends and with whom you exchange experiences on the topics presented).

And don't forget to highlight the results you have obtained for the Company with your participation in working groups and meetings, such as: reducing administrative costs with better expense management, reducing scrap waste, reducing expenses with electricity, telephone and water bills, the best conditions for the environment through the best treatment of industrial waste.

Do not be intimidated and do your personal marketing.

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After all, you are alone at the event and there is no other Company employee present to challenge you and say that you were an unimpressive extra at meetings and workgroups and that you were just messing around.

If your presence is remarkable in these opportunities, just wait for great career proposals.

Lesson 8 - BOARD THE 'TRAIN OF JOY' AT NATIONAL AND INTERNATIONAL CONVENTIONS AND FAIRS

In the globalization of the economy, competition between companies is tougher than ever! This competition also offers new opportunities for the Classy Cheaters.

The order is to sell more, promote “first line growth”, increase the “bottom line”, all priority for Marketing and Sales. The Company that do not do so will not be able to survive. And in this scope, the Marketing and Sales areas have never received as much funding as they do now. The sales team must be motivated.

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To this end, many companies have been investing heavily in sales conventions and participation in fairs and exhibitions in paradisiacal locations including abroad! With abundant and easy funds, the best hotels are chosen, the best menus, there is an intense leisure program and the distribution of many gifts. It is a true dream to be realized, everything you wanted to cheat with high stewardship.

The Classy Cheater, always eavesdropping, will not let this moment slip out of his hands.

With the sales and support teams needed for these events, a reasonable group of Classy Cheaters will join, completing the train of joy.

They attend based on thousands of reasons: monitor the level of the sales team, evaluate the speakers, honor the event with their honorable presence. There are plenty of reasons. But be careful! Do not let yourself get involved in the programming in any way, otherwise you will end up in the pulpit presenting a theme from your area.

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This often happens not because your presentation would be necessary or interesting, but the organizers, embarrassed not to include your name in the program, feel obliged to arrange something for you to speak. So, when you decide to get on the joy train, make it truly clear that you just want to follow from afar, as an eye assessor of events, an observer of the organizational climate in the area of sales and marketing.

If successful, the rest is to enjoy the pool, the beach, take a nap in the apartment, go shopping, while the sales teams indulge in those tedious lessons on how to sell, how to negotiate, how to promote and even how to cheat on their customers.

The results for you will always be great - for the Marketing and Sales people, you showed support, solidarity, a keen business spirit, professional behavior focused on the customer. For the people who stayed at the Company, your absence will be considered: "The employee is not here. He will return only next week. He is participating in the Annual Sales and Marketing Convention".

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Lesson 9 - PRACTICE FIELD MANAGEMENT AS A STRONG CHARACTERISTIC OF YOUR MANAGEMENT

Who has not heard of management techniques "Management by wandering around" or "Management by visiting the factory floor"? If your Company encourages these techniques, which, by the way, are excellent tools for analyzing and perceiving the organizational climate, you have another gap there to practice classy cheating around.

Through these techniques a Classy Cheater employee disappears from his workplace to walk around the factory's offices or facilities.

Your goals? Observe the pace of work, the tidiness and general cleaning, the level of the scrap, talk to the employees, especially with the girls in the packaging who, a few minutes before your approach, had already whispered among themselves "Here comes the man with those same questions , listen to the same suggestions that go nowhere!".

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But these comments should not discourage you in any way! After all, you are out in the field with very different goals than the employees think - a good walk to catch your breath with so many cocktails and outside meetings, to take your laziness out after that heavy lunch with a client, to escape the international call from your Boss who will surely charge you for that report you didn't complete!

These tours of the factory and other areas of the Company will give you an easy and comprehensive view of the Company's operations. You will hear what good employees are doing and what improvements are being made in working methods for better productivity.

You will be aware of events in the Company, tips for solutions, problems that require attention from the Board, the morale and motivation of employees, you will collect suggestions for increasing results. And for what? Wait! There will be plenty of opportunities before the Board for you to comment on these aspects of the organization and impress the Directors by their degree of knowledge of all areas of the Company.

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And, who knows, you might not be on the list of potential candidates for a management position! And all of this you can achieve by simply leaving the prison in your work room to relax.

You also have the possibility to meet that beautiful girl, with a sculptural body, unseen behind a Uniform Packer, who admires and likes to meet men of power in the Company - you! So, get out there! Walk a lot. Try to be a little organized, so as not to miss this opportunity - register the itineraries so that you do not always return to the same section.

Develop alternative questions for each day so that you don't always ask the same question: "Are you feeling good at our Company? Do you have suggestions for increasing productivity or profitability?". You bet! Your international Chief will not be bothered by the report that you did not complete when he hears: "The employee is at the factory, talking to employees and raising important subsidies that will be fundamental for determining the Company's organizational climate and defining appropriate strategies for correcting course".

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And be sure to capitalize as your own suggestions some good suggestions received from employees at the bottom of the salary pyramid when asked about recommendations for improving results and productivity. There is no need to quote their names. They are not even known by their names but by their badge numbers.

Come on, get out of your room! This will be good for your career and your health.

Lesson 10 - PARTICIPATE IN REPRESENTATIVE ENTITIES

Man is a gregarious animal par excellence. Allied to this natural instinct are the need to form groups and associations to defend interests of the most varied types. And with this, the valuable participation of
Cheaters.

There are professional, employer, social, educational, political, sports, industrial, commercial, financial associations.

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The value of these associations is undeniable. Its huge range allows the Classy Cheater the most varied options. Invitations may arise for participation in deliberative councils, boards, subcommittees, support groups, secretariats, administration, and other positions in such associations.

However, when reviewing these invitations, select positions that will not require work and responsibilities from you that can cause you to be tired, stressed and take time away from your biggest goal – To Cheat. Always prefer positions like Deliberative Council, subcommittees, support groups and not those in which you will be in charge of the association's problems and will have to sweat your shirt to solve them.

This will provide you with unparalleled personal and political prestige. In fact, these associations are excellent initial steps for those who intend to occupy public positions due to the degree of exposure they achieve. Do not be surprised to be invited to join the staff of a State or Municipal Secretary or any state Company.

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These relationships will mean greater stability in your job - no sensible Company would dismiss an employee who is a member of the employers' association to which you are affiliated!

A thousand favors will be possible through contacts made - employment for one of your nominees, favored loans, discounted purchases. A new world will open for you.

Regardless of these advantages, you will be assured of the biggest advantage you are always looking for - that of getting as far away from your office as possible!

How many hours will you have credit for meetings, executive meetings, and occasional trips?

In the Company, the other employees who did not have the level to be elected, nor interest in running, will guarantee the performance of your work. They will even feel proud that they can be collaborating so that a colleague of them participates in the deliberative council of an important association.

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They will not need to know, and will never know, that 80% of the time you went out to these meetings, you did not go and did not even know the agenda for the day. But you will have to do something, such as preparing a succinct and objective report of what you managed to capture and understand in the association's meetings and that may be of interest to your Company.

Observe from the side, you will always see someone diligent taking notes of everything. Approach him and ask him to be kind enough to forward the notes by email. Usually, these people do not bother to do this. When you receive the e-mail, you will only have the task of forwarding it to your Board, taking care to replace words that may betray you, such as the sender's Company name and other notes of a more personal nature.

Freedom, status, prestige, relationships, favors, in short, everything will be at your fingertips. In your Company, the possibility of special recognition from the Board is remarkably high. After all, you are accumulating two activities for the good of the Company, one internal and one external.

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And the Company cannot fail to recognize this one day with a good and profitable promotion. Get smart, identify the associations most relevant to your area of work, take a look at the statutes (superficially, just to show basic knowledge of the subject), approach the commands, give yourself to the relationship with them. Very soon, you will be one of them!

Lesson 11 - SPECIALIZE IN PUBLIC RELATIONS

Most companies, focused on developing good relations with the general public, encourage excellent opportunities for Classy Cheaters, with the good intention of achieving this important objective.

So, take advantage of these opportunities! Do not settle an ordinary matter by phone, e-mail, or a brief meeting with the person in your office. Opt for an outside lunch!

And who will not accept?

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Only those overly concerned with their work and who prefer to be stuck with it than to enjoy an excellent sponsored menu in an excellent restaurant.

The guests are not ordinary people. Most likely, you will have all the reciprocity when you invite someone from your contact to lunch.

And there are countless alternatives and reasons that you can find. It all depends on your area of expertise. If you work in Purchasing and Supplies, you will schedule lunches to get to know new suppliers to reinforce the relationship, discuss price competition; if you work in Finance, you will schedule lunches with Bank Managers to discuss the need to reduce interest on loans to the Company and increase interest for Directors' private financial applications, refinancing debts, increasing loan amounts to customers; if you work in Human Resources, you will schedule lunches to take references from candidates for management positions, with consultants to talk on details of the course to be taught, for selection of key positions, for a salary survey.

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And if you work in Marketing and Sales, my God! You will have no difficulty in carrying out this classy cheating strategy well. Current and potential customers say so! Your greatest care will be not to dangerously alter the levels of cholesterol and triglycerides in your blood due to the amount of hearty and frequent lunches outside.

There is also the argument of taking the whole team out to lunch whenever an important objective or goal is met. And there are goals and targets to justify so many lunches abroad. But it is an excellent practice to cheat and develop new Classy Cheaters. Anyway, there are hundreds of opportunities.

An infallible phrase: "Steve, I'm thinking of scheduling a lunch this week to discuss that budget. After all, we have not seen each other since last month. At lunch we can discuss the budget without interruption!".

Done! Lunch is guaranteed and the opportunity to a classy cheating is assured.

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Of course, you will not schedule lunch at that restaurant near your office. It is important that you get rid of work after 11 am. Traffic and the need for punctuality will always provide good arguments.

Lunch outside values the professional. It gives it importance and 'finesse'.

Anyone who comes to you before lunch and after, will surely understand this need: "The employee is not here. He went to lunch at the Mc Lobster restaurant to discuss an important budget and asked me to take notes!".

So, 'bon Appetit, mon cherry!' What about the budget? Say it is ok!

An honor reminder for the Classy Cheater - never return before 3 pm on these occasions.

Lesson 12 - PARTICIPATE IN INTERNAL COMMITTEES

Ah, what would happen to Classy Cheaters if there were no internal committees and

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commissions in companies for the most diverse purposes, some created by the companies themselves and others imposed by law.

Companies that encourage participation, which seek quality of life, the well-being of their employees, increased productivity and profits, a good work environment and the motivation of their human resources, encourage the creation of internal commissions or are required by law to implement them.

