



Perfect Phrases for Setting Performance Goals, Second Edition (Paperback)

By Douglas Max, Robert Bacal

McGraw-Hill Education - Europe, United States, 2010. Paperback. Condition: New. 2nd edition. Language: English . Brand New Book. THE RIGHT PHRASE FOR EVERY SITUATION . . . EVERY TIME Real success is about the future, not the past. As a supervisor, you ll be most effective if you concentrate on setting goals for your employees, rather than assessing past events and behaviors. This completely revised and updated second edition of Perfect Phrases for Setting Performance Goals provides hundreds of precisely worded performance goals you can put to use in virtually any situation. This handy, quick-reference guide provides effective language for: Focusing your people on the most important parts of their jobs Communicating your expectations Aligning employee goals with organizational priorities Improving productivity and morale in the workplace Reducing disagreements during performance reviews.



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