Running Meetings Expert Solutions To Everyday Challenges

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you ve just been promoted to a managerial position for the first time congratulations but beware the managerial role differs markedly from the individual contributor role go into the job with mistaken assumptions about what to expect and you just may be blindsided by surprising realities this book helps you lay the foundation for succeeding in your new role explaining how to discard the doer role of the individual contributor for the orchestrating role of the manager adjust your leadership style to maximize your team s performance balance conflicting expectations from your boss peers and direct reports deal productively with the stresses and new emotions that come with being a manager

the pocket mentor series offers immediate solutions to the challenges managers face on the job every day each book in the series is packed with handy tools self tests and real life

examples to help you identify strengths and weaknesses and hone critical skills whether you re at your desk in a meeting or on the road these portable guides enable you to tackle the daily demands of your work with greater speed savvy and effectiveness managing employee growth is critical to your organization s success but to develop your employees effectively you must have certain skills such as the ability to seek out opportunities set goals and provide feedback this volume teaches you to assess developmental needs understand and take into account differences between your employees use a performance and potential grid to determine next steps conduct a career development discussion

the 10th international conference on intelligent tutoring systems its 2010 cont ued the bi annual series of top flight international conferences on the use of advanced educational technologies that are adaptive to users or groups of users these highly interdisciplinary conferences bring together researchers in the learning sciences computer science cognitive or educational psychology cognitive science artificial intelligence machine learning and linguistics the theme of the its 2010 conference was bridges to learning a theme that connects the scientific content of the conf ence and the geography of pittsburgh the host city the conference addressed the use of advanced technologies as bridges for learners and facilitators of robust learning outcomes we received a total of 186 submissions from 26 countries on 5 continents aust lia brazil canada china estonia france georgia germany greece india italy japan korea mexico the netherlands new zealand pakistan philippines saudi arabia singapore slovakia spain thailand turkey the uk and usa we accepted 61 full papers 38 and 58 short papers the diversity of the field is reflected in the range of topics represented by the papers submitted selected by the authors

this book illustrates the design development and evaluation of personalized intelligent tutoring systems that emulate human cognitive intelligence by incorporating artificial intelligence artificial intelligence is an advanced field of research it is particularly used in the field of education to increase the effectiveness of teaching and learning techniques with the advancement of internet technology there is a rapid growth in web based distance learning modality this mode of learning is better known as the e learning system these systems present low intelligence because they offer a pre identified learning frame to their learners the advantage of these systems is to offer to learn anytime and anyplace without putting emphasis on a learner s needs competency level and previous knowledge every learner has different grasping levels previous knowledge and preferred mode of learning and hence the learning process of one individual may significantly vary from other individuals this book provides a complete reference for students researchers and industry practitioners interested in keeping abreast of recent advancements in this field it encompasses cognitive intelligence and artificial intelligence which are very important for deriving a roadmap for future research on intelligent systems

this book constitutes the refereed proceedings of the 8th conference on artificial intelligence in medicine in europe aime 2001 held in cascais portugal in july 2001 the 31 revised full papers presented together with 30 posters and two invited papers were carefully reviewed and selected from 79 submissions among the topics addressed in their context on medical information processing are knowledge management machine learning data mining decision support systems temporal reasoning case based reasoning planning and scheduling natural language processing computer vision image and signal interpretation intelligent agents telemedicine careflow systems and cognitive modeling

this compelling volume presents the work of innovative researchers dealing with current issues in training and training effectiveness in work organizations each chapter provides an integrative summary of a research area with the goal of developing a specific research agenda that will not only stimulate thinking in the training field but also direct future research by concentrating on new ideas and critical methodological and measurement issues rather than summarizing existing literature the volume offers definitive suggestions for advancing the effectiveness of the training field its chapters focus on emerging issues in training that have important implications for improving both training design and efficacy they discuss various levels of analysis intra individual inter individual team and organizational issues and the factors relevant to achieving a better understanding of training effectiveness from these different perspectives this type of coverage provides a theoretically driven scientist practitioner orientation to the book

