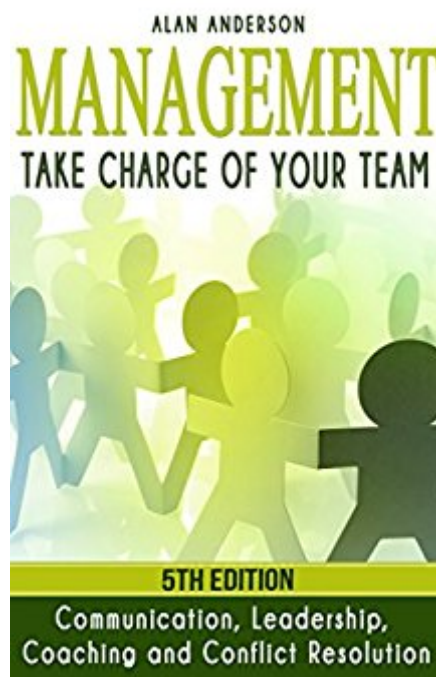




The book was found

Management: Take Charge Of Your Team: Communication, Leadership, Coaching And Conflict Resolution (Team Motivation, Workplace Communications, Employee ... Team Management, Conflict Management)



Synopsis

TODAY IS THE DAY, TAKE CHARGE OF YOUR TEAM! Team management is important, but it isn't about being important. It's about being there for your team members when they need you and overseeing the project from a managerial point of view. That means that you need to have a lot of skills including the ones shown in this book. Your team can only be as effective as you are. There is nowhere to throw blame when you are a team manager because the buck rests with you. However, when you do succeed as a team manager or leader, what you find is that your team members will follow your lead and will do so with added enthusiasm if they see that you have enthusiasm and vision to get a job done. The idea behind writing this book was to use my experience to help those starting out and to be able to give useful and sound advice. There are many corporate style books on leadership. What makes mine different is that it's written by someone who has been where you are currently standing, and who understands your difficulty with being faced with the job of team leader for the first time. Walk through the pages and learn how it's done. It's actually easier than you may imagine, once you know what it is that you need to be doing. In this book you will learn how to: Effectively communicate with your team Allocate and delegate Identify your team's strengths and weaknesses Develop your coaching skills Manage conflict resolution Improve your coaching skills Become a great leader And much, much more Scroll Up to Download your Copy Today!

Book Information

File Size: 1604 KB

Print Length: 258 pages

Page Numbers Source ISBN: 1518821782

Simultaneous Device Usage: Unlimited

Publication Date: July 15, 2015

Sold by: Digital Services LLC

Language: English

ASIN: B011S5Y4F2

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Enabled

Lending: Not Enabled

Screen Reader: Supported

Enhanced Typesetting: Enabled

Best Sellers Rank: #84,804 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #1 in Kindle Store > Kindle eBooks > Business & Money > Skills > Secretarial Aids & Training #11 in Kindle Store > Kindle eBooks > Business & Money > Skills > Office Management #14 in Books > Business & Money > Skills > Secretarial Aids & Training

Customer Reviews

I think you will understand how to help communicate adequately, inspire different members of this team, delegate different chores, resolve almost any problems in addition to conflicts, setting in place realistic deadlines in addition to report almost any problems you may have on towards you. As some sort of team leader you must have great verbal exchanges skills so that you can manage ones team correctly. And likewise give credit on your members only when it's due. To obtain effective command, it is usually never in relation to demanding what you should be performed, but to help assign the position and show the assignee ones expectations around the task issued. It are often very daunting of any task for taking lead some sort of team, but while using the help on this book you possibly can take thoughts and methods to be a simple yet effective leader sometime soon. I imagine this ebook will educate you how as a great administrator. I learned lots about managing and definitely helpful with my vocation since everyday we transform "Team leaders" and have absolutely to agree to them. Recall, the team is very important on your business, without right management your enterprise will suffer lots and finally you will even lose the item. So, understand it and be able to manage ones team correctly.

Management was never easy to begin with, if it were then all of us are capable of being a manager and leading team, a company or a firm. I can say that this book is an informative and excellent guide and tool if you want to learn how to lead, coach and manage a team. There's a lot to consider like how you communicate, how you coach, how you lead and also how you resolve conflict within the team and your management. I have also learned the art of allocation and how important it is to be supportive and know the art of correspondence. Also, it is important that we are educated, well disposed, proficient and receptive.

