



The Office Relocation Sourcebook: A Guide to Managing Staff Throughout the Move

By Dennis A. Attwood

John Wiley and Sons Ltd, United States, 1996. Online resource. Condition: New. Language: English . Brand New Book. A complete guide for turning a relocation plan into a reality The Office Relocation Sourcebook provides relocation teams, at firms of all sizes, with the background information and practical guidance they need to pull off a relocation project cost-effectively and with a minimum of disruption to the employees being moved. Written by the head of the Human Factors Group at Exxon Biomedical Sciences, Inc., this valuable resource: Arms you with all the forms, checklists, surveys, and summaries guaranteed to make any office relocation project as painless and cost-efficient as possible Guides you step by step through the entire relocation process, from the initial planning stages to post-project evaluation Covers both the nuts-and-bolts issues and crucial human factors side of the relocation equation Features a computer disk packed with valuable relocation tools, including a comprehensive relocation template Take the sting out of your next relocation project with The Office Relocation Sourcebook. Office relocation is one of the most challenging aspects of a facility professional s job. This challenge and the thrill of meeting it are even greater for members of the relocation team...



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