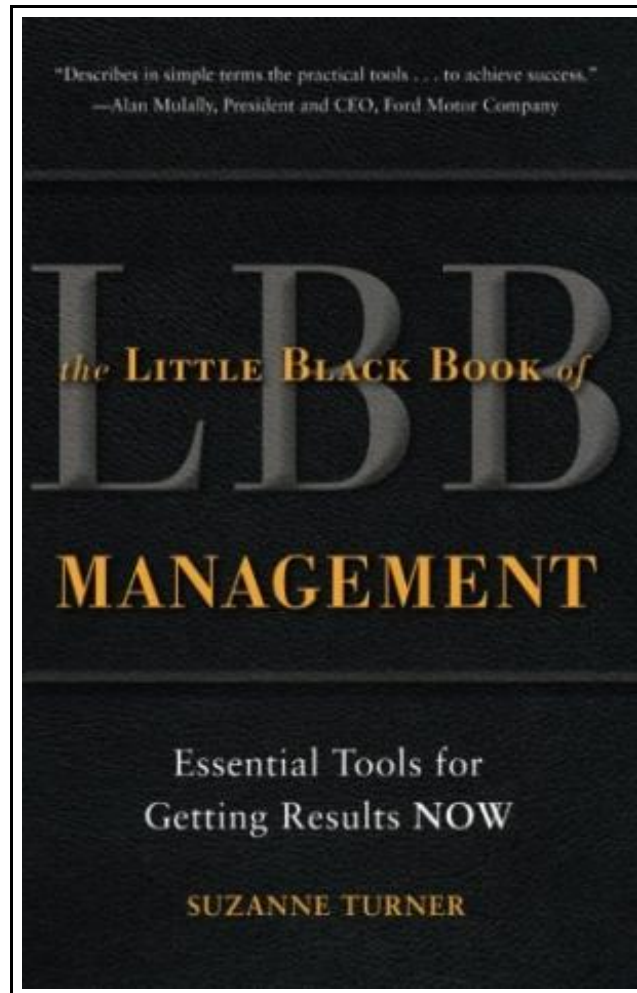# The Little Black Book of Management: Essential Tools for Getting Results NOW

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Reviews

Basically no phrases to clarify. It really is rally fascinating throgh reading time. Once you begin to read the book, it is extremely difficult to leave it before concluding.
(Anabel Zemlak)

THE LITTLE BLACK BOOK OF MANAGEMENT: ESSENTIAL TOOLS FOR GETTING RESULTS NOW

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McGraw-Hill Education - Europe. Hardback. Book Condition: new. BRAND NEW, The Little Black Book of Management: Essential Tools for Getting Results NOW, Suzanne Turner, All the essential tools managers could ever need-in one handy guide! "Describes in simple terms the practical tools .to achieve success." -- Alan Mulally, President and CEO, Ford Motor Company Real-world tested, real-world proven in organizations ranging in size from global titans like Boeing and Motorola to mom-and-pops and home businesses, The Little Black Book of Management is the ideal handbook for busy executives, managers, and entrepreneurs like you. In this unique, practical, and easy-to-use guide, you get nearly 100 potent indispensable tools, organized for ease-of-use, including: * Time management * Brainstorming * Presentations * Process management (Six Sigma, balanced scorecard) * Communication/teambuilding Save time and money by tackling in-house such critical tasks as brand development, marketing mix, breakeven analysis, or even designing a business excellence framework. Concise, comprehensive, and organizedfor immediate access to the right tools for the job, The Little Black Book of Management is your one-stop source for all the essential tools managers need to develop the performance of their teams and organizations. Suzanne Turner owns and manages Potenza, Ltd., a management development consulting company, and has also worked with Andersen Consulting. She currently works with a wide range of organizations from global corporations to niche providers.

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