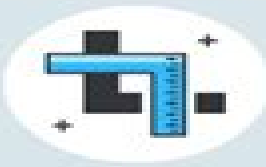


How to Manage An Employee's Productivity



Irrespective of the niche you work in, it is important to measure both employees and team productivity. However, you should focus more on finding an individuals' output as it reveals how the entire team is progressing towards its goals. Although measuring an individuals' productivity is an endeavor on its own, here is how you can accomplish this task seamlessly.



Measure Productivity Quantitatively

Whether you own a venture or a large enterprise, find out the productivity of an employee by the number of tasks completed in a specified period. You can also calculate it by using productivity software or keeping a tab on the tasks completed by them daily. Once you know an individual's output, you can find the exact result by comparing it against the ideal levels.



Find it Out by Profit

Measure the productivity in terms of the profit gained. Have a take on the number and check the returns generated by each employee. As Roger Bryan, a business consultant says watch the money and everything will fall in line.



Check the Quality of Completed Tasks

Keep track of whether the tasks assigned get completed or not. If the work is completed and delivered on time, you can take the employee to be a productive individual. But if the situation stands on the other side of the spectrum, you can talk to employees regarding their expectations. You can continue the process until the project is completed.



Use Management by Objectives Method

You have to calculate productivity in terms of how much output an employee is contributing to your overall goals and targets. You can start by assigning goals and giving them the tools to accomplish them. Also, discuss the issues they are facing and try to solve them. Once done, you can meet them regularly and discuss their progress.

Managing Productivity

Richard E. Kopelman



Managing Productivity:

Managing Industrial Development Projects Adedeji Bodunde Badiru, 1993-07-07 Conventional public management techniques in industrial management projects are often insufficient because they cannot respond or adapt to the dynamism of modern and global markets This guide shows how to overcome these problems by using project management techniques that expedite industrial development in regional national and global settings Using real world examples and a systems approach the author provides a project management model that accounts for all critical interfaces in industrial development projects He explores every aspect of project planning and organization as well as cultural and human resource issues Key areas discussed include how to Schedule and control projects Conduct and evaluate project feasibility studies Select a project manager and staff the project Secure the best experts for various project functions Expedite transfer of industrial technology from developed to developing nations Coverage of budgeting and cash flow analysis promotes understanding of the cost aspects of projects Readers are shown how to use the Critical Path Method and Program Evaluation and Review Techniques to streamline project scheduling They also find out how to use learning curve analysis to evaluate project performance Guidelines on managing multinational projects are supplemented with case studies that illustrate successful industrial development in different countries Appendices list numerous research industrial and economic resources as well as United Nations information sources Managing Industrial Development Projects paves the way for successful outcomes in countries that need them most It is a valuable reference for practitioners public administrators and national policy makers as well as students in industrial engineering industrial administration engineering management and public administration programs

Administrative Management Annatjie Erasmus, E. J. Ferreira, A. W. Erasmus, D. Groenewald, 2010-06 The roles and responsibilities of administrative managers are identified and explained in this updated and comprehensive resource on managing the information needs of an organization to facilitate timely relevant and accurate communication Topical case studies and practical examples illustrate the knowledge and skills required for success in office management Whether managing cultural diversity in the work place or learning proper business ethics the instructions outlined in this guide provide the basis for arriving at meaningful decisions that can make a candidate an asset in any office environment

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