

SUMMARY

Review & Analysis of
Olson's Book

The Agile Manager's Guide to Getting Organized

BusinessNews Publishing

The Agile Managers Guide To Getting Organized

L Darling-Hammond



The Agile Managers Guide To Getting Organized:

The Agile Manager's Guide to Getting Organized Jeff Olson,2010 *The Agile Manager's Guide to Getting Organized* Jeff Olson,1997 **Summary: The Agile Manager's Guide to Getting Organized** BusinessNews Publishing,2014-10-14 The must read summary of Jeff Olson s book *The Agile Manager s Guide to Getting Organized* How Highly Successful Managers Cut through the Clutter and Get Things Done This complete summary of the ideas from Jeff Olson s book *The Agile Manager s Guide to Getting Organized* shows that most good managers know what they need to do in order to achieve more and they try to be aware of how to focus on critical issues However the implementation stage of new more efficient ideas is often frustratingly tricky In his book the author explores how to get rid of mental clutter simplify your commitments get rid of extraneous paperwork manage your workforce effectively and identify and eliminate your eight great time wasters This summary explains each of these steps in detail and how you can work on them to finally get organised and become more productive Added value of this summary Save time Understand key concepts Expand your knowledge To learn more read *The Agile Manager s Guide to Getting Organized* and discover the key to getting rid of clutter and boosting productivity [The Agile Manager's Guide to Effective Performance Appraisals](#) Rebecca M. Saunders,2001 The appraisal system outlined in this book can help managers to effectively and fairly evaluate employees Managers will be able to create a system that will set useful objectives document employee performance administer appraisal meetings with a minimum of stress assess poor performers in a constructive way and stay within legally defensible boundaries This appraisal method provides a firm foundation for managers that can relieve the pressure of decisions about pay raises promotions transfers or terminations *The Agile Manager's Guide to Writing to Get Action* Dennis Chambers,1998 **The Agile Manager's Guide to Delegating Work** Joseph T. Straub,1998 [P Point Management : Get Big Results By Doing Little Things](#) William Cottringer,2008 P Point Management Is An Easy Read That Will Double Your Management Iq In A Few Hours It Reduces The Current Information Overload Into The Simple Things That Managers Of Any Organization Can Do To Get The Best Results Learn The Novel Concept Of Psychological Power Points P Points Are The Few Simple Activities That Get Huge Results Become A Master Of The Clock Get More Done In Less Time Simplify The Overload By Focusing On Doing The Most Important Things In The Right Ways To Get The Best Results The Ultimate Here To There Gap Closer [The Agile Manager's Guide to Managing Change](#) Robert J. Ristino,2000 No matter how big or bad a change is this text will help you manage it You will learn to manage routine and non routine change understand and manage the sense of loss in the workplace and understand and overcome resistance to change [The Agile Manager's Guide to Leadership](#) Walter J. Wadsworth,Jeff Olson,1997 *The Agile Manager's Guide to Hiring Excellence* Hardy Caldwell,1998 **Subject Guide to Books in Print** ,1997 **American Book Publishing Record** ,1998 **PMP Project Management Professional All-in-One Exam Guide** Joseph Phillips,2021-09-24 Complete coverage of all objectives in the 2020 release of the PMP exam

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