Without much effort, we can give some examples: ISO 9000, Internal Commission for the Prevention of Accidents at Work, Committee on Health and Safety at Work, Fire Brigade, Christmas Party Committee, Internal Sports Guild Steering Committee, Christmas Party Committee, Quality Committee. Some more: Costs Committee, New Products Committee, Productivity Task Force, Cost of Living and Inflation Committee, Expenses Committee, Marketing Committee, Technical Assistance Committee, Emergency Plan Operational Committee, Committee for Rationalization and Cost Reduction, among other impossible to be all

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listed. Needed? Absolutely necessary! Opportunities for Classy Cheaters? Spectacular! So, do not miss out on these opportunities. But remember! In all these commissions there are those who need to work hard and those who can participate to give prestige and moral support. Include yourself in this second group. If you can, do it! You will have dozens of days totally free from your usual work to cheat with class.

In addition to this important aspect, your image in every organization will be permanently high - "This employee is very participative and collaborative. In addition to his normal work, he lends his valuable collaboration to internal commissions: he is participating in the Quality Committee, participating in the organization of the Christmas party, he is a member of the Productivity Task Force, he is part of the Health and Safety at Work Committee, he is Third Secretary of the Emergency Plan Operational Committee (do not accept to be the First Secretary!). I do not know how he gets so much time and health! I heard that his collaboration has already reached the ears of the Company's President".

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Did you see how many advantages? Get smart, try to follow communications on the notice boards, know the election deadlines for new commissions, get closer to the organizers of slates. The more commissions you participate, the better. Always with functions, such as: Third Secretary, Public Relations, Spokesperson, Third Treasurer, External Contact. Do not leave your job to get another one!

As more relationship and more rapid career rise. This is what awaits you! Work the minimum, show up the maximum. Anticipate for all the plans reserved for these commissions! This gives maximum internal projection.

A tip, but cautious. There are mandatory commissions by law that guarantee job stability to its members, such as Internal Commission for Accident Prevention. Or apply as a leader of the trade union representative body. These can be alternatives to the Classy Cheater to work with absolute guarantee of employment. However, be careful! If you have career plans for senior positions in the Company, do not consider these alternatives.

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It is exceedingly difficult for the Company to promote you to a position of leadership with a history of being a member of mandatory commissions or Union Director.

Other opportunities are offered by participating in external commissions or professional groups that involve several companies to discuss common problems and solutions. Participation, in these cases, is simply wonderful, since it makes it possible to increase your 'network', to visit pleasant places where meetings are held, to establish personal and professional relationships.

By participating in these commissions and professional groups you will get to know other companies, how they are dealing with a problem that is also your Company problem, you can collect solutions they found and suggest their adoption in your Company as a suggestion of yours. Thus, you will be leveraging your projection before the Board and the men of power who will conclude: "He is a Manager that we need! He is always up to date in the business world and always comes up with brilliant ideas!". Bingo!

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Lesson No. 13 - PROGRAM YOUR TRIPS WITH WISDOM

National or international trips! How tiring and exhausting they can be for those who need to travel frequently to develop their work. However, not for the Classy Cheaters!

In this current globalized economy and the expansion of business hubs in the world, it has never been more necessary to travel nowadays.

Thus, it is necessary to reserve a chapter to pass on some very valid experiences for those who want to make travel an opportunity to cheat with class.

Therefore, Classy Cheaters on duty, pay attention to some alternatives. If the travel planning is at your command, never make an appointment at your destination for Monday morning, let any Monday free. If you do so, it will force you to miss part of the weekend, having to travel on Sunday.

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The ideal day to make an appointment is Tuesday or, better yet, Wednesday. So, you will only work part-time on the previous Monday and, calmly, travel to your destination on Tuesday or Wednesday.

The return must also be well planned. Never return on a Saturday.

This would be a disaster! Imagine you arrive Saturday or Sunday. No way. This would be the forfeiture of your Classy Cheater diploma.

Schedule your return for Thursday afternoon, or rather Friday morning, freeing yourself from office on that day for hours.

With a good planning like this, you can transform a two or three-day travel appointment into an entire week's absence!

And what about your absence at work? Just admiration and consideration: "The employee traveled to London to survey the market's potential in England and will only return next Monday".

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The person who travels a lot is seen as dynamic, who supports sacrifices and is dedicated to achieving the Company's goals. No one will charge you for pending jobs.

Everyone understands and forgives travelers. No one will need to know that when you arrived in London, you surveyed the potential of the market just by chatting with the owners of supermarkets and that the rest of the week you took advantage of that beautiful places in the of the region and to enjoy the London Eye, the cantilevered observation wheel!

When traveling internationally, be sure to consult in advance about the tourist attractions near your destination. Thus, you will be able to make your contact agenda, especially when there are several of these contacts, in order to ensure a space to join the work with the pleasant, knowing these tourist points.

And there is nothing better to project a professional employee in the Company than to show international culture! So, pack your bags and have a nice trip!

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Try to choose an air Company with excellent board service. And do not forget to bring gifts for the Directors' Secretaries. Who is the Director not influenced by the comments of his secretaries in his decisions that involve important employee promotions?

Another advantage is mileage.

Many companies leave traveling employees entitled to use mileage. Therefore, the more you travel, the more you will be guaranteeing that vacation with the whole family at no cost to you.

Lesson 14 - MAKE PRESENTATIONS AND HONOR EXTERNAL EVENTS

What can give to a Company more reputation, prestige and projection than having its executives and employees make presentations and participate in the most varied educational, business, and social events?

Attention Classy Cheaters!

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This impression is extraordinarily strong when we see the events published with the names of the speakers and companies where they work.

For this reason, this practice is highly encouraged by companies that seek to project themselves as community-oriented companies and a good public image.

With no doubt, this contribution is essential for knowledge to be passed on, techniques and experiences to be shared with other interested parties.

Naturally, the Classy Cheaters on duty could not fail to see in these initiatives great opportunities to achieve their greatest goal - to move away from the unrecognized and unnoticed work routine in the office.

In this subject you have to be very careful, because, instead of cheating you can be cheated and find yourself involved in a serious event, where you will have to present a lecture for which you will have to invest many hours of study and preparation. And that is not your goal, right?

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Therefore, the event, the place, the date, and the theme have to be very well analyzed and accepted by you.

The event - nothing too serious, scientific, and compromising. The location - the further away, the better and in a pleasant place. The date - ideal on Thursday or Friday. The theme - honors at graduation parties, possessions of boards and councils (type of trade association or employer representation), clubs and civil associations.

Perfect! So, after identifying and getting your name remembered, ask the event coordinator to send an invitation directly to the President of your Company. With a few hours of preparation of a text of one or two pages, you will have your safe-conduct to leave the office on Wednesday, to give your lecture on Thursday, returning (home) on Friday. High projection of your image: "The employee will not be here for the next three days. He was invited to chair the board that will take over the new Board of the Commercial and Industrial Association".

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In these opportunities, distribute as many business cards as possible. This will give opportunity to countless other invitations to lunch, cocktails, ceremonies, which your President will in no way admit that you refuse.

An important recommendation for the organization of your future lectures - keep all the material presented. As this material accumulates, you will be able to mix them together, taking advantage of the opportunity to generate more lecture themes that will ultimately be a mix of previous lectures. Thus, you will be reaching your goals with a minimum effort of preparation.

Remember that one day you will retire and be able to dedicate yourself to giving lectures to an audience where you have your image projected and your style of presentation accepted. And, in the event of an economic crisis in which your Company had to cut employees, you will be calmer knowing that if something happens to you, your future as a speaker is guaranteed.

After all, every time you say you work for Company X, you are designing it.

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Important visitors to your Company will be able to quote your name and your presentation to your Directors, who will be proud of you.

On the other hand be confident that your President will never know that your presentation lasted only ten minutes, that more than half of the guests did not attend the event, that many of those who attended slept in your lecture and the rest of attendants do not even remember what you said!

Lesson 15 - CAPITALIZE PRIVATE ABSENCES TO YOUR FAVOR

Absent to attend private commitments deserves a special attention from the Classy Cheaters. There are a number of precautions that you must take so that your absence is not judged as abusive and causes negative attention.

No Company treats service shortages with benevolence and keep under pressure this aspect of discipline of its employees. Few Bosses will notice whether or not you are cheating around at work. But everyone will notice your absence!

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So, the particular lack is a challenge for you Classy Cheater. However, this should not discourage you and keep you at work, trying to schedule private appointments outside of working hours. On the contrary, remember that the point of honor of the Classy Cheater is to be absent, but always maintaining or elevating his personal or professional reputation.

So, when for justified reasons or not justified reasons of your exclusive interest, pay attention to certain details according to the type of particular absence.

If it is for medical reasons, for example, schedule an appointment whenever possible after lunch. This way, you can get rid of an afternoon of work. Do not notify your Chief about your absence in advance. He may or may not understand your motives. Create a mood of mystery with your secretary or coworker just before lunch.

Show yourself a little impatient, angry, speak to yourself words like: "Today I am not feeling well. This workload and the pending issues I have are making me nervous, my heart is beating

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extremely fast". Continue until you hear advice from your secretary or co-worker: "You need to see a doctor!".

Ready! The environment to justify your absence is done. After lunch, go quietly to your doctor's appointment to see that little nail problem and call your secretary or co-worker saying, simply, that you had to go to the doctor and ask them to tell it to your Boss. And let them leave the message.

I can already hear them looking for their Chief, saying: "Mr. George will not come this afternoon. Poor man! He was not feeling well this morning. We are so sorry for him! His workload is exceptionally large, in addition to the hassles he goes through every day to meet all his commitments and satisfy the requests of the areas". And do not be surprised if something goes like this in your Chef's mind: "Yeah, I need to do something for George. Perhaps a promotion or salary increase can compensate for so much dedication for the Company".

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No one will need to know that you were wasting more time at the doctor's waiting room than in the medical consultation.

If it is a dental treatment, for example, just before leaving ask your Secretary or a co-worker to inform your Chief that Professor Mark of the State University, with whom you would have a meeting only the next day after hours, called asking to anticipate your commitment. Showing some disappointment, say that the renowned professor asked you to come on the day at 2:00 pm, due to his commitments with an unexpected trip. Clarify that for months you were trying to arrange this meeting with this great specialist in organizational development and that you cannot miss it.

Said and done! Your Boss will understand the emergency situation in which you were involuntarily involved and will value you for maintaining such a level of service.

Thus, you will be gaining precious hours for what you love to do – to cheat with class.

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When you do not have better strategies and you have to report your absence for a particular reason, value your absence anyway. Along this line, do something similar for dentist treatment: "He will only attend this week in the morning, because he will be giving a lecture in a specialization course in the afternoon! I insisted for an after-hours service. But unfortunately, it was not possible".

When you have to speak to the manager of your bank to obtain a loan: "I will have to go to the bank to personally discuss with the Manager the basis for a retirement plan for employees and a loan plan for employees". No one needs to know that the biggest reason was to make a private financial investment and, to gain the sympathy of the bank manager and, perhaps, a higher remuneration for your investment. You 'sugared the pill' with the possibility of implementing the above plans in your Company.

