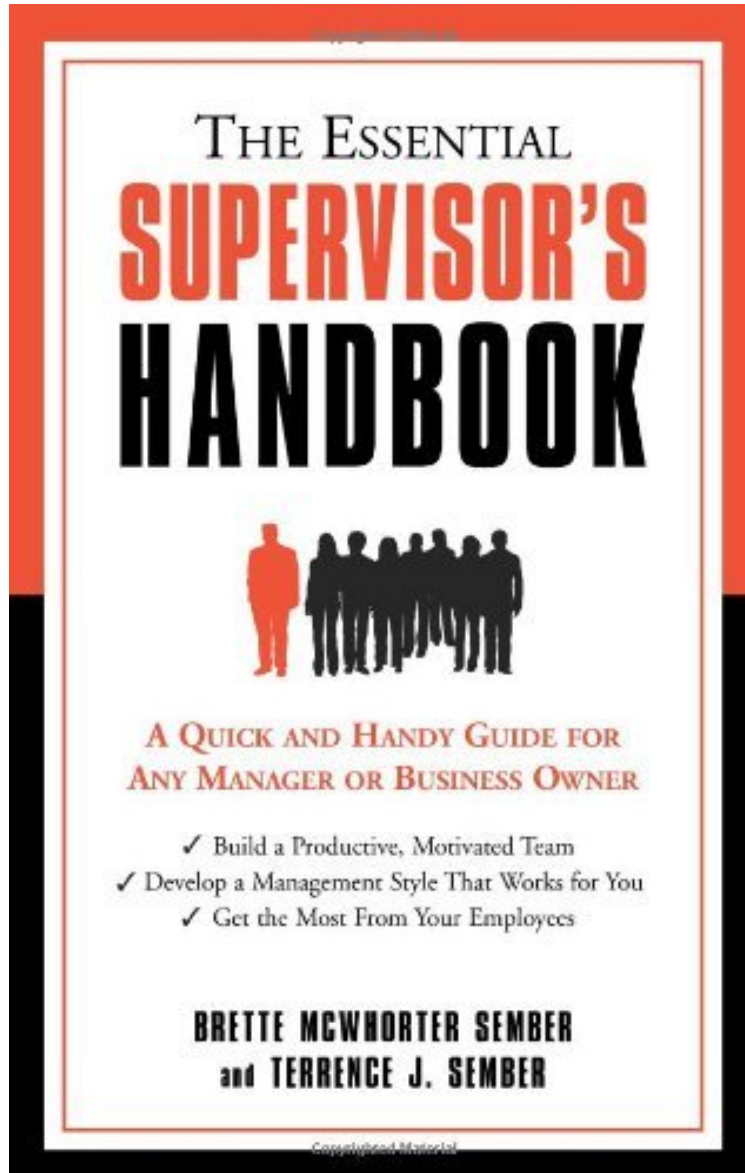


## The Essential Supervisor's Handbook

*Brette McWhorter Sember, Terrence J Sember*  
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introductoryBy Gustavo SosaIt has many good ideas. However, it is superficial and general. I wish it had used real life examples of supervisors.

The key to a good business is good employees. The key to good employees? A great supervisor. The Essential Supervisor's Handbook provides a guide for both new and experienced supervisors featuring expert explanations, advice and motivation. It is a quick reference guide that covers a wide range of topics, from employee relations, team leadership, and motivation to the legal aspects of hiring, firing, and disciplining employees. The Essential Supervisor's Handbook also takes on difficult issues from upgrading to downsizing, and everything in between, such as: \* multicultural teams, \* working with unions, \* finding communication methods that work for you and your team. As well as how to \* stay positive, \* move your team (and yourself) forward, and \* create a productive work atmosphere. Concise and written in an easy-to understand style, The Essential Supervisor's Handbook is the one tool that no manager can afford to be without.

About the AuthorCo-author Brette McWhorter Sember is a former attorney and mediator and the author of more than 20 books, including How to Form a Corporation in New York. Co-author Terrence Sember has owned and operated two businesses and has more than 15 years experience in management positions. The Sembers live in the Buffalo, New York area.