

Download Ebook Human Resource Management Gary Dessler 13th Edition Free Read Pdf Free

Fundamentals of Human Resource Management Human Resource Management A Framework for Human Resource Management Strategic Human Resource Management Human Resource Management Human Resource Management (Arab World Edition) Human Resource Management A Framework for Human Resource Management Essentials of Human Resource Management Human Resource Management Strategic Human Resource Management Readings and Cases in International Human Resource Management and Organizational Behavior Fundamentals of Human Resource Management Fundamentals of Human Resource Management Servant Leader Human Resource Management The Oxford Handbook of Human Resource Management Christian Scripture and Human Resource Management Teaching Human Resource Management Essentials of Human Resource Management 人力资源管理(第10版) Dessler Meeting the Challenge of Human Resource Management Human Resource Management, 15e Personnel Management Ecosystem Management Human Resource Management Human Resource Management in Small Business Leading, Managing and Developing People Human Resource Management Human Resource Management in the Nonprofit Sector Human Resource Management Human Resources Management in Canada The Resource Management and Capacity Planning Handbook: A Guide to Maximizing the Value of Your Limited People Resources Where's the 'Human' in Human Resource Management? Principles of Ecosystem Stewardship The Routledge Companion to Strategic Human Resource Management Management Fundamentals Managing People in Sport Organizations Armstrong's Essential Human Resource Management Practice Handbook of Human Resources Management in Government

[Human Resource Management in the Nonprofit Sector](#) Dec 24 2021 Ô This volume addresses on several important topics that influence HRM in the nonprofit sector. By providing rich context and linking research to practice, it creates a foundation for those interested in advancing the art and science of human resources in voluntary organizations. Ô Ð Gary R. Kirk, Virginia Tech, US This impressive book assembles the latest research findings and thinking on the management of voluntary/nonprofit sector organizations and the effective utilization of both paid staff and volunteers. The authors expertly look into the challenges faced by this sector and the growing role that it plays in society. They review HRM in the voluntary sector and discuss the challenges of bringing about best practices, as well as suggesting how to improve leadership of voluntary/nonprofit organizations. Non-profit organizations serve several useful purposes in society and exist in every country in the world. Like organizations in other sectors, non-profit organizations now have to do more with less. This book indicates the ways in which human resource management policies and practices can improve the effectiveness of non-profit organizations. The authors consider the roles played by non-profit organizations IN effective leadership and its development, developing the non-profit brand, enhancing learning and skills development of both paid staff and volunteers and encouraging and supporting bring about organizational change. They also examine how university-based education programs are developing talent in the non-profit sector. This timely book will prove invaluable to academics and doctoral students interested in all aspects of management within the non-profit/voluntary sector. Government professionals working in this sector will also find this compendium insightful.

[The Resource Management and Capacity Planning Handbook: A Guide to Maximizing the Value of Your Limited People Resources](#) Sep 20 2021 THE DEFINITIVE GUIDE TO MAXIMIZING LIMITED RESOURCES TO INNOVATE AND GROW Trying to accomplish too much with too few resources has become almost customary in business today. More often than not, though, all that we "accomplish" is delayed projects, mass confusion, and missed opportunities--not the achievement of business goals. The Resource Management and Capacity Planning Handbook helps you tackle the critical challenges of resource management and capacity planning head on by providing a proven tool for making the leap from chaos to control: the Capacity Quadrant, a framework for addressing visibility, prioritization, optimization of existing resources, and integrated planning and governance. The Resource Management and Capacity Planning Handbook demystifies the complexities of resource capacity and demand management and offers clear ways for maximizing your limited resources to drive business

