

Organizational Behavior 15th Edition

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Organizational Behavior, 13th Edition - Mary Uhl-Bien 2013-11-01

This text includes a rich array of exercises, cases, and applied materials such as the Kouzes and Posner Leadership Practices Inventory and Pfeiffer Annual Edition exercises. It also offers a greater focus on the hot topic of ethics throughout the entire book to ensure it is

contemporary and engaging.Ê

Organizational Behavior - Stephen P. Robbins 2012-01-06

ALERT: Before you purchase, check with your instructor or review your course syllabus to ensure that you select the correct ISBN. Several versions of Pearson's MyLab & Mastering products exist for each title, including

customized versions for individual schools, and registrations are not transferable. In addition, you may need a CourseID, provided by your instructor, to register for and use Pearson's MyLab & Mastering products. Packages Access codes for Pearson's MyLab & Mastering products may not be included when purchasing or renting from companies other than Pearson; check with the seller before completing your purchase. Used or rental books If you rent or purchase a used book with an access code, the access code may have been redeemed previously and you may have to purchase a new access code. Access codes Access codes that are purchased from sellers other than Pearson carry a higher risk of being either the wrong ISBN or a previously redeemed code. Check with the seller prior to purchase. --Robbins/Judge presents current, relevant research in a clear, reader-friendly writing style. Globally accepted and written by one of the most foremost authors in the field, this is a necessary read for all

managers, human resource workers, and anyone needing to understand and improve their people skills.

Management, Global Edition - Stephen P. Robbins 2015-06-01

For undergraduate Principles of Management courses REAL Managers, REAL Experiences With a renewed focus on skills and careers, the new edition of this bestselling text can help better prepare your students to enter the job market. Management, Thirteenth Edition vividly illustrates effective management theories by incorporating the perspectives of real-life managers. Through examples, cases, and hands-on exercises, students will see and experience management in action, helping them understand how the concepts they're learning actually work in today's dynamic business world. Students will gain hands-on practice applying management concepts with MyManagementLab. They'll engage in real business situations with simulations, build their management skills by

writing and talking about different management scenarios, have access to a video library to help put concepts into perspective, and more. Also available with MyManagementLab

MyManagementLab is an online homework, tutorial, and assessment program designed to work with this text to engage students and improve results. Within its structured environment, students practice what they learn, test their understanding, and pursue a personalized study plan that helps them better absorb course material and understand difficult concepts. Please note that the product you are purchasing does not include MyManagementLab. MyManagementLab Join over 11 million students benefiting from Pearson MyLabs This title can be supported by MyManagementLab, an online homework and tutorial system designed to test and build your understanding. Would you like to use the power of MyManagementLab to accelerate your learning? You need both an access card and a

course ID to access MyManagementLab. These are the steps you need to take: 1. Make sure that your lecturer is already using the system Ask your lecturer before purchasing a MyLab product as you will need a course ID from them before you can gain access to the system. 2. Check whether an access card has been included with the book at a reduced cost If it has, it will be on the inside back cover of the book. 3. If you have a course ID but no access code, you can benefit from MyManagementLab at a reduced price by purchasing a pack containing a copy of the book and an access code for MyManagementLab (ISBN:9781292090313) 4. If your lecturer is using the MyLab and you would like to purchase the product... Go to www.mymanagementlab.com to buy access to this interactive study programme. For educator access, contact your Pearson representative. To find out who your Pearson representative is, visit www.pearsoned.co.uk/replocator

Organizational Behavior - Steven Lattimore

McShane 2000

Organizational Behavior - Jone L. Pearce 2019

A Preface to Marketing Management - J. Paul Peter 2011

The Dark Side of Organizational Behavior - H. Cenk Sözen 2022

"The Dark Side of Organizational Behavior aims to gather all the micro and meso level topics about the dark side of organizations that may guide management practitioners, researchers, and students. The history before the modern human civilization is full of multiple types of conflicts, wars, struggles and violence. Modernization project has constructed a desired reality of human being and has somehow concealed the dark side of human interactions. Through this outlook, this book explores the realities of the dark side of organizations and how these realities may have the potential to

