

## **The Mcgraw Hill 36 Hour Course Finance For Non Financial Managers 3 E Mcgraw Hill 36 Hour Courses**

Project management is today's hottest topic, yet fully integrative, timely, and broad-based coverage is difficult to find. The McGraw-Hill 36-Hour Project Management Course synthesizes and organizes current PM knowledge and material from the Project Management Institute and other leading bodies of knowledge into one comprehensive and contemporary resource. Real-life case studies and examples, placed in the context of state-of-the-art applications, make this course book valuable to a wide range of professionals in virtually any industry.

New sections on dosing strategies in all chapters. New chapter on sirolimus under the Immunosuppressants section. Essential information on drug dosing in special populations, including patients with renal and hepatic disease, obesity, and congestive heart failure. 30% of chapters extensively revised, others lightly updated

This book presents computer programming as a key method for solving mathematical problems. There are two versions of the book, one for MATLAB and one for Python. The book was inspired by the Springer book TCSE 6: A Primer on Scientific Programming with Python (by Langtangen), but the style is more accessible and concise, in keeping with the needs of engineering students. The book outlines the shortest possible path from no previous experience with programming to a set of skills that allows the students to write simple programs for solving common mathematical problems with numerical methods in engineering and science courses. The emphasis is on generic algorithms, clean design of programs, use of

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functions, and automatic tests for verification.

Supercharge your writing skills . . . by the end of the week! In the workplace, your writing speaks volumes about you. Whether you're crafting a three-line message or a 300-page report, you need to write in a polished, professional way—regardless of your position or profession. The McGraw-Hill 36-Hour Course in Business Writing and Communication puts you on the fast track to becoming a strong, persuasive business writer. Complete with exercises, self-tests, and an online final exam, this multifaceted business writing “course” teaches you how to: SEIZE READERS' INTEREST INSTANTLY ELIMINATE NONSPECIFIC WORDS AND PHRASES MANAGE CROSS-CULTURAL WRITING CRAFT COMPELLING ONLINE COPY CREATE POWERFUL PRESENTATIONS Present yourself at the top of your game in every e-mail, memo, report, and presentation with The McGraw-Hill 36-Hour Course in Business Writing and Communication!

The book that has made accounting accessible to tens of thousands of managers--in just 36 hours of self-paced study--is back in a new edition that guides readers over the altered business terrain of the '90s. Features an array of learning enhancements, including a study plan, self-tests, a 100-question final exam, and more. 12 illustrations.

Make simple sense of complex financial information! The high-profile accounting scandals of recent years have made one thing clear: You can't know too much about the company for which you work. What are the numbers? Where do you find them? How do they affect you and your staff? This fully revised and updated third edition of The McGraw-Hill 36-Hour Course: Finance for Nonfinancial Managers provides a firm grasp on what all the numbers really mean. Designed to let you learn at your own pace, it walks you through: The essential concepts of

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finance, so you can ask intelligent questions and understand the answers Vital statements and reports, with sections on pro forma financial statements and expensing of stock options The auditing process--what is measured, how it's measured, and how you can help ensure accuracy and completeness With chapter-ending quizzes and an online final exam, The McGraw-Hill 36-Hour Course: Finance for Nonfinancial Managers serves as a virtual professor, providing the curriculum you need to crunch the numbers like a pro!

Brand New for 2018: an updated edition featuring a new afterword to mark the 10th anniversary of the financial crisis The brilliantly reported New York Times bestseller that goes behind the scenes of the financial crisis on Wall Street and in Washington to give the definitive account of the crisis, the basis for the HBO film "Too Big To Fail is too good to put down. . . . It is the story of the actors in the most extraordinary financial spectacle in 80 years, and it is told brilliantly." —The Economist In one of the most gripping financial narratives in decades, Andrew Ross Sorkin—a New York Times columnist and one of the country's most respected financial reporters—delivers the first definitive blow-by-blow account of the epochal economic crisis that brought the world to the brink. Through unprecedented access to the players involved, he re-creates all the drama and turmoil of these turbulent days, revealing never-before-disclosed details and recounting how, motivated as often by ego and greed as by fear and self-preservation, the most powerful men and women in finance and politics decided the fate of the world's economy.

