



Develop Management Skills

James Carlopio

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Develop the personal, interpersonal and group skills vital to achieving outstanding success in today's workplace with *Developing Management Skills: A Comprehensive Guide for Leaders*.

Carlopio's hallmark five-step learning approach—self-assessment, learning, analysis, practice and application--and its modular structure help you tailor your study to the areas you need to focus on.

This practical, hands-on style resources incorporates in-text exercises and role-playing assignments and is further supported by a Companion Website that includes self-assessment exercises and additional online chapters on communication skills.

Developing Management Skills 5th Edition is suitable for undergraduate or post-graduate courses with a specific focus on managerial skills such as capstone courses, leadership or communication skills. It is also well suited to corporate professional development training courses or simply as a resource for professionals seeking to become better managers.

"Overall, it is an excellent mix of theory and practical reality. I congratulate the authors for their valuable and ongoing contribution to management education and development in the Asia-Pacific region."

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