
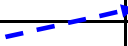












Comparison of Strategic Management and Leadership System Series with Next-Generation Management, Leadership, and Organization Development book

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	R.D. Cecil Mgm't Series (Booklets)	# Pages	Next-Generation Management, Leadership & Org'n Development	# Pages
Total Number Pages	1056		500	
Page Format				
Page Size	8 1/2" x 11"		9 7/8" x 7 3/4"	
Columns	2 Columns		1 Column	
Equal to # of Standard Size Book Pages	2		1.25 (approx.)	
Total # of Standard Book Pages	2112 (approx.)		625 (approx.)	
Usage recommended for...	Course Professors/Instructors and Seminar Leaders/Presenters		Students and Trainees or Seminar Participants	
Number of Models, Figures, Tables & Exhibits	386		100	
Number of D-I-Y Tools or Templates	350 (approx.)		0	
Series Introduction		9	Ch 1- Introduction	16
Initial Description of Series' Next-Gen MD/OD Project		8	Ch 1 - Initial Perspectives on Management Functions and Processes	13
Introduction		6	Ch 2 - Initial Perspectives on Manage- ment Functions & Processes	11
	Management/Leadership Think-Work Functions		Management/Leadership Think-Work Functions	
Analyzing		35		0
Analyzing Addendum -- -->		14	Ch 3 - The Analysis Phase	20
Planning Phase: General -- -->		23	Ch 4 - Planning Phase Functions	(39 Total)
			Intro	16
Goal Setting -- -->		23	Goal Setting	10
Planning -- -->		23	Planning	4
Budgeting -- -->		61	Budgeting	9
Formulating Policies, Rules, and Procedures -- -->		11	Formulating Policies, Rules, and Procedures	0
Decision Making				
Decision Making - Part 1 -- -->		31	Ch 5 - Decision Making	18

R.D. Cecil Mgm't Series (Booklets)	# Pages	Next-Generation Management, Leadership & Org'n Development	# Pages
Decision Making - Part 2: Analytic Techniques and Tools	56		0
Implementation Functions of Management		Ch 6 - Implementation Functions of Management	
Organizing 	10	Organizing & Delegating	2
Delegating 	13		
Staffing and Guiding Activities 	7	Staffing and Guiding Activities	4
Controlling and Evaluating Performance 	5	Controlling and Evaluating Performance	4
Time Management 	23	Ch 7 - Managing Time	16
Strategic/Long-Range and Annual Steps	72		0
Leadership Addendum	27		0
Management & Leadership Skills		Management & Leadership Skills	
The Individual: A System of Characteristics	57	----	0
Organizational Behavior	27	----	0
Managerial & Leadership Behavior		Managerial & Leadership Behavior	
Managerial and Leadership  Styles	60	Ch 8 - Managerial and Leadership Styles	29
Checklist of Hi Task/Hi People Attitudes and Behavior	26		0
Non-Personal Influences on  Managerial & Leadership Behavior	63	Ch 9 - Major Non-Personal Influences on Managerial Behavior	17
Personal Influences on M&L  Behavior	62	Ch 10 - Personal Influences on Managerial Behavior	41
Describing & Comparing One Best  Style & Situational Approaches	40	Ch 11 - Unifying One Best Style and Situational Theories	12
MD & OD Implications of Parts 1  through 4	8	Ch 12 - Summary & Socio-Technical Influences on MD/OD	16
Individual Problem Solving and  Decision Making	16	Ch 13 - Individual Problem Solving and Decision Making	28
Interpersonal Relations - Part 1: 	54		

R.D. Cecil Mgm't Series (Booklets)	# Pages	Next-Generation Management, Leadership & Org'n Development	# Pages
Persoanal Influences			
		Ch 14 - Perspectives on Interpersonal Relations	40
Interpersonal Relations - Part 2: Patterns of Behavior	72		
Effective Communication	25	Ch 15 - Effective Communication	20
Team Think-Work in Organizations	30	Ch 16 - Guiding & Participating in Team Think-Work	22
Individual and Organizational Learning	23	Ch 17 - Better Individual and Organizational Learning	32
Summary, Synthesis, & the Unified Practice of Management (and Leadership) Model (UPoM)	29	Ch 18 - Unified Practice of Management (and Leadership) Model	20
+ Appendix: Major Management Gurus' Concepts	7		12
Total 8½" x 11" 2-Column Pages	1056	Total Pages*	432
		(* not include Reference pages, some Intro pages, and some misc. pages)	

