



Power Tools: 33 Management Inventions You Can Use Today

By Sam Deep, Lyle Sussman

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Every day managers wish they could open their desks, pull out a power tool, and fix a knotty problem for good. Now they can reach for *Power Tools*. In what has been called “their inimitable, cut-to-the-core style,” Deep and Sussman chop through the biggest challenges of management. Having consulted for organizations ranging from Alcoa to the Pittsburgh Symphony, from General Electric to Southwestern Bell, Deep and Sussman know the responsibilities managers face. And they know what works. *Power Tools* shows how to fix problems like these: Friction keeps team members from working well together? You'll make permanent improvements with Team Builder and Team Links. Setting strategy? You'll find half a dozen tools to help, from analyzing trends with Vista to Deep and Sussman's ten-step Strategic Planner. Employees complain it's hard to get useful customer feedback? Teach them the power of One-Finger Questions. Want to make your idea shine? Take five minutes and learn to Sell It. Here you'll find the techniques, tips, and tactical advice that consultants might provide, presented so clearly that they can be do-it-yourself projects with minimal costs. *Power Tools* is the toolbox that all managers should have in their desks.

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Bibliography

- Sales Rank: #2424881 in Books
- Published on: 1998-01-05
- Original language: English
- Number of items: 1
- Dimensions: 8.50" h x .57" w x 5.50" l, .72 pounds
- Binding: Paperback
- 233 pages

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Editorial Review

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Just as professionals in other fields need to continuously upgrade various tools and techniques in order to meet their consistently changing requirements, business people must regularly seek out and incorporate new management ideas if they hope to keep their organizations operating at peak levels. In *Power Tools: 33 Management Inventions You Can Use Today*, consultants Sam Deep and Lyle Sussman lay out a series of innovations designed to address five specific areas of ongoing challenge: leadership, teamwork, motivation, improvement, and balance. Helpful checklists and step-by-step instructions make their suggestions easy to understand and implement.

From Library Journal

The authors, who conduct seminars for and consult with several Fortune 500 companies and governmental bodies, have coauthored three books on management, e.g., *Yes, You Can* (Addison-Wesley, 1996). Their new book is composed of 33 short chapters that can be used as needed. After presenting five management challenges—leadership, teamwork, motivation, continuous improvement, and balance—the authors explore 64 problems and then recommend specific tools for countering them. They acknowledge that their quick fixes often need further study, but they have successfully created a handy book that can help businesses solve management problems at many levels. Public, special, and academic libraries that serve businesses and business students should have this volume. A Littleton M. Maxwell, Business Information Ctr., E. Clairborne Robins Sch. of Business, Univ. of Richmond, VA
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About the Author

Sam Deep is a consultant and trainer from Pittsburgh.

Lyle Sussman, Ph.D., is Professor of Management at the University of Louisville. Their other books include *Yes, You Can!* (80,000 sold) and *What to Say to Get What You Want* (60,000 sold). The Sandler Sales Institute provides sales training through its national network of 180 affiliates.

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