

6 month check in with new employee questions

6 Month Check-in with New Employee Questions: A Comprehensive Guide

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Summary: This guide provides a comprehensive framework for conducting effective 6-month check-in meetings with new employees. It outlines best practices for structuring the conversation, crafting insightful questions, and addressing common pitfalls. The guide emphasizes the importance of creating a safe and open dialogue to foster employee growth, identify potential challenges, and strengthen the employer-employee relationship. It also offers actionable advice and sample questions to facilitate a productive and beneficial 6-month check-in with new employee questions process.

Introduction:

The 6-month check-in is a crucial milestone in the onboarding process. It provides an opportunity to assess the new employee's progress, address any challenges they might be facing, and reinforce their integration into the company culture. Effective 6 month check in with new employee questions are vital for achieving this. This guide offers a structured approach to conducting these meetings, ensuring they are productive and beneficial for both the employee and the organization.

I. Preparing for the 6 Month Check-in with New Employee Questions:

Before the meeting, take time to prepare. Review the employee's initial job description, performance goals set during onboarding, and any feedback received from their manager or colleagues. This preparation ensures you ask targeted 6 month check in with new employee questions.

Review Performance Data: Gather relevant performance metrics, if applicable. This data will provide objective insights into the employee's contributions.

Schedule Ample Time: Allocate at least 30-60 minutes for the meeting to allow for a thorough discussion. A rushed meeting will not yield the best results for your 6 month check in with new employee questions.

Choose a Comfortable Setting: Select a private and comfortable space where the employee feels at ease to openly share their thoughts and feelings.

II. Key Areas to Cover in Your 6 Month Check-in with New Employee Questions:

Your 6 month check in with new employee questions should cover several key areas to gain a holistic understanding of their experience.

A. Job Role & Responsibilities:

"How well do you feel you understand your role and responsibilities?"

"Are there any aspects of your job that are unclear or require further clarification?"

"Have you encountered any unexpected challenges or obstacles in your role?"

"What are your biggest accomplishments so far?"

"What are your primary goals for the next six months?"

B. Team Dynamics & Collaboration:

"How well are you integrating with your team?"

"Do you feel you have the necessary support from your colleagues and manager?"

"Are there any areas where you feel you could collaborate more effectively?"

"Do you feel comfortable communicating with your team members and manager?"

C. Training & Development:

"Has the training provided been adequate to meet the demands of your role?"

"Are there any specific skills or knowledge areas you feel you need further development in?"

"What resources or support would enhance your learning and development?"

D. Company Culture & Fit:

"How well do you feel you fit into the company culture?"

"Are there any aspects of the company culture that you'd like to understand better?"

"Do you feel valued and appreciated as a member of the team?"

"What are your overall impressions of working at [Company Name]?"

E. Career Goals & Aspirations:

"What are your career goals for the next year, and beyond?"

"How do you see your role contributing to your long-term career aspirations?"

"What opportunities for growth and advancement do you see within the company?"

III. Best Practices for Conducting Effective 6 Month Check-ins:

Active Listening: Pay close attention to the employee's responses, both verbal and nonverbal.

Open Communication: Encourage open and honest dialogue.

Constructive Feedback: Provide both positive reinforcement and constructive feedback.

Frame criticism positively and focus on improvement.

Action Planning: Collaboratively develop an action plan to address any identified issues or concerns.

Follow Up: Schedule a follow-up meeting to review progress on the action plan.

IV. Common Pitfalls to Avoid in 6 Month Check-in with New Employee Questions:

Rushing the Meeting: Allow sufficient time for a comprehensive discussion.

Focusing Solely on Negative Feedback: Balance criticism with positive reinforcement.

Lack of Preparation: Thorough preparation is key to an effective meeting.

Failing to Follow Up: Ensure that agreed-upon action items are followed through.

Ignoring Employee Feedback: Listen carefully and address employee concerns seriously.

V. Conclusion:

The 6-month check-in is an invaluable tool for fostering employee growth, strengthening the employer-employee relationship, and ensuring a smooth transition into a new role. By using this guide and focusing on thoughtful 6 month check in with new employee questions, organizations can identify and address potential issues early on, increasing employee retention and overall productivity. Remember, the goal isn't just to assess performance but to build a strong, supportive, and productive working relationship.

