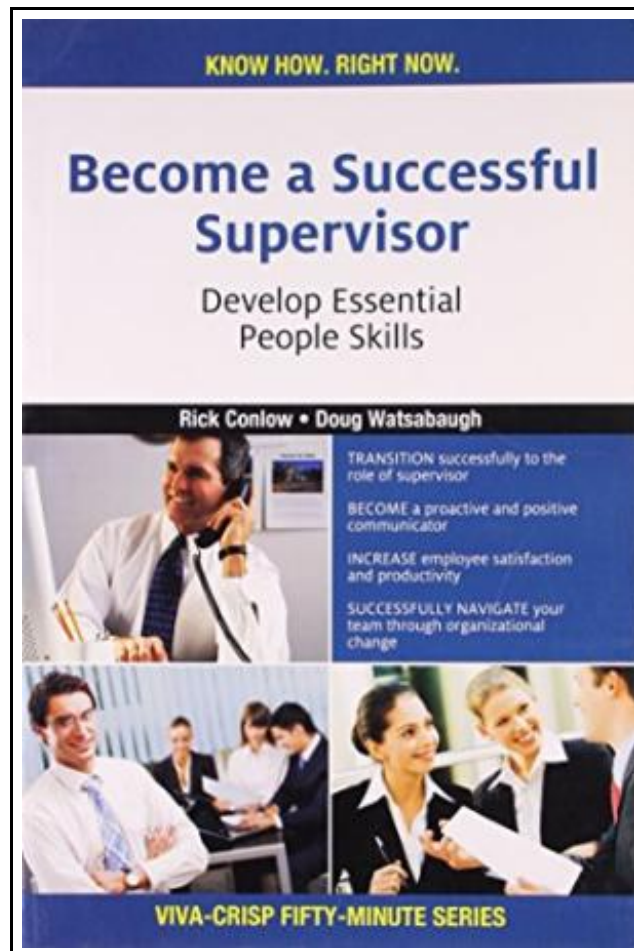


Become a Successful Supervisor: Develop Essential People Skills (Series: Viva-Crisp Fifty-Minute)



Filesize: 8.92 MB

Reviews

*A must buy book if you need to adding benefit. It really is writter in straightforward words and not difficult to understand. I am just pleased to let you know that here is the best ebook i have got read through in my individual daily life and may be he best book for ever.
(Prof. Charles Boehm)*

BECOME A SUCCESSFUL SUPERVISOR: DEVELOP ESSENTIAL PEOPLE SKILLS (SERIES: VIVA-CRISP FIFTY-MINUTE)

[DOWNLOAD](#)

Viva Books, 2011. Softcover. Book Condition: New. First edition. Becoming a supervisor for the first time usually comes with mixed emotions and a lot of questions. Will you be able to help others in ways no one did for you? Can you manage people effectively when they used to be your peers? Where do you start? Get the answers to all your questions and learn to be an effective and confident leader. Become a Successful Supervisor demonstrates key strategies you can start using today to create a positive, powerful, motivating environment for your employees. You'll learn how to: ? Successfully transition to the role of supervisor ? Become a more proactive communicator ? Develop coaching skills to increase employee satisfaction and productivity ? Acquire the necessary skills to deal with organizational change Contents: Part 1: Transitioning to Supervision ? The Opportunity ? Your Role Changes Now ? How You Use Your Time ? Transition Speed Bumps ? So, Now What? ? Working Successfully with People ? Part 2: High-Performance Management ? Performance Management ? How to Establish Clear Expectations ? Giving Positive Feedback ? Handling Performance Problems ? Supervising with Flexibility ? Performance Assessment ? Strategies for Managing Performance ? Part 3: Communicating with others Proactively ? Building Interdependent Relationships ? Communicating One-on-One with Employees ? Communicating with a Team ? Use a Team Approach ? Communicating with Others ? Communicating with Your Manager ? Part 4: Coaching for Excellence ? The Changing Playing Field ? Coaching Behaviors in Supervisors ? The Coaching Process ? Strategies for Effective Coaching ? Part 5: Dealing Positively with Change ? A New Paradigm ? Organizational Change ? The Impact of Change ? Communicating Change Effectively ? Change Management Skills ? Brainstorming Change Ideas ? Problem-Solving Techniques ? Appendix: Action Plan: Keep Excelling Printed...



