

Human Resource Management 13th Edition Ebook

Higher education contributes to the development of countries and their competitiveness in a global marketplace. However, to remain relevant and meet the demands of an ever-changing world, institutions and their operations must progress in unison with the changing world in which they function. Innovation can play a critical role in transforming and advancing practice and therein address socio-economic, organizational, operational and social challenges. The complexity and scope of higher education opens up the possibilities and potential for innovations to transpire in diverse settings and contexts. This book is a collection of easy-to-follow, vignette-based innovations that have transformed or advanced practice and in doing so contributed to ensuring the relevance and value of higher education in a continuously changing world.

HUMAN RESOURCE MANAGEMENT: ESSENTIAL PERSPECTIVES, 7E provides a focused understanding of the most up-to-date concepts and practices that are important for today's successful HR professionals. Recognized authors Robert Mathis, John Jackson, and Sean Valentine have condensed the best from their market-leading Human Resource Management, 14e to create a concise text intended for HR directors and instructors seeking basic yet comprehensive and up-to-date coverage of HR concepts and practices. Thorough yet concise, HUMAN RESOURCE MANAGEMENT: ESSENTIAL PERSPECTIVES, 7E follows a consolidated framework adapted from the larger book while helping students identify and focus on core concepts in the field in a more succinct, streamlined format. This edition reviews today's most important laws and regulations and addresses the information most often used by HR professionals. The authors focus on the coverage most important for students, with a solid introduction to concepts and practices that are applicable for HR professionals and general managers in numerous industries. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

A new collection of best practices for designing better compensation and benefit programs... 2 authoritative books, now in a convenient e-format, at a great price! 2 authoritative eBooks help you drive more value, efficiency, and competitive advantage from compensation and benefits programs Compensation and benefit programs are the largest expenses in most organizations; in service organizations, they often represent more than 50% of total costs. In this unique 2 eBook package, leading consultant Bashker D. Biswas helps you systematically optimize these programs to maximize value, efficiency, and competitive advantage. In Employee Benefits Design and Planning , Biswas brings together all the knowledge you need to make better benefits decisions. He introduces core principles for ensuring proper financing, funding, compliance, and recordkeeping; accurate actuarial calculations; and effective employee communication. Building on these principles, he guides you through benefits ranging from healthcare and disability insurance to retirement and cafeteria plans. You'll find up-to-date discussions of complex challenges, such as the Affordable Care Act and global benefits planning. Throughout, he offers essential insights for managing rising costs and risks, while ensuring that benefits programs improve productivity, reflect best practices, and align with your organization's strategy and goals. Next, in Compensation and Benefit Design , Biswas helps HR professionals bring true financial and accounting discipline to compensation and benefit design, tightly align talent management to strategy, and quantify program performance in the language of finance. Biswas thoroughly explains best-fit practices for superior program design, demystifies relevant financial and accounting concepts, and illuminates key connections between HR program development and GAAP/IFRS accounting requirements. His far-reaching coverage ranges from integrating compensation and benefits into Balanced Scorecards to managing expatriate compensation. Biswas reveals the true financial implications of every element of modern compensation and benefit programs, from base salaries to stock incentives,

sales compensation to healthcare cost containment. Perhaps most important, he helps you systematically measure the value of your investments -- so you can both prove and improve your performance. Simply put, this collection brings together unparalleled tools for optimizing compensation and benefits programs -- whether you're in HR, finance, line-of-business management, or corporate management. From Dr. Bashker D. Biswas, world-renowned expert in employee compensation and benefits program design

Many social workers find themselves in management positions within a few years of graduating from MSW programs. Most of these jobs are in nonprofit human service organizations in which, increasingly, business acumen is necessary to maintain grants and donations, start new programs, market services to clients, supervise the finance function, and understand the external environment. This book teaches MSW students and early-stage social work management practitioners the essential business skills needed to manage programs and organizations; to improve their overall management toolkit for finding a better job or getting promoted; and, ultimately, to gain parity with other managers holding MBA degrees and working in the human service space. This text can serve as a desk reference for managers to troubleshoot various situations. It is also appropriate for social work macro practice courses at the undergraduate and graduate levels, as well as courses that cover human resource management and financial management.