FAQs:

1. How often should I conduct check-ins with new employees? While the 6-month check-in is crucial, regular shorter check-ins (e.g., monthly) during the first few months are highly recommended.
1. What if the employee is struggling significantly after six months? Develop a clear action plan with specific goals and timelines, offering additional training, mentoring, or even considering alternative roles within the company.
1. Should I involve the employee's manager in the 6-month check-in? Often it's beneficial, providing a more comprehensive perspective. The manager can contribute insights into the employee's performance within the team.

1. How do I handle negative feedback constructively? Focus on specific behaviors and their impact, offering suggestions for improvement rather than personal criticism. Use the "sandwich method" (positive-constructive-positive feedback).
1. What if the employee expresses dissatisfaction with the company culture? Listen empathetically, explore the root causes, and explore potential solutions. Consider whether cultural adjustments are needed.
1. How can I ensure the check-in process feels less like an evaluation and more like a conversation? Create a relaxed and informal atmosphere, focus on collaboration and problem-solving, and emphasize your support for the employee's success.
1. What should I do with the information gathered during the check-in? Document key findings and action items, incorporating this information into performance reviews and development plans.
1. Can I use a standardized form for the 6-month check-in? While a structured format is helpful, ensure it's flexible enough to allow for open discussion and personalized feedback.
1. What if the employee doesn't have any concerns or suggestions during the check-in? This is great! But still, encourage them to reflect on their progress, identify areas for potential growth, and discuss their long-term aspirations within the company.

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6 month check in with new employee questions: Change Your Questions, Change Your Life

Adams Marilee, 2010-05 The first edition of Marilee Adams's book introduced a surprising, life-altering truth: any of us can literally change our lives simply by changing the questions we ask, especially those we ask ourselves. We can ask questions that open us to learning, connection, satisfaction, and success. Or we can ask questions that impede progress and keep us from getting results we want. Asking "What great things could happen today?" creates very different expectations, moods, and energy than asking "What could go wrong today?" Many readers reported that they found themselves asking better questions before they even finished reading the book! This is the key insight that the book's hero, Ben Knight, learns from his executive coach as the story of his transformative journey unfolds, eventually leading to breakthroughs that save his career as well as his marriage. His success rests on having become a "question man" and an inquiring leader rather than a judgmental, know-it-all answer man. In this extensively revised second edition, Adams has made the story even more illuminating and helpful, adding three new chapters as well as three powerful new tools. *Change Your Questions, Change Your Life* is practical yet simple, giving readers an entertaining, step-by-step guide to a technique that will transform their personal and professional lives. Great results really do begin with great questions - Marilee Adams shows you how to ask them!

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countries and regions around the globe who are trying to manage amid this rapid change. Grounded in decades of Gallup research and consulting worldwide -- and millions of interviews -- the report advises that leaders improve productivity by becoming far more employee-centered; build strengths-based organizations to unleash workers' potential; and hire great managers to implement the positive change their organizations need not only to survive – but to thrive.

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and technology. Demonstrate and describe differences among HRM practices in public, for-profit and nonprofit organizations, and between the levels of government. Human Resource Management is organized to provide a thorough discussion of the subject matter with extensive references to relevant literature and useful teaching tools. Thus, students will consider the issues, purposes, and techniques of HRM and conceptualize how varied their roles are, or will be, whether a personnel specialist in a centralized system or a supervisor managing in one of the increasingly common decentralized systems. Each chapter includes a thorough review of the principles and practices of HRM (including the why and the how), selected readings, important themes, diverse examples, key terms, study questions, applied exercises, case studies, and examples of forms and processes would-be managers will encounter in their roles.

