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the primary aim of project management is to facilitate the successful completion of projects for this reason it puts particular emphasis on the importance of careful preparation and strategic co operation within the project team the first part of this new textbook offers a description of the project based approach to the work environment an analysis of when such an approach is appropriate and an account of how to make projects work in addition this part of the book discusses the role of planning software within the project environment part two of the book describes the practical tools and skills needed to tackle projects a number of the skills outlined in part two are also relevant to learning contexts other than projects this new edition offers additional material on the life cycle of the project from setting up to completing a project new sections deal with skills such as brainstorming and decision making in the

project group the text makes for required reading for project management students everywhere

appropriate for introductory management courses in canadian colleges and universities written in an accessible conversational style management takes a global approach to the subject the book profiles canadian managers contains canadian examples and cases throughout improvements to existing topics have been incorporated into this edition including a new chapter on managing communication and information technology this edition has re worked the writing style to speak to the student by showcasing a young canadians section for managers less than 40 years of age in addition there is more emphasis on small business and entrepreneurial ventures and will as improved visual delivery of material through effective application of charts diagrams and tables

explains how to protect both guests and owners from various types of loss in hospitality management businesses ellis explain security equipment procedures for guest concerns departmental responsibilities in protecting guests and assets protecting funds emergency management risk management and insurance

this book is designed for management development of professional nurses in the twenty first century the text provides the best management concepts and theories of management available from the field of generic management as well as from nursing management sources it also provides theoretical and practical knowledge that will aid clinical nurse managers in meeting the demands of constantly changing patient care services

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