The goal of marketing is simple: attract customers who will purchase your product. Getting there, though, isn't so easy. Real marketing success involves a

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strong foundation in everything from planning, advertising, and publicity to Internet strategies, database management, and more. Enter Marketing DeMystified. Addressing every step of the process in plain English, it helps you master all the tools at your disposal to cultivate strong brand awareness, maximize profits, and build lasting customer loyalty. Featuring realworld examples, end-of-chapter quizzes, and a final exam, Marketing DeMystified is the fuel you need to power up your marketing machine and start producing results. This fast and easy guide covers: Marketing's four Ps . . . plus three—planning, positioning, and people Tactics for organizing a research-driven campaign Strategies for leading a marketing team Techniques for branding from the inside out Case studies of marketing successes and failures Simple enough for a novice or student, but challenging enough for a veteran marketing manager, Marketing DeMystified is the most thorough and simple shortcut to decoding key marketing concepts and principles.

Learn the essentials of Six Sigma in just 36 hours The McGraw-Hill 36-Hour Six Sigma Course provides you with the knowledge you need to understand, implement, and manage a Six Sigma program. This detailed yet accessible guide explores 10 essential Six Sigma tools for manufacturing along with other core components of a Six Sigma program.

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An authorised reissue of the long out of print classic textbook, *Advanced Calculus* by the late Dr Lynn Loomis and Dr Shlomo Sternberg both of Harvard University has been a revered but hard to find textbook for the advanced calculus course for decades. This book is based on an honors course in advanced calculus that the authors gave in the 1960's. The foundational material, presented in the unstarred sections of Chapters 1 through 11, was normally covered, but different applications of this basic material were stressed from year to year, and the book therefore contains more material than was covered in any one year. It can accordingly be used (with omissions) as a text for a year's course in advanced calculus, or as a text for a three-semester introduction to analysis. The prerequisites are a good grounding in the calculus of one variable from a mathematically rigorous point of view, together with some acquaintance with linear algebra. The reader should be familiar with limit and continuity type arguments and have a certain amount of mathematical sophistication. As possible introductory texts, we mention *Differential and Integral Calculus* by R Courant, *Calculus* by T Apostol, *Calculus* by M Spivak, and *Pure Mathematics* by G Hardy. The reader should also have some experience with partial derivatives. In overall plan the book divides roughly into a first half which develops the calculus (principally the differential calculus) in the setting of normed vector

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spaces, and a second half which deals with the calculus of differentiable manifolds.

Comprehensive, up-to-date coverage of valves for the process industry Revised to include details on the latest technologies, Valve Handbook, Third Edition, discusses design, performance, selection, operation, and application. This updated resource features a new chapter on the green technology currently employed by the valve industry, as well as an overview of the major environmental global standards that process plants are expected to meet. The book also contains new information on: Valves used in the wastewater industry Applying emergency shutdown (ESO) valves Recent changes to shutoff classifications Valves specified for the nuclear industry The procurement process for the Nuclear Stamp (N-Stamp) The emergence of wireless technology and its application to current smart technology Characteristics of high-performance hydraulic fluid Valve Handbook, Third Edition, covers: Valve selection criteria Manual valves Check valves Pressure relief valves Control valves Manual operators and actuators Smart valves and positioners Valve and actuator sizing Green valve technology and application Common valve problems Valve purchasing issues

Learn the Secrets Behind World-Class Product Development In a world

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overloaded with new products and services, making a single offering stand out is a Herculean task. Or is it? Market leaders are developing innovative processes that all but guarantee the success of their new products--and now their secrets are available to you. The McGraw-Hill 36-Hour Course: Product Development gives you the critical edge in a product-saturated world. Presenting the most current marketing tools and best practices, it provides proven methods behind successful product development, along with case studies from the most creative companies of our time--Apple, Google, Cisco, Toyota, Pixar, and many others. In less than a week, you'll be an expert on: Creating a value proposition that motivates a customer to buy your new product Protecting intellectual property to sustain a competitive advantage Creating a budget and securing the capital you need Managing the design, fabrication, integration, and delivery processes Master the essentials of product development Maximize your study time Measure your progress with chapter tests and a free online exam Earn a Certificate of Achievement online Designed as an easy, self-paced "course" complete with chapter-ending quizzes and an online final exam, The McGraw-Hill 36-Hour Course: Product Development puts you on the fast track to making your dream product a success.

