

## Armstrongs Handbook of Management and Leadership: Developing Effective People Skills for Better Leadership and Management



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## ARMSTRONGS HANDBOOK OF MANAGEMENT AND LEADERSHIP: DEVELOPING EFFECTIVE PEOPLE SKILLS FOR BETTER LEADERSHIP AND MANAGEMENT



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Kogan Page Ltd. Paperback. Book Condition: New. Paperback. 380 pages. Dimensions: 9.1in. x 6.1in. x 0.9in. In order to make an effective contribution, HR specialists have to be good at management, leadership and developing themselves and others. However, in addition, they need to be aware of the management and business considerations that affect their work. Armstrongs Handbook of Management and Leadership provides guidance on the processes of management and leadership with particular reference to what managers and aspiring managers need to know and do to make a difference. This new edition is the only book that covers in one volume the new Leading, Managing and Developing People and Developing Skills for Business Leadership modules, which are part of the Chartered Institute of Personnel and Developments Leadership and Management Standards. Chapters include a list of key terms and concepts as well as learning objectives. Questions and the main learning points can be found at the end of each chapter for quick summarization. Armstrongs Handbook of Management and Leadership is also accompanied by additional online material for use by instructors as well as an exhaustive set of questions and answers for students. Additional online teaching and learning resources can be found here: <http://www.koganpage.com/conditions/armstrongs-handbook-of-management-and-leadership> 9780749465520 This item ships from multiple locations. Your book may arrive from Roseburg, OR, La Vergne, TN. Paperback.

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