If you work in a team or have the responsibility to lead a team to success, this is your book. Alan Anderson took the basic rules of any good leader and explained in great detail and in a simple and dynamic way. This book helped me understand my boss, also i have advised him some tips that he

still did not know how to handle. Everyone has a leader within, you just have to train our skills.

Being a leader has great responsibilities entailed with it. As a team leader you must have great communication skills to be able to manage your team effectively. And also give credit to your members when it is due. To have effective leadership, it is never about demanding things to be done, but to assign the task and explain to the assignee your expectations about the task assigned. It can be very daunting of a task to take lead a team, but with the help with this book you can take ideas and tips on how to be an effective leader in the future.

Management is a key skill to succeed in live and in business. You need to do somethings to manage your team effectively. This book show that in a clear manner. Firstly, Communication is a very vital thing in management. Good communication and clear instructions will ensure that your team do what you require them to do exactly. the book moves on to show the best tips and tricks you can use to manage your team effectively. this book is well written and goes straight to the point. I really loved this great book. Every entupnur should read this book and apply the things mentioned in it to ensure a good management for his team.

Great book!

Very easy to understand layout style with practical and useful methodologies to implement. I have viewed most of the book's topics and I have no regrets in owning it.

easy read and clear explanation

[Download to continue reading...](#)

Management: Take Charge of Your Team: Communication, Leadership, Coaching and Conflict Resolution (Team Motivation, Workplace Communications, Employee ... Team Management, Conflict Management) Management: Take Charge of Your Team: Communication, Leadership, Coaching and Conflict Resolution Conflict Resolution in the Workplace: How to Handle and Resolve Conflict at Work ~ an Essential Guide to Resolving Conflict in the Workplace Weight Loss: The Ultimate Motivation Guide: Weight Loss, Health, Fitness and Nutrition - Lose Weight and Feel Great! (Motivation Guide, Fitness Motivation, ... To Lose Weight, How Motivation Wor) American Bar Association Guide to Workplace Law, 2nd Edition: Everything Every Employer and Employee Needs to Know About the Law & Hiring, Firing, ... Maternity Leave, & Other Workplace Issues Life

Coaching: Complete Blueprint to Becoming a Powerful Influential Life Coach (Life coaching, Life improvement, positive thinking, coaching, better leadership, goals, consulting) The Joy of Conflict Resolution: Transforming Victims, Villains and Heroes in the Workplace and at Home Emerging Systems for Managing Workplace Conflict: Lessons from American Corporations for Managers and Dispute Resolution Professionals The Conflict Resolution Phrase Book: 2,000+ Phrases For Any HR Professional, Manager, Business Owner, or Anyone Who Has to Deal with Difficult Workplace Situations The Tools & Techniques of Employee Benefit and Retirement Planning (Tools and Techniques of Employee Benefit and Retirement Planning) Tools & Techniques of Employee Benefit and Retirement Planning, 11th ed. (Tools and Techniques of Employee Benefit and Retirement Planning) Life Coaching: Life Coaching Blueprint: Save a Life One Person at a Time (Bonus 30 Minute Life Coaching Session - How to Motivate, Inspire, Change Your Life) Life Coaching: Life Coaching Blueprint: Save A Life One Person At A Time (BONUS 30MINUTE Life Coaching Session- How To Motivate, Inspire, Change Your Life) Intrinsic Motivation at Work, 2nd Edition: What Really Drives Employee Engagement [ENDOMETRIOSIS: THE COMPLETE REFERENCE FOR TAKING CHARGE OF YOUR HEALTH THE COMPLETE REFERENCE FOR TAKING CHARGE OF YOUR HEALTH] By Ballweg, Mary Lou (Author) 2003 [Paperback] Positive Thinking: 37 Keys to Maximizing Your Life- Affirmations, Motivation and Achieving Success (Positive Thinking, motivation, affirmations) The Conflict Resolution Toolbox: Models and Maps for Analyzing, Diagnosing, and Resolving Conflict Essential Guide to Workplace Investigations, The: A Step-By-Step Guide to Handling Employee Complaints & Problems The Essential Guide to Workplace Investigations: How to Handle Employee Complaints & Problems The Big Book of Conflict Resolution Games: Quick, Effective Activities to Improve Communication, Trust and Collaboration (Big Book Series)

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)