

MANAGING WORKPLACE NEGATIVITY

- (+) Deal with 14 specific types of negative people, from the “not-my-jobber” to the “rumor-monger”
- (+) Stop the “negativity virus” from spreading to your team, department, or organization
- (+) Create a positive environment that enhances employee morale and productivity

GARY S. TOPCHIK

Managing Workplace Negativity

Lou Russell



Managing Workplace Negativity:

Managing Workplace Negativity Gary S. Topchik, 2000 Workplace negativity may seem like an intangible problem but it has very tangible consequences for the companies it afflicts A management specialist now shows how to accentuate the positive say no to negativity and keep the negativity virus at bay Managing Emotions in the Workplace Neal M. Ashkanasy, Wilfred J. Zerbe, Charmine E. J. Hartel, 2016-09-16 The modern workplace is often thought of as cold and rational as no place for the experience and expression of emotions Yet it is no more emotionless than any other aspect of life Individuals bring their affective states and emotional buttons to work leaders try to engender feelings of passion and enthusiasm for the organization and its mission and consultants seek to increase job satisfaction commitment and trust This book advances the understanding of the causes and effects of emotions at work and extends existing theories to consider implications for the management of emotions The international cast of authors examines the practical issues raised when organizations are studied as places where emotions are aroused suppressed used and avoided This book also joins the debate on how organizations and individuals ought to manage emotions in the workplace Managing Emotions in the Workplace is designed for use in graduate level courses in Organizational Behavior Human Resource Management or Organizational Development any course in which the role of emotions in the workplace is a central concern Scholars and consultants will also find this book to be an essential resource on the latest theory and practice in this emerging field The Truth About Managing Your Career Karen Otazo, 2006-01-13 This book reveals 60 proven principles and easy career management techniques Discover powerfully effective ways to start a new job and make a great first impression work more smoothly with bosses and colleagues build a high performance personal network manage workloads decide who to trust and distrust handle enemies and overcome career setbacks recognize when to move on get noticed get ahead and get to the top From Lois Frankel author of Nice Girls Don't Get the Corner Office A cutting edge pioneer in the field of business coaching Dr Karen Otazo knows and speaks the truth about how to get and keep the job you want Regardless of your age or stage of your career you'll find practical tips and tools to make your workplace journey smoother more enjoyable and potentially more profitable The Truth about Managing Your Career is a must have for your career library **Organizational Behavior & Management in Phil.organizations' 2006 Ed.** C. Zarate, 2006 Managing Projects Lou Russell, 2012-04-13 Managing Projects offers a hands on resource for building practical competencies for anyone who must manage one or more small to mid size projects The book is filled with targeted processes tools techniques and influencing skills that address the more difficult people side of project management The author shows how to influence stakeholders 360 degrees around you encourage accountability from others who do not work for you and have plenty of projects to juggle without adding your priority negotiate time cost quality and scope with executives and courageously tell the truth and get the help you need early enough Praise for Managing Projects No one knows more about project management than Lou Russell Her easy coaching style paired

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Naked Safety Andrew Sharman,2018-07-17 Workplace safety has never been seen as sexy clever or cool Fraught with legislative hurdles ambiguous policy and complex procedures despite its alleged importance safety has lost its way For many organisations safety is seen as burdensome and bureaucratic and has become little more than paperwork and performance charts things done in fear of persecution from the authorities the media or the civil arena rather than doing the right thing To change the game and build real risk literacy it s vital to make things easier to strip things back to basics and think again about how we work This is Naked Safety Encouraging the reader to step outside their comfort zone this book demystifies workplace safety challenging traditional views and catalysing critical thought and high impact action With narratives on the central pillars of workplace safety including risk management legal frameworks performance governance leadership and culture as well as perspectives on key issues that affect safety and business more broadly such as worker wellbeing employee engagement the impact of globalisation corporate social responsibility sustainability and the role of the safety practitioner Naked Safety features over 100 actions to bring about positive sustainable organisational change This book is a useful multi purpose guide for professionals an indispensable toolkit for practitioners business leaders and anyone with an interest in workplace risk and Occupational Safety and Health Let s get Naked **The 3-Ships of Success** MacArthur

Burton,2013-01-28 No matter what format your business may take sole proprietor partnership corporation etc there are

three ships that you must become intimately familiar with leadership followership and relationship The 3 Ship of Success is a powerful message on the importance of each ship individually and collectively and provided positive succinct insight on how to navigate the waters of business on each ship in order to be successful You will gain a new understanding of what the expectations of a leader truly are the true importance of the follower and why care must be given in the selection training of the follower and the make break activities of the all important relationship As a retired senior naval officer I know a little something about ships The analogies Mac draws with the 3 Ships are some of the most practical and powerful you will come across No matter what your level of business you need this book No nonsense to the point sometimes humorous but always in your face this book is an instant winner Richard McNeil Financial Strategist During the reading of Macs book I discovered that he did not try to introduce any new theory that readers had to experience He simply laid out a path for anyone to follow to be successful His information is sound and it paints a picture for all viewers to see a straight no thrills no catch praise no magic bullet scene I encourage you to gain knowledge from this short powerful and clearly expressed writing PhD Larry D Palmer Sr Bishop Israel Total Life Ministries When I first heard Mack describes his concept of the 3 Ships I was amazed at the simplicity of the way it was presented I immediately realized the ease of application especially in a training environment for business leaders This one is a winner Al Collins Senior Corporate Trainer *The First-time Manager's Guide to Team Building* Gary S. Topchik, 2007 The First Time Manager Make the transition from team member to team leader Understand the difference between a team and a work group Hold team members accountable Make their teams more productive Manage challenging situations and resolve conflict within a team Written in an engaging conversational style Topchik explains the five essential qualities of a high performing team goals and standards decision making honest communication clear roles and responsibilities and celebrating success Packed with activities and assessments for both the manager and team members this is an essential guide for any manager who strives for team building success **Financial Management for Nurse Managers** Janne Dunham-Taylor, Joseph Z. Pinczuk, 2014-01-27 Financial Management for Nurse Managers Third Edition is a completely revised and updated text addressing a myriad of financial concepts ranging from staffing and budgeting to measuring productivity and forecasting costs Examples and explanations of terminology will help nurse managers successfully correspond with the financial department to implement change without negatively affecting patient care and outcomes Provided by publisher *Know Your Role: Managing Workplace Ethics and Boundaries* Pasquale De Marco, 2025-07-18 In today's dynamic and interconnected workplace administrative professionals and support staff play a pivotal role navigating ethical dilemmas and maintaining boundaries that can impact the entire organization This comprehensive guide provides a roadmap for ethical decision making and professional conduct in the modern workplace Navigating the intricacies of workplace ethics can be a daunting task especially for those seeking to maintain integrity and professionalism This book offers a lifeline delving into real life scenarios and case studies that mirror the challenges faced by

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departmental and institutional life *Problem-Solving Tools and Tips for School Leaders* Cathie West, 2013-10-02 In this book award winning educator Cathie West teaches readers how to confidently prepare for and respond to the challenges that come with being a school leader Derived from professional experience and extensive research the strategies can be put to work exactly as described or adapted to fit the unique situations that educators face in their schools With more than thirty years of experience as a school principal West provides tips for teacher leaders striving to expand their skills brand new administrators looking for guidance and experienced principals confronting the unfamiliar or looking for fresh problem solving ideas

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