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difference between being a manager and being a leader. Management and leadership are often interchanged within the business world; however, they are two very distinct skills. Management is essentially process/task focused and centers on the current and immediate future.

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Leadership and management activities

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Ten Things New Managers Need To

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7. You're a Boss, Not a Friend . One of the most frequent mistakes new managers make is that they try to be friends with their employees. It is especially hard when you get promoted over your peers, and you're now managing friends who were once peers. You're now in a position of power

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and authority and being friends with one employee, and not another creates perceptions of bias and favoritism.

15 Tips for New Managers - The Balance Careers

An effective manager pays attention to many facets of management, leadership, and learning within an organization. So,

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it's difficult to take the topic of management success and say that the following ten items are the most important for success. Legions of articles and books profess to have answered this question.

7 Great Tips for Effective Management Success

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Ideas to help you build a worthwhile and meaningful career. Articles to help you balance effective knowledge, skills and action with a focus on well-being at work. Techniques to build your management knowledge, ensuring it's thorough and well-informed. Tools to make your work easier and to help you develop good practice.

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Yourselves Ideas, Tips & Tools - The Happy Manager

14. Color Changeable Portable Bluetooth Speaker, \$19.99 at Overstock - These bluetooth speakers will help liven up the office party, or will mean you're stuck listening to your employee's favorite German house music.. 15. The Star Wars

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iv dedication to lenora, my wife, a noble woman and a blessing to me for over 34 years and to my father, donald b. baxter (may 21, 1930--april 19, 2011), whom i dearly loved and will see again in heaven, who died during the course of

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