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6 month check in with new employee questions: First, Break All the Rules Marcus Buckingham, Curt Coffman, 2014-02-02 Gallup presents the remarkable findings of its revolutionary study of more than 80,000 managers in *First, Break All the Rules*, revealing what the world's greatest managers do differently. With vital performance and career lessons and ideas for how to apply them, it is a must-read for managers at every level. The greatest managers in the world seem to have little in common. They differ in sex, age, and race. They employ vastly different styles and focus on different goals. Yet despite their differences, great managers share one common trait: They do not hesitate to break virtually every rule held sacred by conventional wisdom. They do not believe that, with enough training, a person can achieve anything he sets his mind to. They do not try to help people overcome their weaknesses. They consistently disregard the golden rule. And, yes, they even play favorites. This amazing book explains why. Gallup presents the remarkable findings of its massive in-depth study of great managers across a wide variety of situations. Some were in leadership positions. Others were front-line supervisors. Some were in Fortune 500 companies; others were key players in small entrepreneurial companies. Whatever their situations, the managers who ultimately became the focus of Gallup's research were invariably those who excelled at turning each employee's talent into performance. In today's tight labor markets, companies compete to find and keep the best employees, using pay, benefits, promotions, and training. But these well-intentioned efforts often miss the mark. The front-line manager is the key to attracting and retaining talented employees. No matter how generous its pay or how renowned its training, the company that lacks great front-line managers will suffer. The authors explain how the best managers select an employee for talent rather than for skills or experience; how they set expectations for him or her — they define the right outcomes rather than the right steps; how they motivate people — they build on each person's unique strengths rather than trying to fix his weaknesses; and, finally, how great managers develop people — they find the right fit for each person, not the next rung on the ladder. And perhaps most important, this research — which initially generated thousands of different survey questions on the subject of employee opinion — finally produced the twelve simple questions that work to distinguish the strongest departments of a company from all the rest. This book is the first to present this essential measuring stick and to prove the link between employee opinions and productivity, profit, customer satisfaction, and the rate of turnover. There are vital performance and career lessons here for managers at every level, and, best of all, the book shows you how to apply them to your own situation.

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6 month check in with new employee questions: Strategic Staffing Jean Phillips, 2023-01-05 Formerly published by Chicago Business Press, now published by Sage Strategic Staffing equips both current and future managers with the knowledge and skills to adopt a strategic and contemporary approach to talent identification, attraction, selection, deployment, and retention. Grounded in research, this text covers modern staffing concepts and practices in an engaging and reader-friendly format. Author Jean Phillips expertly guides students in developing a staffing strategy that aligns with business objectives, accurately forecasting talent needs, conducting thorough job or competency analysis, and strategically sourcing potential recruits. The Fifth Edition includes the effects of the COVID-19 pandemic on staffing needs worldwide, new coverage of staffing-related technologies, and updated examples throughout, providing students with the latest and most relevant knowledge in the field. Included with this title: LMS Cartridge: Import this title's instructor resources into your school's learning management system (LMS) and save time. Don't use an LMS? You can still access all of the same online resources for this title via the password-protected Instructor Resource Site. Learn more.

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6 month check in with new employee questions: How to Be Good at Performance Appraisals Dick Grote, 2011-07-05 Do you supervise people? If so, this book is for you. One of a manager's toughest—and most important—responsibilities is to evaluate an employee's performance, providing honest feedback and clarifying what they've done well and where they need to improve. In *How to Be Good at Performance Appraisals*, Dick Grote provides a concise, hands-on guide to succeeding at every step of the performance appraisal process—no matter what performance management system your organization uses. Through step-by-step instructions, examples, do-and-don't bullet lists, sample dialogues, and suggested scripts, he shows you how to handle every appraisal activity from

setting goals and defining job responsibilities to evaluating performance quality and discussing the performance evaluation face-to-face. Based on decades of experience guiding managers through their biggest challenges, Grote helps answer the questions he hears most often: • How do I set goals effectively? How many goals should someone set? • How do I evaluate a person's behaviors? Which counts more, behaviors or results? • How do I determine the right performance appraisal rating? How do I explain my rating to a skeptical employee? • How do I tell someone she's not meeting my expectations? How do I deliver bad news? Grote also explains how to tackle other thorny performance management tasks, including determining compensation and terminating poor performers. In accessible and useful language, *How to Be Good at Performance Appraisals* will help you handle performance appraisals confidently and successfully, no matter the size or culture of your organization. It's the one book you need to excel at this daunting yet critical task.