change previous assumptions about business life. The field of Organizational Behavior is dominated by the positive aspects of the business life, but conflict, war, struggle, and violence have always been a part of history. It is not possible to isolate organizational participants from negative emotions like hostility, dislike, hate, jealousy, rage, and revenge. A manager may devote most of their time to cope with conflicts, deviant behaviors, ambitious individuals, gossips, and dysfunctional rivalry among employees. It is evident that negative events and interactions among employees cost more time and energy for a manager than the positive side of organizational life. Therefore, exploring the realities of the dark side of organizations may have the potential to change previous assumptions about business life. This book will be of interest to researchers, academics, practitioners, and advanced students in the fields of organizational studies and behavior, human resource management,

employment relations, and organizational psychology"--

Organizational Behavior - Mary Uhl-Bien
2020-03-17

Organizational Behavior is a multidimensional product to allow for student development in knowledge, analysis, synthesis and personal development with pedagogical features designed to bring Organizational Behavior to life. This product reframes the content of organizational behavior to reflect the inherent interdependence of factors that explain human behavior.

Traditional OB topics are introduced as part of an integrated framework for answering practically-relevant questions about why people behave as they do and how to effectively self manage and influence others.

Organizational Behavior - Fred Luthans
2015-06-01

Our goal with this 13th Edition is to keep this first mainline organizational behavior text up-to-date with the latest and relevant theory

building, basic and applied research, and the best-practice applications. We give special recognition of this scientific foundation by our subtitle - An Evidence-Based Approach. As emphasized in the introductory chapter, the time has come to help narrow the theory/research—effective application/practice gap. This has been the mission from the beginning of this text. As “hard evidence” for this theory/research based text, we can say unequivocally that no other organizational behavior text has close to the number of footnote references. For example, whereas a few texts may have up to 40 or even 50 references for a few chapters, all the chapters of this text average more than twice that amount. This edition continues the tradition by incorporating recent breakthrough research to provide and add to the evidence on the theories and techniques presented throughout. Two distinguishing features that no other organizational behavior textbook can claim are

the following: 1) We are committed at this stage of development of the field of OB to a comprehensive theoretical framework to structure our text. Instead of the typical potpourri of chapters and topics, there is now the opportunity to have a sound conceptual framework to present our now credible (evidence-based) body of knowledge. We use the widely recognized, very comprehensive social cognitive theory to structure this text. We present the background and theory building of this framework in the introductory chapter and also provide a specific model (Figure 1.5) that fits in all 14 chapters. Importantly, the logic of this conceptual framework requires two chapters not found in other texts and the rearrangement and combination of several others. For example, in the opening organizational context part there is Chapter 4, “Reward Systems,” and in the cognitive processes second part, Chapter 7, “Positive Organizational Behavior and Psychological

Capital,” that no other text contains. 2) The second unique feature reflects our continuing basic research program over the years. Chapter 7 contains our most recent work on what we have termed “Positive Organizational Behavior” and “Psychological Capital” (or PsyCap). [The three of us introduced the term “Psychological Capital” in our joint article in 2004]. To meet the inclusion criteria (positive; theory and research based; valid measurement; open to development; and manage for performance improvement), for the first time the topics of optimism, hope, happiness/subjective well-being, resiliency, emotional intelligence, self-efficacy, and our overall core construct of psychological capital have been given chapter status. Just as real-world management can no longer afford to evolve slowly, neither can the academic side of the field. With the uncertain, very turbulent environment most organizations face today, drastically new ideas, approaches, and techniques are needed both in the practice of

management and in the way we study and apply the field of organizational behavior. This text mirrors these needed changes. Social Cognitive Conceptual Framework. The book contains 14 chapters in four major parts. Social cognitive theory explains organizational behavior in terms of both environmental, contextual events and internal cognitive factors, as well as the dynamics and outcomes of the organizational behavior itself. Thus, Part One provides the evidence-based and organizational context for the study and application of organizational behavior.

Self-assessment Library 3.4 - Stephen P. Robbins
2008-07

This book gives insights into your personality, motivation, emotional intelligence, leadership and team skills etc.

