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Handbook Of Improving Performance In The Workplace Volumes Set

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Dobson PMP, Deborah Singer Dobson M.Ed., 2011-09-30 Let's face it who among us has only a single project Multiple projects are the norm not the exception and there are very good reasons why this is so A lot of projects simply aren t big enough to justify the investment of a full time project manager having only one is impractical Depending on the availability of resources a multiple project environment can accomplish substantial work while lowering the overhead burden of project management by consolidating processes In this book you will learn how to recognize the characteristics and to manage effectively in each of these situations how to plan and organize your work how to influence other people who may not report to you in an official supervisory capacity and how to get results This is an ebook version of the AMA Self Study course If you want to take the course for credit you need to either purchase a hard copy of the course through amaselfstudy org or Trends and Issues in Instructional Design and purchase an online version of the course through www flexstudy com **Technology** Robert A. 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Each of these themes contains discussions of theoretical issues illustrated with one or more short case studies while selected longer case studies and other relevant documentation are also taken up in annexures at the end of the book The book therefore comprises a guide to best M E practices for purposes of systematic policy programme and project evaluations It is suitable for both professional M E institutionalisation and capacity building projects as well as for evaluation information dissemination and education at different levels in the public private and voluntary sectors in society especially in a developmental context The Oxford Handbook of Organizational Psychology, Volume 1 Steve W.J. Kozlowski, 2012-04-23 Organizational psychology is the science of psychology applied to work and organizations It is a field of inquiry that spans more than a century and covers an increasingly diverse range of topics as the nature of work continues to evolve The Oxford Handbook of Organizational Psychology provides a comprehensive treatment of key topics that capture the broad sweep of organizational psychology It features contributions by 69 leading scholars who provide cutting edge reviews conceptual integration and directions for future research The 42 chapters of the handbook are organized into 10 major sections spanning two volumes including such topics imperative to the field as the core processes of work motivation job attitudes and affect and performance that underlie behavior at work phenomena that assimilate shape and develop employees i e socialization networks and leadership the challenges of managing differences within and across organizations covering the topics of diversity discrimination and cross cultural psychology the powerful influence of technology on the nature of work and work processes This landmark two volume set rigorously compiles knowledge in organizational psychology to date and looks ahead with a roadmap for the future of the field

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