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Michael Armstrong, Kogan Page, 2009, ISBN: 9780749452421 Michael Armstrong, a prolific author of management books since the 1970s, is particularly known for his books on reward and performance management. His work is informed by his academic experience, Chartered Institute of Personnel and Development responsibilities and consultancy work.

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Armstrong's Handbook of Human Resource Management Practice is the bestselling and definitive resource for HRM students and professionals, which helps readers to understand and implement HR in relation to the needs of the business. It covers in-depth all of the areas essential to the HR function such as employment law, employee relations, learning and development, performance management and reward, as well as the HR skills needed to ensure professional success, including leadership, managing conflict, interviewing and using statistics. Illustrated throughout in full colour and with a range of pedagogical features to consolidate learning (e.g. source review boxes, key learning points, summaries and case studies from

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Armstrong's Handbook of Human Resource Management Practice is aligned with the Chartered Institute of Personnel and Development (CIPD) profession map and standards and is suited to both professionals and students of both undergraduate degrees and the CIPD's level 5 and 7 professional qualifications. Online supporting resources include comprehensive handbooks for lecturers and students,

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This ninth edition of the best-selling Handbook of Human Resource Management Practice has been fully updated to take account of the latest developments in

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HRM. Entailing every aspect of the human resource function, this highly comprehensive handbook considers the function in relation to the needs of the business as a whole. Recognizing HRM as a strategic process, Michael Armstrong offers clear practical advice on how companies can maximize the effectiveness of the HRM function and ensure that it makes a major contribution to organizational success. Covering a wide range of topics, this new edition is packed with all the essential information on HRM theory and best practice. In the light of new concepts of good practice and the outcomes of fresh research, the following areas have been either wholly replaced or substantially revised: HRM - characteristics, impact and context; HRM -

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development and issues; role of the HR function; role of the HR practitioner; strategic human resource management; competency-based HRM; how people learn; the delivery of learning and training; reward management fundamentals; job evaluation; grade and pay structures; involvement and participation. This Handbook is an essential guide for both students taking a Master's degree in HRM as well as CIPD students. In this edition, there are new additional chapters on: talent management; e-learning; facilitating change.

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thinking. It remains an indispensable resource for both professionals and those studying HR qualifications, including undergraduate and masters degrees and the CIPD's advanced level qualifications. Online supporting resources include lecture slides and comprehensive handbooks for lecturers and students which include self-assessment questions, case study exercises, and a glossary and literature review.

Armstrong's Handbook of Reward Management Practice is the definitive guide to understanding, developing and implementing effective reward. It is closely aligned to the CIPD's standard in reward management and is supported by online resources for both lecturers and

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students. Updated to reflect the practical implications of the most recent research and discussion on reward management, this new fifth edition includes a new chapter on computerized reward management, completely updated chapters on job evaluation, pay structures, merit pay and executive pay, and new case studies. As with all of Armstrong's texts, Armstrong's Handbook of Reward Management Practice truly bridges the gap between academic and practitioner and is, therefore ideally suited to anyone studying for a professional qualification in HR, of which Reward is often a core part, in particular the CIPD's intermediate and advanced level qualifications. Online supporting resources include lecture slides, an instructor's manual

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and a student's manual complete with a glossary, bibliography and literature review.

Strategic human resource management has been taken up by academics, consultants and practitioners alike. However, the integration of human resource strategy with overall business strategy is often easier in theory than in practice. Armstrong's Handbook of Strategic Human Resource Management provides a bridge between theory and practice, and offers a guide both to formulating human resource strategies and to implementing them. Fully updated, this edition incorporates the latest thinking, research and practice on strategic Human Resource Management and contains

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completely revised chapters on HRM, HR strategy, the formulation and implementation of strategy, roles in strategic HRM and strategic reward. This indispensable book includes coverage of international aspects of strategic human resource management. It also reflects important developments in HR strategies linked with those issues that affect HRM on a day-to-day basis, including human capital management, corporate social responsibility, organization development, employee engagement and talent management. Including a new chapter on organizational effectiveness, Armstrong's Strategic Human Resource Management sets out a strategic framework for HRM; a framework for implementing SHRM in action; and a section on HR

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strategies. Case studies, checklists, practical examples and a strategic HR toolkit make this book an extremely practical resource for all those who are involved in putting complex strategy into practice in order to effect positive and productive change.

HR managers have to serve the interests of their organizations, comprising employees, customers and the community at large as well as shareholders, or, in the public or voluntary sectors, those who have the ultimate responsibility for what the organization does. It also means exercising social responsibility, being concerned for the interests (well-being) of employees and acting ethically with regard to the needs of people

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in the organization and the community. Armstrong's Essential Human Resource Management Practice provides a complete overview of the practices and processes fundamental to managing people. The text provides a thorough introduction to the core areas of HR including: people resourcing, performance management, learning and development and rewarding people. It also examines the contribution of HR to organizational aims and objectives and how it is integrated within the business. The book is accompanied by online resources for both lecturers and students and adopts an increased focus on employee engagement, a concept which is becoming increasingly prominent in people management, but which is often

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Armstrong's Handbook of Performance Management addresses all areas of performance management, from performance pay and giving feedback to managing underperformers and having difficult conversations, so organizations can optimize staff performance. This fully updated and restructured 6th edition analyzes traditional as well as the latest developments in performance management including the shift from ratings and annual reviews. Veteran HR expert Michael Armstrong examines where these new approaches should be embraced and where traditional methods of performance management may be preferable. Packed with examples, exercises, checklists and new case

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studies from organizations such as Microsoft, IBM and Expedia, this book remains the most authoritative and engaging textbook on performance management.

Supporting online resources for Armstrong's Handbook of Performance Management include an instructor's manual, a student's manual, lecture slides, a glossary of terms and a literature review.

Whether you are a newly promoted manager, a seasoned business owner, or a human resources professional, knowing the ins and outs of dealing with HR issues is critical to your success. The Essential HR

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Handbook is a quick-reference guide that sheds light on the issues that keep managers up at night. It is filled with information, tools, tips, checklists, and road maps to guide managers and HR professionals through the maze of people and legal issues, from recruiting and retaining the best employees to terminating poor performers. With this book, You'll learn how to effectively and efficiently: Individually manage each employee, starting on his or her first day. Manage a multi-generational workforce. Appraise job performance. Coach and counsel. Provide equitable pay, benefits, and total rewards strategies. Identify legal pitfalls and stay out of court. The Essential HR Handbook is the one HR guide every manager needs on

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