

\*\*\*Now available in Australia with the most up-to-date information about the new //Work Choices// legislation. For orders use isbn 0470813229. This new Australasian text effectively blends the three aspects of contemporary undergraduate introductory management education: management theory, concept application, and skills development. The text's 15 chapters are presented in colour in a lively and concise manner ideal for the typical 12 or 13 teaching weeks of semester. The text's flexible framework allows instructors to engage students through the use of interactive tools such as case studies, exercises, and projects. These action oriented learning activities complement the text's solid foundation of knowledge based material. There is a balanced coverage of both small to medium sized enterprises and larger multinational companies operating in the Australasian region. The challenges of managing technology and making ethical decisions are integrated in each chapter of the book. Specific chapters are devoted to the topics of managing operations, individual behaviour, and human resource management in organisations. CHAPTER FEATURES Opening Case draws students into the chapter with an Australasian organisation example to introduce the relevant chapter's management theme Managing Info Tech - boxed vignette in each chapter that integrates the challenge of managing in the technological age Management and the Community - mini case study in each chapter that integrates ethics and social responsibility coverage throughout the text Critical Thinking Questions throughout each chapter encourage students to apply the theory to real life situations End of Chapter Questions for student review and analysis Building Effective Skills Exercises designed to develop students' managerial skills by applying the theoretical concepts they have learned. There are 5 types of skills development exercises that feature at the end of each chapter: Communication/Interpersonal Skills Decision Making Skills Time Management Skills Technical Skills Diagnostic/Conceptual Skills Skills Self-Assessment questionnaires for self-analysis provide students with insights into their managerial skills and style Experiential Exercise provides an additional action oriented learning activity for each chapter, usually in a group setting End of Chapter Case highlights a diverse range of Australasian organisations to reinforce the chapter content.

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