

POM Ch. 1

1. getting work done through others
 2. getting work done with minimum effort, expense, or waste
 3. accomplishing tasks that help fulfill organizational objectives
 4. Determining organizational goals and a means for achieving them
 5. deciding where decisions will be made, who will do what job and who will work for whom.
 6. inspiring and motivating workers to work hard to achieve organizational goals
 7. monitoring progress toward goal achievement and taking corrective action when needed
 8. Skills that people find useful
 9. planning for 2 or less years
 10. planning for 2-5 years
- A. Controlling
 - B. tactical planning
 - C. Effectiveness
 - D. Organizing
 - E. Planning
 - F. Leading
 - G. strategic planning
 - H. competitive advantage
 - I. Efficiency
 - J. management