Or, even, when you have to sell that land on the beach to cover a negative balance at the bank: "I will go to the Land Registry Office to register the deed for a duplex that I bought in a condominium

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and the Land Registry Office only opens during business hours”.

The important thing is that you must understand the line of reasoning and create the right justification in those countless private commitments to a better classy cheating behavior!

Lesson 16 - CHOOSE GOOD WORK OPPORTUNITIES

If in your career development as a Classy Cheater you have head-hunters invitations to other professional opportunities, carefully evaluate which of the companies may have the most favorable conditions for the art of classy cheating. A wrong choice of a new Company may compel you to work at a pace and intensity that you were not prepared or desiring.

Give preference to companies that have several operations units and branches, linked to a matrix geographically remote from all of them. The bigger the Company, like the big business groups, the less conditions they will have to follow the

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work on the base. And they will tend to create excellent conditions for classy cheating.

If the new Company has multiple operations and business segments, with several industrial units and sales branches spread over many states, accept the proposal! You have found a new paradise to apply all your knowledge and strategies as a Classy Cheater.

The size of these companies, the diversity of operations, matrix organizations, the large geographic area in which they operate, make communications difficult, make it almost impossible to have a thorough knowledge of the capacity and dedication of their human resources and even the details of their administrative and operational processes.

Thus, Classy Cheaters have an excellent opportunity to explore all their creativity and experience without any problem of being noticed.

If you can, choose positions that, due to your job, you will have to support these operations and branches.

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Naturally, you will have to gain a minimum of confidence in the first months of work, within that line of "making a good fame for yourself before classy cheating around".

After this terrible period that you will have to spend working, you will be able to start your actions.

Suggestions? Dozens!

The opportunities vary from a weekly to fortnightly schedule of visits to several units or just one of them. Forget, most of the time, the resources of e-mail, telephone, WhatsApp to solve your affairs, even if they are simple. The discussion of these matters in person during visits will be especially important.

Naturally, you will save these resources for matters that you have not discussed in the branch of the city you visited, because you took the two days for an extra 'vacation' on the beach or in your country house.

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After all, with so many trips, you deserve a few more days of rest.

Take advantage of previous lessons for national and international travel (lesson 13) to maximize your schedule.

In order not to be too noticeable for your poor performance in these visits, try to make a little effort in the production of a presentation kit that you can do to the managers and employees of these industrial units and sales branches. Include, for example, the Company's mission, the Company's history and its achievements over the years, the product line of the entire conglomerate, the Company's ranking in the market, a list of goals and objectives, a list of how employees can collaborate to increase profitability and productivity.

This kit can be developed once a year and will serve as a foundation for your visits to all industrial units and sales branches. Unfortunately, preparing this kit may require you 5 days of work to consolidate the data and prepare the presentation material that you will save on a pen

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drive, so you do not carry too many folders on the trip. But after this 'sacrifice', you will have the tool to be used all year. It would be like a play that may take some time to be written and rehearsed, but, later, it is just joy!

At the headquarters, make sure that everyone will avoid passing work tasks to you or asking for information while you are traveling, because they should get used to your absences and, over time, they will not even know where you are, with whom and what you are doing!

Lesson 17 - BE A MARKETEEER

One of the characteristics that distinguishes the Classy Cheaters very well from those who choose to work (once in a while) is the spirit of 'self-marketing', that is, the famous 'marketeer'.

The Classy Cheater who has this characteristic, not to mention virtue, triples everything he does using the conjugation strategy of the verb 'do' in the present, past, and future.

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By this technique, the little he does appear much more than the much that others do, because it is multiplied by three.

Does it work? It looks like most of time! The marketeer takes advantage of all the opportunities and contacts to disclose that he has done something, that he is doing something or that he will do something: "Boy, next week I will have to do the budget for next year!". And this phrase is repeated dozens of times in a single day. "Guys, I'm doing the budget for next year!", which is repeated for many people. Finally: "Last week I was involved in doing the budget for next year!". This is only a simple example...

So, saying: "I will do it, I am doing it and I did it", he gives the impression of an extraordinary activity and dynamism that is admired by everyone, including those important people of the organization, who will be able to influence their career so much.

You should not do less than this! Promote, do marketing of what you are doing, what you did and what you will do.

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This is a surefire formula for success and rapid professional advancement in most organizations.

Of course, you will not waste time talking about your great accomplishments to clerical staff and factory helpers, unless you are sure that the President or a Director is watching you.

When this is the situation, enrich your conjugations with words that add extra values: "This Company deserves all my effort". "My Chef's ability and dedication is the inspiration for my motivation at work". "I am committed to a future glorious for this Company and I will do everything to make this a reality".

Just be careful to learn the conjugation of verbs well!

And always look for suggestions that other employees have to improve the Company's performance, increasing results in general, such as profits, productivity, reduction of expenses, rationalization of work.

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As soon as you hear a good suggestion and consider its important impact for the Company, hurry to take it to a Director as if the suggestion were yours. This works extraordinarily well for your professional future in the Company. You can be absolutely sure about this strategy.

I saw many 'idea thieves' grow in the Company adopting this strategy.

And do not worry if the employee who generated the suggestion is upset when the Director announces at a meeting that your suggestion will be implemented, and he thanks you in public for your initiative and creativity.

This employee will not have the courage to look for the Director and say that you 'stole' his suggestion.

Lesson 18 – DELEGATE UNCONDITIONALLY AND UNLIMITEDLY

One way to cheat with class and one of the most subtle and hardly perceived is the strategy of

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using unrestricted delegation as high 'employee developmental spirit'.

Through this 'employee development spirit' the Classy Cheater delegates absolutely everything he does to his subordinates based on the argument that he is a person focused on motivating and developing people.

And do not be shy to make it clear to everyone that you are considered an 'opinion maker' in your Company, including your hierarchical superiors, that this is your management philosophy and that the Company will gain a lot from it. Boast of being one of the few in the Company to adopt this style of people development. Example that you expect to be followed by other headship in the Company.

Thus, all duties and responsibilities disappear like a magic trick. Naturally, the Classy Cheater, adopting this strategy, will be totally dependent on his subordinates, making it quite common to see him at meetings accompanied by members of his staff'.

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Some people may find it a little strange, but they will soon get used to your ability to develop people and will accept it. They will not need to know that you have found an efficient way to not work and project yourself.

They will hardly know that you bring your staff to these meetings because you have reached a point where you do not know any more operational or strategic details of your role. But, do not worry about this situation, because, certainly, the positive results will be much more relevant than the negative ones.

Your subordinates will be the first ones to promote a campaign to project your image: "It is wonderful to work with Mr. Louis. He delegates everything to us, does not charge anything and trusts us a lot. Even at Board meetings he has taken us!".

Your Director, in turn, will notice that the information quality of your department is getting better, as he obtains from your staff more accurate and updated information than you usually provide him.

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However, the credit will be all yours! Certainly, when they see you reading the newspaper during office hours, they will admire your effort to keep up to date with news.

What more comfortable situation could a Classy Cheater want? Free time to read the newspaper, go out to lunch, attend external meetings, and practice all the sacred commandments of the Classy Cheaters.

Come on, delegate! This is one of the management techniques that is charged by the top management of any Company!

However, stay tuned with an important observation - as you will become increasingly dependent on the team and your survival in the Company will be conditioned to the success of your staff, look for the maximum promotions and salary increases for your employees and even forgive some. absences and service delays.

After all, if you lose any of them and are called by the Board to say something about your area, how are you going to cope?

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Lesson 19 - BE A DISGUISED FIELD PLAYER

Perhaps one of the most refined ways of rolling around is that of the so-called underhanded player.

So, if you are not interested in the success of your Company or dissatisfied with your leadership, instead of a frank and open dialogue, you can opt for this efficient style of cheating with class - being a player who is on the field, pretending to be playing, but is not.

Move slowly on the pitch, only kicking the ball if it comes as a gift to you. Kick the ball anywhere without looking at the goal and hope your team loses the game!

Incredibly, companies make room for the Classy Cheater who wants to adopt this strategy.

In fact, your objective should be to make no contribution to the Company, but also to show your skill as a clever dissimulator in appearing the opposite.

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Your challenge is not to contribute to the Company but at same time to preserve your job and your advantages. The Headship, most of the time, will not notice this behavior, or will not notice it in the medium term.

So, if you feel like you don't want to collaborate with the Company, here are some suggestions: don't speed up the pace of work by keeping it idling, don't go into challenges at all, don't participate in the Company's social gatherings, sabotage or pile all the actions you can, break the internal dynamic cycle, stay tuned for anything that represents an increase in expenses, do not collaborate to motivate people, streamline work, improve data and information.

After all, the Company hurt you deeply when it promoted a new employee to the position you were waiting for a long time.

It does not matter that this employee performs much better than you and was technically better prepared. Queue is queue! Just be careful to demonstrate exactly the opposite in meetings that can expose you.

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But, do not show that you were disappointed! On the contrary, congratulate the promoted employee and tell him he can count on you! (Try not to show that you want to see him dead!).

The hidden Classy Cheater will surely be extraordinarily successful if he knows how to pretend that he wants to achieve goals and collaborate for the success of the Company.

This will normally suffice for your Head, even if your effective action is exactly the opposite. Establish a limited line of performance: "I'm going to work until this point when they will not have reasons to fire me, but above this line I won't go!".

In other words, definitely do not exploit your full potential in favor of the Company. This will be your revenge! You will be on the field, you will fool that you are playing, but you will continue as a top of the line Classy Cheater. And do not feel guilty about that, certainly not. The Company or your Boss deserved it.

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Lesson 20 - BECOME A CHOLERIC AND TEMPERAMENTAL ARTIST

This Classy Cheater is special and perhaps the most artist of all!

In this style of cheating you will find a way to work truly little in your Company, have a time for your particular interests and become one of the most feared and avoided man in the workplace.

But you must have a talent to represent a choleric and temperamental character, sometimes grumpy and hard-core critic, if you are not already one of them.

If you do not have this ability to appear angry and temperamental, you can opt for a grumpy style, which criticizes everything and everyone and that keeps you isolated and away from events in the Company above all.

Typically, these styles apply mainly to Classy Cheaters who keep secret activities and often involving other elements of their management team.

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For the private business to thrive, you have to earn free hours due to your work at the Company. So, isolate yourself, do not take courses and attend meetings only when your superiors are present.

As an argument for your non-participation, state that the courses are out of the reality of the factory floor, that they do not serve to change anything in the behavior and performance of the Headship, which is a waste of time, that you prefer to be producing and things like that. The same arguments goes for meetings.

But, attention! Try to keep under control the areas of the Company that generally assist Management to identify these situations in the Company, such as the Human Resources Department, Controllership Department, Audit Department.

Create frequent friction with these areas, do not give prestige to their activities, to the point that they are discouraged from visiting the facilities in your work area.

