

图书基本信息

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内容概要

This third edition of the best-selling resource *Mastering Virtual Teams* offers a toolkit for leaders and members of virtual teams. The revised and expanded edition includes a CD-ROM with useful resources that allow virtual teams to access and use the book's checklists, assessments, and other practical tools quickly and easily. Deborah L. Durate and Nancy Tennant Snyder include updated guidelines, strategies, and best practices for working effectively with virtual teams across time and distance to see a project through. The useful tools, exercises, and real-life examples show how anyone can master the unique dynamics of virtual team participation in an environment where the old rules no longer apply.

作者简介

Deborah L. Duarte is an expert on strategy innovation and leadership. She has consulted with many public and private organizations, including Time Warner AOL, NASA, Freddie Mac, Discovery Communications, Colgate Palmolive, and TIAA-CREF. She has a doctora

书籍目录

Checklists. Checklists and Tables on the CD-ROM. Preface. The Authors. PART ONE: UNDERSTANDING VIRTUAL TEAMS. 1 Critical Success Factors for Virtual Teams. 2 Crossing Technical Boundaries. 3 Crossing Cultural Boundaries. PART TWO: CREATING VIRTUAL TEAMS. 4 Myths and Realities of Leading Virtual Teams. 5 Starting a Virtual Team. 6 Team Member Roles and Competencies. 7 Building Trust in Virtual Teams. PART THREE: MASTERING VIRTUAL TEAMS. 8 Virtual Team Meetings. 9 Virtual Team Dynamics. 10 Working Adaptively. Notes. Further Reading. Index. How to Use the Accompanying CD-ROM.

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