Organizational Behavior and Management - John M. Ivancevich 1993

Organizational Behavior - Fred Luthans

2021-01-01

Contrary to the common saying: we do want you to judge this new edition of Organizational Behavior by its front cover. Specifically, featured is that this is the 14th edition, it takes an "Evidence-Based Approach," and similar to the previous edition there are now three Luthans authors. This 14th edition is based on the foundation provided by the first mainline text which has become the classic for the study and understanding of organizational behavior. However, by taking an evidence based approach, this insures that, even though a classic, this new edition adds the most recent and relevant research to the most extensive, up-to-date reference-base of any organizational behavior text. By adding the two closely related authors (professor sons) literally pumps "new blood" into the sustainability of this classic text by Fred Luthans. Importantly, Fred has recently been recognized with: 1) Lifetime Achievement Award in Organizational Behavior; 2) Top 1% of

Citation Count of all researchers in the world; and 3) the #1 most cited author in Organizational Behavior textbooks. Finally, this new edition recognizes that even though the theoretical framework and coverage largely remains, the context of organizational behavior is rapidly changing. This new edition reflects the "New Age" environment, but still holds to the premise that in today's organizations, success and competitive advantage still comes from the understanding, prediction, and effective management of human resources. With this new edition we invite you to continue the never-ending journey guided by the best organizational behavior theory, research, and application.

Introduction to Organisational Behaviour -

Michael Butler 2011-01-27

Ideal for anyone studying an introductory module in organisational behaviour, Introduction to Organisational Behaviour is a rigorous critique of all essential organisational behaviour topics. A comprehensive book with extensive

accompanying online resources makes this a must-have package for anyone wanting to understand the theory and practice of organisational behaviour. Practitioner case studies, supporting video interviews where solutions and approaches are discussed, review questions at the end of every chapter make this an essential resource. Covering organisational behaviour in the context of individuals, groups and teams and managing organisations as well as the importance of organisational structures and emerging issues, Introduction to Organisational Behaviour gives understanding and guidance on the full spectrum of organisational behaviour issues. Supported by extensive online resources including video interviews, clips of key skills lecture slides, additional tutorial activities and a test bank of multiple choice questions make this a truly integrated print and electronic learning package.

Human Behavior at Work - Davis K Staff 1957

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Organizational Behavior - Stephen P. Robbins
2018

This brief alternative for the organisational behaviour course covers all the key concepts needed to understand, predict and respond to the behaviour of people in real world organisations, including cutting-edge topics and streamlined pedagogy to allow maximum flexibility in designing and shaping your course.

The Truth About Managing People - Stephen P. Robbins 2012-10-09

In the Third Edition of the bestselling book, *The Truth About Managing People*, bestselling author Stephen Robbins shares even more proven principles for handling virtually every management challenge. Robbins delivers 61 real solutions for the make-or-break problems faced by every manager. Readers will learn how to overcome the true obstacles to teamwork; why too much communication can be as dangerous as too little; how to improve your hiring and employee evaluations; how to heal "layoff

survivor sickness"; how to manage a diverse culture; and ways to lead effectively in a digital world. New truths include: how to nurture friendly employees, forget about age stereotypes, first impressions count, be a good citizen, techniques for managing a diverse age group, and ethical leadership among others.

Organizational Behavior - Stephen P. Robbins
2016

Taken from: *Organizational Behavior*,
Seventeenth Edition by Stephen P. Robbins and
Timothy A. Judge.

Human Resource Management - Gary Dessler
2000

Human Resource Management provides readers with a complete, comprehensive review of essential personnel management concepts and techniques in a highly readable and understandable form. Coverage emphasizes essential themes throughout the book, including the building of better, faster, more competitive organizations through HRM; practical

applications that help all managers deal with their personnel-related responsibilities; and technology and HR. Specific topics include the strategic role of human resource management; equal opportunity and the law; job analysis; personnel planning and recruiting; employee testing and selection; interviewing candidates; training and developing employees; managing organizational renewal; appraising performance; managing careers and fair treatment; establishing pay plans; pay-for-performance and financial incentives; benefits and services; labor relations and collective bargaining; employee safety and health; managing human resources in an international business; human resources information systems and technology. For practicing Human Resource Managers as well as any business managers who deal with human resource/personnel issues.

Organizational Behavior, Student Value Edition - Stephen P. Robbins 2016-01-06

Essentials of Organizational Behaviour, Global Edition - STEPHEN. JUDGE ROBBINS (TIMOTHY.) 2021-06-02

Organizational Behavior 6 - John B. Miner 2011-06-01

This is the first comprehensive overview of the development of the field of Organizational Behavior. It belongs on the shelf of every scholar and student in the discipline. Part I covers the foundations of the scientific method, theory development, and the accrual of scientific knowledge in the field. Part II introduces the ideas of pioneers whose work pre-dates the emergence of Organizational Behavior. Part III considers the actual emergence of OB as we know it today, with an analysis of the environmental forces that impinged upon it (such as the recruiting of social scientists into business schools). Part IV presents an assessment of the current state of the art in OB research, with an original assessment of the

importance, validity, and practical usefulness of 73 core theories in OB. Finally, Part V sets forth a vision for the future identity and growth of Organizational Behavior research, theory, and practice.

