



# Effective Human Relations: Personal and Organizational Applications

*Barry Reece, Rhonda Brandt*

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This comprehensive text, ideal for both two- and four-year programs, covers key human relations skills from an organizational perspective to help students who plan to become managers understand the disparate factors that influence employee behavior. Effective Human Relations balances proven fundamentals with new practices, preparing students for success in an unpredictable business environment. The Ninth Edition features the authors' popular Total Person approach, highlighting seven major themes that affect human relations throughout the text: communication, self-awareness, self-acceptance, motivation, trust, self-disclosure, and conflict resolution. Real-world examples and practical applications engage students' interest and facilitate learning.



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