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However, if this happens, immediately surround, and control the visits of professionals of these areas by making a personal follow-up, or through your 'partners' in the private enterprise, in order to hinder their access to your employees.

This way, you will be preventing any of your employees from making a comment that could put these activities at risk.

That done, cheat with class! Plan and schedule your private activities using your Company's free time and resources.

Through these strategies, you have to be showing anger, irritation, hot temper, arrogance all the time. You will have to address people screaming, punch the table or in a grumpy and critical way.

The important thing is that people avoid you and leave you free for your private business.

Choose an appropriate time for you to consecrate yourself in this style.

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For example, in a meeting where you gave a show of irritation and irreverence, at one point, leave the room and punch that little window in the middle of the meeting room door.

There, your fame will spread throughout the Company. From then on there will be few Company employees who will look for you for something and you will have all the time in the world to cheat with class.

However, there is a vital rule for this style of Classy Cheater - never, I said never, do this with any of your superiors. With these, you will have to be sweet, submissive, flatterer, lackey, lick-lick.

This way, your superiors will keep you in charge (unless you apply your style to the wrong person!) and will not even believe it when any employee dares to make any kind of complaint about you.

So, start training in front of the mirror - make a face, show your teeth, open your eyes. Train a little at home and see the result with your wife and children.

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You can be sure that a reasonable portion of your employees will seek to do exquisite and efficient work. Do not even think about having them to come to your office to give any kind of explanation. This will make your sector walk relatively successfully, without you having to do absolutely anything for the Company, but everything for your particular interests.

This was another situation that I witnessed in an important area of the Company that was located outside the headquarters.

However, it is good to be aware that the Classy Cheater does not achieve 'zero tolerance' from his management and neither 'zero risk' as to his stability in the Company. But this is the price to pay for the glorious career of the Classy Cheater.

In fact, by strictly following the lessons presented here, you will be remarkably close to these 'zero tolerances'. However, a remarkably interesting case of Classy Cheaters came to my attention through a Human Resources Director. He scheduled visits to different areas of his

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Company. But, one of them caught his attention a lot.

When he arrived in this area by surprise, he noticed the great discomfort of several employees, mainly the Director and the Managers in the area.

It was like hiding papers, removing material from the table. He did not quite understand why. It should be said in passing that the Director of the area and two main Managers were very much the style of the angry, critical, and grumpy. They avoided contact and participation in courses and meetings.

The Director even asked to the Human Resources Director to notify him in advance when planning a visit with the argument that it was to 'better prepare the reception and select topics for discussion'. Undoubtedly, they were masters of this kind of nonsense and we cannot fail to register our admiration.

Unfortunately, later on, the Company found that a good deal of the administrative machine in that division was being used to produce technology

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consulting material for other companies, including competing companies.

And that was all the President needed to simply eliminate the whole division from the Company's organization. And what happened to our Director and Classy Cheaters Managers?

Nothing too serious! The Director already had his own industry well underway and the Managers continued with their consulting activities after the termination with customers and a market developed with care for many years in a row.

They obviously felt the loss of remuneration and benefits that the Company granted and the sponsorship of its parallel activities.

Did you see? Even in the face of adversity, classy cheating has produced good results and taking some minimal risks before your Boss or the Company find out and decide to act against this situation. Always count on the lack of interest from your Boss and the Company to worry about the Classy Cheaters that they house.

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Lesson 21 - EXPLORE PARALLEL BUSINESS OPPORTUNITIES

If you tend to cheat with class, but want to take this opportunity for extra revenue, the market and the tolerance of companies are there to offer you several alternatives.

These opportunities can generate income above what you expect and, certainly, will provide the conditions for you to escape your professional commitments and get involved in hard tasks.

Of course, psychologically, you will need a 'moral support cane'.

What about: "The salary I earn doesn't pay for what I'm doing for this Company!". Or: "There's no recognition in sweating my shirt like I do; my Boss will never remember me for a promotion!". Or: "I have to prevent an eventual dismissal and guarantee my future!".

So, with these arguments, you will have the courage to research the market and choose some parallel activities to work with.

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(Never mind that no one in the Company agrees with your hurts. If you think that way, this is what matters!).

These alternatives may include participation in commercial or industrial companies, consultancies, among many others. Even better, if you are a supplier of your Company whose accreditation and bidding are under your responsibility. My God! This would give you the Classy Cheater Oscar.

Find someone you trust to be the administrator and you, comfortably from your office, will do all the management: contact with suppliers, customers, banks, accounting.

Everyone will notice that your work rate has increased after you privately started your side business. However, get ready for a surprise! The general opinion, including from your manager, will be: "Wow, how different George is! Before, he did not even seem to care about his job and was about to be dismissed. I think he realized this, and he is trying to recover his professional image. We have to support him!".

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Do you want to be even more surprised?

Your Boss can give you an increase in merit or a promotion to show that the Company knows how to recognize those employees who have changed their stance and are looking to be more efficient.

Over time, your parallel activity will start giving money and your expenses will be minimal, since the costs of office supplies, equipment, telephone, fax, will continue to be paid by the Company.

Did you see? Start reading Business Opportunities supplements in newspapers. Soon, you will be a prosperous and successful Classy Cheater entrepreneur.

Another advantage, you will be preparing for a better retirement. Thus, if your Company has a retirement plan, it will add to your business income.

If it does not have it, it is good that you have taken care of your own business!

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Lesson 22 - PROVIDE PRIVATE CONSULTANTS

Now, if you are a professional who works in companies as a lawyer, accountant, engineer, economist, administrator, and other liberal professions, you have privileged opportunities for these functions to cheat with class and provide paid private consultancy.

It is enough for you to believe that you have good reasons, such as those presented in the previous item: salary not consistent with your efforts, lack of recognition, lack of opportunities.

These psychological causes are important, even if you have to create them! If this is your interest, do not mind that other employees have a different perception of your performance and dedication, except for your Boss. He must see you as a good and dedicated employee.

Isn't it true that all these people do not know how to evaluate the professional you are? Regarding your Boss, you have many reasons to explain your disappearances from time to time in your

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workplace. Outside the Company, there is the information you need to research in order to exercise your activities well, make public relations with your professional contacts, share experiences with other companies to promote your Company's image and name. You will have plenty of reasons and inspiration.

Well, it is fair that you find other challenges that help you occupy your time better, aiming to improve your Company internal image and, at the same time, create opportunities for extra remuneration and less dependence on your current position.

Many professionals manage to be successful in this parallel activity and many companies are in good faith that they do not perceive your cheating role or will perceive late.

Of course, there are risks that you have to calculate and take. Some companies have effective management systems that detect such parallel activities and, in the short term, trigger corrective measures.

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In the meantime, I can assure you that these companies are minorities. Many realize and opt to ignore it.

How to start in this consulting activity? Quite simple: every time you give your business card to someone, end with this sentence: "Look, we are there at the Company to serve you. Our specialty is the area of tax law. If you need any support, do not hesitate to contact us! We will always find time out of our normal responsibilities".

And you will be surprised that your external 'customers' will value your work much more than your own Company. Is it not true that your vast experience as a lawyer, accountant, engineer, economist, administrator, among many other functions, is not properly recognized by your Company? Of course, they are not!

Therefore, nothing more just and natural that you look for challenges and recognition outside the Company. But, obviously, you will not be able to leave the Company to dedicate yourself full time to these external activities.

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How could your Company survive and be successful without your knowledge, right? It is a matter of professional commitment!

So, free the consultant within you!

Lesson 23 - CREATE THE 'RIGHT MAN' IMAGE FOR ALL PROBLEMS

There is a type of Classy Cheater that could be called 'the influential deceiver'. Although not so common, they arise according to the favorable and opportune organizational environment - those companies looking for facilitations to solve their most important problems...

He is the famous "leave it to me!".

This Classy Cheater requires certain special skills, such as: good personal presentation, excellent communication skills (good in conversation) and a high level of sociability.

Thus, you should seek to approach influential people.

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For such a feat, you must support long time at receptions rooms, or busy schedules of the influential person, until your goal is achieved.

In front of an influential person, you introduce yourself, reinforces that it is a public relations visit, hand over your personal card and almost always obtain the interlocutor's card. Thus, you extends the cycle of this ephemeral relationship.

In your Company, a special work of personal marketing makes your peers and your Boss impressed with your degree of relationship and influence.

“I met today with Mr. Packard, Office Advisor to the Secretary of the Government Work Ministry. Pack, as we know each other intimately, is an old friend of mine. Look guys, whatever you need from the Government Work Ministry, talk to me”.

And, hours later, you mention another name, brags about your friendship and knowledge and builds the image of being an important influencer through which the Company can obtain the desired solutions for its problems.

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After reaching this personal image, as an influential Classy Cheater you manage to get rid of all work routine and your absence at work is facilitated to promote your relationships.

It is a great alternative for you who gathered these skills.

Naturally, the requests start to appear: "Fred, could you contact the Government Work Ministry to expedite the approval of the plant for the expansion of the factory?".

And there you go to accomplish your mission.

Naturally, Mr. Packard will not attend you and will not even know of your presence. After three hours in the protocol queue, you can obtain the desired information about the plant expansion - it is approved, and it is in the dispatch sector for notification to the Company.

Of course, nobody in the Company should know about this.

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The following day, you make your statement: "I spoke to Pack and he assured me that he will order the approval of the plant expansion today and provide notification this week", to everyone's admired and grateful look.

"I need to review Fred's salary", his Boss concluded!

Over time, your fame will increase in the Company and you will be required to take care of external actions whenever the Company needs to deliver a request form, submit an appeal, deliver a bid, file plans, request permits and so many other needs that will make you one of the most important men in the Company.

And, very rarely, people will see you stuck in that exhausting work routine. The sun will be waiting for you, the shops, the delicious snacks in the cafeterias, the hot coffee made at the bakery. And, do not rush, spend your time. A very quick return for sure would diminish the importance of your achievement before the Company's management. On the return with the desired approved or filed documents, show them to many

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important people as possible. Make your personal marketing and, of course, get ready for more missions, including at the important headquarters of the country's Government

Lesson 24 - MAXIME YOUR INCOME FROM COMMISSIONS AND ADVANTAGES

If you choose to be such a kind of Class Cheater undoubtedly you are the smartest of all and the one that takes risks the most! But you will be the one that will earn the most extra money! You shall seek to unite your goal of cheating with class with a greater objective - that of earning commissions and obtaining advantages in addition to your salary.

Thus, in a first phase, you must gain the confidence of your Boss, adopting a submissive, loyal, dedicated, reserved, helpful behavior for any type of work (including the particulars ones of your Boss), maintaining a good relationship at all levels. Anyway, do not create enemies within the work environment.

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You must learn to get along well with God and the Devil. Such a kind of Classy Cheater proliferates more in non-professional work environments, where this flattery behavior has field to obtain good results.

