BriefcaseBooks Set priorities Keep employees motivated MANAGER'S SURVIVAL GUIDE MOREY STETTNER

The Manager s Survival Guide

Filesize: 5.18 MB

Reviews

This is actually the finest pdf i have study until now. Sure, it is perform, continue to an interesting and amazing literature. I am happy to explain how this is actually the finest ebook i have read in my very own life and could be he greatest ebook for ever.

(Tatum Stokes I)

THE MANAGER S SURVIVAL GUIDE



McGraw-Hill Education - Europe, United States, 2002. Paperback. Book Condition: New. 228 x 157 mm. Language: English . Brand New Book ***** Print on Demand *****. Our Briefcase Books series has proven to be one of McGraw-Hill s most successful series, with 15 titles currently or soon to be in print and tens of thousands of copies sold. In addition, the books have been well received internationally. Rights have also been sold for seven languages: Chinese (both forms), Dutch, German, Korean, Spanish, and Portuguese. Managers are called upon to deal with a wide variety of problems, some of their own making, but many that are not. This book is about helping managers understand problems of all sorts, from problem employees to supplier problems, to dealing with other managers, departments, and customers. The goal is to help managers understand and solve problems quickly, as well as how to reduce the negative effects from problems and how to take actions to prevent them from recurring in the future. In addition, today s uncertain world requires that managers gain a variety of new skills from team building to process management to dealing with continuous and rapid change. As in all Briefcase Books this one will include a variety of techniques and examples. Readers will learn about: How to identify potential problems and minimize their consequences; How to adapt communication techniques to different situations; How to effectively deal with conflicts on the job; How to develop strategies and tactics to meet demanding goals; How to set priorities; How to keep employees motivated in an era of uncertainty; The series will also continue its user-friendly, sidebar-rich format, which is designed to be easily read and digested for managers at all levels of the organizational hierarchy. Books in the series feature short, informally written chapters, bulleted lists,...



Read The Manager's Survival Guide Online

Download PDF The Manager s Survival Guide

Related eBooks



Owen the Owl s Night Adventure: A Bedtime Illustration Book Your Little One Will Adore (Goodnight Series 1)

Createspace Independent Publishing Platform, United States, 2015. Paperback. Book Condition: New. Professor of Modern English Literature Peter Childs (illustrator). 279 x 216 mm. Language: English. Brand New Book ***** Print on Demand *****. Owen is...

Save PDF »



No Friends?: How to Make Friends Fast and Keep Them

Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. Do You Have NO Friends? Are you tired of not having any...

Save PDF »



Games with Books: 28 of the Best Childrens Books and How to Use Them to Help Your Child Learn - From Preschool to Third Grade

Book Condition: Brand New. Book Condition: Brand New.

Save PDF »



Games with Books: Twenty-Eight of the Best Childrens Books and How to Use Them to Help Your Child Learn - from Preschool to Third Grade

Book Condition: Brand New. Book Condition: Brand New.

Save PDF »



Children's Educational Book: Junior Leonardo Da Vinci: An Introduction to the Art, Science and Inventions of This Great Genius. Age 7 8 9 10 Year-Olds. [Us English]

Createspace, United States, 2013. Paperback. Book Condition: New. 254 x 178 mm. Language: English . Brand New Book ***** Print on Demand *****. ABOUT SMART READS for Kids . Love Art, Love Learning Welcome. Designed to...

Save PDF »