A fully revised guidebook on the basics of accounting-- updated to cover an

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increasingly complex financial arena In the wake of recent accounting scandals, most managers now realize they need to know more about the inner workings of finance. Many, however, don't know where they will find the time. The McGraw-Hill 36-Hour Course in Finance for Non-Financial Managers is designed to give readers a working mastery of all finance essentials in just 36 hours and has now been updated to help readers understand the substantial regulatory and practical changes that have taken place in the new world of business accounting. This hands-on workbook delivers its information in accessible and reader-friendly style, including self-study questions and case studies for each chapter.

Information new to this edition includes: Key updates to generally accepted accounting principles (GAAP) Sections detailing what auditing is and what auditors do Entirely new sections on pro forma financial statements, stock options as an expense, and more

A complete curriculum for profiting in today's tough market! Opportunities abound in the real estate market. In order to find the best investments, though, you need to understand the changes brought on by the turbulence of recent years. Bringing you completely up to date on today's market, The McGraw-Hill 36-Hour Course: Real Estate Investing offers a fast-paced but thorough and well-rounded education on profiting in real estate. Revealing secrets previously reserved for

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industry insiders, veteran Jack Cummings offers the knowledge you need to get moving right away. This three-day "crash course" provides checklists and proven insider tips on how to: spot the hot properties of tomorrow calculate potential profits before investing increase property values make offers and counteroffers find the best sources of financing Get tips and advice from a true industry insider and start building your fortune now with The McGraw-Hill 36-Hour Course: Real Estate Investing.

The McGraw-Hill 36-hour Accounting Course McGraw-Hill Companies  
SHARPEN YOUR CRITICAL THINKING SKILLS AND IMPROVE PATIENT CARE Experience with clinical cases is key to mastering the art and science of medicine and ultimately to providing patients with competent clinical care. Case Files®: Obstetrics & Gynecology provides 60 true-to-life cases that illustrate essential concepts in obstetrics and gynecology. Each case includes an easy-to-understand discussion correlated to key concepts, definitions of key terms, clinical pearls, and USMLE®-style review questions to reinforce your learning. With Case Files®, you'll learn instead of memorize. • Learn from 60 high-yield cases, each with board-style questions • Master key concepts with clinical pearls • Cement your knowledge with 25 new integrated challenge questions • Polish your approach to clinical problem solving and to patient care • Perfect for medical

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students, physician assistant students, nurse midwife and nurse practitioner students

Connect complex psychological concepts to real life Understanding Psychology simplifies complex psychological concepts for students. The program's philosophy is to make psychology relevant, fun, interesting, and approachable. Understanding Psychology is an interactive book with hands-on activities, case studies, current issues, and readings about the field of psychology.

Quickly get up-to-speed in all basic accounting principles and procedures and apply that knowledge to real-world financial decisions and requests The McGraw-Hill 36-Hour Accounting Course has been the gold standard for anyone looking for a fast, no-nonsense primer in all the fundamentals of financial, managerial, and tax accounting concepts. Now thoroughly revised and updated, the fourth edition features new coverage of the technological developments in the field, the recent sweeping tax reforms, and the latest Financial Accounting Standards Board pronouncements. The McGraw-Hill 36-Hour Accounting Course offers such up-to-date coverage as: Complete analysis of the current trends in computer hardware and accounting software Coverage of current tax issues, such as the revision of tax rate structure, new deductions and credits for higher education costs, and taxation of Social Security benefits New test problems

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throughout to help you gauge your progress, as well as a final exam that can earn you a Certificate of Achievement Complete with a doable study plan, The McGraw-Hill 36-Hour Accounting Course is your fast track to easily mastering the essentials of accounting in the shortest time possible.

