

## **SkillSoft and Books24x7® Comprehensive Resource List**

### **Performance Management**

#### Courses:

Effective Management: Performance-based Appraisal – Course #: MGMT0141  
The Climate for Performance- Course #: HR0104  
Performance Support - Course #: KNOW0115  
Delivering 360-Degree Performance Feedback - Course #: MGMT0153  
Knowledge as Strategy: Performance Improvement - Course #: KNOW0111  
Training for Business Results - Course #: KNOW0301  
Improving Problem Performance - Course #: MGMT0163  
Strategic Human Resource Development - Course #: hr\_01\_a04\_bs\_enus  
Designing Successful Performance-based Appraisals - Course #: MGMT0142  
Continuous Performance Assessment - Course #: MGMT0341  
Preventing Problem Performance - Course #: MGMT0161  
Identifying Problem Performance - Course #: MGMT0162  
Dealing with Problem Performance - Course #: MGMT0164

#### Books:

- Performance Management: Key Strategies and Practical Guidelines, 3rd Edition
  - ISBN: 0749445378
- Performance Management
  - ISBN: 0070718660
- Pro Java EE 5 Performance Management and Optimization
  - ISBN: 1590596102
- Improving Employee Performance through Workplace Coaching: A Practical Guide to Performance Management
  - ISBN: 0749444649
- Performance Management
  - ISBN: 0761213929
- International Journal of Productivity and Performance Management: Performance Measurement and Performance Management, Volume 54, Number 7, 2005
  - ISBN: 1845448073
- The Janus Performance Management System: A Complete Performance Management Support Process For Individuals, Teams, and the Entire Organization, Volume I
  - ISBN: 0874256887
- Catalytic Coaching: The End of the Performance Review
  - ISBN: 1567203086
- Performance Management: Tapping Your Organization's People Potential
  - ISBN: 1928593186
- Forced Ranking: Making Performance Management Work
  - ISBN: 1591397480
- Quest for Balance: The Human Element in Performance Management Systems
  - ISBN: 0471205710
- Assessment Methods in Recruitment, Selection & Performance
  - ISBN: 0749442948
- President's Management Agenda: A Balanced Scorecard Approach
  - ISBN: 1567261248

## **Performance Review:**

### Courses:

Elements of a 360-Degree Performance Review - Course #: MGMT0152  
Personal Accountability: Working for Your Inner Boss - Course #: PD0261  
Incorporating Change in Your Organization - Course #: MGMT0183  
Project Contract Management (PMBOK 2000) - Course #: PROJ0504  
Implementing Performance-based Appraisals - Course #: MGMT0143  
The Climate for Performance - Course #: HR0104  
Project Performance Reporting (PMBOK 2000) - Course #: PROJ0482  
The Boss Factor - Course #: PD0135  
Designing Successful Performance-based Appraisals - Course #: MGMT0142  
Evaluation and Review - Course #: CONS0115  
Delivering 360-Degree Performance Feedback - Course #: MGMT0153  
Preventing Problem Performance - Course #: MGMT0161  
Attracting, Motivating, and Retaining Technical Professionals - Course #: MGMT0292  
Continuous Performance Assessment - Course #: MGMT0341  
Reviewing Performance - Course #: MGMT0342

### Books:

- Catalytic Coaching: The End of the Performance Review
  - ISBN: 1567203086
- Perfect Phrases for Performance Reviews: Hundreds of Ready-to-Use Phrases That Describe Your Employees' Performance
  - ISBN: 007140838x
- Performance Management: Key Strategies and Practical Guidelines, 3rd Edition
  - ISBN: 0749445378
- 2600 Phrases for Effective Performance Reviews: Ready-to-Use Words and Phrases That Really Get Results
  - ISBN: 0814472826
- Improving Employee Performance through Workplace Coaching: A Practical Guide to Performance Management
  - ISBN: 0749444649
- Improving Employee Performance Through Appraisal and Coaching, Second Edition
  - ISBN: 0814408761
- Action Tools for Effective Managers: A Guide for Solving Day-to-Day Problems on the Job
  - ISBN: 0814470297
- Motivating Employees
  - ISBN: 0070718687
- Performance Management
  - ISBN: 0761213929
- The Performance Appraisal Question & Answer Book: A Survival Guide for Managers
  - ISBN: 081447151X

## **Performance Coaching:**

### Courses:

Coaching for Performance - Course #: LEAD0146  
Improving Problem Performance - Course #: MGMT0163  
Coaching Trends - Course #: MGMT0286  
Manager's Performance Guide - Team Conflict Skills - Course #: TEAM0216  
Creating a Business Execution Culture - Course #: LEAD0152  
Training for Business Results - Course #: KNOW0301  
Effective Management: Performance-based Appraisal - Course #: MGMT0141  
The Power of the Learning Organization - Course #: KNOW0112  
The Climate for Performance - Course #: HR0104  
Mindsets, Emotions, and Coaching - Course #: MGMT0285  
Key Stages in Coaching - Course #: MGMT0283  
The Six Sigma Change Agent - Course #: OPER0175  
Knowledge as Strategy: Performance Improvement - Course #: KNOW0111

### Books:

- Improving Employee Performance through Workplace Coaching: A Practical Guide to Performance Management
  - ISBN: 0749444649
- Coaching for Leadership: How the World's Greatest Coaches Help Leaders Learn
  - ISBN: 0787955175
- Improving Employee Performance Through Appraisal and Coaching, Second Edition
  - ISBN: 0814408761
- Critical Issues in HRD: A New Agenda for the Twenty-First Century
  - ISBN: 0738207632
- Performance Coaching: The Handbook for Managers, HR Professionals and Coaches
  - ISBN: 1904424058
- Best Practices in Organization Development and Change: Culture, Leadership, Retention, Performance, Coaching
  - ISBN: 078795666x
- Coaching for Performance: Growing People, Performance and Purpose, Third Edition
  - ISBN: 1857883039
- Managing and Motivating Contact Center Employees: Tools and Techniques for Inspiring Outstanding Performance from Your Frontline Staff
  - ISBN: 0071388885
- Executive Coaching: A Guide for the HR Professional
  - ISBN: 0787973017
- Adaptive Coaching
  - ISBN: 0891061878
- Coaching, Counseling & Mentoring: How to Choose & Use the Right Techniques to Boost Employee Performance
  - ISBN: 0814404162
- Coaching for Change: Practical Strategies for Transforming Performance
  - ISBN: 0749441682