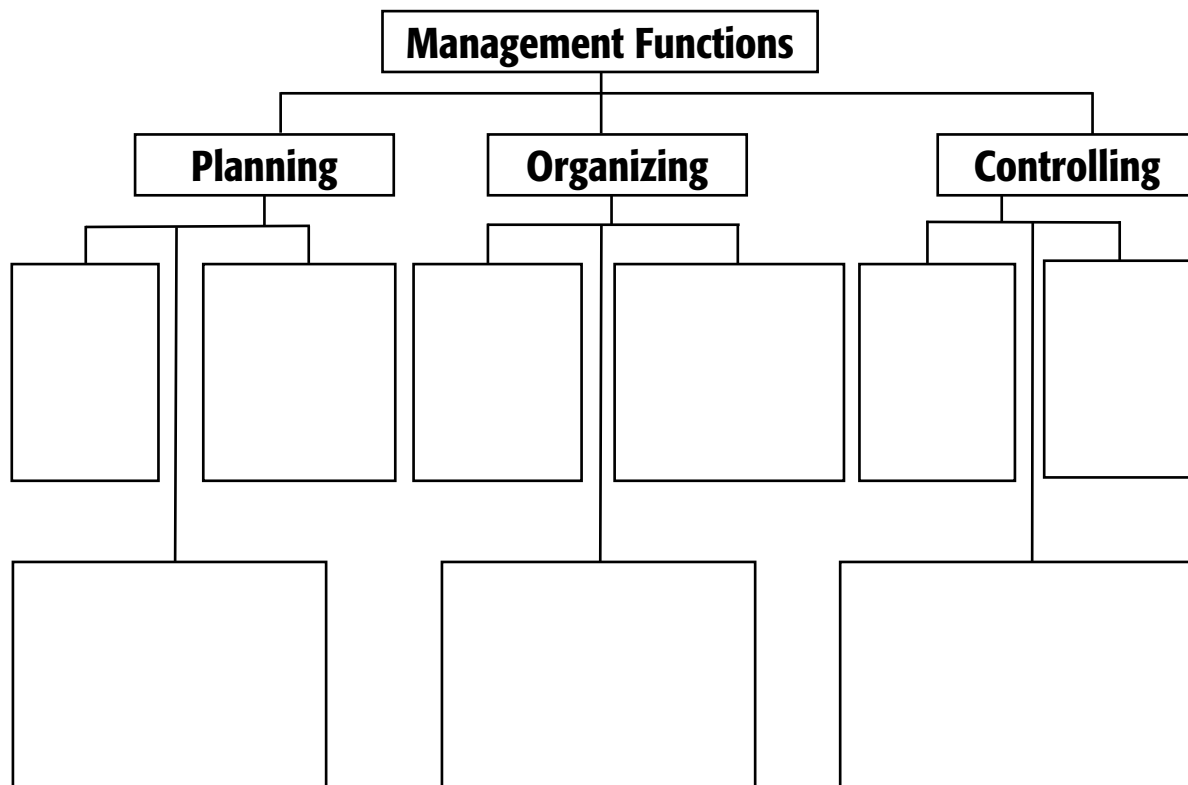


Chapter 11 Management Skills

Management Functions

Directions Use this graphic organizer to define the planning, organizing and controlling functions of management.



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Chapter 11 Management Skills

Motivated and Productive Employees

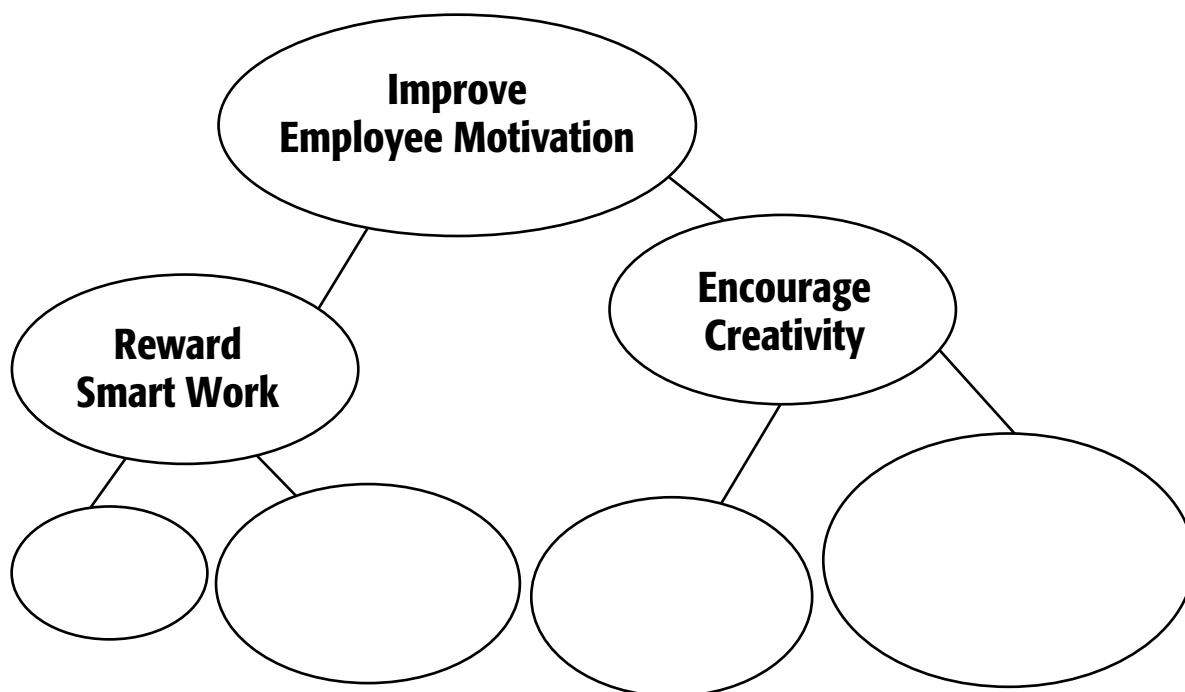
Directions Use this graphic organizer to list management techniques used to motivate employees.