The Arab region has been and continues to be a focus of the world for its economic, political, and social importance. However, reality indicates that the performance of many Arab states in terms of education, literacy, health, employment, and welfare generally fall behind many countries of other regions. Strategic Thinking, Planning, and Management Practice in the Arab World is an essential reference source that investigates the status of current strategic practice in the Arab world as well as the need to promote awareness of effective development strategies. Featuring research on topics such as social justice, practical entrepreneurship, and crisis management, this book is ideally designed for high-caliber strategists, academic scholars, and postgraduate research students.

This ninth edition of the best-selling Handbook of Human Resource Management Practice has been fully updated to take account of the latest developments in HRM. Entailing every aspect of the human resource function, this highly comprehensive handbook considers the function in relation to the needs of the business as a whole. Recognizing HRM as a strategic process, Michael Armstrong offers clear practical advice on how companies can maximize the effectiveness of the HRM function and ensure that it makes a major contribution to organizational success. Covering a wide range of topics, this new edition is packed with all the essential information on HRM theory and best practice. In the light of new concepts of good practice and the outcomes of fresh research, the following areas have been either wholly replaced or substantially revised: HRM - characteristics, impact and context; HRM - development and issues; role of the HR function; role of the HR practitioner; strategic human resource management; competency-based HRM; how people learn; the delivery of learning and training; reward management fundamentals; job evaluation; grade and pay structures; involvement and participation. This Handbook is an essential guide for both students taking a Master's degree in HRM as well as CIPD students. In this edition, there are new additional chapters on: talent management; e-learning; facilitating change.

Designing Human Resource Management Systems provides a framework for designing and implementing Human Resource Management (HRM) systems in various kinds of organizations, even those with limited resources. It is intended for leaders, decision makers, senior managers, HR practitioners, and consultants wishing to innovate, structure, and implement HRM systems in organizations. Distinguishing features of the book are: - Guidelines in each of the practice areas of HRM that identify key components and discuss important considerations in designing the sub-system of that practice area. - Exhibits in the form of tools,

questionnaires, inventories, forms, policies, and other aspects of utility for designing HRM systems. - Key Terms and Concepts section in each chapter that provides relevant theory, concepts, and research in each practice area. The book comprehensively covers concepts and relevant theories pertaining to job analysis, human resource planning, recruitment and selection, performance management, training and development, 360-degree feedback, mentoring and executive coaching, and reward management. The guidelines present a logical, simple, and easy-to-adopt approach with examples related to what can possibly go wrong and therefore what to guard against.

Written for both professionals and students, Essentials of Public Health Management is a practical, nontheoretical reference that will prepare the reader for the hands-on management and daily operations of a complex public health department or agency.

Armstrong's Handbook of Human Resource Management Practice is the classic text for all students and practitioners of HRM. Providing a complete resource for understanding and implementing HR in relation to the needs of the business as a whole, it contains in-depth coverage of all the key areas essential to the HR function, including performance, reward, employee engagement and HR policy. This fully revised and updated thirteenth edition contains an entirely new part covering the increasingly important subject of international human resource management. Other new chapters have been added on rewarding special groups and on employment law, and the chapters on HRM, motivation and engagement have been completely revised. Armstrong's Handbook of Human Resource Management Practice has also been brought up to date by reference to the findings of a number of significant research projects and other investigations of how HRM operates in practice. Comprehensive online support material for the instructor, student and practitioner is provided, offering a complete resource for teaching and self-learning. Online supporting resources include lecture slides, an instructor's manual, a student's manual complete with multiple-choice practice questions and case studies and a glossary of terms.

Globalization, sustainable development, and technological applications all affect the current state of the business sector in Asia. This complex industry plays a vital part in the overall economic, social, and political aspects of this region, as well as on a larger international scale. Managerial Strategies and Solutions for Business Success in Asia is an authoritative reference source for the latest collection of research perspectives on the development and optimization of various business sectors across the Asian region and examines their role in the globalized economy. Highlighting pertinent topics across an interdisciplinary scale, such as e-commerce, small and medium enterprises, and tourism management, this book is ideally designed for academics, professionals, graduate students, policy makers, and practitioners interested in emerging business and management practices in Asia.

