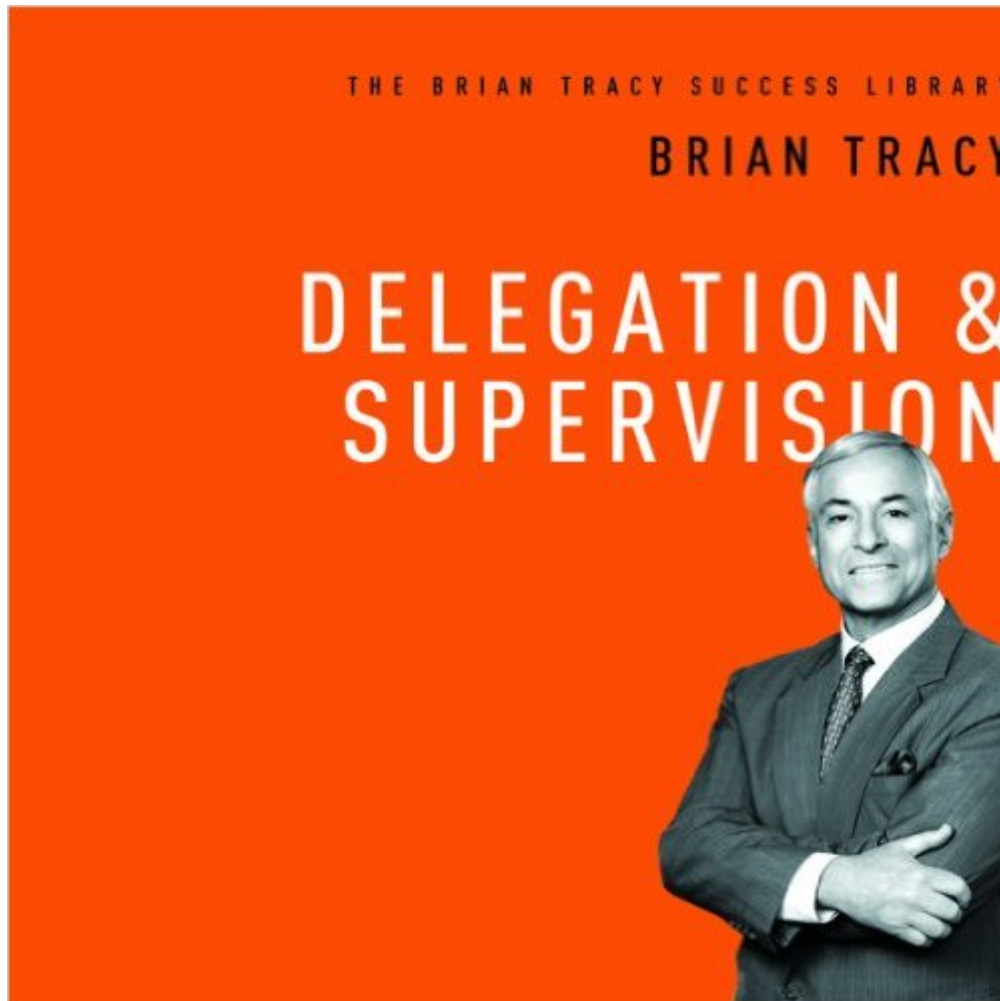


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Delegation And Supervision: The Brian Tracy Success Library



Synopsis

Managers are judged by the results they deliver-and more than anything else, those results hinge on the ability to delegate and supervise. You will be surprised at how efficient and easy to manage your team becomes when you master these essential skills. This guide reveals time-tested ways to boost the performance and productivity of your employees, including how to: Define work, assign it, and set standards for performance Match skills to job requirements Delegate longer term tasks to trusted team members Keep on top of projects with minimum effort Build the confidence of your staff Elicit active participation Avoid reverse delegation And much more

Book Information

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Customer Reviews

This is the latest volume added to The Brian Tracy Success Library. The others are Motivation and Negotiation, also published by AMACOM. Over the years, Tracy has written one or more books already on each of these and other major business subjects. What he has now done with consummate skill is to condense the most valuable information, insights, and counsel about each subject within a 100-page volume, in this instance the most valuable lessons he has learned about delegation and supervision. Tracy makes a promise in the Introduction that he certainly keeps: "This book will help you become excellent at delegating and greatly multiply your ability to make significant contributions to your organization. You are going to learn a series of key ideas that you can use to become far more effective as a delegator. Each of these methods, techniques, and strategies are time-tested and proven over the years, and guaranteed to work." Of course, the

nature and extent of this book's value will ultimately be determined by the nature and extent of how well you apply what you have learned. These are among the dozens of passages of special interest and value to me, also listed to indicate the scope of Tracy's coverage.

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