growth and sustainability. This groundbreaking guide includes: The latest benchmark data from a comprehensive study of resource management Case studies from organizations that have used the book's methods with great success Tools for overcoming common barriers and making decisions involving time capture, resource assignments, and competing priorities Recommendations on ownership of the organization's resource management and capacity planning functions Considerations for addressing the human side of resource management and capacity planning The Resource Management and Capacity Planning Handbook gives you the information, insight, and proven methods to take your company where it has never been before. PRAISE FOR THE RESOURCE MANAGEMENT AND CAPACITY PLANNING HANDBOOK "There are lots of leadership books, scores of human resources books, and plenty of project and portfolio management books. This is the first book dedicated to what is essentially the drivetrain of organizations--the effective use of its people toward its most important activities. This is Manas's best and most ambitious book yet." -- Judith E. Glaser, CEO, Benchmark Communications, Inc.; Chairman of The Creating WE Institute; and author of the bestselling Conversational Intelligence "Jerry's book and the Capacity Quadrant model he outlines give you a realistic view of your workforce and an approach to maximizing the 'people power' in your organization that's easy to understand and apply. It could very well help transform your company and make you a hero in the process!" -- Dave Garrett, President and CEO, ProjectManagement.com "Unlike lifeless products, people skills and capacity are difficult to measure and vary widely between 'good' days and 'bad' days. Manas steps nimbly through this minefield with solid evidence and practical advice--all laced together in an easy-to-read style." -- R. Max Wideman FCSCE, FEIC, FICE, FPMI "It didn't take me too long into reading when I realized how much we really needed this book. I wish we had it when we started implementing Resource Capacity Planning and Investment Planning. I will make sure all of my staff members have copies." -- Gary Merrifield, PMP, Manager, IT Project Delivery and Quality Assurance, Blue Cross Blue Shield of Louisiana "A great guide to the most important topic in management: how to maximize your limited people resources." -- Hans Heuschkel, Senior Business Intelligence Analyst/Project Manager, Swiss insurance company

A Framework for Human Resource Management Nov 15 2023 This brief edition on human resources management is intended for undergraduate or graduate courses. It offers Web exercises for every chapter, password protected instructor support material and syllabus manager.

The Oxford Handbook of Human Resource Management Mar 07 2023 HRM is central to management teaching and research, and has emerged in the last decade as a significant field from its earlier roots in Personnel Management, Industrial Relations, and Industrial Psychology. People Management and High Performance teams have become key functions and goals for manager at all levels in organizations. The Oxford Handbook brings together leading scholars from around the world - and from a range of disciplines - to provide an authoritative account of current trends and developments. The Handbook is divided into four parts: * Foundations and Frameworks, * Core Processes and Functions, * Patterns and Dynamics, * Measurement and Outcomes. Overall it will provide an essential resource for anybody who wants to get to grips with current thinking, research, and development on HRM.

Human Resource Management Feb 18 2024 Authoritative and current information on Human Resource Management that ALL managers can use. This best-selling HRM text is designed to provide authoritative and accurate information on HR-related responsibilities and personnel management by focusing on practical applications, concepts, and techniques that ALL managers can use in business. More than 100 new topics can be found throughout this edition, along with new features and video cases.

Human Resource Management Jan 25 2022 "Human Resource Management provides students with an introduction to the daily tools and skills they'll need to function as successful managers -- in both human resources and business in general. With a practical approach, the text explores the evolution of the field, highlighting the introduction of revolutionary new technologies and social media platforms. The 16th Edition focuses on the positive impacts technology has had on the HR field. For example, the ability to vet potential employees on the internet has shifted more HR responsibilities to managers, leaving HR departments with more time to carry out strategic, long-term endeavors for boosting employee performance and engagement. With a heavy focus on emerging industry trends, the text prepares students with everything they need to be successful managers and HR personnel in the 21st century." -- Provided by publisher.

Principles of Ecosystem Stewardship Jul 19 2021 The world is undergoing unprecedented changes

in many of the factors that determine its fundamental properties and their influence on society. These changes include climate; the chemical composition of the atmosphere; the demands of a growing human population for food and fiber; and the mobility of organisms, industrial products, cultural perspectives, and information flows. The magnitude and widespread nature of these changes pose serious challenges in managing the ecosystem services on which society depends. Moreover, many of these changes are strongly influenced by human activities, so future patterns of change will continue to be influenced by society's choices and governance. The purpose of this book is to provide a new framework for natural resource management—a framework based on stewardship of ecosystems for human well-being in a world dominated by uncertainty and change. The goal of ecosystem stewardship is to respond to and shape change in social-ecological systems in order to sustain the supply and opportunities for use of ecosystem services by society. The book links recent advances in the theory of resilience, sustainability, and vulnerability with practical issues of ecosystem management and governance. The book is aimed at advanced undergraduates and beginning graduate students of natural resource management as well as professional managers, community leaders, and policy makers with backgrounds in a wide array of disciplines, including ecology, policy studies, economics, sociology, and anthropology.

