

Manejar Su Tiempo Harvard Business

Judy Robinett

Manejar su tiempo ,2009

Dirección De Proyectos: Una Introducción Con Base En El Marco Del Pmi Fernando Hurtado PMP MSc, 2011-10-10 Este libro resume algunas de mis experiencias, estudios y reflexiones respecto al espinoso tema de la dirección de proyectos y las integra con la concepción de proyectos que el PMI ha descrito en la GUA DE LOS FUNDAMENTOS PARA LA DIRECCIÓN DE PROYECTOS (GUA DEL PMBOK) Cuarta edición, mejor conocida como el PMBOK a secas. Creo que el tema de dirección de proyectos es fundamental, pues lo veo como una herramienta crítica para que cada empresa mejore sus probabilidades de materializar exitosamente su planeación estratégica. No obstante he observado que las personas que trabajan en esta disciplina, que han estudiado el PMBOK con algún detenimiento, no han logrado hacer la asimilación apropiada de estos conceptos y, peor aún, no logran diferenciar entre las necesidades de su realidad y el enorme bagaje de conceptos que el PMBOK les ofrece. En resumen, no logran adecuar lo que han estudiado a su realidad. Como una contribución para corregir la situación anterior he escrito este libro. Me he enfocado deliberadamente en los proyectos chicos y medianos, pues son la mayoría en nuestra realidad. Para el aprendizaje he incluido algunos casos que permiten presentar la temática de los proyectos con profundidad. He usado versiones de estos casos en incontables cursos sobre dirección de proyectos. Además la narración la he acoplado a una sencilla metodología de proyectos, denominada GSP, para que el lector vea (parcialmente) como acoplar toda esta gran teoría en un enfoque específico para realizar la dirección de proyectos.

Guía HBR: Inteligencia emocional Harvard Business Review, 2018-06-05 La investigación de Daniel Goleman, psicólogo y coautor de *Primal Leadership*, demostró que la inteligencia emocional es un determinante del buen liderazgo más poderoso que la competencia técnica, el cociente intelectual o la visión estratégica. Influir en quienes nos rodean y mejorar nuestro bienestar requiere que seamos conscientes de nosotros mismos, que sepamos controlar nuestras emociones y que comprendamos las emociones de los demás. La inteligencia emocional se ha convertido en un criterio decisivo en la contratación y los ascensos laborales. Pero afortunadamente la inteligencia emocional no es una cualidad innata: se compone de habilidades que se pueden aprender y mejorar. En la Guía HBR Inteligencia Emocional aprenderás a determinar los puntos fuertes y débiles de tu inteligencia emocional, a comprender y gestionar tus reacciones emocionales, a tratar con gente difícil, a tomar decisiones inteligentes, a recuperarte de los malos tratos y a ayudar a desarrollar la inteligencia

emocional de tu equipo.

Principles of Operations Management Jay H. Heizer, Barry Render, 2004 In this textbook, Heizer (business administration, Texas Lutheran U.) and Render (operations management, Rollins College) provide a broad introduction to the field of operations management. A sampling of topics includes operations strategy for competitive advantage, forecasting, design of goods and services, human resources, e-commerce, project management, inventory management, and maintenance. The CD-ROM contains video case studies, lecture notes, Excel OM and Extend software, and additional practice problems. Annotation copyrighted by Book News Inc., Portland, OR

Costes basados en el tiempo invertido por actividad Steven R. Anderson, 2008-05-08 En teoría, el método ABC constituye una herramienta ideal para la gestión de los recursos de una compañía. Sin embargo, las encuestas de personal que requiere su implementación a gran escala a menudo resultan extraordinariamente caras y laboriosas. En esta obra excepcional se presenta una versión mejorada de este instrumento que soluciona de un plumazo estos problemas: el método de costes basados en el tiempo invertido por actividad. El TDABC admite datos procedentes de los sistemas ERP ya en funcionamiento en la propia empresa, lo que permite reducir de manera drástica el tiempo y el dinero necesarios para manejar y actualizar la información. El equipo directivo puede así destinar más recursos a atacar los problemas que el método haya podido detectar: procesos ineficientes, productos o clientes no rentables, etc. Una vez más, Kaplan y Anderson nos ofrecen una visión de los análisis de coste/beneficio. Estos tipos de análisis resultan de gran utilidad para priorizar las inversiones y tener un mejor control interno y externo de los niveles de servicio, acciones clave en la búsqueda empresarial de un mayor beneficio y un aumento de la rentabilidad. John M. Scott, presidente de KPMG en España. El método TDABC es una elegante solución que salva las limitaciones del método ABC y elimina la tradicional dicotomía entre coste y beneficio. Kaplan y Anderson proporcionan una gran variedad de estudios de caso que hacen evidentes las ventajas del método TDABC y arrojan luz sobre cómo implementarlo de manera correcta. Jeffrey Nachowitz, CFO, Citigroup IT. A medida que las compañías se tornan más y más complejas y los mercados más y más competitivos, crece asimismo el peligro de no disponer de información adecuada sobre los costes de nuestra actividad. Este libro muestra, de manera fácil y simple, cómo obtener esta información y emplearla para mejorar la gestión de la empresa. Benson S. Shapiro, catedrático Malcolm P. McNair de Marketing, HBS.

