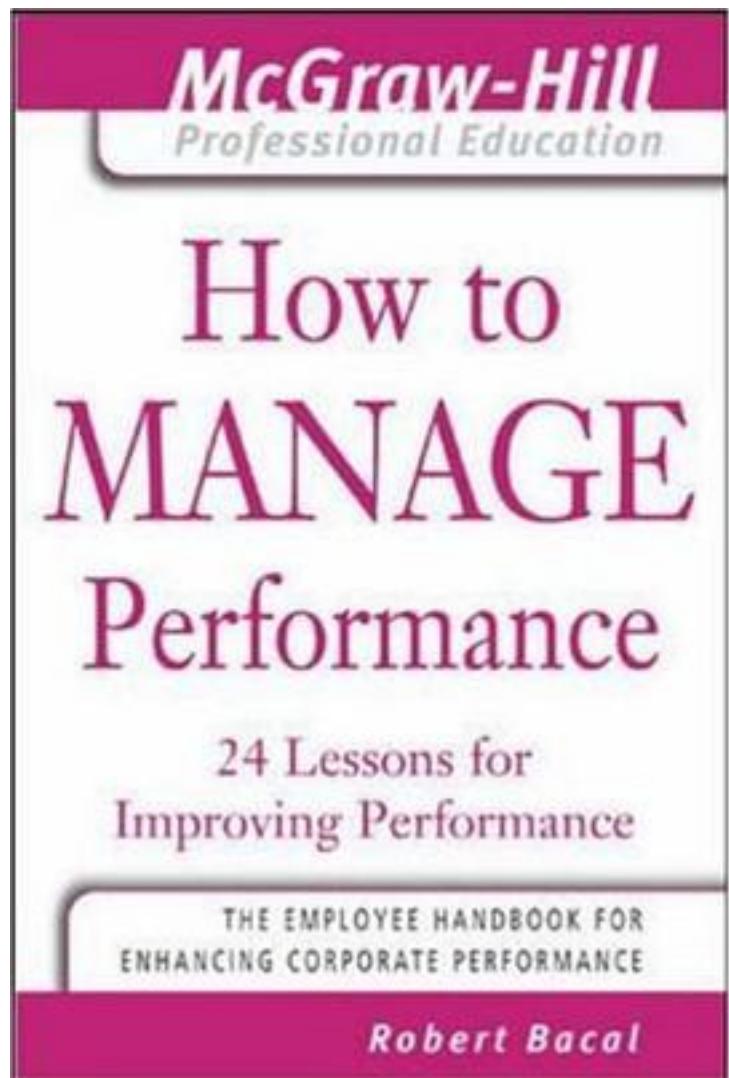


# How to Manage Performance



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Inspire your people and achieve breakthrough productivity Packed with inside tips on achieving performance levels once thought unattainable, How to Manage Performance provides you with the goal-focused, commonsense tools you need to stimulate productivity in any environment. Get the hands-on knowledge and insight you need to: Modernize your thinking Work with employees Set performance incentives Plan precisely with clear goals Conduct effective reviews Identify causes Recognize success Use cooperative communication Manage conflict with grace Document performance Develop employees Continuously improve your system How to Manage Performance will help you increase the productivity of your staff, improve morale, and align individual employee performance with the goals of your organization.

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