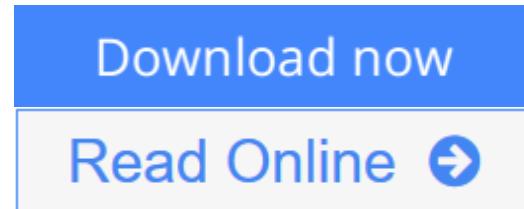


Supervisor's Survival Kit: Your First Step into Management

By Cliff Goodwin, Elwood N. Chapman, Cliff1 Goodwin



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For courses in Supervision, Supervisory Management, and Steps Into Management workshops/seminars or self-study. It is also useful in corporate or contract training programs. This best-selling book provides a practical, in-depth introduction to the important contemporary issues related to management and supervision in the modern workplace. It presents the latest insights and theories regarding supervisory management, personal growth and team-oriented environments in a hands-on format to enhance the learning process.



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Editorial Review

From the Publisher

Having sold 700,000 copies, Supervisor's Survival Kit is comprehensive enough for a formal college-level course, brief enough for a seminar, and functional enough for self-study or on-the-job reference. Renowned author/educator, Elwood N. Chapman, has both updated and improved this Seventh Edition to reflect the most recent trends and techniques and to make coverage even more accessible.

From the Back Cover

SUPERVISOR'S SURVIVAL KIT, NINTH EDITION continues the successful tradition of preparing today's workforce for the first steps into management.

- Solve problems through Mini-Games.
- Create a motivating work environment.
- Lead effective work-team behavior.
- Improve interpersonal communication between employees.

Users Review

From reader reviews:

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Information is provisions for people to get better life, information presently can get by anyone in everywhere. The information can be a understanding or any news even a concern. What people must be consider if those information which is inside the former life are difficult to be find than now is taking seriously which one is acceptable to believe or which one the particular resource are convinced. If you receive the unstable resource then you understand it as your main information it will have huge disadvantage for you. All those possibilities will not happen within you if you take Supervisor's Survival Kit: Your First Step into Management as the daily resource information.

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