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Human Resource Management Cengage Learning

In Compensation and Benefit Design , Bashker D. Biswas shows exactly how to bring financial rigor to the crucial "people" decisions associated with compensation and benefit program development. This comprehensive book begins by introducing a valuable Human Resource Life Cycle Model for considering compensation and benefit programs. Next, Biswas thoroughly addresses the acquisition component of compensation, as well as issues related to general compensation, equity compensation, and pension accounting. He assesses the full financial impact of

executive compensation programs and employee benefit plans, and discusses the unique issues associated with international HR systems and programs. This book contains a full chapter on HR key indicator reporting, and concludes with detailed coverage of trends in human resource accounting, and the deepening linkages between financial and HR planning. Replete with both full and "mini" case examples throughout, the book also contains chapter-ending exercises and problems for use by students in HR and finance programs. ¿ HR managers are under intense pressure to become strategic business partners. Many, unfortunately, lack the technical skills in financial analysis to succeed in this role. Now, respected HR management educator Dr. Steven Director addresses this skill gap head-on. Writing from HR's viewpoint, Director covers everything mid-level and senior-level HR professionals need to know to formulate, model, and evaluate their HR initiatives from a financial and business perspective. Drawing on his unsurpassed expertise working with HR executives, he walks through each crucial financial issue associated with strategic talent management, including the quantifiable links between workforces and business value, the cost-benefit analysis of HR and strategic financial initiatives, and specific issues related to total rewards programs. Unlike finance books for non-financial managers, *Financial Analysis for HR Managers* focuses entirely on core HR issues.

In *Compensation and Benefit Design*, Bashker D. Biswas shows exactly how to bring financial rigor to the crucial "people" decisions associated with compensation and benefit program development. This comprehensive book begins by introducing a valuable Human Resource Life Cycle Model for considering compensation and benefit programs. Next, Biswas thoroughly addresses the acquisition component of compensation, as well as issues related to general compensation, equity compensation, and pension accounting. He assesses the full financial impact of executive compensation programs and employee benefit plans, and discusses the unique issues associated with international HR systems and programs. This book contains a full chapter on HR key indicator reporting, and concludes with detailed coverage of trends in human resource accounting, and the deepening linkages between financial and HR planning. Replete with both full and "mini" case examples throughout, the book also contains chapter-ending exercises and problems for use by students in HR and finance programs. ¿ More than ever before, HR practitioners must empirically demonstrate a clear link between their practices and firm performance. In *Investing in People*, Wayne F. Cascio and John W. Boudreau show exactly how to choose, implement, and use metrics to improve decision-making, optimize organizational effectiveness, and maximize the value of HR investments. They provide powerful techniques for looking inside the HR "black box," implementing human capital metrics that track the effectiveness of talent policies and practices, demonstrating the logical connections to financial and line-of-business, and using HR metrics to drive more effective decision-making. Using their powerful "LAMP" methodology (Logic, Analytics, Measures, and Process), the authors demonstrate how to measure and analyze the value of every area of HR that impacts strategic value.

Today's workforce represents individuals of various backgrounds and experiences. The influence of such individuals is becoming an important component in the workplace and researchers continue to explore the challenges of understanding the connection between employee profiles and the overall success of a company. *Impact of Diversity*

on Organization and Career Development brings together a reflective discussion on the previous approaches and strategies of companies in relation to the paradigm shift in workplace equity of today's workforce. By examining both old and new strategies, the research included in this publication will present a unique approach for future company enhancement and employee success. This publication is an essential reference source for researchers, practitioners, managers, and students interested in the effects of multicultural representation on both a company and its employees through professional growth and advancement.

Best selling title. Takes a three-pronged approach to compensation by focusing on theory, research, and practice. The 13th edition continues to emphasize the importance of total compensation and its relevance for achieving sustainable competitive advantage.

