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Effective Human Relations: Interpersonal And ...

This text establishes seven major themes of effective human relations: communication, self-awareness, self-acceptance, motivation, trust, self-disclosure, and conflict resolution. About the author (s) Barry L. Reece.

Effective Human Relations: Interpersonal And ...

This subject focuses on the. systematic analysis of human behavior, preventing conflict, and resolution of behavioral problems. The subject can help in the development of interpersonal relations and produce those abilities which. promote good working relations with people at work and also in personal life.

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Teach your students the human relation skills they need to become successful managers in today's workplace with one of the most widely used human relations texts available. Reece/Brandt/Howie's EFFECTIVE HUMAN RELATIONS: INTERPERSONAL AND ORGANIZATIONAL APPLICATIONS, 11E uses an organizational perspective to help students understand the disparate factors that influence employee behavior. As one of the most practical and applied texts available, EFFECTIVE HUMAN RELATIONS incorporates hundreds of examples of real human relations issues and practices in successful companies. This edition establishes seven major themes of effective human relations -- communication, self-awareness, self-acceptance, motivation, trust, self-disclosure, and conflict resolution -- as the foundation for study. Self-assessments and self-development opportunities throughout the book teach students to assume responsibility for improving their personal skills and competencies. This comprehensive edition addresses topics of emerging importance with expanded coverage of generational differences. The text also explores goal-setting, the root causes of negative attitudes, the use of branding in the job market, technostress, and emotional intelligence. With EFFECTIVE HUMAN RELATIONS, your students gain the insights, knowledge and relationship skills to deal successfully with the wide range of people-related challenges in business today. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

This study aid contains many participative exercises, as well as review exercises—in matching, true/false, and multiple-choice format—that help students review and master the content from each chapter.

For undergraduate courses in Human Relations, Applied Psychology, Human Relations in the Workplace, Career Development; also appropriate for a course in Interpersonal Skills Training. Accomplished author and national speaker, Andrew J. DuBrin brings his expertise of Human Relations and Business Psychology to this edition. Focusing on today's work environment, the book takes a two-pronged approach that improves interpersonal skills by first presenting basic concepts and then by featuring a heavy component of skill development and self-assessment. This program will provide a better teaching and learning experience—for you and your students. Here's how: Relate Concepts to What's Happening Today, Personally and in the Workplace: Give students hands-on ways to develop practical human relations skills and stay involved in class. Reinforce Concepts and Build Skills: Proven pedagogy, exercise sets, and end—of-chapter material are all geared towards ensuring students grasp the concepts. Keep your Course Current and Relevant: New examples, research findings, and examples appear throughout the text. Twelve of the case openers and twenty-four cases are new. The full text downloaded to your computer With

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This applied text, designed to increase the student's human resource skills, is a self-contained text, workbook, and study guide-all for one price. Written in a conversational style using stories, real-world examples, and humor, the book is sure to engage the reader. The authors include free-writes, case studies, projects, and personality tests to help students apply what they have read. The pages are perforated to make it easier for students to hand in their projects.

Note: To purchase the Interactive eText, please search for ISBN 10: 0133547965 / ISBN 13: 9780133547962. The fourth Canadian edition of Human Relations: Interpersonal, Job-Oriented Skills by Andrew J. DuBrin and Terri Geerinck helps readers improve their personal skills in the workplace. By improving interpersonal skills, a person has a better chance of capitalizing upon his or her other skills, and two primary approaches are used in this text to achieve this lofty goal: an emphasis on the basic concepts to enhance understand of key topics in interpersonal relations in organizations, and skill-building suggestions, exercises, and cases to improve interpersonal skills through practice.

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