

<<Art Of Managing Peop>>

图书基本信息

书名：<<Art Of Managing People(管人的艺术)>>

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内容概要

This book offers managers advice on understanding human behavior, choosing a style of decision making, learning to effectively communicate with superiors, co-workers, and subordinates, and coordinate group problem solving. When a manager establishes a friendly yet productive working atmosphere, the benefits to the whole organization are substantial. The Art of Managing People provides practical strategies, guidelines and techniques for

- * Developing the interpersonal skills necessary to improve relations with employees
- * Understanding the differences between people, and behaving accordingly
- * Assessing, and then improving, current working situations
- * Creating trust between managers and employees.

Person-to-person skills are the key to developing an effective team of satisfied, energetic workers. Letting your workers express their own personalities and maximize their potentials will

- * Reduce stress within the work force,
- * Create a positive spirit throughout the company, and
- * Increase the organization's productivity and profitability.

Dr. Phillip L. Hunsaker is a Professor of Management and Director of Management Programs in the School of Business Administration at the University of San Diego. He is an internationally recognized consultant, seminar leader and speaker in the areas of personal, management, and organizational development.

Dr. Hunsaker has authored over 100 publications, including numerous articles in academic and professional journals and the best-selling books *You Can Make It Happen: A Guide to Personal and Organizational Change* (Addison-Wesley, 1977); *Managing Organizational Behavior* (Addison-Wesley, 1986); and *Strategies and Skills for Managerial Women* (Southwestern, 1986).

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