The graphic organizer consists of seven empty rectangular boxes stacked vertically on the left side. To the right of these boxes is an equals sign (=). Further to the right is a larger rectangular box containing the text "Motivated and Productive Employees".

Chapter 11 Management Skills

Improving Employee Motivation

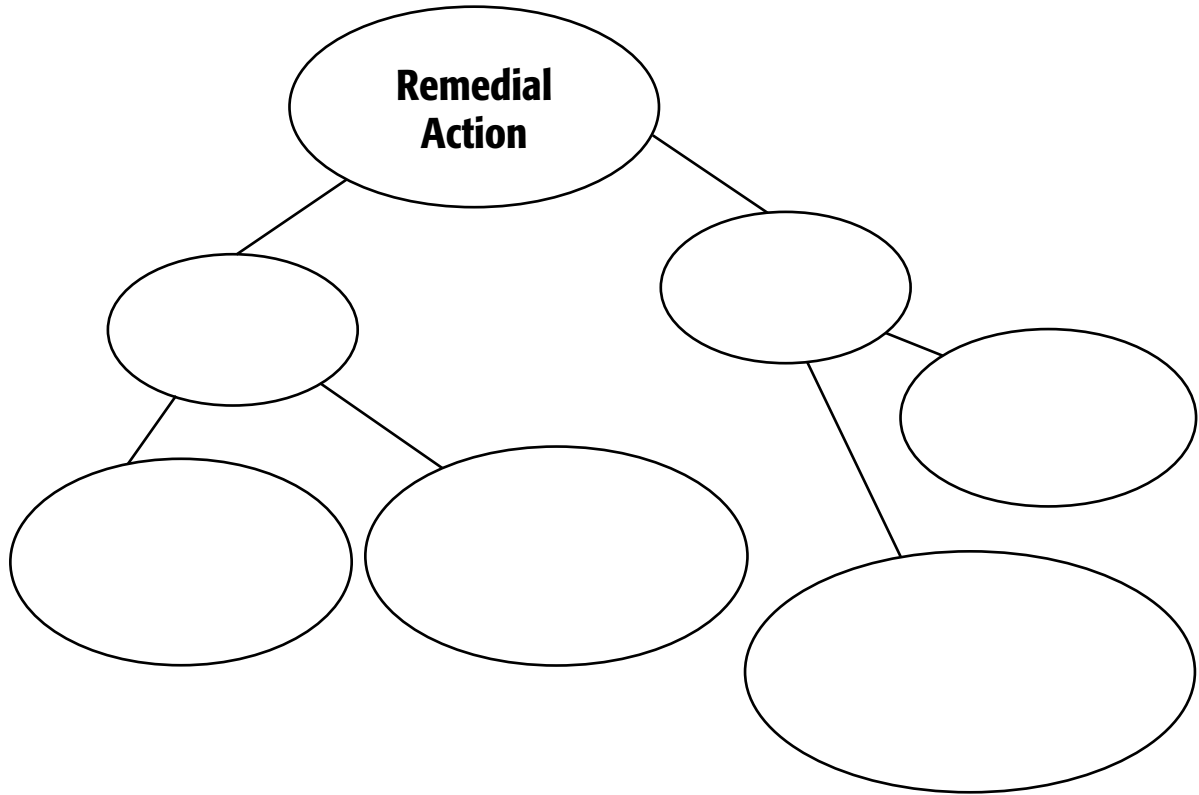
Directions Use this graphic organizer to list ideas for improving employee motivation.



Chapter 11 Management Skills

Remedial Action

Directions Use this graphic organizer to list the characteristics of two types of remedial action.



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