The #1 study guide for the leading HR certification, aligned with the updated HRBoK™! PHR/SPHR Professional in Human Resources Certification Deluxe Study Guide, Second Edition, is the ideal resource for HR professionals seeking to validate their skills and knowledge acquired through years of practical experience, or a relative newcomer to the HR field looking to strengthen their resume. Featuring study tools designed to reinforce understanding of key functional areas, it's the study guide you'll turn to again and again as you prepare for this challenging exam. Offering insights into those areas of knowledge and practices specific and necessary to human resource management (HRM), this study guide covers tasks, processes, and strategies as detailed in the updated A Guide to the Human Resource Body of Knowledge™ (HRBoK™). The study guide breaks down the critical HR topics that you need to understand as you prepare for the exams. You'll get a year of FREE access to the interactive online learning environment and test bank, including an assessment test, chapter tests, practice exams, electronic flashcards, and a glossary of key terms. New bonus material includes study checklists and worksheets to supplement your exam preparation, and eBooks in different formats to read on multiple devices. • Refresh your understanding of key functional areas • Practice the practical with workbook templates • Test your knowledge with flashcards and exercises • Preview exam day with bonus practice exams If you're looking to showcase your skills and understanding of the HR function, PHR/SPHR Professionals in Human Resources Certification Deluxe Study Guide is your ideal resource for PHR/SPHR preparation.

Put the authoritative resource for human resource management into the hands of your students with Mathis/Jackson's HUMAN RESOURCE MANAGEMENT, Thirteenth Edition. The best-selling HR text worldwide, this text offers the most current look at HR and its impact on today's organizations with new or thoroughly updated cases and more than 90 percent of the book's examples from 2006 and beyond. Whether your students are future or currently practicing HR professionals, this text is a trusted resource in preparing for today's HR professional examinations. Updated strong academic coverage, including the latest 2009 HRCI outline, ensures this edition addresses all major topics for professional examinations (PHR, SPHR) given by the Human Resource Certification Institute (SHRM). The latest HR research, meaningful discussions, and a wealth of new and proven learning features in every chapter demonstrate how HR impacts organizational strategy. Reorganized and streamlined topics in this significant revision deliver a presentation that flows smoothly with an appropriate blend of theory

and practice. Students examine emerging trends in technology, globalization, and HR Metrics as they see, first-hand, how current events shape the study and practice of HR today. A complete package of teaching and learning resources, including new CourseMate online learning tools, helps you most effectively prepare today's aspiring professionals for career and future HR success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The paradigm of employee management has undergone rapid transformation in the last decade, from comparative advantage to a state of continuous innovation, strategic intent and a holistic knowledge framework. This implies that to be successful, organisations have to develop and/ or seriously re-look at appropriate HRD strategies to tap the human potential within the organisation and align it with the overall corporate strategy. In an increasingly difficult global business scenario, where major decisions have gone awry plunging the world into an economic crisis, HRD professionals are compelled to grapple with progressively more complex issues. It is against this backdrop, that an attempt has been made to present the entire contemporary conceptual framework of human resource development in a refreshingly new style so as to facilitate devising of appropriate strategies for the organisation. Fortunately, there is a rich and growing base of theory, research, and practical experience in HRD efforts. This book has been written to help students, HRD professionals, and managers at all levels to take advantage of this. If they do so, they will increase their effectiveness, along with that of individuals with whom they work and the organisations of which they are a part. The book will serve primarily as a comprehensive text for undergraduate and graduate courses in business, management, public administration, educational administration, and other related fields. This, the FOURTH edition of the book, is a thoroughly revised and enlarged version that has been updated to reflect the thinking on HRD theory and practice that has taken place over the last few years. Some of the new features and improvements include: * New, contemporary case studies; * Discussion of recent thinking about the nature of managerial work, strategic management development, global management development, competency-based management education and development, and new practices in leadership and executive development; * Ideas, references and events updated right upto March, 2009; * Humorous cartoons; clearer, more explanatory diagrams. At the same time, care has been taken to maintain the elements that have made the previous editions a useful and meaningful resource to students and practitioners, including uncluttered writing, a comprehensive approach to HRD, a strong research base, and a balance between theory, research, and practice.

The theme permeating this book on assessment centers is "continuity and change", describing what has remained the same and what has changed in the 50-year history of the assessment center method. One of the important changes explored is the evolution of the goals of assessment center programs and the ways in which assessment centers and their component parts have been used. Assessment Centers in Human Resource Management clearly differentiates between assessment centers used for prediction, diagnoses, and development. In addition, this book explores: assessment centers and human resource management; court cases involving assessment centers; innovations in assessment center operations; cross-cultural considerations including diversity of the

workforce; and assessor training. The target audience for the text includes students who are learning about assessment centers, practitioners including human resource managers and consultants who may be considering the implementation of assessment centers, and academicians who are researching the method and wish to understand current issues.

