



The Complete Idiot's Guide(r) to Human Resource Management

By Arthur R. Pell Ph.D., Ph.D., Arthur R. Pell

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You're no idiot, of course. You know that your employees are essential to your company's success. But when it comes to training, motivating, hiring, and firing them, you feel like a few of the many hats you wear don't fit as well as they should.

Don't outsource your HR function just yet! The Complete Idiot's Guide® to Human Resource Management will simplify everything you need to know about the people business. In this Complete Idiot's Guide®, you learn:

--How to locate, hire, and retain the most qualified people for positions.

--What you need to know about the law and regulations to avoid costly legal battles.

--How to organize and administer an effective compensation and benefits plan.

--Training tools and techniques to boost employee motivation and performance.

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Editorial Review

About the Author

Arthur R. Pell, Ph.D., was the editor in charge of updating **How to Win Friends and Influence People** and was for twenty years a consultant to Dale Carnegie & Associates, Inc.

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