

Everything you need to coach employees and get troubled performers back on track. Confronting employees about poor performance is an ordeal dreaded by managers and HR pros everywhere. The possibility of emotional outbursts and the specter of a lawsuit leave many would-be disciplinarians at a loss. The Employee Performance Handbook is a complete how-to guide for employee discipline. Packed with practical and legal advice, this book offers smart strategies that will help you improve employee performance and avoid legal trouble. You will learn how to: identify problems early, decide when discipline is necessary, choose the right response to a problem, engage employees in improving performance, collaborate with employees to come up with solutions, fire employees when necessary, protect against wrongful termination lawsuits. With Downloadable Forms You can download sample policies, sample forms, checklists, skills-building exercises, and more, at nolo.com (details inside).

Java 1.4 Game Programming (Wordware Game and Graphics Library), Essays on his own times, forming a second series of The friend; Volume 1, Fairies: Real Encounters With Little People, Brain Damage: Overcoming Cognitive Deficit and Creating the New You, The Secret Adversary, I Run, Therefore I am STILL Nuts!, Kasey Screws Up The World: A Young Adult Novel, Lonely Planet Venice (Venice, 1st ed), Shamanism for Beginners: Walking With the Worlds Healers of Earth and Sky,

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