



The Little Black Book for Managers: How to Maximize Your Key Management Moments of Power

John Cross, Rafael Gomez, Kevin Money

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A smart, small book for any manager's pocket.

In every manager's career there are moments where decisions need to be made in order to achieve success and this smart, nicely packaged little book can be there to help each time. The trick to succeeding in these moments is to identify each of these situations ahead of time and understand how to act and what to do to reduce the chances of failure. That is exactly what *The Little Black Book for Managers* has done. The authors have listed a whole host of situations most managers face, based on thousands of personal experiences, and have mapped out how to deal with each situation. The book contains specific examples of words and phrases that can be used as well as illustrations and exercises to analyse your current performance. It is short on waffle and high on practical wisdom. It is designed to be dipped in and out of – reached for whenever a situation arises. This is a practical support tool for managers at all levels, from shop-floor supervisor to main board director.

The Little Black Book for Managers explains how to deal with scenarios such as;

- Having a lack of confidence to deal with other people in the way that is needed
- Times when you have to assert your authority more
- Allocating critical work. Who to choose?
- Needing to get extra effort from the team when under pressure
- Incentivising
- Delegation
- Having to deal with under-performers
- Personality clashes between work colleagues
- Managing a meeting with senior leaders

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The book The Little Black Book for Managers: How to Maximize Your Key Management Moments of Power has a lot info on it. So when you read this book you can get a lot of advantage. The book was compiled by the very famous author. Tom makes some research prior to write this book. That book very easy to read you can get the point easily after perusing this book.

Arthur Reaves:

This The Little Black Book for Managers: How to Maximize Your Key Management Moments of Power is brand-new way for you who has curiosity to look for some information since it relief your hunger associated with. Getting deeper you into it getting knowledge more you know or you who still having small amount of digest in reading this The Little Black Book for Managers: How to Maximize Your Key Management Moments of Power can be the light food in your case because the information inside this book is easy to get by simply anyone. These books build itself in the form which can be reachable by anyone, yep I mean in the e-book application form. People who think that in book form make them feel sleepy even dizzy this e-book is the answer. So there is no in reading a reserve especially this one. You can find actually looking for. It should be here for you actually. So , don't miss the item! Just read this e-book kind for your better life as well as knowledge.

Jordan Miller:

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