Organizational Behavior - Stephen P Robbins
2013

Organizational Behavior 4 - John B. Miner
2015-03-26

This unique work bridges the gap between theory and practice in organizational behavior. It provides a practical guide to real-life applications of the 35 most significant theories in the field. The author describes each theory, and then analyzes its usefulness and importance to the successful practice of management. His analysis covers key managerial topics such as goal setting, training and development, assessment, job enrichment, influence processes, decision-making, group processes, organizational development, organizational

structuring, and effective organizational operation.

Understanding and Managing Organizational Behaviour Global Edition - Jennifer M. George
2014-09-10

For one-semester, undergraduate/graduate level courses in Organizational Behavior. This title is a Pearson Global Edition. The Editorial team at Pearson has worked closely with educators around the world to include content which is especially relevant to students outside the United States. Vivid examples, thought-provoking activities—get students engaged in OB. George/Jones uses real-world examples, thought- and discussion-provoking learning activities to help students become more engaged in what they are learning. This text also provides the most contemporary and up-to-date account of the changing issues involved in managing people in organizations. The sixth edition features new cases, material addressing the economic crisis, and expanded coverage of

ethics and workplace diversity. Accompanied by mymanagementlab! See the hands in the air, hear the roar of discussion-be a rock star in the classroom. mymanagementlab makes it easier for you to rock the classroom by helping you hold students accountable for class preparation, and getting students engaged in the material through an array of relevant teaching and media resources. Visit mymanagementlab.com for more information.

Essentials of Organizational Behavior - Stephen P. Robbins 2011-06-02

ALERT: Before you purchase, check with your instructor or review your course syllabus to ensure that you select the correct ISBN. Several versions of Pearson's MyLab & Mastering products exist for each title, including customized versions for individual schools, and registrations are not transferable. In addition, you may need a CourseID, provided by your instructor, to register for and use Pearson's MyLab & Mastering products. Packages Access

codes for Pearson's MyLab & Mastering products may not be included when purchasing or renting from companies other than Pearson; check with the seller before completing your purchase. Used or rental books If you rent or purchase a used book with an access code, the access code may have been redeemed previously and you may have to purchase a new access code. Access codes Access codes that are purchased from sellers other than Pearson carry a higher risk of being either the wrong ISBN or a previously redeemed code. Check with the seller prior to purchase. -- For one-semester undergraduate and graduate level courses in Organizational Behavior. Concise fundamentals for students. Ultimate flexibility for instructors. This bestselling, brief alternative for the OB course covers all the key concepts needed to understand, predict, and respond to the behavior of people in real-world organizations. This text also includes cutting-edge topics and streamlined pedagogy to allow maximum

flexibility in designing and shaping your course. The eleventh edition contains expanded and updated coverage on international issues, as well as new sections on the management of information, safety and emotions at work, risk aversion, self-determination theory, managing information, and downsizing. Accompanied by mymanagementlab! See the hands in the air, hear the roar of discussion—be a rock star in the classroom. mymanagementlab makes it easier for you to rock the classroom by helping you hold students accountable for class preparation, and getting students engaged in the material through an array of relevant teaching and media resources. Visit mymanagementlab.com for more information.

Organisational Behaviour - Stephen P. Robbins
2001

This book is the first Southern African edition of Stephen P. Robbins's *Organizational Behaviour*, the best-selling organisational behaviour textbook worldwide.

Organizational Behavior - Afsaneh Nahavandi
2013-12-13

Organizational Behavior is a unique text that thoroughly explores the topic of organizational behavior using a strengths-based, action-oriented approach while integrating important topics such as leadership, creativity and innovation, and the global society. Authors Afsaneh Nahavandi, Robert B. Denhardt, Janet V. Denhardt, and Maria P. Aristigueta focus on the interactions among individuals, groups, and organizations to illustrate how various organizational behavior topics fit together. This text challenges students to develop greater personal, interpersonal, and organizational skills in business environments, as well as utilize their own strengths and the strengths of others to achieve organizational commitment and success.

