



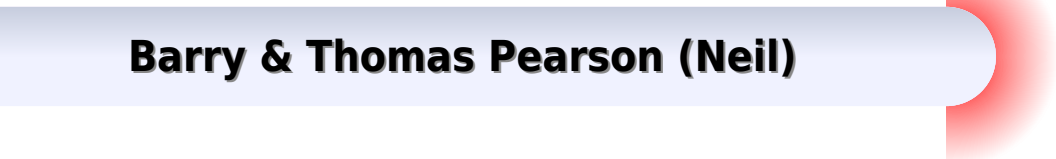
THE SHORTER MBA

A PRACTICAL APPROACH TO
THE KEY BUSINESS SKILLS

BARRIE PEARSON AND NEIL THOMAS

Shorter Mba A Practical Approach To Business Skills

Barry & Thomas Pearson (Neil)



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management tools and techniques available to those working in the sport and leisure industries Designed to bridge the gap between the classroom and the workplace it includes ten free standing chapters each of which provides a detailed introduction to best practice in one of the core sports management disciplines Written in a clear and straightforward style and free of management jargon the book covers all the key functional areas of contemporary sports management including marketing performance management risk management human resource management project management finance Each chapter includes a detailed step by step description of the key tools and techniques and their application a real world case study to demonstrate the technique in action plus an extensive guide to further resources and a series of self test questions The final chapter offers an extended integrated case study demonstrating how all the key management techniques are combined within the everyday operation of a successful sport or leisure organization This book is essential reading for all students of sport and leisure management and for all managers looking to improve their professional practice

The A-Z of Health and Safety Jeremy W. Stranks, 2006 The A Z of Health and Safety is a major new reference work by an acknowledged expert in an area of crucial importance to every British organization large and small private and public With over 100 entries arranged in an accessible index format this extensive and fully up to date book covers everything that the Health Safety professional needs to know in order to conform with both the law and best practice Health and safety law and practice has changed considerably in recent years We live in an increasingly litigious society and managers and owners face a growing number of responsibilities and obligations With its risk assessment based approach this book provides a clear expert summary of the law issues risks and obligations under each of the topics covered The range of entries is extensive and the guidance both expert and practical This book will prove a constant source of reference and assurance to health and safety specialists across industry and commerce HR professionals engineering managers lawyers environmental health officers safety representatives lecturers and trainers and all those studying for degree level and NEBOSH qualifications In addition it will be invaluable to managers of organizations which do not have a health and safety or HR manager but who nevertheless need to know where they stand and what to do

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Growing your Property Partnership Kim Tasso, 2017-09-08 Being the best agent or surveyor does not always mean that you will be the best manager or leader But being an agent surveyor or other

property professional probably means that you are averse to taking time out to learn about management This book is a pragmatic introduction to alternative growth strategies and management solutions in planning leadership human resources strategic marketing promotion selling clientology relationship management and achieving change It is packed with ideas and checklists to spur you along with guidance on analysis motivation networking branding service development persuasion project management rapport tendering and an A Z of promotional tools The book tackles many of the key issues faced by those who manage and direct their professional firms from preparation of business plans to leadership strategies and client relationship management

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