

1. Record Nr.	UNINA9910456230803321
Autore	Topchik Gary S
Titolo	The accidental manager [[electronic resource]] : get the skills you need to excel in your new career / / Gary S. Topchik
Pubbl/distr/stampa	New York, : AMACOM, American Management Association, c2004
ISBN	1-62198-365-X 0-8144-2765-0
Edizione	[1st ed.]
Descrizione fisica	1 online resource (192 p.)
Disciplina	658.4/09
Soggetti	Management Electronic books.
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Includes index.
Nota di contenuto	Preliminaries; Contents; Acknowledgments; Introduction; Chapter 1. You Are an Accidental Manager; Chapter 2. The All-Time Worst Manager List; Chapter 3. The Key to Success: "Doing Nothing"; Chapter 4. The Platinum Skill of Developing Your Team Members; Chapter 5. The Platinum Skill of Active Listening; Chapter 6. The Platinum Skill of Giving and Receiving Feedback; Chapter 7. The Platinum Skill of Creating a Motivational Climate; Chapter 8. How Organizations Can Turn Accidental Managers Into Successful Ones; Appendix A. Managerial Assessment; Index
Sommario/riassunto	Essential help for individuals who've found themselves where they least expected to be -- in management!

2. Record Nr.	UNISA996389501703316
Autore	Bunny Edmund <1540-1619.>
Titolo	Of divorce for adulterie, and marrying againe [[electronic resource]] : that there is no sufficient warrant so to doe. With a note in the end, that R.P. many yeares since was answered. By Edm. Bunny Batchelour of Deuinitie
Pubbl/distr/stampa	At Oxford [i.e. London], : Printed for Iohn Barnes, and are to be sold neere Holborne Conduit, 1613
Descrizione fisica	[20], 171, [9] p. : fold. table
Soggetti	Divorce - Religious aspects
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Title page actually printed in London by William White, who owned the fragment of border.--Folger Shakespeare Library Catalog. Running title reads: Of divorce for adultery, and marrying againe. Includes folded table. Reproduction of the original in the Cambridge University Library.
Sommario/riassunto	eebo-0021