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Nota di contenuto	Engineering Your Future: The Professional Practice of Engineering; Contents; Preface to the Third Edition; Technical Competency: Necessary but Not Sufficient; Audiences: Students and Practitioners; Organization and Content; Additions and Improvements; This Book and ABET Engineering Accreditation Criteria; This Book and the Body of Knowledge Movement; Acknowledgments; Cited Sources; List of Abbreviations; Chapter 1 : Introduction: Engineering and the Engineer; The Playing Field; Definitions of Engineering; Leading, Managing, and Producing: Deciding, Directing, and Doing Leading, Managing, and Producing Defined The Traditional Pyramidal, Segregated Organizational Model; The Shared Responsibility Organizational Model; The Focus of This Book: Managing and Leading; Leading Misconceptions; The Seven Qualities of Effective Leaders; Honesty and Integrity; Vision: Reach and Teach; Strategies and Tactics to Achieve the Vision; Always a Student; Courageous; Calm in a Crisis and Chaos; Creative, Innovative, Collaborative, and Synergistic; The Engineer as Builder; Concluding Thoughts: Common Sense, Common Practice, and Good Habits; Cited Sources; Annotated Bibliography Exercises Chapter 2 : Leading and Managing: Getting Your Personal

House in Order; Start with You; Time Management: But First Roles and Goals; Time is a Resource; Roles, Goals, and Then, and Only Then, Time Management; Time Management: The Great Equalizer; Time Management Tips: The ABCs; A Time Management System; Key Ideas about Time Management; Employment or Graduate School?; Full-Time Graduate Study; Full-Time Employment; Learn From Potential Employers; The New Work Environment: Culture Shock?; No Partial Credit; Little Tolerance for Tardiness; Assignments are Not Graded Schedules are More ComplicatedHigher Grooming and Dress Expectations; Teamwork is Standard Operating Procedure; Expect and Embrace Change; The First Few Months of Practice: Make or Break Time; Recognize and Draw on Generic Qualities; Guard Your Reputation; Learn and Respect Administrative Procedures and Structure; Complete Assignments in Accordance with Expectations; Get Things Done; Trim Your Hedge; Keep Your Supervisor Informed; Speak Up and Speak Positively; Dress Appropriately; Hone Communication Ability; Seize Opportunities for You and Your Organization; Choose To Be a Winner

Summing it UpManaging Personal Professional Assets: Building Individual Equity; Personal Professional Assets; Annual Accounting; Careful Management of Personal Professional Equity; Continuing Education; Involvement in Professional Organizations: Taking and Giving; Licensing; Concluding Thoughts: Getting Your Personal House in Order; Cited Sources; Annotated Bibliography; Exercises; Chapter 3 : Communicating to Make Things Happen; Five Forms of Communication; Three Distinctions between Writing and Speaking; Single-Channel versus Multi-Channel; One-Directional versus Two-Directional Conveying versus Convincing

Sommario/riassunto

Round out your technical engineering abilities with the business know-how you need to succeed Technical competency, the ""hard side"" of engineering and other technical professions, is necessary but not sufficient for success in business. Young engineers must also develop nontechnical or ""soft-side"" competencies like communication, marketing, ethics, business accounting, and law and management in order to fully realize their potential in the workplace. This updated edition of *Engineering Your Future* is the go-to resource on the nontechnical aspects of professional practice