Gestionar el cambio y la transición, 2003

Cómo Gestionar Tu Tiempo. Serie Management En 20 Minutos (Managing Time. 20 Minute Manager. Spanish Edition) Harvard Business Review, 2021-06-22 ¿Parece que nunca tienes suficiente tiempo para hacerlo todo? Mantenerse al día con las tareas, los plazos y el horario de trabajo puede resultar desalentador. Este libro te propone una serie de conceptos básicos. Con su lectura aprenderás a: evaluar cómo empleas tu tiempo actualmente; priorizar tus tareas; planificar el momento oportuno para trabajar en cada una de ellas; evitar las indecisiones y las interrupciones. La Serie Management

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Harvard Deusto business review ,2007

Gestión del tiempo Harvard Business Essentials,2005-05 The Harvard Business Essentials series is designed to provide comprehensive advice, personal coaching, background information, and guidance on the most relevant topics in business. Books in the series serve as “mentor and guide” to help managers understand business fundamentals such as financial tools, teams, change, hiring, and communication. Drawing on rich content from Harvard Business School Publishing and other sources, these concise guides are carefully crafted to provide a highly practical resource for readers with all levels of experience, and will prove especially valuable for new and middle managers. Time Management discusses the various options for how to use your time effectively to achieve the best results both personally and organizationally. Topics include prioritizing tasks, scheduling, stress management, and work/life balance.

Harvard Business Review ,2006-04 Con ideas que van desde el famoso artículo de las ¿huellas de mamá? hasta las ideas sobre el teletrabajo, este libro ayudará a los profesionales de recursos humanos y a otros empleados de todos los niveles a conocer el a veces delicado equilibrio entre la vida profesional y la personal.

Cómo gestionar tu tiempo. Serie Management en 20 minutos Harvard Business Review,2021-03-01 ¿Parece que nunca tienes suficiente tiempo para hacerlo todo? Mantenerse al día con las tareas, los plazos y el horario de trabajo puede resultar desalentador. Este libro te propone una serie de conceptos básicos. Con su lectura aprenderás a: evaluar cómo empleas tu tiempo actualmente; priorizar tus tareas; planificar el momento oportuno para trabajar en cada una de ellas; evitar las indecisiones y las interrupciones. La Serie Management en 20 Minutos de HBR te permitirá ponerte rápidamente al día sobre las habilidades de gestión más esenciales. Ya sea que necesites un curso intensivo o un breve repaso, cada libro de la serie es un manual conciso y práctico que te ayudará a repasar un tema clave de management. Consejos que puedes leer y aplicar rápidamente dirigidos a profesionales ambiciosos y aspirantes a ejecutivos, procedentes de la fuente más fiable en los negocios.

Lecciones y ensayos ,1988

Expansión ,2009-07

Networking estratégico Judy Robinett, 2016-04-01 Hoy, más que nunca, en el mundo de los negocios es vital contar con una red de contactos que pueda ser efectiva en el momento de buscar nuevas oportunidades de crecimiento laboral. El auge de las redes sociales especializadas en establecer relaciones profesionales ofrece un potencial enorme que no todos logran aprovechar al máximo, de manera estratégica y para transformarlas en beneficios tangibles. La autora presenta una guía necesaria para lograrlo, basada en la planeación a largo plazo de las acciones de networking que cada quien puede iniciar para cumplir sus propias metas. El libro enseña cómo conseguir conexiones de “alto valor” y “poderosas” que lleven a niveles cada vez más exitosos.

Istmo ,1996

Boletín de estudios económicos ,1980

Alta dirección ,1995

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the suzuki g16b cylinder block is made
of cast aluminum alloy and has 4
cylinders arranged in line a cylindrical
cast iron sleeve is installed in each
cylinder it has a 75 0 mm 2 95 in
cylinder bore and 90 0 mm 3 54 in
piston stroke compression ratio rating

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