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## Literature Review

### 'Excellence at Work'

Brought to you by World at Work Press

It is time to build a passionate and engaged workforce in order for you to attract, optimise and retain the top talent you need to meet and exceed the goals of your company. Most companies are faced with overwhelming pressure to produce more, to be better and faster, and cheaper in order to compete in a highly competitive global marketplace. The solution is for leaders to establish a culture where there is a passionate commitment to excellence characterised by high productivity, full engagement and inspired leadership. 'Excellence at Work' provides a practical road map for leaders at every level in an organisation, to build a committed and inspired workforce that is focused on success. This book presents six simple, yet powerful principles for creating a robust work environment in which employees communicate impeccably, solve problems proactively, execute on priorities, bring out the best in each other, reignite their passions and have fun. The principles taught by author Sandy Asch are the "glue" that makes HR training initiatives and business processes and produces lasting results. Asch offers a comprehensive guide to the foundation of organisational excellence, with case study examples, tools and strategies for operationalising the six principles in your workplace. These will not only make a difference in your life at work, but also in your personal life



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### Work Force Engagement'

Brought to you by World at Work Press

'Workforce Engagement' involves understanding what employees need and want from their work experience.



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### New books

Available at <http://about.pricegrabber.com/>

'Coaching for Improved Work Performance' (revised edition)  
Fournies Associates



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### Books

'Business: The Ultimate Resource'  
Perseus Publishing

You're not going to cart this book around as an easy-to-access resource; at 2 172 pages, it's a heavy load.



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Available from Van Schaik Bookstore

Putting "Human" Into Human Resources

Author: Mba Ph D. West

If you work or plan to work for someone or if you plan to have someone work for you, then this is a book that you should read and understand. You will learn 'acceptable treatment' under the law, as well as that which would be expected of you as an employee or employer. From the day that you start looking for a job until your time of retirement, you will find everything you'll need to know in here. However, it isn't as simple as it seems.



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Title: Personal Balanced Scorecard

Author: Hubert Rampersad

Price: R189

Personal Balanced Scorecard: The way to individual happiness, personal integrity and organisational freedom.

Dr Hubert Rampersad is an internationally respected and recognised consultant in the field of organisational behaviour and business management. He is President of Total Performance Scorecard International, California and chairman of the company board. Dr Rampersad is the author of various leading international journals. His international best-seller, 'Total Performance Scorecard', has been translated into 22 languages.

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