



Basic Managerial Skills for All (9th edition)

By E.H. McGrath

Prentice-Hall of India Pvt.Ltd. Paperback. Book Condition: new. BRAND NEW, Basic Managerial Skills for All (9th edition), E.H. McGrath, The Ninth Edition of this well-established text, while retaining the contents and style of the earlier editions, continues to discuss the basic skills of management and leadership. The assumption of the book is that the human person is by nature a manager and has leadership and managerial skills that can and should be continually developed. These basic skills are: reading, writing, learning, speaking, interviewing, training, deciding, problem-solving, managing conflict, and motivation. And in this book, Fr. McGrath, with his masterly skills and wealth of experience, tells how these skills can be fully developed and mastered. Constant use of pointers, tips, exercises and questionnaires, supplemented by hand drawings, make this book exceptionally reader friendly. What's New to the Ninth Edition: The section on teaching and training has been strengthened. The sections on leadership and change management give a new orientation. Additional exercises and inputs are given in all the sections. WHAT THE REVIEWERS SAY: Hundreds of managers, teachers, and HRD personnel and others in India and abroad have benefited from this storehouse of practical wisdom, lucidly and creatively written. McGrath is a...



READ ONLINE
[7.26 MB]

Reviews

The book is not difficult in read through better to recognize. It really is writter in straightforward terms instead of confusing. I am happy to inform you that this is actually the finest publication i actually have read in my individual daily life and may be he best book for possibly.

-- **Valerie Heaney**

A really great publication with perfect and lucid explanations. Of course, it is play, continue to an amazing and interesting literature. I discovered this book from my i and dad suggested this publication to find out.

-- **Dr. Augustine Borer**

Related Kindle Books



Trace and Write Alphabets and Sentences for Beginning Writers (Paperback)

Createspace, United States, 2015. Paperback. Book Condition: New. 254 x 203 mm. Language: English . Brand New Book ***** Print on Demand *****.The Trace and Write Alphabets and Sentences for Beginning Writers workbook, provides extensive focus on alphabet formation for the beginning...



Alphabet Tracing (Paperback)

Createspace, United States, 2015. Paperback. Book Condition: New. 254 x 203 mm. Language: English . Brand New Book ***** Print on Demand *****.Alphabet Tracing, Letters A-Z, provides extensive focus on alphabet tracing and printed letter formation for the preschool and kindergarten beginning...



Children s Handwriting Book of Alphabets and Numbers: Over 4,000 Tracing Units for the Beginning Writer (Paperback)

Createspace, United States, 2015. Paperback. Book Condition: New. 254 x 203 mm. Language: English . Brand New Book ***** Print on Demand *****.The Children s Handwriting Book of Alphabets and Numbers provides extensive focus on alphabet tracing and number tracing for the...



And You Know You Should Be Glad (Paperback)

HarperCollins Publishers Inc, United States, 2014. Paperback. Book Condition: New. Reprint. 201 x 132 mm. Language: English . Brand New Book ***** Print on Demand *****.A highly personal and moving true story of friend-ship and remembrance from the New York Times bestselling...



Dom's Dragon - Read it Yourself with Ladybird: Level 2

Penguin Books Ltd. Paperback. Book Condition: new. BRAND NEW, Dom's Dragon - Read it Yourself with Ladybird: Level 2, Mandy Ross, One day, Dom finds a little red egg and soon he is the owner of a friendly dragon called Glow! But...



I Learn, I Speak: Basic Skills for Preschool Learners of English and Chinese (Paperback)

Paraxus International, Inc., United States, 2012. Paperback. Book Condition: New. 279 x 216 mm. Language: English . Brand New Book ***** Print on Demand *****.Please go to // and shapes for some high resolution sample pages. Learn Chinese - Basic Skills for...