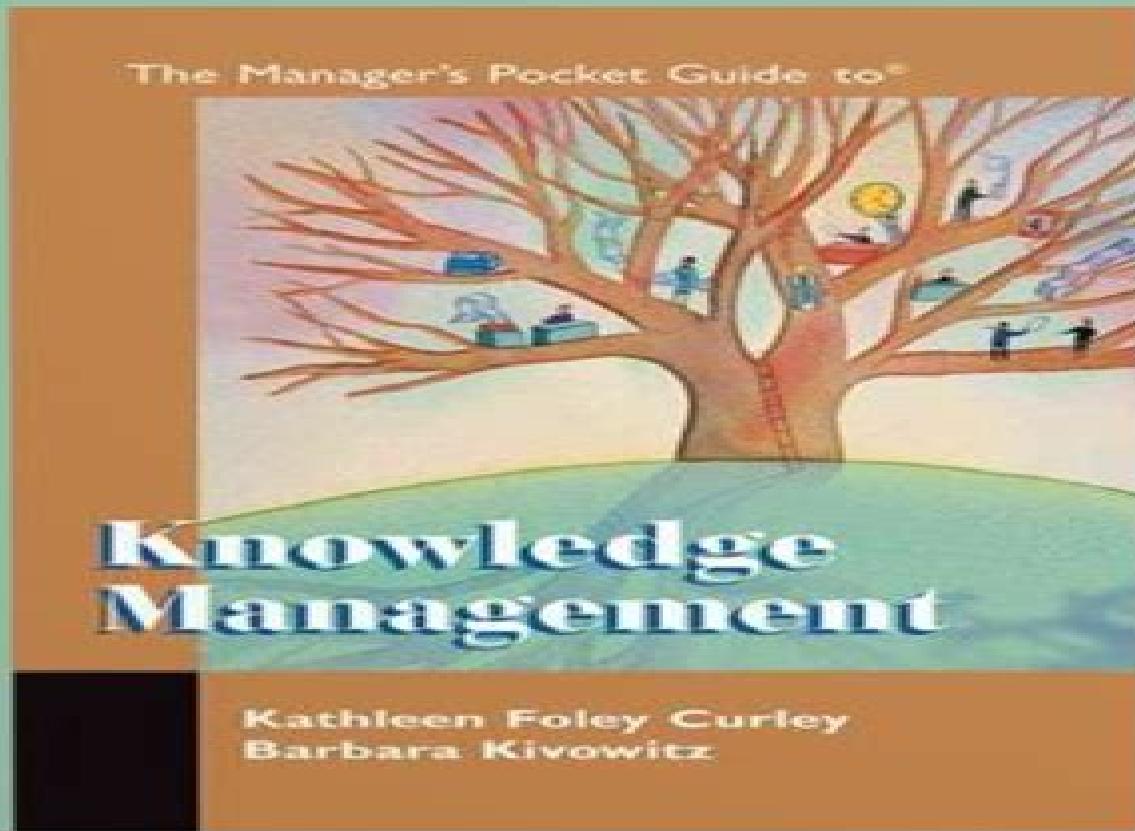


KATHLEEN FOLEY

THE MANAGERS POCKET GUIDE
TO KNOWLEDGE MANAGEMENT



The Managers Pocket Guide To Knowledge Management

Richard Bellingham,Julie Meek

The Managers Pocket Guide To Knowledge Management:

The Manager's Pocket Guide to Knowledge Management Kathleen Foley Curley,Barbara Kivowitz,2001 A practical plan and road map to start the knowledge management process Walk through all the stages assessment planning deployment and evaluation and gain specific action steps for putting it all together to expand core competency and win competitive advantage

The Manager's Pocket Guide to Organizational Learning Stephen J. Gill,2000 Today s organizations are in the learning business Employees must take in a constant supply of new information and apply it to their work regardless of their position

The Manager's Pocket Guide to Corporate Culture Change Richard Bellingham,2001 This book provides a practical plan and roadmap to start the knowledge management process It walks the reader through all the stages assessment planning deployment and evaluation and then puts it together to expand the reader s core competency and win competitive advantage

Knowledge Management Initiatives and Strategies in Small and Medium Enterprises Bencsik,Andrea,2016-09-27 To maintain a competitive edge against other businesses companies must ensure the most effective strategies and procedures are in place This is particularly critical in smaller business environments with fewer resources Knowledge Management Initiatives and Strategies in Small and Medium Enterprises is an authoritative reference source for the latest scholarly material on the management of knowledge resources in smaller scale enterprises Highlighting theoretical foundations and real world applications this book is ideally designed for professionals practitioners researchers and upper level students interested in emerging perspectives on knowledge management

