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New book gives behind-the-scenes look at offices of top CEOs

*Silicon Valley authors detail what really happens in the seemingly smooth-flowing
suites of high-powered chief executive officers*

San Jose, Calif. Dec. 2, 2009 – Just released the new book entitled “**Sitting on a File Cabinet, Naked, With a Gun,**” combines the experiences of two executive assistants who over the years have worked with some of the most powerful Silicon Valley top CEOs. **Linda McFarland** and **Joanne Linden**, know what it takes to ensure that corporate leaders can run billion-dollar corporations without missing a beat and their new book highlights true stories of Silicon Valley assistants and their CEO's.

As these two explain through the first-hand accounts of current and former executive assistants in their just-released book, “**Sitting on a File Cabinet, Naked, With a Gun,**” things don't always go as planned behind the scenes. If you ever wanted to be a fly on the wall in a CEO's office, “**Sitting on a File Cabinet, Naked, With a Gun**” provides funny and interesting anecdotes about how several assistants to some of the most powerful men and women in Silicon Valley handled major and minor catastrophes that could have jeopardized their bosses jobs, corporate clients and millions of dollars in deals if not for the experience and ability of these silent partners.

“Is clairvoyance a job prerequisite for executive assistants?” asks **Aart de Geus, Chairman and CEO of Synopsis, Inc.** “**Sitting on a File Cabinet, Naked, With a Gun**’ is an easy read that illustrates the impact of great CEO/executive assistant teamwork.”

Along with entertaining true-life stories, this book contains tips that will help anyone with an eye on working at the top corporate spot or even those faced with corporate roadblocks in everyday situations, to work more efficiently, communicate better with peers, co-workers and even their boss.

For more information about “**Sitting on a File Cabinet, Naked, With A Gun,**” please visit **www.planetadmin.net**. Please refer to the contacts for a copy of the book or to conduct interviews with the authors.

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About the authors

Linda McFarland has worked for more than 30 years as an executive assistant at Fortune-listed companies. She is co-founder and member of the CEO assistants group, the Silicon Valley Catalysts Association. She is a senior partner at PlanetAdmin, which provides consulting and training for administrative professionals.

Joanne Linden has worked her more than 30 years as an executive assistant in the Silicon Valley. She instructs at University of California, Santa Cruz Extension's executive assistant certificate program and sits on the program's advisory board. Joanne is a member of the Silicon Valley Catalysts Association and past president of the International Association of Administrative Professionals San Jose and Crossroads Chapter. She is also a senior partner at PlanetAdmin, which provides consulting and training for administrative professionals.