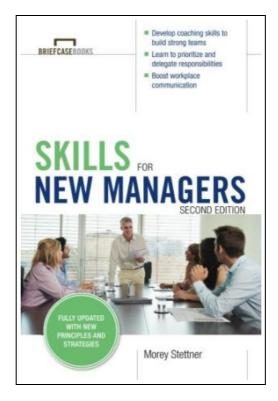
Skills for New Managers (2nd Revised edition)



Filesize: 2.26 MB

Reviews

This created book is wonderful. This is for all those who statte that there was not a worth reading. Your way of life span will likely be enhance as soon as you comprehensive looking at this publication.

(Jesse Yundt)

SKILLS FOR NEW MANAGERS (2ND REVISED EDITION)



McGraw-Hill Education - Europe. Paperback. Book Condition: new. BRAND NEW, Skills for New Managers (2nd Revised edition), Morey Stettner, This title features proven tips to handle everyday management situations - All in a fast-moving, easy-to-reference format. Managing people is one of the most demanding yet career - enhancing and rewarding skills you can have. Skills for New Managers, Second Edition, provides everything you need to excel as a manager from day one. From hiring productive employees to developing mentoring, leadership, and coaching skills, this fast-paced, easy-to-understand guide is your blueprint for managing your staff to success. Features: getting results by knowing when to speak up - and when to listen; motivating your staff to exceed expectations; delegating tasks and dealing with crises; and running meetings that are organized and focused. Briefcase Books, written specifically for today's busy manager, feature eye-catching icons, checklists, and sidebars to guide managers step-by-step through everyday workplace situations. Look for these innovative design features to help you navigate through each page: clear definitions of key terms and concepts; tactics and strategies for managing your staff; tips for executing the tactics in the book; practical advice for minimizing the possibility of error; warning signs for when things are about to go wrong; examples of successful management tactics; and specific planning procedures, tactics, and hands-on techniques.



Download PDF Skills for New Managers (2nd Revised edition)

Related Kindle Books



hc] not to hurt the child's eyes the green read: big fairy 2 [New Genuine(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date: 2008-01-01 Pages: 95 Publisher: Jilin Art Shop Books all new book...

Read ePub »



Unplug Your Kids: A Parent's Guide to Raising Happy, Active and Well-Adjusted Children in the Digital Age

Adams Media Corporation. Paperback. Book Condition: new. BRAND NEW, Unplug Your Kids: A Parent's Guide to Raising Happy, Active and Well-Adjusted Children in the Digital Age, David Dutwin, TV. Web Surfing. IMing. Text Messaging. Video...

Read ePub »



Your Planet Needs You!: A Kid's Guide to Going Green

Macmillan Children's Books, 2009. Paperback. Book Condition: New. Rapidly dispatched worldwide from our clean, automated UK warehouse within 1-2 working days.

Read ePub »



You Shouldn't Have to Say Goodbye: It's Hard Losing the Person You Love the Most

Sourcebooks, Inc. Paperback / softback. Book Condition: new. BRAND NEW, You Shouldn't Have to Say Goodbye: It's Hard Losing the Person You Love the Most, Patricia Hermes, Thirteen-year-old Sarah Morrow doesn't think much of the...

Read ePub »



Everything Ser The Everything Green Baby Book From Pregnancy to Babys First Year An Easy and Affordable Guide to Help Moms Care for Their Baby And for the Earth by Jenn Savedge 2009 Paperback

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

Read ePub »



The Ethical Journalist (New edition)

SAGE Publications Ltd. Paperback. Book Condition: new. BRAND NEW, The Ethical Journalist (New edition), Tony Harcup, 'Harcup's interviews with local journalists reveal the complexity of acting ethically through insightful discussions of professional rivalry, the demands

Read Document »



Dog on It! - Everything You Need to Know about Life Is Right There at Your Feet

14 Hands Press, United States, 2013. Paperback. Book Condition: New. 198 x 132 mm. Language: English . Brand New Book ***** Print on Demand *****. Have you ever told a little white lie? Or maybe a

Read Document »



SY] young children idiom story [brand new genuine(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date: 2003-05-01 Pages: 151 Publisher: Anhui Literature and Art Shop Books All

Read Document »



Shadows Bright as Glass: The Remarkable Story of One Man's Journey from Brain Trauma to Artistic Triumph Free Press. Hardcover. Book Condition: New. 1439143102 SHIPS WITHIN 24 HOURS!! (SAME BUSINESS DAY) GREAT BOOK!!.

Read Document »



Speak Up and Get Along!: Learn the Mighty Might, Thought Chop, and More Tools to Make Friends, Stop Teasing, and Feel Good about Yourself

Free Spirit Publishing Inc., U.S. Paperback / softback. Book Condition: new. BRAND NEW, Speak Up and Get Along!: Learn the Mighty Might, Thought Chop, and More Tools to Make Friends, Stop Teasing, and Feel Good about

Read Document »