Practice Makes Perfect! Get the practice you need to succeed on the ACT! Preparing for the ACT can be particularly stressful. McGraw-Hill: 10 ACT Practice Tests, Sixth Edition explains how the test is structured, what it measures, and how to budget your time for each section. Written by renowned test prep experts, this book has been fully updated to match the latest test. The 10 intensive practice tests help you improve your scores from each test to the next. You'll learn how to sharpen your skills, boost your confidence, reduce your stress—and to do your very best on test day. Features Include: • 10 complete sample ACT exams, with full explanations for every answer • Updated content matches the new test requirements • In-depth explanatory answers for every question • Scoring worksheets to help you calculate your total score for every test • Free access to additional practice ACT tests online

A modernizing revision will make it one of the most comprehensive books that incorporate new findings in growing areas of neurology, memory, genetics, imaging and biochemistry - while retaining the book's traditional size, scope,

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focus, and successful uniform organization. New research findings, combined with several new and updated tables and figures, the book provides reliable guidelines on diagnosis and treatment of all neurological conditions and disorders.

Make workplace conflict resolution a game that EVERYBODY wins! Recent studies show that typical managers devote more than a quarter of their time to resolving coworker disputes. The Big Book of Conflict-Resolution Games offers a wealth of activities and exercises for groups of any size that let you manage your business (instead of managing personalities). Part of the acclaimed, bestselling Big Books series, this guide offers step-by-step directions and customizable tools that empower you to heal rifts arising from ineffective communication, cultural/personality clashes, and other specific problem areas—before they affect your organization's bottom line. Let The Big Book of Conflict-Resolution Games help you to: Build trust Foster morale Improve processes Overcome diversity issues And more Dozens of physical and verbal activities help create a safe environment for teams to explore several common forms of conflict—and their resolution. Inexpensive, easy-to-implement, and proved effective at Fortune 500 corporations and mom-and-pop businesses alike, the exercises in The Big Book of Conflict-Resolution Games delivers everything you need to make your

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workplace more efficient, effective, and engaged.

Use your next three-day weekend to develop valuable Lean Six Sigma skills With the integration of Lean and Six Sigma, businesses have a potent tool in the never-ending drive to deliver top-quality service and products. But you don't need to be a Black Belt to build quality and efficiency into all areas of your operation; you just need The McGraw-Hill 36-Hour Course: Lean Six Sigma. Sheila Shaffie and Shahbaz Shahbazi, leading Six Sigma experts and trainers, put you on the fast track to Lean Six Sigma expertise. Featuring a detailed overview of Lean and Six Sigma methodologies and case studies that demonstrate how to incorporate these principles, this guide will teach you how to: Deliver consistent customer service Reduce operational cost and risk Build and sustain a culture of continuous improvement Complete with exercises, self-tests, and an online final exam, The McGraw-Hill 36-Hour Course: Lean Six Sigma lets you energize your organization with the power of today's biggest breakthrough in business process improvement.

Dynamic Business Law: The Essentials is appropriate for the one-semester Business Law course. It contains the basics of business law but does not get bogged down in the kind of details that are more appropriate in an upper-level law class. The text provides an examination of the basic questions, concepts, and legal rules of business law. Emphasis on the BUSINESS in business law. Dynamic Business Law: The Essentials emphasizes the tie of legal issues back to the core business curriculum. This will help both students and faculty. Faculty need to know how this is integrated as they are constantly 'defending' the inclusion of this course in the business curriculum. And students need to understand how the concepts tie to their future business careers. Emphasis on TEACHING. Many professors teaching this course are

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attorneys first and academics second. They do not have a lot of time to prepare or think about how to apply this information effectively for their business students. Dynamic Business Law: The Essentials contains a helpful instructor's manual, particularly for the many adjuncts teaching this course. Emphasis on CRITICAL THINKING. Neil Browne, one of the co-authors of this text, has written a successful text on critical thinking. His framework is included in Dynamic Business Law: The Essentials as well – to help students learn how to frame and reframe a question/issue. Critical thinking questions are also included at the end of each case, to tie in this component even further.

