

INTRODUCTION

MAYOR'S MANAGEMENT REPORT

As mandated by Section 12 of the New York City Charter, the Mayor reports to the public and the City Council twice yearly on the performance of municipal agencies in delivering services. The annual Mayor's Management Report (MMR) covers the twelve-month fiscal year period, from July through June. The Preliminary Mayor's Management Report (PMMR) covers performance for the first four months of the fiscal year, from July through October. The Charter provisions governing the submission of the MMR can be viewed on the Mayor's Office of Operations' website at www.nyc.gov/mmr.

The MMR and PMMR cover the operations of City agencies that report directly to the Mayor. Three additional non-Mayoral agencies are included, for a total of 44 agencies and organizations. Activities that have direct impact on New Yorkers - including the provision of support services to other agencies - are the focus of the report. The report is organized by agency around a set of services listed at the beginning of each agency chapter. Within service areas, goals articulate the agency's aspirations. The services and goals were developed through collaboration between the Office of Operations and the senior managers of each agency.

The "Performance Indicators" tables contain the following standard information for the measurements of each agency's goals -

- In the MMR, the most recent five full fiscal years of data are presented. In the PMMR, results are shown for the first four months of the current and preceding fiscal years, in addition to three previous full fiscal years.
- A star designation (★) showing which indicators are deemed critical.
- Numeric targets, if appropriate, allowing for the comparison of actual performance against these projected levels of service. Targets for the next year are set initially in the PMMR based on the City's preliminary budget and are later updated in the MMR, if necessary, based on the adopted budget or revised performance expectations.

Because resources affect an agency's ability to perform, the MMR and PMMR also present, for each agency, an overview of resources used and resources projected for use including personnel levels, overtime, expenditures, revenues and capital commitments.

How To Write A Managerial Report

Jennifer R. Veltsos, Geraldine E. Hynes



How To Write A Managerial Report:

Communication For Professionals ANATH LEE WALES, Book Description Unlock the power of effective communication with *Communication for Professionals* the second instalment in the Business Professionalism series by Anath Lee Wales This essential guide is designed to elevate your communication skills providing you with the tools needed to thrive in the modern business world In this comprehensive book you ll explore Introduction to Business Communication Learn the foundational concepts including Encoder Decoder Responsibilities Medium vs Channel Barriers to Communication Strategies for Overcoming Barriers and the dynamics of Verbal vs Non verbal Communication Structuring Business Communication Understand the structure and lines of communication within an organization define your message analyze your audience and learn how to effectively structure your communication Developing a Business Writing Style Discover the roles of written communication characteristics of good written communication and strategies to develop an effective writing style Types of Business Writing Master various business writing formats including Business Letters Memos Reports Emails and Online Communication Etiquette ensuring you can handle any writing scenario with confidence Writing for Special Circumstances Gain insights into tactful writing delivering bad news and crafting persuasive messages tailored to specific contexts Developing Oral Communication Skills Enhance your face to face interactions with guidelines for effective oral communication speech delivery and active listening Doing Business on the Telephone Learn the nuances of telephone etiquette handling difficult callers and leading effective business conversations over the phone Non verbal Communication Understand the importance of body language physical contact and presenting a professional image in business settings Proxemics Explore the impact of space distance territoriality crowding and privacy on business communication Developing Effective Presentation Skills Prepare for public speaking with tips on managing presentation anxiety using visual aids and leveraging technology for impactful presentations Conflict and Disagreement in Business Communication Learn about conflict resolution values and styles and strategies for managing cross cultural communication challenges *Communication for Professionals* is your definitive guide to mastering the art of business communication Whether you are a seasoned professional or just starting your career this book provides the essential knowledge and skills to communicate effectively and confidently in any professional setting

Managerial Communication Geraldine E. Hynes, Jennifer R. Veltsos, 2018-01-20 A Practical Strategic Approach to Managerial Communication *Managerial Communication Strategies and Applications* focuses on communication skills and strategies that managers need to be successful in today s workplace Known for its holistic overview of communication solid research base and focus on managerial competencies this text continues to be the market leader in the field In the Seventh Edition author Geraldine E Hynes and new co author Jennifer R Veltsos preserve the book s strategic perspective and include new updates to reflect the modern workplace The new edition adds a chapter on visual communication that explains how to design documents memorable presentations and impactful graphics New coverage