Having earned the unrestricted confidence of your Boss, very often a non-professional executive, you are able to articulate how to perform functions that bring you closer to the various types of suppliers and service providers. That is, activities where you with great skill manage to include your modest commissions and advantages to make things go well in the Company.

In this activity, you should maintain very isolated contacts with suppliers, preferring external negotiations - this facilitates your private negotiation. Take care to manage the confidentiality of suppliers and service providers, always using the argument of being a man of total confidence in the Company's Board of Directors and creating a climate that induces these partners to believe that you can harm them in their business in the Company to open their mouth.

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In these well-articulated activities, you can manage to escape your boring routine commitments that pay you so little. It is a model to be adopted by veterans in the cheating art. It is not for any beginner!

Usually, always seek to involve direct employees who, for sure, will have access to these negotiations and will discover the scheme, so that they are left with their 'ass stuck' and they will not dare to make any report. To this end, you must protect them in the work environment, get promotions and salary increases and divides a small part of the commissions.

Is this dishonest on your part? Definitely yes. But it is a way to compensate for the injustices that the Company and its Boss have been doing, paying salaries below your performance, and not remembering your name for promotions...

Lesson 25 - BECOME A PHILOSOPHER OF LIFE

At this stage, we are dealing with special graduated Classy Cheater.

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Only the veteran Classy Cheater who has gone through all the challenges and remained in the Company will be able to adopt this style. We refer specifically to the Classy Cheater philosopher of life.

This Classy Cheater, guaranteed by many years of employment, job stability, entitled to high severance pay if fired, and in a good personal financial situation, begins to self-determine standards of quality of life.

Through these standards, he limits a few hours of time to be concerned with his work. This type of Classy Cheater provides a limit line of work per day and does not exceed it. This line is well below his load and working hours.

In the other hours he practices all theories of quality of life - he does physical exercises, takes good walks in the Company's corridors, constantly goes to the medical clinic for medical check-up, dedicates himself to pleasant reading, develops a very slow pace of work, delegates absolutely everything, is always willing to have an endless chat.

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In most situations, the Company accepts or is obliged to accept it, keeping the employee's expenses in non-refundable debit in accounting. The less he does, the less the Company asks him to do.

His absences become a relief for the work environment: "He does nothing, at least he doesn't get in the way".

The Finance Department normally gives a mathematical treatment to this situation:

"If we were to pay labor rights and the Company package for this veteran employee, we would spend X. The application of this X in the capital market yields much more to the Company than the salary we are paying for the old Classy Cheater. So, leave him here. After all, he has worked for the Company for so many years!".

Nobody cares about Mr. Emmanuel. Mr. Emmanuel himself drifts away from everyone, maintaining few contacts with the other veterans of the Company. He becomes a symbol, not an example!

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When one day Mr. Emmanuel dies, emotions will be the most varied: tributes, reports of his extraordinary contribution to the Company in the past, massive attendance of employees at the funeral.

Among them, the Financial Director who accounts for the write-off of the legal labor commitment with Mr. Emmanuel - the financial strategy worked!

Lesson 26 - BE AN ASSIDUE COMPUTER OPERATOR AND ALWAYS CONNECTED WITH THE SITE:

www.cheatingwithclass.com.moon

We could not fail to highlight a larger example of how to cheat with class. And the Oscar goes to those who developed computing machines and made the computer available to everyone.

It is impossible to live in today's business world without using a computer. The computer is in everything we do and everywhere.

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In all companies, there are practically no employee who do not have a computer in front of him. A computer and all its wonderful resources, like email, internet.

For the Classy Cheaters, the computer was the best invention of men that they were waiting for. Most of Companies value everyone who operates computers in a hallucinated way.

The Companies invest millions that are needed for computerization projects. And there is no other way to improve competitive advantages and gain speed of information and decision.

The modern Chief, in his inspections in the offices and factories, want to see his employees looking at a computer screen. If you are looking, great! He deduces that you are making Excel spreadsheets, Word texts, Power Point transparencies, accessing information through e-mail, selling, or buying over the internet.

Anyway, even the Headship function has become easier. From his office, the modern Chef receives the information, controls, and reports he needs.

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Thus, the Classy Cheaters gained a computerized space to cheat with class.

While your Boss tries to read the countless e-mails, you have sent or copied, you can cheat in front of the computer screen. Doing what? Virtually everything that was taught in the previous items – private consulting, scheduling lunches, confirming attendance at external meetings, managing your side business, obtaining information of interest. Play and have fun, too! How many games are available on the internet!

If you have not learned to operate a computer, you are at serious risk! Currently, it is impossible to cheat with class without computer knowledge.

So, go to the fight! Sign up for the first course that you find to open new cheating Windows in your life. Good luck!

Lesson 27 - ENJOY ALL THE SAFETY AND ADVANTAGES OF BEING A MEMBER OF THE VETERAN CLUB

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There are many companies that institutionalize a favorable environment to Classy Cheaters through the overvaluation of 'seniority', that is, the excessive recognition of seniority.

These companies still recognize heroes of the past, even if these heroes are no longer fighting or winning any 'war' in favor of the Company at the moment.

Thus, for these companies their actions, performance, and achievement of objectives in the present does not matter. They are pleased to recognize that they have had these actions, this performance, and this achievement of goals in the past.

In the conception of these companies, the veteran employee with many years of service deserves a formal authorization to cheat with class.

Virtually nothing is charged from them. Over time, the work environment recognizes this as a normal fact and the loss of work and production

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for these veterans is covered by hiring more employees.

Thus, they meet in veteran clubs that are given appropriate names: Bengal Club, Sequoia Club, Veterans Club (it would better to call them Classy Cheaters Veteran Club!), among others.

So, you do not need much creativity to join this select club. Your unique challenge is to be able to stay in the Company for a period of 20, 35, 40 years. And if you manage to stay so long in this Company and cheating around, congratulations! You can be considered a master of Classy Cheater!

Lesson 28 - HARASSMENT FEMALE EMPLOYEES WITH CLASS

What a Classy Cheater likes least is being stuck at a working desk for hours at a time! So, a way you could find is to spend time and invest in something that can be very pleasurable - to harass the Company's girls.

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To be a lascivious Classy Cheater, becoming one of the hundreds out there, requires some care on your part.

If you fall in love and sexually desire one of your female employees, how do win her heart? Be careful not to engage in aggressive sexual harassment or that could result in “no means no!”.

If aggressive, you can be prosecuted and fall in disgrace at your Company that will most likely fire you.

If it results in a failure on the part of the targeted female employee, you will be in an embarrassing situation and your professional relations with that employee will be very delicate. Besides, you will be in her hands.

So, before ‘attacking’, adopt a posture of special interest in the employee's career. Pay special attention to her training, try to involve her in special work projects, such as coordinating work groups, carrying out activities considered confidential.

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And, before your Boss who approves promotions and salary increases, do not spare praise for the extraordinary capacity of the targeted employee:

“Chief, a professional star is being born in my department - Pussie. She has been showing extraordinary career potential. Her performance is an example for all employees in the sector. She is already coordinating working groups and carrying out confidential tasks. Soon we need to review her salary and, in the near future, her promotion”.

If Pussie have a good mind control and do not get carried away by these tricks, she will do well with this failed harassment. And with a promotion and a salary increase!

But, if Pussie is one of those women who is enchanted with this special attention from her Boss and has a natural tendency to admire and also fall in love with her superior, which is very common in work environments, she will end up in the arms of Classy Cheater Boss.

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And when this happens, both of you have to take daily care so that the case does not come to the attention of the entire Company and be targets of malicious comments in the workplace. Do not let your image be damaged. If this happens, you cannot be considered a lascivious Classy Cheater.

Remember that there are many places where you can meet outside during working hours or not. However, if you both leave during office hours and return after two hours, this can be obvious. Avoid this.

But you can always manage to bring the employee as a person you trust and in a direct reporting position to you. This will give you excellent opportunities to live together with her, to increase your influence on her.

If you manage to prevent the case from being known in the workplace, which is one of the biggest professional challenges of the lascivious Classy Cheater, you will have paradise on Earth.

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You can do external work with her, participate in meetings with her and even travel around your country or even abroad with her.

In the intervals of these terrible commitments that compel you to leave the office and take the employee, you will have motels, drive-in and even destination hotels at your disposal and, what is better, everything paid for by the Company.

It is always good to simulate small admonitions to your love affair before other employees just to mislead.

Attention! Watch out for the 'dead fish look' when you are near her. Your attitude will always have to be as professional as possible. Otherwise, everything can go down the drain.

If all goes well and you follow this lesson strictly, prepare to combine the useful with the pleasant in the work environment. After all, sex is especially important in life and nothing better than active sex to be an efficient professional. This justifies your attitude. It does not matter if you are married or not...

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You will no longer feel that weight in your mind when you wake up in the morning to go to work, you will develop your activities with good humor and motivation, those problems in the Company that previously plagued you will cease to exist as if by charm.

So “Vivez l’amour, mon ami!”.

Lesson 29 - BECOME A SKILLED AND IMPACTIVE CAREERIST

There are two ways to have a promotion - through an above-average performance effort and continuous professional development and another with a classy cheating strategy.

Why wait for the first one, which can take years, if you can determine your career now? This important lesson will show you some tactics for accelerating your career at the Company. Just be on the lookout for opportunities!

Who decides the promotions that are worth it are the top executives of the Company, right?

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If you work for a multinational Company this is especially important.

As an example, which will serve as a guide for you, I will go over a case that was reported to me by an HR colleague, who held a high management position in an important multinational Company.

He mentions the case of an Accounting Manager who was not one of those examples of talent or high performance. He was there, he could handle his message, but not as a great brilliance professional.

But, our friend, a Classy Cheater, had high career dreams at the Company. He admired, desired, and even envied the 'status' of the Company's top executives, especially expatriates. They had luxury cars at their disposal, Company-sponsored clubs, reserved parking spaces, high bonuses and salaries, fringe benefits and many international trips.

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And they frequented VIP'S restaurants, where they went after meetings of the Executive Committee and reception of international visitors.

And it was at these lunches or dinners that our friend Classy Cheater met with these executives on rare occasions.

As an Accounting Manager and knowledgeable about the Company's economic and financial figures, he answered some of the executives' invitations for lunch or dinner, when these figures would be under discussion.

Thus, he began to feel the taste of belonging to this world - "I want to be a President of the Company and in a short time!", he thought.

Well, first of all, the careerist Classy Cheater started a tactic of approaching and making a daily presence with these executives.

When he had the first figures for the closing of the monthly, quarterly, or annual balance sheet, he run through the offices of the Directors to anticipate the information.

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He did not make an appointment, did not ask permission from the secretaries, nothing. He simply knocked on the door and entered.

“Mister Hans, I know you are terribly busy, but I could not fail to pass this information on to you first hand - the profit for the period was 26% and sales increased by 15%. Sorry for my entry like this, but I was so happy with this information that I couldn't wait to share it with you!”.

