



Effective Human Relations: A Guide to People at Work (4th Edition)

Catherine E. Seta, Paul B. Paulus, Robert A. Baron

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Effective Human Relations draws upon the latest research plus the expertise and experiences of the authors to present a comprehensive treatment of human relations in the workplace. Students will gain an understanding of what it takes to become a successful employee and manager with a focus on quality, teamwork, diversity, ethics, productivity, and the need to balance the demands of family and work. The authors explain the major issues in human relations and include numerous cases, examples, and exercises so that readers can apply these principles to the work environment. The fourth edition of this text retains the lively writing style, human relations in action assessment exercises, and experiential exercises that have made it so popular. New material on e-mail, telecommuting, hazards to avoid in persuasion and lie detection gives insights into the more recent issues that impact business. For anyone interested in human relations.

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