



## The Little Black Book of Management: Essential Tools for Getting Results NOW

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By Suzanne Turner

McGraw-Hill Education - Europe. Hardback. Book Condition: new. BRAND NEW, The Little Black Book of Management: Essential Tools for Getting Results NOW, Suzanne Turner, All the essential tools managers could ever need-in one handy guide! "Describes in simple terms the practical tools .to achieve success." -- Alan Mulally, President and CEO, Ford Motor Company Real-world tested, real-world proven in organizations ranging in size from global titans like Boeing and Motorola to mom-and-pops and home businesses, The Little Black Book of Management is the ideal handbook for busy executives, managers, and entrepreneurs like you. In this unique, practical, and easy-to-use guide, you get nearly 100 potent indispensable tools, organized for ease-of-use, including: \* Time management \* Brainstorming \* Presentations \* Process management (Six Sigma, balanced scorecard) \* Communication/teambuilding Save time and money by tackling in-house such critical tasks as brand development, marketing mix, breakeven analysis, or even designing a business excellence framework. Concise, comprehensive, and organized for immediate access to the right tools for the job, The Little Black Book of Management is your one-stop source for all the essential tools managers need to develop the performance of their teams and organizations. Suzanne Turner owns and manages Potenza, Ltd., a management development...



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