Written for practitioners and students in health-related disciplines, this practical hands-on guide to human resources, covers such topics as recruitment, compensation and benefits, training, termination, legal issues, labor unions, and more. Each chapter is introduced by a case study related to the material that follows. The case study is resolved by the end of each chapter and includes expert commentary and practical suggestions that can be used in the real world. Chapters also feature learning objectives, questions for review and discussion, key terms, and spotlight on customer service. Numerous examples, sample forms and documents are also included. The Third Edition includes new employment related legislation and case law, including the Health Insurance Portability and Accountability Act (HIPAA), a new chapter on the impact and effect of social media, more in depth and updated treatment of privacy and sexual harassment, expanded discussion of succession planning, and much more. Societal demands, needs, and perspectives of ethical and socially responsible behavior within business environments are a driving force for corporate self-regulation. As such, executives must consistently work to understand the current definition of ethical business behavior and strive to meet the expectations of the cultures and communities they serve. *Ethical and Social Perspectives on Global Business Interaction in Emerging Markets* compiles current research relating to business ethics within developing markets around the world. This timely publication features research on topics essential to remaining competitive in the modern global marketplace, such as corporate social responsibility, corporate governance, consumer behavior understanding, and ethical leadership, and how all of these components attribute to the decision making process in business environments. Business executives and managers, graduate-level students, and academics will find this publication to be essential to their research, professional, and educational needs.

Corporations have a social responsibility to assist in the overall well-being of their employees through the compliance of moral business standards and practices. However, many societies still face serious issues related to unethical business practices. *Social Issues in the Workplace: Breakthroughs in Research and Practice* is a comprehensive reference source for the latest scholarly material on the components and impacts of social issues on the workplace. Highlighting a range of pertinent topics such as business communication, psychological health, and work-life balance, this multi-volume book is ideally designed for managers, professionals, researchers, students, and academics interested in social issues in the workplace.

Businesses are important for economic development of nation and increasing of living standards of people. Also, management is a critical factor for both businesses because it creates utility for businesses. All the success and failure depend upon business functions and management. In this context, this book contains three important factors of business management. In the first part of the book covers strategic management subjects; especially entrepreneurship and human resource management. The second part of the book includes accounting and auditing. The third part of the book is about

marketing.

Technology is a key driver behind the effects of contemporary globalization on business and other organizations worldwide. Understanding this phenomena in connection with the impact of cultural variations can help improve business and product life cycles in an era in which corporate capital and liquidity buffers must be increased for unexpected developments in global markets. Cultural and Technological Influences on Global Business is a leading publication in its field emphasizing the importance of deeply exploring the effects of cultures and technologies on the global business sector. This reference source is beneficial for professionals, researchers, and practitioners who wish to broaden their understanding of the direct relationship between culture and technology in the international business realm.

This text is designed to provide authoritative and accurate information on HR-related responsibilities and personnel management by focusing on practical applications, concepts, and techniques that all managers can use in business. A brand new concise introductory text in human resource development that has a skills-building, practical focus yet is underpinned by the latest academic research. Highly engaging and accessible it brings the subject to life through innovative learning tools including videos and active case studies.

"Teaches students and managers how to develop, lead, and evaluate health programs to ensure quality outcomes. The focus is on the three core management concepts of strategy, design, and leadership, but time is also devoted to describing facilitative management activities integral to successful programs. Students will learn techniques for communication, decision-making, quality assurance, marketing, and program evaluation within the structure of the textbook's program management model"--Provided by publisher.

In a constantly evolving service-led Indian economy, human resources have become the cornerstone of an organization's success. The management of human capability has become an art that has to be understood and mastered to run a successful enterprise. Human Resource Management: Text and Cases, 2e, explains the basic concepts of this discipline and presents cases that provide an insight into the challenges faced by HR professionals on a day-to-day basis.