The serious and busy Mr. Hans, who had just interrupted an important report for the Headquarters abroad, patiently took off his glasses and calmed the Classy Cheater: “Thank you! How nice to know that! Let us hope that the next quarter continues like this!”.

Mr. Hans felt, in a way, privileged by the first-hand information. He did not imagine that the careerist Classy Cheater was already in the rooms of Mr. Wolf, Mr. Gunter, Mr. Adolph, and other Directors, giving the information also 'first hand'.

On some occasions, when the careerist Classy Cheater knew about the destination of the

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Directors' lunch or dinner, he manage to coincide with a 'casual encounter'. He went to that restaurant, called for a drink, while waiting for a friend who did not exist and, certainly, would not come.

Upon seeing the employee so loyal and holding information so important to the Company, the executives did not hesitate to invite him to join the group.

Bingo! The tactic had worked.

And so, the careerist Classy Cheater got closer and closer to the Company's top executives, all foreigners, and expatriates.

Over time, access to the Directors' rooms was already much easier and the treatment was not so reverential. Mr. Hans, Mr. Wolf, Mr. Gunter, and Mr. Adolph were simply replaced by Hans, Wolf, Gunter, and Adolph.

But, what to do when these executives decided to speak to each other in German?

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Now, nothing is a problem for the careerist Classy Cheater. He immediately started an intensive German language learning program. This brought him even closer to the Company's top management.

But on weekends the careerist Classy Cheater had no access to the Company's executives. They played golf in a golf club. And it was not long before this club received a new and illustrious member - the careerist Classy Cheater!

The careerist Classy Cheater started his golf lessons and, in the beginning, avoided contact with the executives of his Company, as a sign of detachment and disinterest.

He needed to prove he was there for the love of golf. Executives love to play golf!

He learned golf relatively well and, in internal tournaments, tried to join the group where some of the executives also participated. And it worked! This appeared to be the final proof for the careerist Classy Cheater's career advancement strategy.

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When the expatriate Financial Director entered the retirement phase, the Company analyzed whether it would bring in another expatriate or if it took a potential internal candidate.

As the decision was made by an internal candidate, the careerist Classy Cheater's name was immediately remembered and approved.

Now, he was already sitting at the table at lunch and dinner as one of them. He was also part of the Company's Executive Committee.

In the work environment, especially in the Accounting Department, the staff knew the careerist Classy Cheater well and knew that he did not have the talent and ability to hold senior positions in the Company.

However, they were all unanimous - he was a brave man who took advantage of a work environment that allowed situations like this.

After a few years, Mr. Hans was appointed to another important subsidiary of the Company in

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Asia and the position of President has become vacant in the Company in the country.

Who would be your replacement?

The Headquarter concluded that it was time for the subsidiary to have a local President. This would be important for a good image of the Company.

I will let you conclude who was nominated to occupy this highest position in the organization of the Company...

What do you think? Was he a careerist Classy Cheater or was he a smart professional that deserved this career?

Lesson 30 - ADOPT THE PHILOSOPHY – “TO FLATTER THE BOSS IS THE HANDRAIL OF SUCCESS IN THE COMPANY”

Finally, let us go to Classy Cheaters’ paradise - national or foreign companies with a non-professional work environment.

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These companies, like all companies, of course do not give up results, profits, production, good sales, trustable control of expenses, high quality of their products, excellent performance of their employees.

However, the key point is that the criteria for hiring or professional advancement to command positions obey non-professional principles. In other words, the so-called 'men of confidence' are hired or promoted, regardless of a careful analysis of their capacity and technical and professional training.

Thus, internal competition is created in the company to achieve this title of 'man of confidence' of the company's owns or Board of Directors.

So, dear friend, if you want to achieve this level of confidence and reach this important status, use all possible rules. Of course, not professionals ones!

Learn the basic rules to be successful in this intention!

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Examples: Flattery, subservience, extreme loyalty, acceptance of any service order, attendance to private services, whistle-blowing co-workers, staying in the company for 12 hours or more work weekends, including weekends, and all others, without being bothered by any restrictions dictated by a professional and competent posture.

If you manage to reach this level in this type of Company, you will move to the great glory of being a 'man of confidence'. From then on you can do what you want and when you want.

No company employee will have the courage to report anything against you. If they do so your Boss will not believe, and you will be free to fire those ungrateful and lying employees.

Thus, when you get to the top level of the Company, you will be classified as the King Classy Cheater.

You can adopt the behavior with the subordinates that you like, dedicate yourself to numerous parallel activities and have free transit in the board rooms.

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The opened opportunities are many: starting an industry, running for political nomination in the community, managing your farms from your office in the company, giving consultancy, teaching preparing classes in full working hours, being a partner of Company supplier and so many other activities.

In this sense, I was once told a story that demonstrates the spirit contained in this item. It was said in a Company where I worked that a teenager office clerk who liked to please everyone and, mainly, the Directors and their Secretaries, went down the stairs that gave access to the Presidency room, where he had just left some documents, carrying a stack of papers in their hands. On the way, he came across Mr. Richard, President, who was returning from lunch and walking up the stairs quite calmly. The office clerk (a little aspirant to be a future Classy Cheater i.e. a Classy Cheater Junior) fumbled with the casual encounter with Mr. Richard and ended up stumbling and falling on the steps and the papers he was carrying spread all over the stairs. Mr. Richard found the scene very funny and laughed, laughed a lot, while helping our little Classy

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Cheater Junior to get up. Already standing, the office clerk, seeing Mr. Richard find grace in his fall, did not hesitate to ask: "Do you want me to fall again?".

Lesson 31 - WALK ALWAYS IN A HURRY AND WITH DOCUMENTS IN HANDS

I could say that people in the workplace of companies in general have a precise concept for people who walk in a hurry through the corridors, especially if they are carrying many documents in their hands: "This employee always runs from there to here. And he always carries in his hands a lot of work to deliver. He must be very dynamic and busy. What he needs more is to take care of himself. At this rate, he will not standi it any longer!".

So, do you want a better tip to impress in your work environment and take away eyes and doubts about your affairs? Or are you going to keep walking through your company's offices and corridors at the same pace you use in your work?

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Therefore, you should take the most of this false convention that exists among company employees. When you leave your room, take a deep breath, prepare yourself as if you were going to start a 200-meter dash. Remember before leaving to get several folders, preferably colored, and lots of papers and documents. And take two, three turns through the offices and corridors of the factory.

If, on the way, you find people with their heads down and concentrating on their work, stop by to greet them. You cannot let them miss your run and the workload in your hands. Say: "Good morning or good afternoon" and with a subtle gesture show your hands full, as if apologizing for the short stop and move on at the same pace. Employees with documents in their hands look like remarkably busy people heading for important meetings. Never take a newspaper or magazine. This will give the impression that you are going to the bathroom. When you have to do this, and you must do it very well, hide the newspaper or magazine in the middle of folders and documents. At the end of the day, repeat the race for the cheating operation.

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Always leave in a hurry, show yourself impatient and irritated giving the impression that you are late for that professional development course. Do not forget to bring the same folders and documents when you leave. This will give the impression that you will be working at home and will make your run easier in the morning when you get to work, certainly late.

LESSON 32 - MESS UP ALL YOUR WORK PLACE IN A VERY IMPRESSIVE AND WELL-ORGANIZED WAY

Many companies still maintain the so called "Clean Work Place Operation", mainly in the office areas.

This program aims to ensure greater care and confidentiality of information, as well as to ensure a clean working environment with a good image, both for the internal and external public.

However, this is increasingly being a forgotten practice.

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On the contrary, the new established value is productivity and rationalization of work. So why do you have to force employees to file all the documentation of their work hours in drawers and cabinets if, the next day, they have to pick everything up again? This is a waste of time and disrupts the results. Let us stop being nonsense! And you can give a great collaboration since this new trend came to stay.

Therefore, you should devote a reasonable amount of time to organizing your desk with a well-planned mess that has a positive impact on visitors and, especially, on your boss. When your desk is cluttered it gives everyone the impression that you are working hard.

Place the huge stacks of documents around your workspace. Do not mind if last year's pile of documents looks the same as today. What matters is the volume and the generalized, but organized and planned mess. When you realize that someone is coming to your office, pretend that you are looking for an important role in one of the stacks of documents, to prove that they are all valid and important.

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However, stacking documents on the table is not enough. Leave standards and procedures manuals open and some books on the floor, demonstrating that you are always looking for facts and data to present accurate and reliable work.

An especially important point: leave some folders right in front of you on the work desk with titles in large, colorful letters, so that they can be read from a distance. Create subject folders, such as: Daily budget monitoring; Follow-up of achievement of objectives; Expenses not approved for review; Meeting agenda for monitoring team results.

Lesson 33 - MANAGE YOUR WORKING HOURS

This is one of the most important lessons. Companies in general, even those tolerant with Classy Cheaters, feel compelled to control their employees' working hours as a basic rule of discipline. After all, someone has to work and ensure the company's results.

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So, very unfairly, even Classy Cheaters have to be aware of this point. They should not be careless and call the attention, especially of the Headship, to turn to them. In this lesson we will give you important tips on how you can keep cheating the time clock and, at the same time, meet your company's expectations in this regard.

First of all, get close to your Chief's Secretary and get to know all his schedule for the week, such as the external exits, the long meetings he will participate in, the trips abroad.

A basic rule is that you synchronize your absences and delays exactly in these open spaces in your Boss's agenda. It does not matter if employees are noticing you are late or not. The important thing is that your boss does not see it, so he will not give credit to these gossips on duty who seek to damage the image of the Classy Cheaters.

If your Boss is planning to be in the office in a given day, try to arrive before him, turn on your computer and put yourself in a strategic position that makes it easier for him to see that you were already working when he arrived.

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When he is away, you make up for this sacrifice with the delay that best suits your need.

When you are late, do not say good morning to anyone and hurry in with those document folders in your hands. If your Boss is going to be around all day, in addition to arriving early, leave the office after him and, likewise, make him realize this.

Find a subject to e-mail at the last minute that you are leaving the office, even if he is gone, to keep track of the late time you left. Likewise, before leaving, let some paper with notes on your Chief's desk with the date of the next day. As soon as he arrives, he will notice that you were already working and that you arrived just before him. Capitalize image, my friend. Ever!

However, my friend, when your Chief is on the road for a few days, take the opportunity to exercise all the teachings of the lessons presented and cheat as much you want. He will never know. Just carefully monitor any changes in travel plans that may anticipate the arrival of your beloved and dear Chief.

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Lesson 34 - DEVELOP A RICH AND INFLUENTIAL VOCABULARY

This lesson complements the next lesson. As a Classy Cheater you will not ever occupy important positions in your Company if you do not know how to express yourself well, even without saying anything. So, cultivate a rich and unusual vocabulary that marks your personality. Create your own terms, add foreign words to your communications.

Nothing impresses people more if you say something like this: "Downsizing is a strategy that can result very good net earnings in the bottom line!".