6 month check in with new employee questions: *Decisions and Orders of the National Labor Relations Board* United States. National Labor Relations Board, 2008

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6 month check in with new employee questions: **Transforming the Workforce for Children Birth Through Age 8** National Research Council, Institute of Medicine, Board on Children, Youth, and Families, Committee on the Science of Children Birth to Age 8: Deepening and Broadening the Foundation for Success, 2015-07-23 Children are already learning at birth, and they develop and learn at a rapid pace in their early years. This provides a critical foundation for lifelong progress, and the adults who provide for the care and the education of young children bear a great responsibility for their health, development, and learning. Despite the fact that they share the same objective - to nurture young children and secure their future success - the various practitioners who contribute to the care and the education of children from birth through age 8 are not acknowledged as a workforce unified by the common knowledge and competencies needed to do their jobs well. *Transforming the Workforce for Children Birth Through Age 8* explores the science of child development, particularly looking at implications for the professionals who work with children. This report examines the current capacities and practices of the workforce, the settings in which they work, the policies and infrastructure that set qualifications and provide professional learning, and the government agencies and other funders who support and oversee these systems. This book then makes recommendations to improve the quality of professional practice and the practice environment for care and education professionals. These detailed recommendations create a blueprint for action that builds on a unifying foundation of child development and early learning, shared knowledge and competencies for care and education professionals, and principles for effective professional learning. Young children thrive and learn best when they have secure, positive relationships with adults who are knowledgeable about how to support their development and learning and are responsive to their individual progress. *Transforming the Workforce for Children*

Birth Through Age 8 offers guidance on system changes to improve the quality of professional practice, specific actions to improve professional learning systems and workforce development, and research to continue to build the knowledge base in ways that will directly advance and inform future actions. The recommendations of this book provide an opportunity to improve the quality of the care and the education that children receive, and ultimately improve outcomes for children.

6 month check in with new employee questions: Successful Onboarding (PB) Mark Stein, Lilith Christiansen, 2010-07-09 MASTER THE "4 PILLARS" OF SUCCESSFUL ONBOARDING AND CAPTURE THE ONBOARDING MARGIN Fact: One-third of all external hires are no longer with the organization after two years. Most of them begin job-searching after six months. What can you do about it? In a word: onboarding, the fastest-growing human resources tool in the world today, although poorly understood, subject to narrow definitions, and with limited codified best practice understanding and management rigor. Global consultants Mark Stein and Lilith Christiansen have studied and worked with leading companies on the topic, and they've synthesized their work into one complete, ready-to-use system, incorporating case learnings from Fortune 500 companies and other forward-thinkers. With Successful Onboarding, you can: Realize the best from your talent from the get-go-without wasting time. Rewrite the employee-employer compact-to everyone's advantage. Acclimate new hires to your culture-without scaring them off. Assimilate new employees of all backgrounds-yet benefit from their unique skills. Reduce time-to-productivity-while increasing the level of productivity. Address the specific needs of individual hiring groups-cost-effectively. Make improvements at the systemic level-with gains realized with regularity. While many companies have become very good at recruiting, today's orientation programs fall woefully short and impact your bottom-line potential. Successful Onboarding provides you with not only the business case but also a systemic approach to the entire process, from beginning to end. You'll be amazed how significantly you can increase new hires' productivity and increase the strategic impact and appreciation of your HR function. You'll discover the most effective ways to share your vision, offer early career support, and strengthen your strategic position, intent, and direction. Along the way, you'll hear fascinating inside stories-the good and the bad-from Apple, Starbucks, Netflix, Microsoft, Baird, Bank of America, John Deere, and dozens of other industry leaders. In the end, it's all about people. When your employees are effectively on board and your system is supporting their success, your company is on track to even greater performance. visit author's website for more information <http://onboardingmargin.com>

6 month check in with new employee questions: Winning Well Karin Hurt, David Dye, 2016-04-15 To succeed in today's hypercompetitive economy, managers must master creating a productive work environment for employees while still making numbers. Tense, overextended workplaces force managers to choose between results and relationships. Executives set aggressive goals, so managers drive their teams to deliver, resulting in burnout. Or, employees seek connection and support, so managers focus on relationships and fail to make the numbers. However, managers need to achieve both. In Winning Well, managers will learn how to: Stamp out the corrosive win-at-all-costs mentality Focus on the game, not just the score Reinforce behaviors that produce results Sustain energy and momentum Be the leader people want to work for To prevent burnout and disengagement, while still achieving the necessary success for the company, managers must learn how to get their employees productive while creating an environment that makes them want to produce even more. Winning Well offers a quick, practical action plan for making the workplace productive, rewarding, and even fun.