Organizational Behavior - Stephen P. Robbins
2013

Management: the Essentials - Stephen

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Robbins 2013-08-28

Robbins Management: The Essentials covers the concepts essential to management in the 21st century in a fresh, lively format that's perfectly suited to a typical university semester. The second edition features new and in-depth coverage of sustainability, ethics and corporate social responsibility and new case studies from local and international businesses.

Management Information Systems - Kenneth C. Laudon 2004

Management Information Systems provides comprehensive and integrative coverage of essential new technologies, information system applications, and their impact on business models and managerial decision-making in an exciting and interactive manner. The twelfth edition focuses on the major changes that have been made in information technology over the past two years, and includes new opening, closing, and Interactive Session cases.

Classics of Organization Theory - Jay M. Shafritz

1978

This volume collects the most important works in organization theory, as written by the most influential authors in the field. These are the works of the "masters"-and, having withstood the test of time, the ideas presented by each of the works are commonly referenced in the study of organizational theory. This text is designed to help students learn about, understand, and appreciate key themes and perspectives in the field. The authors begin the text by describing what organization theory is, how it has developed, and how its development has coincided with developments in other fields. Each chapter focuses on one major perspective of organization theory, helping students absorb these concepts before moving onto new ones.

Essentials of Organizational Behavior - Terri A. Scandura 2017-12-13

Concise, practical, and based on the best available research, Essentials of Organizational Behavior: An Evidence-Based Approach, Second

Edition equips students with the necessary skills to become effective leaders and managers. Author Terri A. Scandura uses an evidence-based approach to introduce students to new models proven to enhance the well-being, motivation, and productivity of people in the work place. Experiential exercises, self-assessments, and a variety of real-world cases and examples provide students with ample opportunity to apply OB concepts and hone their critical thinking abilities. New to this Edition A new Emotions and Moods chapter delves into important topics like emotional intelligence, emotional contagion, and affective neuroscience. A new Power and Politics chapter unpacks the most effective influence strategies and helps students develop their political skills. A streamlined table of contents now combines perception and decision making in a single chapter and change and stress in a single chapter. New case studies, including some from SAGE Business Cases for the Interactive eBook,

on topics such as virtual teams, equal pay and the gender wage gap, and the use of apps at work introduce timely and relevant discussions to help foster student engagement. The new edition has been rigorously updated with the latest research throughout and includes expanded coverage of Machiavellian leadership, ethical decision making, and organizational design through change. New Best Practices and Research in Action boxes as well as new Toolkit Activities and Self-Assessments have been added to make the text even more hands-on and practical.

Organizational Behavior - J Stewart Black
2019-06-05

A less-expensive grayscale paperback version is available. Search for ISBN 9781680922875. The field of management and organizational behavior exists today in a constant state of evolution and change. Casual readers of publications like the New York Times, The Economist and the Wall Street Journal will learn about the dynamic

nature of organizations in today's ever-changing business environment. Organizational Behavior is designed to meet the scope and sequence requirements of the introductory course on Organizational Behavior. This is a traditional approach to organizational behavior. The table of contents of this book was designed to address two main themes. What are the variables that affect how, when, where, and why managers perform their jobs? What theories and techniques are used by successful managers at a variety of organizational levels to achieve and exceed objectives effectively and efficiently throughout their careers? Management is a broad business discipline, and the Organizational Behavior course covers many areas such as individual and group behavior at work, as well as organizational processes such as communication in the workplace and managing conflict and negotiation. No one individual can be an expert in all areas of management, so an additional benefit of this text

is that specialists in a variety of areas have authored individual chapters. Finally, we all made an effort to present a balanced approach to gender and diversity throughout the text in the examples used, the photographs selected, and the use of both male and female in alternating chapters when referring to generic managers or employees.

Decide & Conquer - Stephen P. Robbins 2004
Robbins identifies the major roadblocks that stand in the way of making high-quality decisions--and shows readers exactly how to overcome them.