Take a crash course in one of today's most important business skills--organizational development! Change comes fast, and the most successful organizations are prepared to handle it before impact; they act, not react. How are they able to do this? With a solid grounding in organizational development. The McGraw-Hill 36-Hour Course: Organizational Development is a skill-building guide to one of the most important functions in business today. In no time, you'll be able to recognize patterns of organizational behavior that are detrimental to your organization, and you'll have the skills to envision and drive the type of change your company needs. Concise, engaging, and filled with quizzes to help you reinforce lessons learned, this crash course offers the knowledge you need to: Address problems with your company's culture Hire the best people for your needs Set goals and move your team to action Motivate your people to envision change Institute meaningful change in how your company functions Change can be your company's best friend. You just have to manage it with skill. The McGraw-Hill 36-Hour Course: Organizational Development puts you on the fast track to face today's, not yesterday's, challenges.

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A crash course on the most dynamic marketing platform today! Online marketing has evolved far beyond flashy websites and banner ads shouting at customers about your product. It's about using an array of Internet tools to build credibility and visibility, spread your message, and form meaningful customer relationships. The McGraw-Hill 36-Hour Course: Online Marketing puts you on the fast track to harnessing the power of the Web for your marketing goals. It begins with planning and building a website and then provides in-depth coverage of essential online marketing tools and techniques, such as: Content marketing and blogging Social media marketing Web analytics Search Engine Optimization (SEO ) E-mail marketing Online Public Relations Earn a Certificate of Achievement Through A Free Online Examination! The McGraw-Hill 36 Hour Course: Online Marketing spells it all out in easy-to-understand terms and actionable steps. You're already on your way to Web marketing mastery!

Stay Up to Date on the Latest Issues in Maintenance Engineering The most comprehensive resource of its kind, Maintenance Engineering Handbook has long been a staple for engineers, managers, and technicians seeking current advice on everything from tools and techniques to planning and scheduling. This brand-new edition brings you up to date on the most pertinent aspects of identifying and repairing faulty equipment; such dated subjects as sanitation and housekeeping have been removed. Maintenance Engineering Handbook has been advising plant and facility professionals for more than 50 years. Whether you're new to the profession or a practiced veteran, this updated edition is an absolute necessity. New and updated sections include: Belt Drives, provided by the Gates Corporation Repair and Maintenance Cost Estimation Ventilation Fans and Exhaust Systems 10 New Chapters on Maintenance of Mechanical Equipment Inside: • Organization and Management of the Maintenance Function •

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Maintenance Practices • Engineering and Analysis Tools • Maintenance of Facilities and Equipment • Maintenance of Mechanical Equipment • Maintenance of Electrical Equipment • Instrumentation and Reliability Tools • Lubrication • Maintenance Welding • Chemical Corrosion Control and Cleaning

The Best On-the-Job Guide to Industrial Plant Equipment and Systems This practical, one-of-a-kind field manual explains how equipment in industrial facilities operates and covers all aspects of commissioning relevant to engineers and project managers. Plant Equipment and Maintenance Engineering Handbook contains a data log of all major industrial and power plant components, describes how they function, and includes rules of thumb for operation. Hundreds of handy reference materials, such as calculations and tables, plus a comprehensive listing of electrical parts with common supplier nomenclature are also included in this time-saving resource. FEATURES DETAILED COVERAGE OF: Compressors \* Air conditioning \* Ash handling \* Bearings and lubrication \* Boilers \* Chemical cleaning and Flushing \* Condensers and circulating water systems \* Controls \* Conveyor systems \* Cooling towers \* Corrosion Deaerators \* Diesel and gas turbines \* Electrical \* Fans \* Fire protection \* Fuels and combustion \* Piping \* Pumps Turbines \* Vibration \* Water treatment

The McGraw-Hill 36-Hour Management Course is tailor-made for people who need to master the fundamentals of management practice without a major outlay of time, money, and meaningless busywork. There is simply no better way for managers to spend 36 hours. 56 illustrations.