Fundamentals of Human Resource Management Jun 22 2024 "Fundamentals of Human Resource Management covers a wide range of HR topics and shows students the importance of human resource management within the restraints of a compact semester. Offering a wealth of functional examples and applications, this text emphasizes the notion that all managers need basic human resource management skills."--Publisher's website.

Armstrong's Essential Human Resource Management Practice Mar 15 2021 Armstrong's Essential Human Resource Management Practice provides a complete overview of the practices and processes fundamental to managing people. The text provides a thorough introduction to the core areas of HR including: people resourcing, performance management, learning and development and rewarding people. It also examines the contribution of HR to organizational aims and objectives and how it is integrated within the business. The book is accompanied by online resources for both lecturers and students and adopts an increased focus on employee engagement, a concept which is becoming increasingly prominent in people management, but which is often presented as a mantra without being properly understood; this is examined in detail with reference to recent research. Michael Armstrong's original Handbook of Human Resource Management is the classic text for all those studying HR or who are entering the profession for the first time. In this new title Michael Armstrong provides a condensed text which has been rewritten with the non-HR student or professional in mind, describing and evaluating key HRM concepts such as: HRM itself; strategic HRM; the resource-based view; the choice between best practice and best fit; human capital measurement; motivation theory; emotional intelligence; the flexible firm; the learning organization; and financial rewards. Online supporting resources for this book include lecture slides, an instructor's manual, case examples and a literature review.

Human Resource Management, 15e Jul 31 2022 Human Resource Management provides students with the daily tools and skills they need to function as successful managers—in both human resources and business in general. With a practical approach, the text explores the evolution of the field, highlighting the introduction of revolutionary new technologies and social media platforms such as LinkedIn and cloud computing. The fifteenth edition focuses on the positive impacts technology has had on the HR field. The ability to vet potential employees on the Internet shifts more HR responsibilities to managers, leaving HR departments with more time to carry out strategic, long-term endeavours for boosting employee performance and engagement. With a heavy focus on emerging industry trends, the text prepares students with everything they need to be successful managers and HR personnel in the 21st century.

人力资源管理(第10版) Nov 03 2022 本书论述了人力资源管理在企业中的战略作用。综合性的和以研究为基础的内容涵盖了人力资源管理资格认证协会(HRCI)的内容大纲,包括全球化过程中人力资源的多样化管理、绩效评估的新研究和目前的热门话题。

Managing People in Sport Organizations Apr 15 2021 Managing People in Sport Organizations provides a comprehensive overview of the theory and practice of managing people within a strategic framework. This revised and updated second edition examines a range of strategic human resource management approaches that can be used by sport organizations to respond to contemporary

challenges and to develop a sustainable performance culture. Drawing on well-established conceptual frameworks and current empirical research, the book systematically covers every key area of HRM theory and practice, including: recruitment training and development performance management and appraisal motivation and reward organizational culture employee relations diversity managing change This new edition also includes expanded coverage of social media, volunteers, and individuals within organizations, and is supported with a new companion website carrying additional resources for students and instructors, including PowerPoint slides, exam questions and useful web links. No other book offers such an up-to-date introduction to core concepts and key professional skills in HRM in sport, and therefore *Managing People in Sport Organizations* is essential reading for any sport management student or any HR professional working in sport.

Management Fundamentals May 17 2021 Packed with experiential exercises, self-assessments, and group activities, *Management Fundamentals: Concepts, Applications, and Skill Development*, Tenth Edition develops essential management skills students can use in their personal and professional lives. Bestselling author Robert N. Lussier uses the most current cases and examples to illustrate management concepts in today ' s ever-changing business world. This fully updated new edition provides in-depth coverage of key AACSB topics such as diversity, ethics, technology, and globalization. New to this Edition: New Cases New and expanded coverage of important topics like generational differences, sexual harassment, AI, cybersecurity, entrepreneurial mindset, managing change, and emotional intelligence Fully updated Trends and Issues in Management sections in each chapter Hundreds of new examples, statistics, and references so your students are exposed to the latest thinking in management Key Features: Case studies highlight contemporary challenges and opportunities facing managers at well-known organizations such as IKEA, LG, Alibaba, and Buc-ees. Trends and Issues section explore timely topics such as the changing nature of work, managing multiple generations, and virtual teams. Self-Assessments help readers gain personal knowledge of management functions in the real world and provide opportunities for readers to learn about their personal management styles and apply chapter concepts. Skill Builder Exercises develop skills readers can use in their personal and professional lives. Ideas on Management chapter-opening cases highlight real companies and people and are revisited throughout the chapter to illustrate and reinforce chapter concepts. Case studies ask readers to put themselves in the role of a manager to apply chapter concepts and consider issues facing real organizations.