Instead of losing nights of sleep taking graduate or master's degrees, take the time to specialize in the art of communicating. There are many good and quick courses on the market. Learn oratory and verbal communication techniques. This effort you will have to make. If you do not master the word you will not be able to impress when implementing the cheating lessons with class.

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Never use slang in the work environment, be polite, show social level, do not mix with the crowd. Leave the slang for when you have your love affairs having fun in bars and clubs, you are your friends. Never use slang in the workplace!

Always memorize some expressions for when you are caught off guard at a particularly important meeting, discussing strategic and vital issues for the company and, suddenly, the Director addresses you asking your opinion. Opinion for something you do not understand and never wanted to understand.

Something like:

“Well, I think that the complexity of the studies carried out plays an essential role in the formulation of financial and administrative goals”.

“It is never too much to insist that the development of different forms of action offers a good opportunity to verify the intended indexes”.

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“Even so, the current structure advocated here assumes important positions in defining the basic options for the success of the program”.

“The incentive for technological advancement, as well as the expansion of our activity, requires precision and definition of future development options”.

“We must not forget that the execution of this project requires us to analyze the appropriate conditions for business”.

“The experience and vision I have on this subject leads me to give a favorable opinion to what is being proposed”.

After using catch phrases like these examples above, you can be sure that the Director will immediately ask the opinion to another participant in the meeting and will not even ask you to clarify what you were trying to say. Develop a spirit of listening carefully to stories and cases told by others, internally or externally. In applying the lessons presented here you will have numerous opportunities for contacts and will

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hear important and impressive reports from others.

Do not hesitate to memorize, copy, and forward these reports as if they were your own. Monopolize the social groups in your relationship, use the lessons of public speaking courses and verbal communication techniques. And get ready for promotions to high positions in your company. From up there, you will be able to identify opportunities for high-level executive classy cheating and will be able to use them without those fears and cares you were obliged to take before your promotion. Now, at the top, who can stop you? Congratulations, you have reached the VIP Classy Cheater category.

Lesson 35 - TAKE CARE OF YOUR LOOK AND APPEARANCE

It is unnecessary to show in this item the importance of being well dressed and taking care of appearance in the workplace and in the most varied environments in which we participate in social life.

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Those who dress well and take care of their appearance immediately enjoy a great impression of people. It does not matter that behind the elegant suit, the trimmed hair, the shaved beard, the shined shoe hides a great Classy Cheater.

Society, in general, has this paradigm of value in the evaluation of people. This is nothing new for anyone. I recently saw a picture on a TV show that sought to fulfill the dream of a street beggar. The production of the program took the test.

First, he took the beggar as he was to watch a theater play (this was the poor man's great dream).

With his dirty clothes he was immediately banned by the Theater Ordinance, despite being duly qualified for admission. We are not going to discuss here the guaranteed right to the beggar to watch the play. At the moment he forced himself in, they called the police. The invited beggar and the TV production left the place in a hurry.

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Then, they cared about all the appearance and cloths of the beggar: full bath, haircut, beard, dental treatment, dressed him in an elegant suit. And there went the beggar to try again. This time, he had no problem entering the theater and fulfilling his dream.

And we feel that this is true when we go to the doctor, the dentist, the stores, the banks, the schools, the events in general well dressed.

However, this is particularly important for the Classy Cheater who aspires to achieve important positions in the Company where he works. So, set aside a significant part of your salary to buy good clothes and shoes. Use a perfume that characterizes you in the work environment. Walk impeccably dressed and with elegance.

Do not worry about saving at this stage of your life. If necessary, take out bank loans to dress well and take care of your appearance. Your savings account can wait a future application when you are in that direction or management position!

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Good appearance is a sign of personal quality and high professional skills.

Have you ever seen a bearded employee, always wearing the same jeans, wearing sneakers, working like crazy for hours to cope with the workload and comply with their results obligations be remembered by the Company for a promotion? Never!

On the other hand, that young Classy Cheater who walked around the office corridors, showing his elegance and beauty, drawing the passionate attention of the employees, was the first to be remembered for the promotion.

Therefore, dress like an artist and go out on a parade of your class cheating through the offices and industrial areas of your company. Adding to the application of other lessons, just wait for the long-awaited promotion and start making plans of what you will do with so many salaries, bonuses, stock option, which Company car you will choose, the trips you will take, in this new life of your class cheating initiatives that finally had all merits and efforts recognized.

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CLASSY CHEATING MAIL

Now, I would like to answer some questions asked via e-mails from my loyal readers on the subject:

Email 1

"Dear writer, I work on an assembly line. What should I do to be a Classy Cheater?"

- "My friend forget it! You will never be a Classy Cheater. The assembly lines follow an automatic production pace and you will be easily identified and fired immediately. At most, you can get an initiation for a Non-Classy Cheater by spending working hours in the WC, in the coffee-breaks, in the medical clinic, at the banking post, walking slowly through the corridors of the factory when the Chief asks you to pick up some piece".

Email 2

"My dear writer, I am a Maintenance Mechanic. Could I be a Classy Cheater?"

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- "Look, my friend. Any line position, operational or administrative, will never be able to be a Classy Cheater. At most you will be an apprentice Cheater, a junior Cheater. In addition to the suggestions above, maintenance is an area that allows a good space for cheating. Your work will hardly be well followed by your Boss. You are either hidden on a roof, or behind a machine. If you are tightening the screw and then loosening it to tighten it again, who will know?".

Email 3

"My dear writer, I am a Secretary and the employees of my department know that the Chief is a Classy Cheater. But he is considered a trustworthy position of the Board. What should we do?".

- "My dear, nothing. Do not do anything! Keep cheating or ignoring it!".

Email 4

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"My favorite writer, I am an Advisor and I would like to start learning the art of cheating with class. What are your advices?"

- "Well friend. In this book you received 35 lessons. As an Advisor, you are already starting to be able to be a Classy Cheater. Identify in your Company other conditions and potentialities not provided in these lessons. You will identify them very easily. They are dozens and dozens offered by companies. But, be smart about your Boss. He can be that loyal and competent professional, focused on results, who loves to chase the Classy Cheaters!"

Email 5

"My venerable writer, I have been trying to improve myself in my work professionally and technically. I seek continuous learning, internally and externally. I dedicate myself; I am enthusiastic and motivated. I have excellent performance records. However, a possibility of promotion arose, but my Chief, who is a typical Classy Cheater, hired his friend's son. What should I do?"

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- "Friend, may you be luckier in the other company where you will soon be working!".

Email 6

"My dear writer, I have been trying to become a Classy Cheater. But my Chief is a great Classy Cheater and he does not open space in this sense. How should I overcome this challenge?"

- "Dear friend, this is a quite common situation. As the Boss is a Classy Cheater, he keeps his job thanks to the good performance of his team, and he will hardly allow your competition. Your only chance is to become a man of his trust, following the rules of lesson 30. Examples: Flattery, subservience, extreme loyalty, acceptance of any service order, attendance to private services, whistle-blowing co-workers, staying in the company for 12 hours or more work weekends, including weekends, and all others. Do all efforts to help him be more successful and have the advantages he wants as a Classy Cheater. This is an excellent path. Try it!".

Email 7

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"My writer and guru, I would like to try classy cheating behavior. My Boss and my Company no longer deserve my dedication and collaboration. But I am afraid that if I change my performance, this will reflect on my performance evaluation and I may even lose my job. What should I do?"

- "Dear reader, if you change your behavior and this reflects in your performance evaluation at the point of view of your Chief, you are not a Classy Cheater and have not learned anything from the lessons we presented here! Your challenge is to cheat with class, but continue to maintain your Boss's recognition, respect, and prestige regarding your performance! It is to be expected that your Boss will not notice, especially if you continue to adopt a relationship of submission and flattery in your relationship with him".

Email 8

"Dear philosopher of classy cheating, in my department we have a Manager who is, admittedly, a great Classy Cheater. He does not solve anything and even harasses the female employees. But he is a guy who perfectly masters

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communications skills in English language, he is always very well dressed and elegant, he is political and very social. He adopts the strategy of always approaching foreign executives who visit the country. From his office, next to the place of coffee-breaks, he is looking to register the presence of distinguished visitors looking for a coffee. Immediately, he heads over and plays his marketing game. Thus, he became well known among foreign executives. This week, we were surprised by his promotion to International Director of the product line. We were all stunned! How can this happen?"

- "My angry reader, yes it can happen! Many international multinational executives are punctual in assessing talent and make 'small mistakes' like this. Multinational executives generally admire very talkative, friendly (and even handsome!) employees, well dressed and elegant and who certainly have a good command of their native language. This promotion is not surprising. This occurs very often. So, my advice is to try to follow his example. Try to learn the English language, buy good suits, shirts and ties, be

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social and try to be political and friendly (and, if possible, be handsome!)”.

Email 9

"Dear writer, reading the teachings of lesson 20, that one that recommends a temperamental and angry or critical and grumpy style to keep people away and get free time for private interests, I worked at two companies where I witnessed this situation. In one of them, the Director himself and his Administrative Manager of one of the units adopted this style and isolated themselves, whenever possible, from events in the company, such as courses and meetings. Everyone commented that it was impossible to enter the working place of this Director and his assistant. And so, it was until the company received the complaint that they were providing technical advice to one of the company's competitors, aiming at the improvement of its products based on the company's technology. The President authorized the surveillance guards to stop this Director's private car on a Friday and, surprise, in the trunk were drawings, descriptions and detailed recordings of the industrial process of

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various products of the company. The dismissal was immediate. In another company, one of the Managers mobilized several of their Chiefs to jointly conduct a private factory business in the same product line of the Company. They simply terrorized and boycotted all administrative support activities, especially human resources. One day this Manager was dismissed for other reasons. As time went on, I came up with this situation and for many it was ignored... it was a surprise!”.

- “Dear reader, these are quite common situations, perceived by many employees, but not always by Company management. We cannot fail to recognize that the example set by this last Manager and his Bosses is an example worthy of being followed by Classy Cheaters. They managed to make their private enterprise viable without being noticed. And this is the true spirit of classy cheating. As for the first case, he was victim of some jealous or angry person who does not accept classy cheating as an art and philosophy of life!”.

Email 10

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"Visionary writer, there is a situation that everyone finds very strange in my department. Our Manager, who is a teacher, usually distributes the tests of his students so that we can check them and give a grade. He says he does this to promote our training and development. He convinces us that, by checking the questions, we sharpen our ability to detect errors, in addition to learning from the questions and answers of the tests. Is this right? Can I refuse to check these testes?"

- "My respectable reader, this case I confess that I had not registered before and I am sure that many Classy Cheaters will follow the example of your Manager. He cannot fail to receive our congratulations for this creativity! Without a doubt, it shows to be a top Classy Cheater. About you to refuse to check the tests, review your company's policy on conflicts of interest and code of ethics. If you do not trust it and you think your refusal may cause you a problem in case of complaint, keep checking the tests and, in a way, benefiting from your training and development!"