A Proven, Integrated Healthcare Information Technology Management Solution Co-written by a certified Project Management Professional and an M.D., Project

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Management for Healthcare Information Technology presents an effective methodology that encompasses standards and best practices from project management, information technology management, and change management for a streamlined transition to digital medicine. Each management discipline is examined in detail and defined as a set of knowledge areas. The book then describes the core processes that take place within each knowledge area in the initiating, planning, executing, controlling, and closing stages of a project. Real-world examples from healthcare information technology project leaders identify how the integrated approach presented in this book leads to successful project implementations. Coverage Includes: Integrating project, information technology, and change management methodologies PMBOK Guide process groups--initiating, planning, executing, controlling, and closing Project management knowledge areas--integration, scope, time, cost, quality, human resource, communication, risk, and procurement management IT management knowledge areas--user requirements, infrastructure, conversion, software configuration, workflow, security, interface, testing, cutover, and support management Change management knowledge areas--realization, sponsorship, transformation, training, and optimization management

Supercharge your writing skills . . . by the end of the week! In the workplace, your writing speaks volumes about you. Whether you're crafting a three-line message or a 300-page report, you need to write in a polished, professional way—regardless of your

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position or profession. The McGraw-Hill 36-Hour Course in Business Writing and Communication puts you on the fast track to becoming a strong, persuasive business writer. Complete with exercises, self-tests, and an online final exam, this multifaceted business writing “course” teaches you how to: SEIZE READERS’ INTEREST INSTANTLY ELIMINATE NONSPECIFIC WORDS AND PHRASES MANAGE CROSS-CULTURAL WRITING CRAFT COMPELLING ONLINE COPY CREATE POWERFUL PRESENTATIONS Present yourself at the top of your game in every e-mail, memo, report, and presentation with The McGraw-Hill 36-Hour Course in Business Writing and Communication!

Score your highest in Operations Management Operations management is an important skill for current and aspiring business leaders to develop and master. It deals with the design and management of products, processes, services, and supply chains. Operations management is a growing field and a required course for most undergraduate business majors and MBA candidates. Now, Operations Management For Dummies serves as an extremely resourceful aid for this difficult subject. Tracks to a typical course in operations management or operations strategy, and covers topics such as evaluating and measuring existing systems' performance and efficiency, materials management and product development, using tools like Six Sigma and Lean production, designing new, improved processes, and defining, planning, and controlling costs of projects. Clearly organizes and explains complex topics Serves as an

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supplement to your Operations Management textbooks Helps you score your highest in your Operations Management course Whether your aim is to earn an undergraduate degree in business or an MBA, Operations Management For Dummies is indispensable supplemental reading for your operations management course.

Schedule and coordinate projects seamlessly, start to finish! In today's ultracompetitive world of business, those in charge want results on time and on budget--and they're turning to project managers to deliver. Skilled project managers are in high demand, and the profession is growing at an unprecedented rate. The McGraw-Hill 36-Hour Course: Project Management, Second Edition, combines expert insight, advice based on realworld experience, and the latest developments into a single, concise package. In the span of 36 hours, you'll learn how to: Plan, launch, manage, and close projects Build the best team for each project Shape and drive a project using effective leadership Manage quality, costs, time, and risk Deploy the latest project management technologies Complete with chapter-ending self-tests and a comprehensive online final exam, The McGraw-Hill 36-Hour Course: Project Management, Second Edition, provides the guidance you need to manage any project under any conditions.

Take a crash course in boosting operational efficiency! Whether a business manufactures trucks, delivers packages, or sells coffee, it lives and breathes on its operations. Without exception. Ensuring smooth, efficient processes is a challenging task--but the rewards are immense. The McGraw-Hill 36-Hour Course: Operations

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Management puts you on the fast track to bolstering and managing the effectiveness of your organization's operations. Complete with exercises, self-tests, and an online final exam, this virtual immersion course in operations management teaches you how to: Evaluate and measure existing systems' performance Use quality management tools like Six Sigma and Lean Production Design new, improved processes Define, plan, and control costs of projects Take this in-depth course on operations management and put your vision into action. This is the only book on the syllabus. Class begins now!

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