Human Resource Management in Small Business Mar 27 2022 *Human Resource Management in Small Business* fills a gap in our understanding of economic performance. Small businesses are more numerous, have more employees, and contribute more to the economies of nations throughout the world than do large organizations. This book examines a range of issues, including the significance of human resource management (HRM) practices to small business success, the management of work hours and work stressors, work and family issues, succession planning, employee recruitment and selection, and managing staff. It also explores how individuals develop HRM skills, and learn from their own and others' experiences. The role of HRM practices in successful small businesses is illustrated through a range of case studies. Including contributors who are internationally recognized academics from a range of countries; this book will prove to be an essential resource for postgraduate students and academics in management. Professional managers and owners in SMEs will also discover great insights from this admirable book.

Essentials of Human Resource Management Oct 14 2023

Ecosystem Management May 29 2022 Today's natural resource managers must be able to navigate among the complicated interactions and conflicting interests of diverse stakeholders and decisionmakers. Technical and scientific knowledge, though necessary, are not sufficient. Science is merely one component in a multifaceted world of decision making. And while the demands of resource management have changed greatly, natural resource education and textbooks have not. Until now. *Ecosystem Management* represents a different kind of textbook for a different kind of course. It offers a new and exciting approach that engages students in active problem solving by using detailed landscape scenarios that reflect the complex issues and conflicting interests that face today's resource managers and scientists. Focusing on the application of the sciences of ecology and conservation biology to real-world concerns, it emphasizes the intricate ecological, socioeconomic, and institutional matrix in which natural resource management functions, and illustrates how to be more effective in that challenging arena. Each chapter is rich with exercises to help facilitate problem-based learning.

The main text is supplemented by boxes and figures that provide examples, perspectives, definitions, summaries, and learning tools, along with a variety of essays written by practitioners with on-the-ground experience in applying the principles of ecosystem management. Accompanying the textbook is an instructor's manual that provides a detailed overview of the book and specific guidance on designing a course around it. Download the manual here. Ecosystem Management grew out of a training course developed and presented by the authors for the U.S. Fish and Wildlife Service at its National Training Center in Shepherdstown, West Virginia. In 20 offerings to more than 600 natural resource professionals, the authors learned a great deal about what is needed to function successfully as a professional resource manager. The book offers important insights and a unique perspective derived from that invaluable experience.

Teaching Human Resource Management Jan 05 2023 Filled with over 65 valuable case studies, role plays, video-based discussions, simulations, reflective exercises and other experiential activities, Teaching Human Resource Management enables HR professors, practitioners and students at all levels, to engage and enhance knowledge and skills on a wide range of HR concepts. This book breathes life into the teaching of Human Resource Management and readers will be able to better relate theoretical concepts to workplace decisions and dilemmas.

Christian Scripture and Human Resource Management Feb 06 2023 Christian Scripture and Human Resource Management provides a much-needed Christian faith-based perspective on human resources management written for both line and human resource managers using the framework of servant leadership, the mandated leadership approach used by Jesus.

Fundamentals of Human Resource Management Jun 10 2023

Leading, Managing and Developing People Feb 23 2022 Leading, Managing and Developing People is critical reading for all those studying the CIPD Level 7 Advanced module in Leading, Managing and Developing People as well as all HR and L&D practitioners. It provides extensive coverage of the aims, objectives and contribution of HRM such as the scope and nature of human resources, HR's role when organisations grow and how to ensure professionalism and ethical behaviour when managing people. This book also includes discussion of major contemporary themes in leading, managing and developing people including leadership development, flexibility, agile working and the psychological contract. This ensures that readers are fully prepared to lead, manage and develop staff in the new world of work. With rigorous academic underpinning and clear theoretical exploration, Leading, Managing and Developing People also includes practical advice on key activities including recruitment, job design, performance management, motivation and reward. Supported by online resources including an instructor's manual, lecture slides, international case studies, example essay questions and annotated web links, this is an indispensable guide for both students and practitioners.