Email 11

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"Admired writer, in my department we always comment, and even find it funny, about our Director's management style. He is an executive who turns to a good relationship with his superiors, mainly the top executives of the Headquarters abroad. He always offers to accompany them in the best clubs and restaurants. He is deeply knowledgeable about these places. However, in terms of administration it is chaos. He does not solve anything, he does not dispatch anything, leaving us in big trouble. But, as he runs a marketing division for a great product with great acceptance and demand in the market, his performance does not affect sales. We can see the pile of documents and folders on his desk that he does not deliver. And, of course, the desperation of the people who need his approval. One of these days, he was visited by the Human Resources Manager who was looking his approval for an important salary and career management policy in the Company. And we witness his management style. He said to the Human Resources Manager: "Are you sure you sent it to me? Well, if you did, it is in this pile. I expect the person to charge me. If it is important, the person will come looking for me. If he does

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not look for me and charge me within a certain time, I will throw it all away. But, let us see. Ah, here is your policy! Did the other Directors approve? Yes? So, you have my approval too!". He did not even open and read this important policy, which has been long awaited by all employees! And look, I work at a large and recognized multinational!"

- "My admirable reader, this situation is quite common in all companies and, particularly, in multinational companies. Several executives work to enjoy a high reputation among the headquarters' executives, who decide the fate of everyone. When they accomplish this, they feel confident of creating stacks of documents and folders to be released by the interested person in the Company. Well, if the sales of the product are in accordance with the company's goal, nothing can be done in this case. Keep having fun, watching the desperation of people interested in imploding the aforementioned pile!"

Email 12

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"Wise writer, in my department the Manager visibly protects a female employee. She has received several promotions and salary increases. In the absence of the Manager, she acts as if she was his replacement. The staff comment that the two have an affair. But we have no proof of this. They seem to disguise this situation well. However, we are not encouraged to take this situation to the higher levels, because his Director also has an affair with his Secretary and the company's President himself has an affair with the Marketing Manager. It seems that the company accepts this situation and does not adopt any punitive attitude. What should we do?"

- "My distressed reader. What could I advise you? If this company policy, although not institutional or statutory, is admittedly the existing practice, I would recommend you relax from this tense environment by also making a love affair. Or, if this goes against your moral and professional principles, look for another Company where this situation is considered conflicting, unethical and immoral".

Email 13

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"My professional advisor, I know that looking good in the workplace is important. But my salary is barely enough to pay my expenses and college. What should I do?"

- "My poor, really poor, friend. Either you risk the philosophy of cheating with class or you remain a poor employee working desperately to cope with the work that your company gives you to compensate for the lack of productivity of Classy Cheaters. You might want to consider unsubscribing from college and contract debts in stores to buy new and modern clothes and shoes. Evaluate this best strategy for making progress in your company if you consider to be a future Classy Cheater!"

Email 14

"Dear master, I approached my Chief to ask for a salary increase, since I am doing the work of myself and two other employees who were dismissed, and he replied to me: "It is never too much to insist that the current structure of the organization forces us to analyze the appropriate conditions for business, which show unpredictable

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options for future development". What exactly did he mean by that?"

- "That you will never have the intended salary increase!".

Email 15

"Dear wise of the classy cheating, this morning a strange fact happened. I was copied from an email that my Manager sent to the Director. The e-mail was signaling the sending at 10:30 pm and I know that my boss left the office at 3:00 pm for an external appointment, after receiving a call from a girl who he said was a large potential client. How can it happen? The Director, for sure, was impressed by the fact that my Boss stayed at the company until 10:30 pm when, in fact, he was discovering the potential of the future client!"

- "My suspicious reader, you need to learn the resources of computer science if you want to enter the extraordinary world of classy cheating. To your knowledge, Outlook has functions that allow you to trigger an email the moment you

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book. Find it out and talk to your System Manager about it. It is necessary to teach these practices in a work environment that favor the Class Cheaters! As for the strange potential customer, if she does not become a big buyer, surely your boss must have discovered other great qualities in the person!”.

Email 16

"Lovely guide, since we are talking about computers, I notice that my Manager's computer screen is always full of open applications to generate spreadsheets such as: sales growth, expense control, achievement of goals and many others. And the computer changes these screens every 30 minutes, even though my Manager is not present. Is my Manager's computer defective?"

- “No, dear Secretary. It turns out that your Manager must be a good computer expert, in addition to be a cyber master of Classy Cheater. He must be using the ‘wallpaper’ features to open multiple spreadsheets or software from your company, leaving a screen full of open

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applications, looking like he is terribly busy. He should be giving a 'print screen', pasting on 'paintbrush' and saving the picture to the wallpaper. Then it is clearing all icons from the desktop. So, it is repeating this procedure about ten times, creating ten style wallpaper screens. Certainly, he got a program that is changing the wallpaper automatically every 30 minutes. Exceptionally good this strategy of your Manager, isn't it? This I had difficulty answering. I had to consult System Analysts! But this strategy of your manager may work well to the eyes of his Boss. My congratulations to him. He knows how to apply lesson # 26 extraordinarily above average!

WRAP-UP

I apologize to everyone who sent e-mails and I could not answer them.

There were hundreds and hundreds of e-mails. I could not imagine that cheating with class was a subject that could bring so much interest!

- "Just one more email. We do not have any more time! Well, let us see this last one here".

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"Beloved writer, how can the Company's top management not see the many Classy Cheaters in the Company? People are unmotivated, they are losing enthusiasm and the desire to fight for the company. Many are looking for other job opportunities".

- "My faithful friend, in many companies the Board is far from the factory floor and the office floor. They manage based on computerized reports and information received from their trusted men. They prefer to stay in their offices, dispatch by email and by phone. They rarely visit the Company's facilities. When they do, it is usually to accompany an important customer or visitor through the Company's best-looking halls. Most Classy Cheaters are perceived by line, operational or administrative personnel. Classy Cheaters make a perfect match with their peers and superiors. Thus, they are practically invisible in this activity. They are good observers of the lessons transmitted here. These are some of the reasons!".

"But, beloved writer, excuse the insistence. But, aren't Companies like that harmed?"

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- "My faithful friend. Yes! Companies of this type generally have truly little efficiency, have many problems with technical assistance, with late delivery of products to customers, with low productivity, with low morale and discipline of employees, with high costs, with excessive bureaucracy due to the expansion of controls. They generally blames the lack of qualification of employees, the lack of recognition of employees for everything the companies do for them. Instead of providing better working conditions, more competitive salaries, better training, and humane treatment, they inflates the management structure, hiring and promoting more bosses to put more pressure on employees. As the philosophy does not change in these companies, the lack of professionalism prevails and many of these new Chefs will be new and successful Classy Cheaters".

FINAL CONSIDERATIONS

Well, my dear readers, we have reached the end of this work.

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In the workplace in any company we will continue to face this old competition: On the one hand, the Classy Cheaters trying the most creative and innovative initiatives to gain their space. On the other hand, the Headship trying to identify the Classy Cheaters in their departments, getting rid of them. In this dispute, the smartest ones will win.

"Alia jacta est!". Good luck to Classy Cheaters. Best of luck to the Headship!

Ah, wait a minute! This email here deserves a final answer.

"Enlightened writer, I am a very dedicated, motivated, results-oriented Chef, excellent horizontal and vertical professional relationships, I have a great score in the annual performance evaluation made by my Director, I like the company and I intend to retire in it. But I confess that, at times, I found myself framed in the lessons presented here. I got scared! Would I be a Classy Cheater and I did not know? Citing some examples, I confess that, on some occasions, I took advantage of an external commitment and

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went to my house or to a shopping center; in external seminars, reading the study material in my hotel apartment has turned into a delicious nap; on international trips I took advantage, at least one day, for tours and shopping; sometimes I don't attend an unimportant meeting alleging false external engagement and things like that. Please reassure my professional soul!"

- "Faithful server rest assured. You are not a Classy Cheater. Situations such as those mentioned by you are common in at least 90% of professionals, especially executives, in my estimation. Cheating with class is a philosophy of life, a permanent behavior of the professional who decides to adopt it. A temporary, casual, and punctual classy cheating does not include you in the Classy Cheater category. On the contrary, I understand it as an act of self-defense against the gigantic pressure that many companies are doing today for results. In the past, we heard from our superiors: "Our first priority is our people!". Today, we hear: "Our first priority is result". This has provoked this reaction of self-defense by employees. These companies do not examine internal stress-o-meter. What counts are the

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bottom-line results and the value of the shares in the market. So, if you do not want to be a candidate for a heart attack, acute stress, and many other nervous diseases, you have to have punctual moments of classy cheating around. But be careful! If you decide to do this, observe the care and teachings of the lessons. After all, you may have a 'pressure cooker' style Chef, fully focused on results, who will not admit and tolerate even a small deviation. Stay smart! But, if you have a participative, well-humored Chief, who values good internal relations with employees, who knows how to recognize excellent performance with results and not only all the hours and minutes devoted to work, even after hours, he will turn a blind eye for these few hours you take for a 'dolce far niente'. So, no feelings of guilt. Remember that your company will continue, even after your death or medical leave!”.

And without wishing to classy cheating anymore, I would just like to tell you about the fable of the ant, in a modern version, which, in a way, criticizes with humor the work environment in many companies:

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“Every day, an ant arrived early at the office and got hard at work. The ant was productive and happy. The wasp manager was surprised that the ant would work without supervision. If she were productive without supervision, it would be even more so if she were supervised. And put a cockroach, which prepared beautiful reports and had a lot of experience as a supervisor. The cockroach's first concern was to standardize the ant's entry and exit times. Soon, the cockroach needed a secretary to help prepare the reports and also hired a spider to organize the files and control phone calls. The wasp was delighted with the cockroach's reports and also asked for graphs with indicators and trend analysis that were shown at meetings. The cockroach then hired a fly and bought a computer with a color printer. Soon, the productive and happy ant began to regret all that moving of papers and meetings! The wasp concluded that it was time to create the role of manager for the area where the productive and happy ant worked. The job was given to a cicada, who had her office carpeted and a special chair. The new cicada manager soon needed a computer and an assistant (her assistant at the previous company) to help her

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prepare a strategic improvement plan and a budget control for the area where the ant worked, which no longer hummed and each day she became more upset. The cicada then convinced the Manager wasp that it was necessary to carry out an organizational climate study. But, wasp, when reviewing the figures, realized that the unit in which the ant worked no longer yielded as before and hired the owl, a prestigious consultant, incredibly famous, to make a diagnosis of the situation. The owl stayed in the offices for three months and issued an extensive report, with several volumes, which concluded: there are a lot of people in this company! And guess who the manager dismissed? The ant, of course, because she was very unmotivated and bored”.

Dear readers, have you seen this movie before?

THE END