

PERSONAL / CUSTOMER REVIEWS

From the start, this book is captivating! The Annotated Table of Contents clearly sets the stage for what you can expect. The author speaks directly to you with information that is well researched; he not only uses his own personal experiences, but the experiences of other very qualified professionals. This combination makes the material easy to understand and very believable. He uses creativity to teach his readers to look beyond the obvious, not to their preconceived information, to aid in improving a better outcome. I found it so helpful, that in each chapter, the author frequently referred to other chapters to clarify his point. At the end of each chapter, he takes the time to summarize his thoughts. I would also recommend that any reader should go over the chapter on motivation many times, as this could be so instrumental in understanding not only ourselves, in personal lives, but the people in our working environment. From this book I have received such helpful knowledge on how to become a great team member or an even better team leader. I feel that I personally missed out on not having this book to refer to for the past 50 odd years that I was in management. I now see the many mistakes that I made, that could have been eliminated by following these inspiring instructions. Good luck!

Jill Bowers

Concepts of Managing: A Road Map for Avoiding Career Hazards is an excellent resource for anyone navigating the complex environment of professional life. The author provides a guide that goes beyond typical management theories, offering practical insights and actionable career strategies to not just survive, but to thrive. From effective career navigation and motivation, to relationships and leadership, the author skillfully weaves together real-world examples, creating a roadmap that is both enlightening and empowering. *Concepts of Managing* is not just a guide, but a mentor, offering timeless wisdom that crosses industries and professions. Whether you're a seasoned professional or just starting your career journey, this book is a valuable tool filled with practical wisdom, providing a valued roadmap for anyone looking to navigate their career with resilience and purpose.

Randy Beck

The book was a quick, interesting read with major leadership principles highlighted. Each point was well defined with examples from the author's career. The examples helped to clarify while making his points feel real and applicable. My interest came not so much from the management perspective but from the leadership lens in general and from principles of establishing and nurturing relationships. Almost all of the principles included in this book are great building blocks to becoming a good leader and a trustworthy friend. The author intended to teach principles of good business. I contend that the author also outlined principles for a successful life with fulfilling relationships. A great reminder to help anyone in any walk of life to be a better person and better able to work with anyone on any project or situation. An insightful road map for life!

Linda Boyer

As a retired Chief Supply Chain Officer for numerous retail and supply chain organizations, it was amazing how much I learned from reading *Concepts of Managing* by Ron Harris. His direct, partnership approach to planning, partnering, managing, and leading through difficult situations was on target and refreshing. He is clearly a great mentor, leader, coach, and student of getting results, as this book demonstrates. I particularly enjoyed his self-appraisal in some of his examples, turning real-life problems into fun examples and honest evaluations. Excellent read.

Carl Daniels

I liked this book a lot. I felt like I was being coached by an old friend and not being given authoritarian orders on how to perform. There is guidance for understanding what our assignments are and how to accomplish them. The author asks, "Would you follow someone like yourself?" which should make us all reflect and audit our leadership style. The author covers everything from interviewing, negotiating, and fulfilling career moves, to practical advice on reports, justifying overtime, and dealing with non-performers. Communication, kindness, taking responsibility, and giving credit to our teams is critical for success. A reminder we not only need to motivate our teams, but to support our managers to achievement of their goal as well.

Mary Jacobson

A debut guide offers a collection of basic management tips.

In this book, Ronald Harris, Jacqueline H. Harris, and Casey B. Harris discuss a broad range of professional and office issues that confront all levels of management (although many of these problems apply almost equally to aspiring supervisors). The authors present the essentials of management, everything from working with teams to making effective contributions at the office and building a strong feeling of personal credibility, which is described as "the most important thing we can possess as a manager" ("If we don't have it, we'll find it very difficult to achieve anything of good consequence"). The authors go into detail about the many sides of corporate responsibility, including making stern self-evaluations and altering behaviors that set people on edge or tend to create the opposite results from those desired. Ronald Harris and his two collaborators (his daughter and son) take a personal tone throughout while dispensing all this advice, which makes the book feel warmer than a simple array of bullet-pointed chapters would. "Life has taught me that when I can get others to join in this endeavor, the probability of success is much, much greater," goes one passage. "I've also grown to understand that my chance of enlisting others increases if I show enthusiasm, a positive attitude, and incorporate grace under pressure." Some of the precepts that the authors convey are self-evident enough to feel like truisms ("Don't unnerve your boss by dropping a crisis in their lap last-minute when you've had some warning yourself"; "Try very hard to avoid being defensive"). But the bulk of the advice in these pages is rock solid, particularly the recurrent stress on personal responsibility and the importance of key relationships such as

mentoring (“The best managers make the best candidates when you’re seeking guidance” is a quick but deceptively shrewd insight, for instance). Managers at every level will find many clearly worded, worthwhile reminders of the basics.

A valuable, forceful, and plainspoken overview of management essentials.

Kirkus Review