Human Resource Management Apr 27 2022 Managing employee absence, maintaining a healthy 'work-life balance', and developing ethical and socially responsible codes of behaviour at work: many of the most topical areas of debate in organisations are rooted in issues of human resource management. The 6th edition of this market-leading textbook provides detailed exploration and analysis of these contemporary issues, as well as providing comprehensive coverage of all the core elements of HRM. There is a range of useful features to engage the reader's interest and assist in learning from the text: *seven Focus on Skills sections develop sp.

Essentials of Human Resource Management Dec 04 2022 Offers select, condensed, and thoroughly updated coverage rewritten from the authors' best-selling 'big' book Human Resource Management, 7/e. *Offers an intensive, concise and succinct overview of human resource management - perfect for 'modular' courses* Provides users with the essential working vocabulary and knowledge they will need for the human resources parts of their management jobs *'Global Issues in HR' sections in every chapter emphasize the importance of knowing how the practices may apply in different parts of the world

Human Resource Management Nov 22 2021 Human Resource Management addresses the challenges faced by human resource managers, integrating traditional theory with real-world strategy to equip students with the knowledge, perspective, and skills they need to thrive in the ever-changing global business environment. Presented in a clear and relatable style, this text emphasizes how effective human resource management and strategic planning work in concert to allow organizations to achieve maximum success. The focus on practical application illustrates the essential link between strategic planning and implementation, providing an inside look at how real-world companies increase

effectiveness through world-class human resources management practices. A wealth of case studies, discussion topics, and exercises reinforce key concepts, strengthening students' ability to think strategically and integrate core HR management principles into the decision-making process. By mirroring the current landscape's increased reliance on smart people-management strategy, this text underscores the importance of HR management in attracting and retaining the top talent that drives an organization forward.

A Framework for Human Resource Management Apr 20 2024

Readings and Cases in International Human Resource Management and Organizational Behavior Jul 11 2023 Readings and Cases in International Human Resource Management and Organizational Behavior, 5th Edition examines cross-cultural interactions between people, cultures and human resource systems in a wide variety of regions throughout the world. This is truly a Global collection. Features include: * new readings and case studies positioned alongside trusted ' tried and true ' readings and cases from past editions * a companion website featuring supplemental material and teaching notes to enhance instructors' abilities to use the readings and cases with their students. Written to enable students to meet the international challenges that they face every day and to sensitize them to the complexity of human resource issues in the era of globalization, this text is a vital resource for all those studying international human resource management.

Meeting the Challenge of Human Resource Management Sep 01 2022 While communicating is a vital skill for managers at all organizational levels and in all functional areas, human resource managers are expected to be especially adept communicators, given the important interpersonal component of their roles. Practitioners and scholars alike stand to benefit from incorporating an updated and more nuanced view of communication theory and practice into standard human resource management practices. This book compiles readings by thought leaders in human resource management and communication, exploring the intersection of interests, theories, and perspectives from the two fields to highlight new opportunities for research and practice. In addition to covering the foundations of strategic human resource management, the book: offers a critical review of the research literature on topics including recruitment, selection, performance management, compensation, and development uses a communication perspective to analyze the impact of corporate strategy on human resource systems investigates the key human resource management topic of the relationship between a company's human capital and its effectiveness directly discusses the implications of communication literature for human resource management practice Written at the cross-section of two established and critically linked fields, this book is a must-have for graduate human resource management and organizational communication students, as well as for high-level human resource management practitioners.

Fundamentals of Human Resource Management May 09 2023 For introductory courses in human resource management. Foundations in management beyond the HR department Fundamentals of Human Resources Management supports human resources training for all students of management -- not just HR managers. The text presents a wide range of HR topics within a single semester of material, and a wealth of functional examples and applications. Fundamentals is also the first text of its kind to make talent management processes a core study. This 5th Edition has been updated with practical personnel techniques, real company examples, and new material on business sustainability. Each chapter touches on important recurring themes in management, including employee engagement tactics, small/global business management, employment law features, and positive employee relations, to help students become stronger and more effective managers. Also available with MyLab Management By combining trusted authors' content with digital tools and a flexible platform, MyLab personalizes the learning experience and improves results for each student. Note: You are purchasing a standalone product; MyLab Management does not come packaged with this content. Students, if interested in purchasing this title with MyLab, ask your instructor to confirm the correct package ISBN and Course ID. Instructors, contact your Pearson representative for more information. If you would like to purchase both the physical text and MyLab Management, search for: 013489040X / 9780134890401 Fundamentals of Human Resource Management Plus MyLab Management with Pearson eText -- Access Card Package, 5/e Package consists of: 0134740211 / 9780134740218 Fundamentals of Human Resource Management 0134743431 / 9780134743431 MyLab Management with Pearson eText -- Access Card -- for Fundamentals of Human Resource Management

The Routledge Companion to Strategic Human Resource Management Jun 17 2021 'The Routledge

Companion to Strategic Human Resource Management' is a prestige reference work offering a comprehensive and authoritative overview of the field. It surveys the state of the discipline and introduces and makes sense of new cutting edge themes.