[Read Become a Successful Supervisor: Develop Essential People Skills \(Series: Viva-Crisp Fifty-Minute\) Online](#)



[Download PDF Become a Successful Supervisor: Develop Essential People Skills \(Series: Viva-Crisp Fifty-Minute\)](#)

Other Books



Crochet: Learn How to Make Money with Crochet and Create 10 Most Popular Crochet Patterns for Sale: (Learn to Read Crochet Patterns, Charts, and Graphs, Beginner s Crochet Guide with Pictures) (Paperback)

Createspace, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Getting Your FREE Bonus Download this book, read it to the end and...

[Read Book »](#)



Most cordial hand household cloth (comes with original large papier-mache and DVD high-definition disc) (Beginners Korea(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date: Unknown in Publisher: Henan Science and Technology Press Information Original Price:...

[Read Book »](#)



Studyguide for Introduction to Early Childhood Education: Preschool Through Primary Grades by Jo Ann Brewer ISBN: 9780205491452

2011. Softcover. Book Condition: New. 6th. 8.25 x 11 in. Never HIGHLIGHT a Book Again! Includes all testable terms, concepts, persons, places, and events. Cram101 Just the FACTS101 studyguides gives all of the outlines, highlights,...

[Read Book »](#)



TJ new concept of the Preschool Quality Education Engineering the daily learning book of: new happy learning young children (3-5 years) Intermediate (3)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment.Paperback. Pub Date :2005-09-01 Publisher: Chinese children before making Reading: All books are the...

[Read Book »](#)



Ask Dr K Fisher About Dinosaurs

Kingfisher, Great Britain, 2007. Softcover. Book Condition: New. Sheppard, Kate (illustrator). 32 pages. Multiple copies of this title available. For the first time, Kingfisher brings its expertise in beautifully-designed, trusted non-fiction to the sphere of...

[Read Book »](#)

**Kingfisher Readers: Record Breakers - the Biggest (Level 3: Reading Alone with Some Help) (Unabridged)**

Pan Macmillan. Paperback. Book Condition: new. BRAND NEW, Kingfisher Readers: Record Breakers - the Biggest (Level 3: Reading Alone with Some Help) (Unabridged), Claire Llewellyn, For the first time, Kingfisher brings its expertise in beautifully-designed,

[Download Book »](#)

**Chicken Licken - Read it Yourself with Ladybird: Level 2 (Paperback)**

Penguin Books Ltd, United Kingdom, 2013. Paperback. Book Condition: New. 226 x 152 mm. Language: English . Brand New Book. In this classic fairy tale, a nut falls on Chicken Licken s head and he

[Download Book »](#)

**Coping with Chloe**

Phoenix Yard Books. Paperback. Book Condition: new. BRAND NEW, Coping with Chloe, Rosalie Warren, Anna and Chloe are twins. They share everything. Even Chloe's terrible accident hasn't split them apart. But Anna is beginning to

[Download Book »](#)

**Peter Rabbit: Treehouse Rescue - Read it Yourself with Ladybird: Level 2**

Penguin Books Ltd. Paperback. Book Condition: new. BRAND NEW, Peter Rabbit: Treehouse Rescue - Read it Yourself with Ladybird: Level 2, This is based on the new Peter Rabbit animated TV series. Peter and Lily

[Download Book »](#)

**Oxford Reading Tree Read with Biff, Chip, and Kipper: Phonics: Level 2: The Red Hen (Hardback)**

Oxford University Press, United Kingdom, 2011. Hardback. Book Condition: New. 176 x 152 mm. Language: English . Brand New Book. Read With Biff, Chip and Kipper is the UK s best-selling home reading series. It

[Download Book »](#)