6 month check in with new employee questions: Hire Right, Fire Right Roxi Bahar Hewertson, 2020-10-10 For the first time, and in one place, Roxi Bahar Hewertson provides decision makers at any supervisory level, exactly what they need to get it right every time they hire, develop, or fire someone. In today's complex and competitive world of work, organizations simply cannot afford a mismatched new hire, a loss of top talent, or a dreaded bad 'goodbye' following a difficult termination. Whether working to avoid budget mayhem or preserving your company's image, learning how to navigate the hiring and firing process is a corporate essential. Leadership expert

and executive coach Roxi Bahar Hewertson provides insights and advice for avoiding these all-too-common business bumps in the road. She defines and explores the ARC employee life cycle: Acquisition (hire right), Retention (nurture right), Closure (fire right). Acquiring and retaining talent, and eventually bringing closure when employees leave, is a relational, not a transactional process. Hire Right, Fire Right successfully guides decision makers through those key interactions with new and current employees arming leaders with a powerful set of tangible tools to help ensure their organizations are well equipped to take on these talent management challenges - and win. By following Hewertson's three systems of hiring, developing, and terminating employees, decision makers will be empowered to: Dramatically increase your company's success rate of hiring the right people for the right job Measurably boost employee retention rates Significantly lower the risk of lawsuits, arbitrations, and damage to your organization's reputation if things end badly

6 month check in with new employee questions: *Americans with Disabilities Act* United States. Congress. House. Committee on Public Works and Transportation. Subcommittee on Surface Transportation, 1990

6 month check in with new employee questions: Talent Makers Daniel Chait, Jon Stross, 2021-03-30 Powerful ideas to transform hiring into a massive competitive advantage for your business Talent Makers: How the Best Organizations Win through Structured and Inclusive Hiring is essential reading for every leader who knows that hiring is crucial to their organization and wants to compete for top talent, diversify their organization, and build winning teams. Daniel Chait and Jon Stross, co-founders of Greenhouse Software, Inc, provide readers with a comprehensive and proven framework to improve hiring quickly, substantially, and measurably. Talent Makers will provide a step-by-step plan and actionable advice to help leaders assess their talent practice (or lack thereof) and transform hiring into a measurable competitive advantage. Readers will understand and employ: A proven system and principles for hiring used by the world's best companies Hiring practices that remove bias and result in more diverse teams An assessment of their hiring practice using the Hiring Maturity model Measurement of employee lifetime value in quantifiable terms, and how to increase that value through hiring The Talent Makers methodology is the result of the authors' experience and the ideas and stories from their community of more than 4,000 organizations. This is the book that CEOs, hiring managers, talent practitioners, and human resources leaders must read to transform their hiring and propel their organization to new heights.

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6 month check in with new employee questions: 114 Topic-wise Quantitative Aptitude & Data Interpretation Previous Year Question Bank for IBPS/ SBI/ RRB/ RBI Bank Clerk/ PO Prelim & Main Exams (2010 - 2024) 8th Edition | 100% Solved Quant & DI PYQs Disha Experts, 2024-05-02 The thoroughly revised & updated 8th edition 114 Quantitative Aptitude & Data Interpretation Topic-wise Previous Year Solved Papers for IBPS/ SBI Bank PO/ Clerk Prelim & Main Exams (2010 - 23) consists of past solved papers for Prelim and Main Exams of Banks - IBPS PO, IBPS Clerk, SBI PO, SBI Clerk, IBPS RRB PO, IBPS RRB Office Assistant, RBI Assistant and IBPS & SBI Specialist Officer from 2010 to 2024. # The coverage of the papers has been kept RECENT (2010 to 2024) as they actually reflect the changed pattern of the Banking exams. Thus the papers prior to 2010 have not been included in the book. # In all there are 114 Question Papers having 4700+ Questions from 2010 to 2024 which have been divided into 15 Topics with detailed solutions. # Practicing these questions, aspirants will come to know about the pattern and toughness of the questions asked in the bank examinations. # In the end, this book will make the aspirants competent enough to crack the these Entrance Examination with good score. # The strength of the book lies in the originality of its question papers and Errorless Solutions. # The solution of each and every question is provided in detail (step-by-step) so as to provide 100% concept clarity to the students.