presenting a novel biomimetic design method for transferring design solutions from nature to technology this book focuses on structure function patterns in nature and advanced modeling tools derived from triz the theory of inventive problem solving the book includes an extensive literature review on biomimicry as an engine of both innovation and sustainability and discusses in detail the biomimetic design process current biomimetic design methods and tools the structural biomimetic design method for innovation and sustainability put forward in this text encompasses 1 the research method and rationale used to develop and validate this new design method 2 the suggested design algorithm and tools including the find structure database structure function patterns and ideality patterns and 3 analyses of four case studies describing how to use the proposed method this book offers an essential resource for designers who wish to use nature as a source of inspiration and knowledge innovators and sustainability experts and scientists and researchers amongst others

this volume provides new insights on creativity while focusing on innovative methodological approaches in research and practice of integrating technological tools and environments in mathematics teaching and learning this work is being built on the discussions

at the mini symposium on creativity and technology at the international conference on mathematical creativity and giftedness icmcg in denver usa 2014 and other contributions to the topic the book emphasizes a diversity of views a variety of contexts angles and cultures of thought as well as mathematical and educational practices the authors of each chapter explore the potential of technology to foster creative and divergent mathematical thinking problem solving and problem posing creative use of dynamic multimodal and interactive software by teachers and learners as well as other digital media and tools while widening and enriching transdisciplinary and interdisciplinary connections in mathematics classroom along with ground breaking innovative approaches the book aims to provide researchers and practitioners with new paths for diversification of opportunities for all students to become more creative and innovative mathematics learners a framework for dynamic learning conditions of leveraging mathematical creativity with technology is an outcome of the book as well

supplying busy project professionals with time tested tips and templates for developing teams efficiently and effectively team planning for project managers and business analysts provides the planning materials required to increase team collaboration and productivity in a global workplace this comprehensive resource offers insights and access to c

expert solutions to everyday challenges is your team struggling perhaps some members are involved in personal conflict while others don t seem to be contributing at all how can you get your team back on target thepocket mentor seriesoffers immediate solutions to the challenges managers face on the job every day each book in the series is packed with handy tools self tests and real life examples to help you identify strengths and weaknesses and hone critical skills whether you re at your desk in a meeting or on the road these portable guides enable you to tackle the daily demands of your work with greater speed savvy and effectiveness

as a manager you make countless decisions every day some are straightforward such as assigning a team member to a project others are far more complex such as determining how to handle an under performing product line how can you boost the odds of making the best decisions for your organization treat decision making as a process this volume reveals key strategies for handling each step in the process you ll find out how to generate a diverse set of alternative courses of action for the decision at hand assess the feasibility risks and ethical implications of each alternative select the best course of action communicate your decision and carry it out

zimmerman educational history new york u examines the history of scientific temperance instruction a curriculum on the evils of alcohol which was originally developed and advocated by a grassroots movement and ultimately was mandated in all american

schools for a time he traces today s debate on drug and alcohol education to issues raised in this seminal episode the debate over sti claims zimmerman was really about the balance between expertise and populist desire in determining what should be taught to america s children annotation copyrighted by book news inc portland or

making persuasive presentations isn t just a matter of charisma and fancy charts it requires concrete skills that are vital to keeping your audience engaged and involved this handy guide contains key information on how to customize your presentations to keep people focused and produce the results you want

most managers coach employees by giving them feedback and evaluating their performance right wrong coaching differs markedly from other managerial functions with its wealth of tips worksheets and self assessments this handy guide shows managers how to use coaching not only to strengthen direct reports skills but also to rev up their performance to unprecedented levels

crises anything from a natural disaster to a data security breach to the defection of your best employee can prevent you from carrying out your business operations but with good planning you can minimize the impact of a potential disaster this book shows you how to avoid a crisis entirely lay the groundwork for managing a crisis know when a crisis is imminent contain and resolve a crisis learn from each crisis you ve resolved

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