Going beyond the coverage of a traditional textbook, this book focuses on applied aspects of HRM, which capture the evolving challenges in the field. The authors have used their extensive real-world work experience in talent acquisition, and human resource development and retention to provide lucid explanation of all major concepts of human resource management. Replete with examples and cases, this title is a complete guide for all MBA students and HR practitioners. KEY FEATURES • Extensive coverage of HR best practices and innovations • Sample 'ready-to-use formats' of relevant documents • Thought-provoking chapter opening cases to set the context for learning in the text ahead • Application cases to showcase real-world implementation of concepts • PowerPoint slides and Question Bank for teachers

The workforce is considered to be the lifeblood within many major corporations. The ability of management to effectively utilize the knowledge and skills of their workforce is essential in ensuring the success of their corporations. *Harnessing Human Capital Analytics for Competitive Advantage* is a critical scholarly publication that explores the influence that workforce knowledge and skills can have on the performance of corporations and how such skills can be used to promote the success of corporations. Featuring coverage on a wide range of topics including employee happiness, mind genomics, and e-commerce adoption, this book is geared toward managers, professionals, and practitioners seeking current research on the advantage of utilizing workforce knowledge and skills to promote corporate success.

Anybody working in sport management will be involved in the operation of a sports facility at some point in their career. It is a core professional competency at the heart of successful sport business. *Sport Facility Operations Management* is a comprehensive and engaging textbook which introduces cutting-edge concepts in facilities and operations management, including practical guidance from professional facility managers. Now in a fully revised and updated second edition—which introduces new chapters on capital investment and operational decision-making—the book covers all fundamental aspects of sport facility operations management from a global perspective, including: ownership structures and financing options planning, design, and construction processes organizational and human resource management financial and operations management legal concerns marketing management and event planning risk assessment and security planning benchmarking and performance management Each chapter contains newly updated real-world case studies and discussion questions, innovative 'Technology Now!' features and step-by-step guidance through every element of successful sport facilities and operations management, while an expanded companion website offers lecture slides, a sample course syllabus, a bank of multiple-choice and essay questions, glossary flashcards links to further reading, and appendices with relevant supplemental documentation. With a clear structure running from planning through to the application of core management disciplines, *Sport Facility Operations Management* is essential reading for any sport management course.

Awareness and inclusion are not enough to create effective change in organizations and society. Instead, organizations must implement strategies to ensure that they not only improve diversity, but also place their employees on career development plans that provide the best fit between individual and organizational needs as well as personal characteristics and career roles. *Implementation Strategies for Improving Diversity in Organizations* is a pivotal reference source that provides crucial research on the application of stratagems designed to increase organizational change, chiefly to integrate diverse individuals, including physically disabled individuals, women, and people of color, into the workforce. The book also looks at discriminatory practices involving the

physical appearance of workers. While highlighting topics such as career development, lookism, and ethnic discrimination, this publication explores new, innovative ideas influencing the paradigm shift for the modern workforce as well as the methods of career development. This book is ideally designed for managers, executives, human resources professionals, researchers, business practitioners, academicians, and students.

In *Compensation and Benefit Design*, Bashker D. Biswas shows exactly how to bring financial rigor to crucial "people" decisions associated with compensation and benefit program development. This comprehensive book begins by introducing a valuable Human Resource Life Cycle Model for considering compensation and benefit programs. Biswas thoroughly addresses the acquisition component of compensation, as well as issues related to general compensation, equity compensation, and pension accounting. He assesses the full financial impact of executive compensation programs and employee benefit plans, and discusses the unique issues associated with international HR systems and programs. This book contains a full chapter on HR key indicator reporting, and concludes with detailed coverage of trends in human resource accounting, and the deepening linkages between financial and HR planning. Replete with both full and "mini" case examples throughout, this book will be valuable to a wide spectrum of HR and financial professionals, with titles including compensation and benefits analysts, managers, directors, and consultants; HR specialists, accounting specialists, financial analysts, total rewards directors, controller, finance director, benefits actuaries, executive compensation consultants, corporate regulators, and labor attorneys. It also contains chapter-ending exercises and problems for use by students in HR and finance programs.

