

Fundamentals Of Organizational Behavior

4th Edition Andrew Dubrin Book

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essentials of management is written for newcomers to the field of management and for experienced managers seeking updated information and a review of the fundamentals it is also written for the many professionals and technical people who work closely with managers and who take their turn at performing some management work an example would be the member of a cross functional team who is expected to have the perspective of a general manager based on extensive research about curriculum needs the design of essentials of management addresses itself to the needs of introductory management courses and supervision courses offered in educational settings previous editions of the text were used in the study of management in colleges and universities as well as in career schools in such diverse programs as hospitality and tourism management and nursing the book can also be used as a basic resource for management courses that rely heavily on lecture notes powerpoint presentations and videos rather than an encyclopedia like text

looking for a guide to the fundamentals of management this book is the perfect introduction to the basics of managing a business and its personnel organized around the functional management approach planning organizing decision making leading and controlling it takes a hands on approach to learning applying its concepts to the real world and covering the most current topics in management today

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this book offers a concise practical guide for managers on the most important areas of creativity innovation and the impact of organizational change

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