

# **10 Principles of Scientific Management in Library:**

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1. Division of Labor
2. Scientific Selection of Staff
3. Training and Development of Staff
4. Standardization of Work Processes
5. Time and Motion Studies
6. Incentive Systems
7. Scientifically Designed Workspaces
8. Planning and Control
9. Cooperation between Workers and Management
10. Continuous Improvement

# Scientific Management Of Library Operations

**Richard M. Dougherty, Fred John  
Heinritz**



## **Scientific Management Of Library Operations:**

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study results and making recommendations to management and guidelines are provided for managers and staff as they strive to streamline activities The final two chapters should be of special interest to managers The first chapter is devoted to implementation issues and strategies that must be addressed as new workflows and services are introduced and the latter chapter focuses on organizational change issues and strategies for building staff support toward change

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