Human Resource Management May 21 2024 For Human Resource Management (HRM) and Personnel courses. The #1 best-selling HRM book in the market, Dessler's Human Resource Management provides a comprehensive review of personnel management concepts and practices in a highly readable form. This edition focuses on the high-performance organization building better, faster, more competitive organizations through HR; while continuing to offer practical applications that help all managers deal with their personnel-related responsibilities.

Where's the 'Human' in Human Resource Management Aug 20 2021 Drawing on case studies from the UK, Ireland, US and Australia, this book addresses the major workplace challenges of HRM today to create a textbook for the 21st century.

Human Resource Management Dec 16 2023

Strategic Human Resource Management Aug 12 2023 Whether you are studying at undergraduate or postgraduate level, our stellar team of expert authors will guide you through the key topics of human resource management from strategic and international perspectives. Starting with the fundamentals of each topic and progressing through to critical evaluation, the 3rd edition includes: Even more international case studies from across Europe, Asia, Australia and the Middle East – which bring the theory and academic underpinning to life A wide range of Reflective Activities that encourage you to consider the real-world implications of what you have learnt An updated companion website featuring a wealth of resources for lecturers and students, including an Instructor's Manual, PowerPoint slides, a Testbank, recommended journal articles and additional business cases

Human Resource Management Sep 13 2023 Offers students a comprehensive understanding of HRM theory, skills and application - a perfect fit for a one semester unit. The authors reflect on current HRM issues such as diversity, flexibility, equity, globalisation, the regulatory environment, and IT. J Griffiths, La Trobe University and B Lloyd-Walker, Victoria University.

Human Resources Management in Canada Oct 22 2021 Appropriate for Human Resource Management and Personnel courses. This comprehensive review of essential HRM concepts and techniques is complemented by the authors' highly readable style. The text provides extensive coverage of all essential HRM topics such as job analysis, recruitment, selection, orientation, training, compensation and benefits, performance appraisal, health and safety, and union-management relations.

Dessler Oct 02 2022 This text is designed to provide authoritative and accurate information on HR-related responsibilities and personnel management by focusing on practical applications, concepts, and techniques that all managers can use in business.

Servant Leader Human Resource Management Apr 08 2023 Servant Leader Human Resource Management provides a comprehensive conceptual framework based on a dignity enhancing stewardship model that integrates and balances mission achievement with motive, means and ends integrity from both a line manager and human resource department perspective.

Strategic Human Resource Management Mar 19 2024 A research-focused introductory text written by a stellar contributor line-up including Linda Holbeche, Stephen Taylor and Jim Stewart. The Second Edition integrates an international perspective using examples and case studies from a broad range of regions and industries including Microsoft, Volkswagen and Rolls-Royce. The 2 new chapters on Culture and Globalisation reflect the contemporary workplace, and the future of HR based on Linda Holbeche's latest research is included in the final chapter. The book is complemented by a companion website featuring a range of tools and resources for lecturers and students, including PowerPoint slides, Testbank, an Instructor's manual, access to SAGE Journal articles and author podcasts. Suitable for upper undergraduate and Masters level strategic HRM modules or HRM modules that have a strategic angle.

Handbook of Human Resources Management in Government Feb 11 2021 In this thoroughly updated edition of a classic reference, Stephen E. Condrey brings together leading experts in public administration and HR management to detail how you can: Move beyond your often limited problem-solving role as an HR manager and demonstrate how you can play a more strategic role in your organization. Deal with crucial issues such as diversity, EEO regulations and other legal issues, compensation, sexual harassment, and performance appraisal. Expand your ability to maximize productivity, efficiency, and employee satisfaction. Develop budgets, use volunteers, and employ

consultants. Also included with purchase is a free supplemental on-line Instructor's Manual. Order your copy now!

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