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your decision making sound decision making is a crucial skill for managers from overseeing a team to leading a critical meeting being an effective manager requires knowing how to analyze complex business problems and implement a plan for moving forward management is the coordination and administration of tasks to achieve a goal such administration activities include setting the organization s strategy and coordinating the efforts of staff to accomplish these objectives through the application of available resources how do you decide what s the difference and why does it matter we often conflate leadership and management most of us use the two terms interchangeably with little downside when we talk about leaders we usually mean managers and when we address managers we think of them as leaders the terms leadership and management are often used interchangeably while there is some overlap between the work that leaders and managers do there are also significant differences management or managing is the administration of organizations whether they are a business a nonprofit organization or a government body through business administration nonprofit management or the political science sub field of public administration respectively the purpose of this chapter is to 1 give you a basic understanding of management and its importance 2 provide a foundation of the managerial functions of planning organizing leading and controlling introduction to management management is not a hard science what is management management is the process of planning antenna theory analysis

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organizing leading and controlling resources to achieve organizational goals and objectives the activity or job of being in charge of a company organization department or team of employees environmental concerns are being integrated more and more into business management he leaves the day to day management of the company to his daughter corporate centralized strategic management about management a key area of publishing at cambridge our management list includes books and journals authored by internationally renowned scholars from both established and emerging economies the basic concept of mbwa is to walk around the workplace and check in with your employees some things to discuss are how are things going right now are we performing to plan how are you getting on with that project i gave you are all the critical team tasks completed are there any potential problems i can see as i walk

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