of virtual teams virtual presentations and online communication help students avoid common pitfalls when using technology This is probably the best book on Managerial Communication in the market Astrid Sheil California State University San Bernardino **Managerial Communication** Jennifer R. Veltsos, Geraldine E. Hynes, 2021-01-11 The market leading Managerial Communication Strategies and Applications equips students with the communication strategies and skills that managers need in today's workplace Authors Jennifer R Veltsos and Geraldine E Hynes provide a holistic overview of communication supported with a solid research base and a focus on competencies that lead to managerial and organizational success The Eighth Edition features new and expanded coverage of timely topics including remote working virtual presentations cultural sensitivity and crisis communication Managerial Accounting Jerry J. Weygandt, Paul D. Kimmel, Jill E. Mitchell, 2023-11-23 Managerial Accounting Tools for Business Decision Making provides students with a clear introduction to fundamental managerial accounting concepts needed for anyone pursuing a career in accounting or business By connecting the classroom to the business world through a variety of engaging resources homework exercises and real company examples the book helps students understand the application of accounting principles and techniques in practice Designed for a one semester undergraduate Managerial Accounting course this international edition helps students get the most out of their accounting course by making practice simple This edition provides numerous discussions on how managers are increasingly relying on data analytics to solve realistic business problems Using metric units and currencies and companies from around the globe this edition is ideal for courses across the world Essentials of Business Research Methods Joe F. Hair Jr., Michael Page, Niek Brunsveld, 2019-11-05 In an era of big data and data analytics how can managers make decisions based on almost unlimited information not to mention hiring and retaining individuals with the required data analytics skills The new fourth edition of Essentials of Business Research Methods explains research methods and analytical techniques for individuals who aren't data scientists The authors offer a straightforward hands on approach to the vital managerial process of gathering and using data to make relevant and timely business decisions They include critical topics such as the increasing role of online research ethical issues privacy matters data analytics customer relationship management how to conduct information gathering activities more effectively in a rapidly changing business environment and more This is also the only text that includes a chapter on qualitative data analysis and the coverage of quantitative data analysis is more extensive as well as much easier to understand than in other texts A realistic continuing case used throughout the book applied research examples and ethical dilemma mini cases enable upper level undergraduate and postgraduate students to see how business research information is used in the real world This comprehensive textbook is supported by a range of online resources including instructors manuals PowerPoint slides and test banks AMA Management Report, 1960 ACCOUNTING FOR MANAGERS JELSY JOSEPH KUPPAPALLY, 2008-08-08 Decision making is a pivotal function of any manager A knowledge of Accounting insofar as it affects decision making is very important for a

manager And very often students find Accounting as one of the tough subjects to handle This book strives to make Accounting intelligible and easily comprehensible to students The text gives a comprehensive coverage of the three branches of Accounting Financial Accounting Management Accounting and Cost Accounting It focuses on the various methods and techniques followed in the Management Reporting System The text deals in detail with various accounting transaction procedures methods of costing ratio analysis budgeting forecasting accounting errors funds flow and cash flow statements trial balance and balance sheet and so on It equips the students with the knowledge in the preparation analysis evaluation and interpretation of financial statements which will enrich their managerial competence and decision making skills KEY FEATURES Emphasises the various accounting and decision making techniques Provides a number of problems and their solutions besides giving notes working notes and exercises to help the students understand the concepts better This book is intended as a text for the postgraduate students of Management MBA MIB financial courses MFC and undergraduate and postgraduate students of Commerce and those pursuing MCA In addition the book will be very useful to practising managers who wish to develop effective and result oriented decision making skills *Professional Nursing Management* Charles R. McConnell,1993 This collection of articles from The Health Care Supervisor deals with nursing management at both administrative and medical staff levels as well as at nursing staff levels Special issues such as dealing with transition and leadership skills are also covered *Management Accounting: Principles & Practice, 3rd Edition* Sahaf M.A.,2018 This book is meant for students of accounting management and business studies It not only describes the principles procedures and techniques of management accounting but also explains and analyses the core concepts that have driven the development of the subject for decades The book is a perfect blend of conceptual and practical approaches to accounting NEW IN THIS EDITION Completely revised and updated New chapters on strategic management accounting product costing and service costing Coverage of total quality management TQM just in time JIT life cycle costing and Kaizen costing Worked out solutions to problems and latest professional examination questions **Agile Strategy Management** Soren Lyngso,2017-12-04 Your strategic initiatives are constantly under fire due to the evolving nature of markets technology laws and government To ensure your strategy succeeds it must remain flexible while confronting these shifting challenges Agile Strategy Management Techniques for Continuous Alignment and Improvement explains how to achieve this flexibility by building agility into the initiation development implementation and governance of your strategic initiatives The book details what it takes to initiate develop implement and govern a healthy strategy that delivers the benefits expected by all stakeholders It presents insights gained by the author's organization over the last 25 years helping their clients achieve success with their strategic initiatives Filled with real world examples and case studies it illustrates wide ranging situations where the author's company helped clients reach important business objectives Readers can use the book to look up examples that describe the various ways to use agile methods and techniques for critical business functions including Scope definition of strategic initiatives Stakeholder

identification Team building Project and program quality management Change management Procurement of resources Solution development implementation and quality management Strategy governance In this book you will find guidelines that explain how to establish internal organizations for change and how to ensure these intermediate organizations stay motivated until final solution delivery Presenting success stories as well as major blunders the book can help you avoid many of the pitfalls that other organizations have experienced while governing their strategic initiatives **The Principles of Business**

