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Expert Solutions to Everyday Challenges

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Managing Projects, 2006 Managing Projects provides proven strategies for making sure any size task achieve its goal on time and on budget Covering the gamut of tasks involved in managing any project this portable guide develops ideas about planning team building motivation mid course assessment and correction and after project review It helps managers determine whether and how to make the critical tradeoffs between time cost and quality that are the essence of project management Managers at any level can use this portable guide to become more efficient and effective multi taskers Key features Instructs readers how to Scope out a project and identify resources needed Develop schedules and set deadlines Monitor budgets and keep projects on track Communicate progress and problems to stakeholders Overcome some typical Multi-Party Dispute Resolution, Democracy and Decision-Making Carrie project snags Menkel-Meadow, 2017-05-15 The articles selected for this volume draw on game theory political science psychology sociology and anthropology to consider how the process of dispute resolution is altered challenged and made more complex by the presence of multiple parties and or multiple issues The volume explores issues of coalition formation defection collaboration commitments voting practices and joint decision making in settings of increasing human complexity Also included are examples of concrete uses of deliberative democracy processes taken from new applications of complex dispute resolution theory and practice The selected essays represent the latest theoretical advances and challenges in the field and demonstrate attempts to use dispute resolution theory in a wide variety of settings such as political decision making and policy formation regulatory matters environmental disputes healthcare community disputes constitutional formation and in many other controversial issues in the polity Practical Implementation of an Antibiotic Stewardship Program Tamar F. Barlam, Melinda M. Neuhauser, Pranita D. Tamma, Kavita K. Trivedi, 2018-04-26 Practical Implementation of an Antibiotic Stewardship Program provides an essential resource for healthcare providers in acute care long term care and ambulatory care settings looking either to begin or to strengthen existing antibiotic stewardship programs Each chapter is written by both physician and pharmacist leaders in the stewardship field and incorporates both practical knowledge as well as evidence based guidance This book will also serve as a useful resource for medical students pharmacy students residents and infectious diseases fellows looking to learn more about the field of antibiotic stewardship Fostering Creativity Harvard Business Review, 2010-03-01 Every day on the job you face common challenges And you need immediate solutions to those challenges The Pocket Mentor Series can help Each book in the series is packed with handy tools self tests and real life examples to help you identify your strengths and weaknesses and hone critical skills Whether you re at your desk in a

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best employee can prevent you from carrying out your business operations But with good planning you can minimize the impact of a potential disaster This book shows you how to Avoid a crisis entirely Lay the groundwork for managing a crisis Know when a crisis is imminent Contain and resolve a crisis Learn from each crisis you ve resolved **Becoming a New** Manager Harvard Business Review, 2008 You ve just been promoted to a managerial position for the first time congratulations But beware the managerial role differs markedly from the individual contributor role Go into the job with mistaken assumptions about what to expect and you just may be blindsided by surprising realities. This book helps you lay the foundation for succeeding in your new role explaining how to Discard the doer role of the individual contributor for the orchestrating role of the manager Adjust your leadership style to maximize your team's performance Balance conflicting expectations from your boss peers and direct reports Deal productively with the stresses and new emotions that come with Managing Diversity, 2009-01-13 The Pocket Mentor series offers immediate solutions to the challenges managers face on the job every day Each book in the series is packed with handy tools self tests and real life examples to help you identify strengths and weaknesses and hone critical skills Whether you re at your desk in a meeting or on the road these portable guides enable you to tackle the daily demands of your work with greater speed savvy and effectiveness Many organizations encourage diversity because providing equal opportunity for everyone is the right thing to do A diverse workforce can also yield such important competitive advantages as a higher level of profitable innovation a better understanding of market opportunities and stronger employee productivity and commitment But as people with different backgrounds beliefs and values interact in the workplace conflicts can arise How can you foster diversity on your team and surmount the challenges that can come with it This book teaches managers how to Recruit a diverse team Foster an inclusive environment by replacing common misconceptions with facts Handle diversity related conflict Tap the business value generated by the team s diversity Shaping Your Career, 2008-02-18 Your career is not a one time decision made early in life Rather you refine or redefine it as you grow professionally This volume helps you Recognize when it s time for a change Articulate the business activities that interest you most deeply Assess your skills and values Update your skills to remain competitive in the workforce Spot and seize advantage of career development opportunities Persuading People ,2008-02-28 Persuasive people generate real value for their companies by turning ideas into action But persuasion isn t easy It takes practice patience and psychological savvy That's where this new volume comes in by enabling you to Build your credibility Adapt your pitch to your audience Win your listeners minds and hearts Overcome resistance to your proposals Leverage the forces that move people to embrace new ideas Making Decisions, 2008-11-18 As a manager you make countless decisions every day Some are straightforward such as assigning a team member to a project Others are far more complex such as determining how to handle an under performing product line How can you boost the odds of making the best decisions for your organization Treat decision making as a process This volume reveals key strategies for handling each

step in the process You ll find out how to Generate a diverse set of alternative courses of action for the decision at hand Assess the feasibility risks and ethical implications of each alternative Select the best course of action Communicate your decision and carry it out Managing Up ,2008-05-06 Managing up is a conscious approach to working with your supervisor toward mutually important goals Through managing up you build a better relationship with your boss and also deliver value to your company This guide helps you cultivate a beneficial relationship with your manager take advantage of expertise and resources to solve problems and negotiate win win solutions to challenges with your supervisor

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