6 month check in with new employee questions: The Stay Interview Richard Finnegan, 2015-03-18 Of all the obstacles and surprises managers know are heading their way each day, the one they least anticipate and prepare for is the resignation of a seemingly happy and extremely

valued employee. It's the cement truck they never saw coming their way--but they could have. This invaluable resource introduces managers to a powerful new engagement and retention tool that they absolutely must begin utilizing ASAP: the stay interview. Smart companies and managers who have realized the importance of being proactive with their employees and not taking anything for granted have begun conducting these periodic reviews in order to discover why their important talent might leave and to solve any problems before they actually quit. Written by the retention expert who pioneered the process, The Stay Interview shows managers how to:

- Prepare for the stay interview
- Anticipate an employee's top issues
- Respond to difficult questions
- Listen effectively and dig deeper
- Craft a detailed and effective stay plan complete with timeline
- Assess each employee's level of engagement, predict potential exits, and communicate results to upper management

When you have the right people in place, you can't risk losing them. Complete with the five best questions to ask and sample scripts for different situations, The Stay Interview provides the key to saving yourself unnecessary headaches and surprises.

6 month check in with new employee questions: The Happiest Baby on the Block Harvey Karp, M.D., 2008-11-19 Perfect for expecting parents who want to provide a soothing home for the newest member of their family, The Happiest Baby on the Block, the national bestseller by respected pediatrician and child development expert Dr. Harvey Karp, is a revolutionary method for calming a crying infant and promoting healthy sleep from day one. In perhaps the most important parenting book of the decade, Dr. Harvey Karp reveals an extraordinary treasure sought by parents for centuries --an automatic "off-switch" for their baby's crying. No wonder pediatricians across the country are praising him and thousands of Los Angeles parents, from working moms to superstars like Madonna and Pierce Brosnan, have turned to him to learn the secrets for making babies happy. Never again will parents have to stand by helpless and frazzled while their poor baby cries and cries. Dr. Karp has found there IS a remedy for colic. "I share with parents techniques known only to the most gifted baby soothers throughout history ...and I explain exactly how they work." In a innovative and thought-provoking reevaluation of early infancy, Dr. Karp blends modern science and ancient wisdom to prove that newborns are not fully ready for the world when they are born. Through his research and experience, he has developed four basic principles that are crucial for understanding babies as well as improving their sleep and soothing their senses:

- The Missing Fourth Trimester: as odd as it may sound, one of the main reasons babies cry is because they are born three months too soon.
- The Calming Reflex: the automatic reset switch to stop crying of any baby in the first few months of life.
- The 5 "S's": the simple steps (swaddling, side/stomach position, shushing, swinging and sucking) that trigger the calming reflex. For centuries, parents have tried these methods only to fail because, as with a knee reflex, the calming reflex only works when it is triggered in precisely the right way. Unlike other books that merely list these techniques Dr. Karp teaches parents exactly how to do them, to guide cranky infants to calm and easy babies to serenity in minutes...and help them sleep longer too.
- The Cuddle Cure: the perfect mix the 5 "S's" that can soothe even the most colicky of infants.

In the book, Dr. Karp also explains: What is colic? Why do most babies get much more upset in the evening? How can a parent calm a baby--in mere minutes? Can babies be spoiled? When should a parent of a crying baby call the doctor? How can a parent get their baby to sleep a few hours longer? Even the most loving moms and dads sometimes feel pushed to the breaking point by their infant's persistent cries. Coming to the rescue, however, Dr. Karp places in the hands of parents, grandparents, and all childcare givers the tools they need to be able to calm their babies almost as easily as...turning off a light. From the Hardcover edition.

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