The Manager's Pocket Guide to Project Management Michael Greer,1999 If you want a concise distillation of all the essential tasks an effective project manager should be executing The Manager s Pocket Guide to Project Management is the book for you The author presents a performance support system based on the Project Management Institute s Project Management Body of Knowledge It reflects the best practices in the emerging field of project management The Manager s Pocket Guide to Project Management is a set of worksheets guidelines checklists and other tools for use by novices to perform specific project management tasks in a step by step fashion It s not necessary to read through the entire book to apply a particular tool The Manager s Pocket Guide to Project Management allows those new to project management to quickly acquire broad knowledge and skills related to the project management processes terminology tools and techniques product description

The Manager's Pocket Guide to Diversity Management Edward E. Hubbard,2004-04 This pocket guide will expose the business opportunity that underpins the support of diversity in today s organizations Learn how to improve workplace productivity by bridging organization goals with diversity imperatives in areas like recruitment retention team building and service

The Manager's Pocket Guide to Influence with Integrity Marlene Caroselli,2000 This guide is an essential tool for leaders and others who must get things done in a more participative business environment Covers persuasion building trust being appropriate versus being politically correct the entrepreneurial spirit recognizing others and vision It offers ways to continuously improve your skills of

persuasion Whether you are in management or on the shop floor the ideas presented will help you make your influence more powerful more positive and make your sphere of influence wider and wiser This guide is practical and effective ideal for business leaders and professionals **The Manager's Pocket Guide to Performance Management** Sharon G.

Fisher,1997 Every company wants and needs productive skilled employees Investing in a work force that can help your business keep pace with the competition may be the most important strategic decision you make The Manager's Pocket Guide to Performance Management clearly spells out the specific steps a manager can take to ensure improved performance organization wide It presents a systems approach to performance enhancement and includes tools for determining current performance levels and establishing desired performance levels This handy reference will show managers how to Analyze the performance of individual employees Pinpoint the gaps in performance and determine what's causing those gaps Develop practical strategies for maximizing performance Get the most from your training dollars and ensure that training is successful Give recognition of an employee's achievements Evaluate whether or not employees are using what they've learned Contents Identifying Employee Development Needs A Systems Approach to Performance Enhancement Fostering a Learning Organization Analyzing Employee Performance Identifying Causes of Performance Gaps Selecting Non Training and Training Strategies Managing Training Resources Promoting Training Transfer Evaluating Training Outcomes **The Manager's Pocket Guide to Spiritual Leadership** Richard Bellingham,Julie Meek,2001 This guide teaches all managers how to find the inspirational elements in their own work and the work their employees do An innovative managerial prescription for combating the cynicism that reigns in today's organizations at all levels **The Manager's Pocket Guide to Leadership Skills** Peter B. Stark,Jane S. Flaherty,1999 This practical guide for supervisors and managers discusses contemporary leadership responsibilities and goes on to specifically describe the steps and skills needed to successfully apply 14 leadership competencies including Leading organization change managing time coaching creating a motivating environment and more **The Manager's Pocket Guide to Systems Thinking & Learning** Stephen G. Haines,1998 Systems Thinking is a more natural and better way to think learn act and achieve desired results Effectively implemented it can dramatically improve a manager's effectiveness in today's complex and interconnected business world This book provides managers with many practical new Systems Thinking tools and the main concepts of Systems Thinking to enhance individual team and organizational learning change and performance Every manager should have a copy Contents Overview of Systems Thinking and Learning Standard Systems Dynamics Phase A The Outcome Thinking Tools Phase B Feedb

Toward Human Emergence Philip Robert Harris,2009 Toward Human Emergence is a helpful and positive analysis from a behavioral science viewpoint of various stages in our long journey from hunter gatherers and agriculturalists to industrialists and technological advances knowledge workers It examines the why what and how for perfecting human endeavor within a global society characterized technological advances knowledge expansion and economic turmoil This mind stimulating

volume offers a hopeful vision of humanity so HRD practitioners and educators may inspire learners to utilize today s opportunities for improving the human condition and quality of all life Toward Human Emergence will motivate those who seek to be world shapers rather than mere squatters Within the framework of human evolution it offers planners and doers thoughtful insights on how to capitalize on human assets while curbing our tendencies toward destruction violence and self abuse The text s major themes are coping with accelerating change making knowledgeable choices and decisions and influencing the future through self knowledge and self control The last of its twelve chapters discusses the convergence of these key concepts of culture change choice and control The prologue considers humanity s prospects for emergence while the epilogue projects the offworld possibilities for our further emergence as a species This volume provides people in transition with ways to positively influence our collective future

