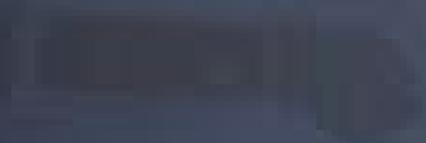


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**John P. Novosad**



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*Reference Guide to Management Techniques and Activities* Ian G. Bloor, 1987-01-01 This reference guide is an essential addition to any manager's bookshelves It has been specifically compiled to provide the acting or potential supervisor manager with easy access to the extensive range of techniques theories activities and practices that may be used in the workplace The entries are deliberately brief and free of jargon with references to more detailed sources to aid the reader The author has a wealth of experience of management both as a practitioner in industry and as a teacher of management subjects at many different levels *Reference Guide to Advanced Management Methods* F. W. Horton, 1972 **No-Nonsense**

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