

Management Tips To Keep You On Track



If you want to be a good manager, you have to commit yourself to employee involvement, says Andy Grove of Intel in [1001 Ways to Energize Employees](#), by Bob Nelson. Here are Grove's management tips:

Create an environment where motivated people can flourish.

Don't take personal credit for what your team accomplishes.

Take time to consider what you need to do today to avoid tomorrow's problems.

Keep in mind that your time is finite, and when you say yes to something it likely means you're going to have to say no to something else.

Schedule one hour every day to deal with things that will inevitably interrupt you. That way you can deal with them in an organized, planned way.

Realize that performance evaluations are absolutely necessary.

If you need information about what's going on in your company, drop by unannounced and observe.

Realize that if an employee is not doing his job that there are only two possible explanations. 1. He can't do it. 2. He won't do it. To determine which problem you're dealing with, ask yourself whether the person could do the job if his life depended on it. If the answer is yes, then you know you're dealing with a motivation problem. If the answer is no, what you've got is a lack of ability.