Developments in Information and Knowledge

Management Systems for Business Applications Peter Štarchoň,Solomiia Fedushko,Katarína Gubíniova,2025-03-01 In this series we delve into the challenges and opportunities of managing business information efficiently We explore various aspects of information processing for effective enterprise management including methods techniques and strategies Our goal is to provide solutions for competent information management that increases business usage while also analyzing strategies to reduce data loss and improve customer satisfaction and maintenance levels Our book offers practical knowledge on different facets of information and knowledge management in businesses such as information processing theory and models the benefits and implementation challenges of information knowledge business and information management methods for creating a global information society We also cover topics such as collecting and analyzing data for enterprise management modern business intelligence solutions and data management information marketing and innovative development of the enterprise information system Our focus is on applications benefits and encounters within the field of efficient business information processing and we offer solutions to increase performance using the latest IT technologies

A Very Short, Fairly Interesting and Reasonably Cheap Book About Knowledge Management Joanne Roberts,2015-06-18 Written in a lively conversational style Knowledge Management looks at the nature of knowledge including its definition and measurement before the main concepts and theoretical contributions to knowledge management are reviewed and challenged providing fresh insights into the central debates Conceived by Chris Grey as an antidote to conventional textbooks each book in the Very Short Fairly Interesting and Reasonably Cheap series takes a core area of the curriculum and turns it on its head by providing a critical and sophisticated overview of the key issues and debates in an informal conversational and often humorous way Suitable for students of Business and Management courses at Undergraduate and Postgraduate level and anyone interested in the concept of knowledge management

The Manager's Pocket Guide to Workplace Coaching Daniel A. Feldman,2001 Provides a practical plan and roadmap for the reader to begin the knowledge management process It gives a practical plan and roadmap of the stages of assessment planning deployment and evaluation

It then puts it all together to expand the reader's core competency to win competitive advantage **Construction Project Manager's Pocket Book** Duncan Cartlidge,2020-04-30 The second edition of the Construction Project Manager's Pocket Book maintains its coverage of a broad range of project management skills from technical expertise to leadership negotiation team building and communication However this new edition has been updated to include revisions to the CDM regulations changes to the standard forms of contract and other documentation used by the project manager the impact of BIM and emerging technologies implications of Brexit on EU public procurement other new procurement trends and ethics and the project manager Construction project management activities are tackled in the order they occur on real projects with reference made to the RIBA Plan of Work throughout This is the ideal concise reference which no project manager construction manager architect or quantity surveyor should be without **Managing Cultural Differences** Robert T. Moran,Philip Robert Harris,Sarah Virgilia Moran,2007 Accompanying CD ROM contains material from the book

Introduction to Knowledge Management Todd Groff,Thomas Jones,2012-06-25 This book introduces readers to a wide range of knowledge management KM tools techniques and terminology for enhancing innovation communication and dedication among individuals and workgroups The focus is on real world business examples using commonly available technologies The book is set out in a clear and straightforward way with definitions highlighted brief case studies included that illustrate key points dialogue sections that probe for practical applications and written exercises Each chapter concludes with discussion questions review questions and a vocabulary review An Online Instructor's Guide is available **A Leader's Guide to Knowledge Management** John Girad,JoAnn Girard,2009-06-01 This book is your guide to ensuring future generations know what you know and can apply it in their time This book is your guide to knowledge management for the future leaders of your organization In other words it ensures that they will know what you know and be able to apply your experiences to similar encounters in their time **Reward Management** Stephen J Perkins,Sarah Jones,2020-01-03 Reward Management is a comprehensive guide to all elements of reward in the workplace From the theoretical frameworks and legal context of reward through to practical application in the workplace this book provides all the essential information for both students of reward management and practitioners involved in reward management in organizations Covering all the key areas of reward management including pay structures and pay setting job evaluation and employee benefits Reward Management is a key book for anyone studying the Level 7 CIPD reward management module or a postgraduate qualification in HR This book also includes guidance on non financial reward and new coverage of the gender pay gap executive reward and pay ratio reporting There is also extensive discussion of international reward including the impact of different cultures on reward benefits for multi local talent rewarding expatriates and why one size of reward doesn't fit all Accompanying online resources include lecturer manual and lecture slides

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