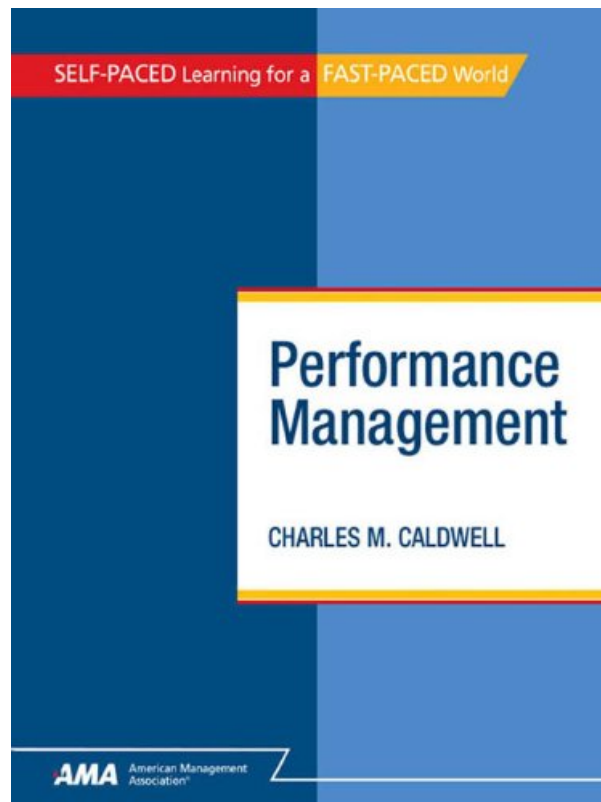
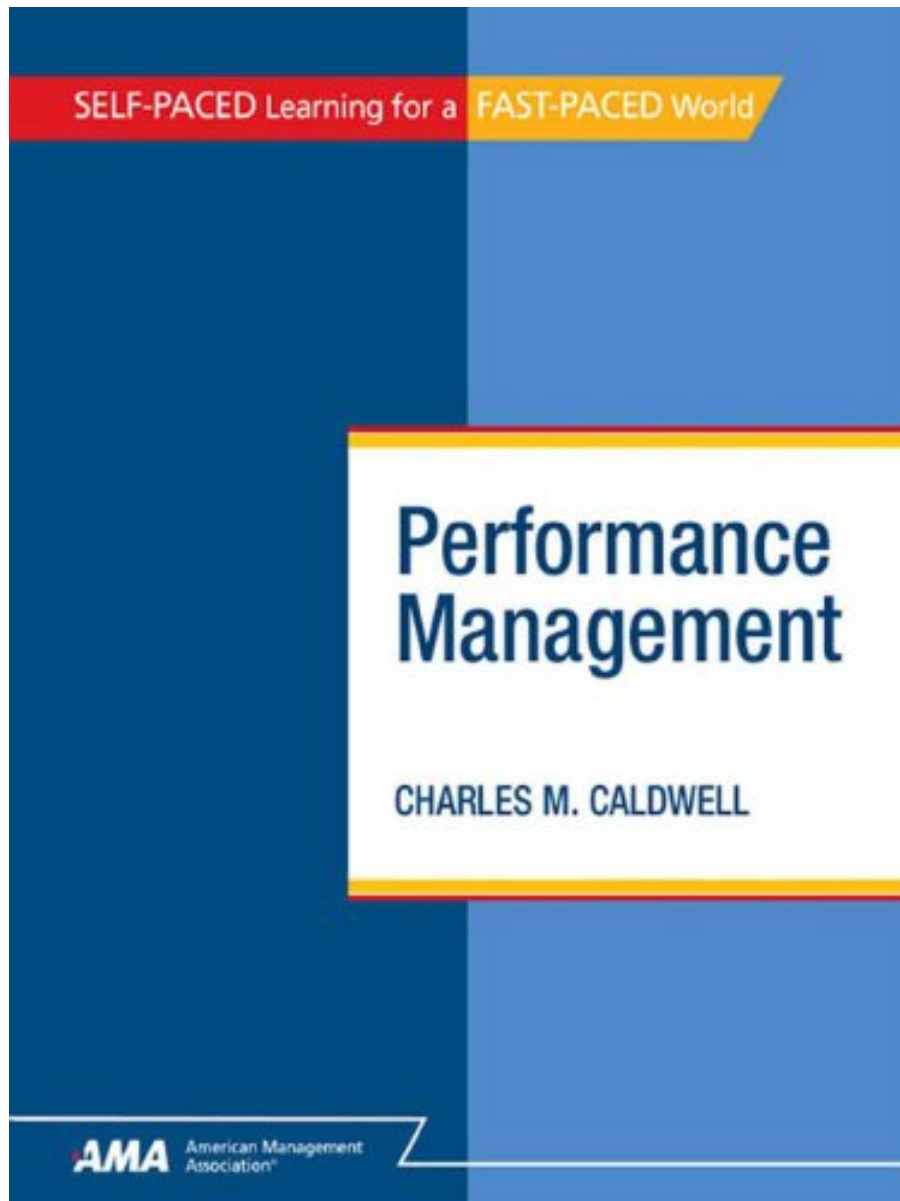


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Organizational success depends on the continuous improvement of staff performance at all levels. People constitute the real competitive advantage in business and industries of all types. Enhancing the performance of your people and ultimately your organization depends on the continuous improvement of staff at all levels. An effective Performance Management system is essential to help employees perform at their best and align their contributions with the goals, values, and initiatives of the organization. Performance Management presents managers and supervisors with a clear model they can follow to plan, monitor, analyze, and maintain a satisfying process of performance improvement for their staff. Designed for readers to apply what they are learning to their current job responsibilities, this book offers exercises and assessments to determine your readiness to implement performance management. It also illustrates strategies for developing the crucial communication skills of coaching, problem solving, and giving feedback while teaching methods for linking organization and personal goals. By demystifying the role of performance management techniques, Performance Management provides the knowledge and tools to design and implement a workable system that benefits the organization and inspires employees to manage their own performance. This is an ebook version of the AMA Self-Study course. If you want to take the course for credit you need to either purchase a hard copy of the course through amaselfstudy.org or purchase an online version of the course through www.flexstudy.com.

- Sales Rank: #2666273 in eBooks
- Published on: 2002-05-13
- Released on: 2002-05-13
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