Computing M. G. Eccles, F. W. Julyan, G. Boot, J. P. Van Belle, 2000-01-31 Written by four prominent academics this is one of South Africa's best selling computer books It was written specifically for those managing or using computers for the first time be they accountants lawyers or other business people It is also an ideal introduction to business computing for the commerce student Business Research Methods (2nd Edition) HK Dangi & Shruti Dewen, This revised edition of the book offers a comprehensive understanding of various research methods crucial for business and academic pursuits Aligned with NEP 2020 it transforms extensive teaching and industrial experience into a user friendly textbook providing practical and relevant examples to facilitate learning The text is designed to be accessible for both undergraduate and graduate students making it suitable for those majoring in human resources marketing finance and other specializations By including visual aids like flow charts diagrams and images the book ensures easy comprehension and recall of complex research concepts In addition to covering all aspects of business research including statistical techniques and multivariate analysis the book emphasizes the practical application of research in real world business scenarios Each chapter features an Apply to Business section presenting short stories that demonstrate the relevance of research topics in decision making processes The inclusion of ethical guidelines and dedicated exercises such as revision questions and class activities further enhances the reader's understanding and application of business research principles This book serves as a vital resource for business managers aspiring students and researchers seeking to develop a deep and practical understanding of business research

Weygandt's Managerial Accounting Jerry J. Weygandt, Paul D. Kimmel, Donald E. Kieso, 2017-09-05 Weygandt's Managerial Accounting provides students with a clear introduction to fundamental managerial accounting concepts This edition helps students get the most out of their accounting course by making practice simple Designed for a one semester undergraduate Managerial Accounting course the authors provide new opportunities for self guided practice allowing students to check their knowledge of accounting concepts skills and problem solving techniques and receive personalized feedback at the question learning objective and course level Newly streamlined learning objectives help students use their study time efficiently by creating clear connections between the reading and video content and the practice homework and assessment questions Using metric units and companies with a more global feel this new text is ideal for courses across the world Managerial Accounting ... James Oscar McKinsey, 1924 **Contemporary Occupational Health Nursing** Greta Thornbory, 2013-11-20 Written by and on behalf of the Association of Occupational Health Nurse Practitioners AOHNP This

textbook provides a practical guide for those training as or practising within occupational health nursing Concerned with the health of the people at work and the effects of work on health and health on work this distinctive branch of public health nursing requires specific knowledge and skills Contemporary Occupational Health Nursing includes chapters on Public Health Leadership Health Promotion and Protection Health Surveillance Health Assessment Case Management and Rehabilitation Mental Health Management of Occupational Health Services Epidemiology and Research and Quality Assurance and Auditing Discussion of ethical issues is woven throughout and each chapter is written by an experienced occupational health practitioner and includes features such as case studies activities learning outcomes and chapter summaries This book is designed as a text for those undertaking specialist community public health nursing qualifications and as an important resource for all nurses new to occupational health practice *An Introduction to Human Resource Management* Michael L. Nieto,2017-09-16 Through a practical integrated approach this text offers a concise and accessible introduction to Human Resource Management Contemporary and up to date with engaging cases and activities throughout readers are fully involved in the learning process with exercises and questions introducing them to important topics

Financial Management Strategies for Hospitals and Healthcare Organizations David Edward Marcinko,Hope Rachel Hertico,2013-09-05 In this book a world class editorial advisory board and an independent team of contributors draw on their experience in operations leadership and Lean managerial decision making to share helpful insights on the valuation of hospitals in today s changing reimbursement and regulatory environments Using language that is easy to understand Financia Articulating Security Isobel Roele,2022-03-10 Shows how the United Nations management of counter terrorism stifles the law s ability to speak against the injustices of collective security Designing Management Information Systems Hans van der Heijden,2009-01-29 Management information systems MIS produce the information that managers use to make important strategic decisions This book covers the essential managerial skills that are necessary to design these systems In contrast to other books on management information systems this book takes a decidedly managerial perspective It focuses on how managers perceive and respond to information and on their need to use this information to make important decisions The book considers how systems can be designed to combat information overload experienced by managers using such techniques as data aggregation and data visualization Chapters provide an in depth and practical consideration of these topics focusing on the use of information systems for managerial decision making Designing Management Information Systems covers the topics of key performance indicator monitoring and of shortlisting and selecting alternatives from a range of options These are managerial decisions for which MIS are particularly useful and which managers face on a daily basis This is the first book offering practical guidance on how systems should be designed to support these decisions It is written for managers those studying business management and IT and those developing MIS on behalf of management **Print Media and Broadcast Journalism** Cameron Keith,2018-06-29 Broadcast Journalism is increasingly attracting young men

and women who take up the subject for intensive study in schools of journalism in the universities and in institutions of mass communication. In fact, media are concerned with various forms into which the message is placed, written and oral as used for transmitting messages. This book presents a vivid account of the art of mass media and journalism. Certainly, this will prove an ideal handbook for learners, aspirants and working journalists. Modern mass media journalism has reached the state of electronic age. All latest developments are categorically described in this book. Today, media-related programmers, departments, schools and colleges go by such names as journalism, journalism and mass communication, mass media, media studies, communications, communication and mass media and a variety of other names. The book is written in a simple style and makes it easy for both the fresh entrant and the practitioner of the craft to understand what the author propounds. It covers all aspects of news writing for the broadcast media and emphasises the need to understand the point of the audience.

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