Nathan Lee Kaplan develops a talmudic perspective on management ethics. By analyzing the central ethical dilemmas of corporate managers in light of applicable traditions from the Oral Torah, this book offers a critical bridge between the contemporary business corporation and rabbinic Judaism's foundational tradition. The issues studied thereby include organizational culture, fraud and corruption, whistle-blowing, investor and employment relations, executive compensation, corporate social responsibility and environmental sustainability.

A brand new collection of high-value HR techniques, skills, strategies, and metrics... now in a convenient e-format, at a great price! HR management for a new generation: 6 breakthrough eBooks help you help your people deliver more value on every metric that matters This unique 6 eBook package presents all the tools you need to tightly link HR strategy with business goals, systematically optimize the value of all your HR investments, and take your seat at the table where enterprise decisions are made. In *The Definitive Guide to HR Communication: Engaging Employees in Benefits, Pay, and Performance*, Alison Davis and Jane Shannon help you improve the effectiveness of every HR message you deliver. Learn how to treat employees as customers... clarify their needs and motivations ... leverage the same strategies and tools your company uses to sell products and services... package information for faster, better decision-making... clearly explain benefits, pay, and policies... improve recruiting, orientation, outplacement, and much more. In *Investing in People, Second Edition*, Wayne Cascio and John W. Boudreau help you use metrics to improve HR decision-making, optimize organizational effectiveness, and increase the value of strategic investments. You'll master powerful solutions for integrating HR with enterprise strategy and budgeting -- and for gaining commitment from business leaders outside HR. In *Financial Analysis for HR Managers*, Dr. Steven Director teaches the financial analysis skills you need to become a true strategic business partner, and get boardroom and CFO buy-in for your high-priority initiatives. Director covers everything HR pros need to formulate, model, and evaluate HR initiatives from a financial perspective. He walks through crucial financial issues associated with strategic talent management, offering cost-benefit analyses of HR and strategic financial initiatives, and even

addressing issues related to total rewards programs. In *Applying Advanced Analytics to HR Management Decisions*, pioneering HR technology expert James C. Sesil shows how to use advanced analytics and "Big Data" to optimize decisions about performance management, strategy alignment, collaboration, workforce/succession planning, talent acquisition, career development, corporate learning, and more. You'll learn how to integrate business intelligence, ERP, Strategy Maps, Talent Management Suites, and advanced analytics -- and use them together to make far more robust choices. In *Compensation and Benefit Design*, world-renowned compensation expert Bashker D. Biswas helps you bring financial rigor to compensation and benefit program development. He introduces a powerful Human Resource Life Cycle Model for considering compensation and benefit programs... fully addresses issues related to acquisition, general compensation, equity compensation, and pension accounting... assesses the full financial impact of executive compensation and employee benefit programs... and discusses the unique issues associated with international HR programs. Finally, in *People Analytics*, Ben Waber helps you discover powerful hidden social "levers" and networks within your company, and tweak them to dramatically improve business performance and employee fulfillment. Drawing on his cutting-edge work at MIT and Harvard, Waber shows how sensors and analytics can give you an unprecedented understanding of how your people work and collaborate, and actionable insights for building a more effective, productive, and positive organization. Whatever your HR role, these 6 eBooks will help you apply today's most advanced innovations and best practices to optimize workplace performance -- and drive unprecedented business value. From world-renowned human resources experts Alison Davis, Jane Shannon, Wayne Cascio, John W. Boudreau, Steven Director, James C. Sesil, Bashker D. Biswas, and Ben Waber .

Addressing the challenges of human resource management, this text emphasises every manager's role in HRM, small business applications, and HR information systems.

This textbook acquaints readers with the major federal statutes and regulations that control management and employment practices in the American workplace. The book is designed as a tool for today's business and management professionals, and unlike some other texts in the field, maintains a pro-business or pro-management approach.

This book addresses the application of sustainable HRM principles within tourism in the specific context of Africa, a neglected area of study. It draws on diverse aspects of HRM, from the micro- (individual) through the meso-level (organisational) to the macro-level (policy, governmental). It also reflects the diverse challenges facing a critical area within emerging African tourism, that of its workforce. The book is substantially research-based and provides a state-of-the-art picture of emergent studies in this area, drawing on case examples from a wide-range of African contexts. As such, it provides a comprehensive resource and starts discussion in an emergent research area.

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