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Human Relations

FOR CAREER AND PERSONAL SUCCESS

Concepts, Applications, and Skills



Eleventh Edition

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Andrew DuBrin



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- Keep your Course Current and Relevant New examples research findings and examples appear throughout the text
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Narcissism in the Workplace Andrew J. DuBrin, 2012-01-01 Possessing a positive self attitude being self confident and having high self esteem are worthwhile attributes in both work and personal life some take these positive attributes to the extreme and become self absorbed self adoring self centered and show little empathy for the problems and concerns of others In brief they are narcissists and they can be especially problematic in business settings This book presents information about narcissism in the workplace that is based both on empirical research and on opinion derived from systematic observation The author uses case studies and real life examples to shed new light on workplace narcissism The author describes both the positive and negative features of narcissism and presents strategies and tactics for dealing constructively with narcissistic traits and behaviors in oneself and in others Self tests and questionnaires found throughout the volume enable readers to reflect on their standing on a variety of behaviors and attitudes associated with narcissism Each chapter includes a section labeled Guidelines for Application and Practice that provides practical advice for applying the research and theories presented within Further each chapter concludes with a case history of narcissism accompanied by a brief analysis of the narcissistic aspects of the case's subject Narcissism in the Workplace serves as a manual for capitalizing on the positive aspects of narcissism and minimizing its potential negative effects Intended for human resource professionals researchers and students and scholars of organizational behavior organizational psychology human relations and leadership this book will also appeal to a broad range of serious minded readers who wish to learn more about combat the difficulties of or employ the benefits of narcissism

Essentials of Management -- 11th Ed Andrew DuBrin, 2020-05

Essentials of Management is written for newcomers to the field of management and for experienced managers seeking

updated information and a review of the fundamentals It is also written for the many professionals and technical people who work closely with managers and who take their turn at performing some management work An example would be the member of a cross functional team who is expected to have the perspective of a general manager Based on extensive research about curriculum needs the design of Essentials of Management addresses itself to the needs of introductory management courses and supervision courses offered in educational settings Previous editions of the text were used in the study of management in colleges and universities as well as in career schools in such diverse programs as hospitality and tourism management and nursing The book can also be used as a basic resource for management courses that rely heavily on lecture notes PowerPoint presentations and videos rather than an encyclopedia like text *Fundamentals of Organizational Behavior* Andrew J. DuBrin, 2013-09-17 *Fundamentals of Organizational Behavior An Applied Perspective* Second Edition examines the behavior of people in organizations Topics covered range from political maneuvering in organizations office politics to the stresses facing people in managerial and professional positions A conceptual framework for organizational behavior is presented along with numerous case illustrations and examples from live organizational settings This monograph consists of 14 chapters and opens with an introduction to organizational behavior and how it is influenced by principles of human behavior The three main subareas or schools of management thought are discussed together with the difference between knowledge work and non knowledge work how research and theory contribute to an understanding of organizational behavior and the distinction between structure and process The following chapters explore how the meaning of work relates to work motivation as well as the link between work motivation and job performance behavioral aspects of decision making stresses in managerial and professional life and political maneuvering in organizations Small group behavior leadership styles and interpersonal communications are also considered along with intergroup conflict and organizational effectiveness This book will be of interest to students managers and staff specialists as well as behavioral scientists and management theorists **Personnel Literature** United States. Office of Personnel Management. Library, 1990 **Human Relations Mybizskillskit Valuepack Access Card** Andrew J. Dubrin, 2011-07-27 This is a student supplement associated with Entrepreneurship and Small Business Management 1 e Steve Mariotti National Foundation for Teaching Entrepreneurship Caroline Glackin Delaware State University ISBN 0135030315 *Supervision and Leadership in a Changing World* 1 e Gary Dessler Florida International University ISBN 0135058651 *Human Relations Interpersonal Job Oriented Skills* 11 e Andrew J DuBrin Rochester Institute of Technology ISBN 0135109418

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