



It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work

By Bruce Tulgan

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Get what you need from your boss

In this follow-up to the bestselling *It's Okay to Be the Boss*, Bruce Tulgan argues that as managers demand more and more from their employees, they are also providing them with less guidance than ever before. Since the number one factor in employee success is the relationship between employees and their immediate managers, employees need to take greater responsibility for getting the most out of that relationship. Drawing on years of experience training managers and employees, Tulgan reveals the four essential things employees should get from their bosses to guarantee success at work.

- Shows employees how to ask for what they need to succeed in their high-pressure jobs
- Shatters previously held beliefs about how employees should manage up
- Outlines what employees must get from their managers: clear expectations; the skills needed to perform their jobs; honest feedback, recognition or rewards

A novel approach to managing up, *It's Okay to Manage Your Boss* is an invaluable resource for employees who want to work more effectively with their managers.

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Editorial Review

From Publishers Weekly

Tulgan doesn't waste time tooting his own horn, telling stories, or cracking jokes. He just gives advice, and good advice it is. A business adviser and public speaker, Tulgan sees a pattern in the workplace: employees flail when they're undermanaged. There are any number of reasons for this, from bosses who don't want to micromanage or be perceived as difficult, to overworked managers that simply lack sufficient time. Whatever the reason, the result for the undermanaged employee is frustration, stagnation, or worse. Tulgan fills his book with strategies for ensuring that employees have the opportunity to do their job, performing tasks properly and on time. Chapters cover making expectations clear, accessing necessary resources, and tracking performance, among other topics, and advice is given on avoiding mistakes when trying to manage your boss and dealing with "jerk" bosses. Tulgan even offers advice to telecommuters for managing their bosses from home. Anyone lucky enough to work for the perfect boss may skip Tulgan's guide, but everybody else will want to take his suggestions to the office.

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Review

"It's Okay to Manage Your Boss provides practical, relevant strategies you can use to create a successful partnership with your manager. A terrific follow-up to It's Okay to Be the Boss. Now both manager and employee have effective tools to get the most from their relationship!"

—Angela Hornsby, vice president human resources, Applebee's Services Inc.

"Once again Tulgan tackles the myths in today's undermanaged workplace with practical and straightforward guidance. I have been a boss for nearly thirty years and I have not seen a more realistic and practical way to improve workplace relationships and career results. If you are—or want to be a high performer—read this book!"

—Jon Morrison, president and general manager, Meritor WABCO Vehicle Control Systems

"Tulgan's latest book presents insightful information and practical tips to help anyone successfully deal with undermanagement—a problem many employees encounter in corporations and organizations. In an engaging, clear, warm, and direct manner, Bruce presents common sense advice and a set of tools and ideas that empower self-management as well as 'other' management! A must read for anybody interested in professional growth."

—Tiane Mitchell Gordon, senior vice president, Office of Diversity & Inclusion, AOL, LLC

"Tulgan has a remarkable ability to translate complicated concepts into easily understood and actionable steps. His common sense approach coupled with his enthusiasm and 'can do' attitude give confidence to all who follow his work."

—Victoria Nolan, managing director, Yale Repertory Theatre, and deputy dean, Yale School of Drama

From the Inside Flap

Are you under increasing pressure at work?

Do you receive the support and guidance you need?

Do you have the flexibility you want and work under the conditions you need?

Are you earning as much as you should?

Are you UNDERMANAGED?

Wherever you work, you rely on your immediate boss for meeting your needs at work—no other relationship is as important to your career success. Yet few of us know how to get the best out of the most important person in our work lives.

In the much anticipated follow-up to *It's Okay to Be the Boss*, Bruce Tulgan challenges you to take responsibility for your role in every management relationship. Based on ongoing research started in 1993, Tulgan reveals the four essential things you should get from your boss to succeed at work:

- Clearly spelled-out and reasonable expectations
- The skills, tools, and resources you need to accomplish those expectations
- Honest feedback about your performance and course-correcting direction when necessary
- Proper recognition and rewards in exchange for your performance

This back-to-basics and unconventional approach to managing up will help you build highly engaged working relationships with your boss, and deal with complex authority relationships at every level and in any workplace.

Go ahead—it's okay to manage your boss? you just have to be very good at it. Learn how in this step-by-step book.

Users Review

From reader reviews:

John Guenther:

Book is to be different for every grade. Book for children until finally adult are different content. We all know that that book is very important normally. The book *It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work* ended up being making you to know about other know-how and of course you can take more information. It is quite advantages for you. The publication *It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work* is not only giving you more new information but also for being your friend when you experience bored. You can spend your spend time to read your reserve. Try to make relationship together with the book *It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work*. You never feel lose out for everything in the event you read some books.

Heather Robertson:

The event that you get from *It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work* may be the more deep you excavating the information that hide within the words the more you get serious about reading it. It doesn't mean that this book is hard to know but *It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most*

Important Relationship at Work giving you excitement feeling of reading. The author conveys their point in particular way that can be understood by simply anyone who read it because the author of this guide is well-known enough. That book also makes your current vocabulary increase well. That makes it easy to understand then can go to you, both in printed or e-book style are available. We suggest you for having this kind of It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work instantly.

Magdalena McKinney:

Is it an individual who having spare time and then spend it whole day by means of watching television programs or just resting on the bed? Do you need something totally new? This It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work can be the solution, oh how comes? It's a book you know. You are so out of date, spending your spare time by reading in this fresh era is common not a geek activity. So what these books have than the others?

Elsie Hawkins:

Do you like reading a book? Confuse to looking for your chosen book? Or your book seemed to be rare? Why so many problem for the book? But virtually any people feel that they enjoy for reading. Some people likes reading through, not only science book but additionally novel and It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work or others sources were given understanding for you. After you know how the truly amazing a book, you feel wish to read more and more. Science e-book was created for teacher or perhaps students especially. Those publications are helping them to include their knowledge. In some other case, beside science publication, any other book likes It's Okay to Manage Your Boss: The Step-by-Step Program for Making the Best of Your Most Important Relationship at Work to make your spare time a lot more colorful. Many types of book like this one.

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