Organizational Behavior - Fred Luthans 2011
Organisational Behavior by Fred Luthans was one of the first mainstream organisational behavior texts on the market and continues the tradition of being the most current and up-to-date researched text today. Well-known author Fred Luthans is the 5th most prolific Publisher in Academy of Management Journals and a senior research scientist with the Gallup

Organization, who continues to do research in the organisational behavior area. The Twelfth Edition of Organisational Behavior is ideal for instructors who take a research-based and conceptual approach to their OB course.

Psychology 2e - Rose M. Spielman 2020-04-22

Organizational Behavior -

Essentials of Organizational Behavior -

Stephen P. Robbins 2017-01-04

For courses in organizational behavior. A streamlined presentation of key organizational behavior concepts Essentials of Organizational Behavior teaches readers how to communicate and interact within organizations, through real-world scenarios. The text offers comprehensive coverage of key organizational behavior (OB) concepts, making each lesson engaging and easy to absorb. Readers can use the book's concepts to apply what they've learned to their own education, future career plans, and other

organizational endeavors. Currently used at more than 500 colleges and universities worldwide, Essentials of Organizational Behavior serves as a popular resource so readers can learn and understand the most important concepts in OB. With updated research and the integration of contemporary global issues, the 14th Edition focuses on the most relevant OB concepts that resonate with readers. Also available with MyLab Management MyLab(tm) Management is an online homework, tutorial, and assessment program designed to work with this text to engage students and improve results. Within its structured environment, students practice what they learn, test their understanding, and pursue a personalized study plan that helps them better absorb course material and understand difficult concepts. Note: You are purchasing a standalone product; MyLab Management does not come packaged with this content. Students, if interested in purchasing this title with MyLab Management,

ask your instructor for the correct package ISBN and Course ID. Instructors, contact your Pearson representative for more information. If you would like to purchase both the physical text and MyLab Management, search for: 0134639596 / 9780134639598 Essentials of Organizational Behavior Plus MyLab Management with Pearson eText -- Access Card Package 0134523857 / 9780134523859 Essentials of Organizational Behavior 0134527275 / 9780134527277 MyLab Management with Pearson eText -- Access Card - for Essentials of Organizational Behavior

Discovering Leadership - Anthony

Middlebrooks 2018-12-15

An introductory leadership textbook that guides students through the concept of leadership by design, a theory that involves planning each step of their leadership development, focusing on practical skills and valuable attributes that will maximize their leadership success now and into the future. Organized around five major design challenges, each challenge is explored in a

stand-alone module. Students begin the leadership journey with themselves, understanding their own strengths, styles, and skills. The text moves on to relationships, exploring how leadership is a process that involves values, decision-making, motivation, and power. A module on others' success unpacks the most effective practices of leadership and management, this is followed by a module on leading culture, teams, and community, before concluding with a section on how leaders can create lasting, positive change. The book covers foundational leadership topics with a strong emphasis on skill building and helping develop CORE competencies: confidence, optimism, resiliency, and engagement. Students are encouraged to develop these skills through experiential learning, with multiple features in each chapter such as reflective and scenario-based exercises, and case studies of internationally recognized companies like Amazon and Proctor & Gamble, along with

interviews with Fortune 500 Company CEOs. There are online resources for instructors and students, which include: Test bank, PowerPoint slides, an instructor manual, teaching tips, answers to in-text questions, multimedia resources, quiz questions, and flashcards. Suitable reading for first and second year undergraduates on Leadership, Introduction to Leadership, and Leading Organizations courses
Leading Project Teams - Anthony T. Cobb
2011-04-06

The Second Edition of *Leading Project Teams* offers an accessible introduction to the important basics of project management while providing key issues and pointers on team leadership. Easy to read, this engaging book assumes little to no knowledge of project management. *Leading Project Teams* quickly leads the reader through the fundamentals including how to start a project, how to assign tasks, how to write clear project reports, and

much, much more! New to the Second Edition: - New chapter on Risk Assessment - New coverage of running effective team meetings - Offers real world scenarios: Each chapter opens with a real-world project problem faced by a project leader. Selected from a wide range of industries--from academia to business to health care--each situation portrays how project work applies to real project problems in a variety of settings. - Identifies key expectations of project leaders: Concrete advice is given on leading project teams across a number of important leadership issues and on how project leaders should develop and guide project team members. - Provides quick-learning project tools: Many accessible tools are provided to help readers understand the basics of project management such as the work breakdown structure and project scheduling. Extensive coverage on team literature is offered to help students learn the basics of team construction and team dynamics.