



The Boss's Survival Guide, 2E: Workplace 911 for the Toughest Problems Today's Managers Face

Bob Rosner, Allan Halcrow

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The bestselling guide to motivating and managing every employee?updated for the new world of business!

As a supervisor in today's highly competitive world, you must not only get more out of each employee? you must also prove your department's strategic impact on the organization. This popular, highly practical guide helps you make your department shine. *The Boss's Survival Guide*, Second Edition, has been updated to help you manage today's hot-button issues, such as:

- Hiring and retaining the best talent
- Handling layoffs and terminations
- Using social networks such as LinkedIn and Facebook
- Managing time and dealing with stress
- Keeping up with the latest changes in employment law
- Maintaining your own marketability and managing your career

Praise for the first edition of *The Boss's Survival Guide*

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“This book has everything you'll ever need to know about being an effective boss but don't have time to learn.”

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