

# Richard Daft Management 10th Edition

Management and Organization Theory offers a summary and analysis of the 40 most popular, researched, and applied management and organization theories. This important resource includes key instruments used to measure variables in each theory and examines pertinent questions about the theory: strengths and weaknesses, practical applications, and the seminal articles published on each theory. "This is a remarkable book. Jeffrey Miles clearly explains and synthesizes 40 major theories of management and organization in an easily accessible and engaging style. Well researched, comprehensive in its coverage, thorough, balanced, and fair in its analyses of theories, the book is destined to be a major authoritative reference in the field. It is one of the most readable, informative, and useful books I have read. I strongly recommend it." —Shaker A. Zahra, department chair, Robert E. Buuck Chair, and professor, Strategic Management and Organizations Department, University of Minnesota "This book provides a terrific advantage to any student or manager seeking to grasp the fundamental concepts that explain organizations and the behavior of people within them."—Richard L. Daft, author, *The Executive and the Elephant: A Leader's Guide to Building Inner Excellence*; and the Brownlee O. Currey Jr. Professor of Management, Owen Graduate School of Management, Vanderbilt University "An easy-to-read summary of some of the most critical theories in the field of management—theories that have implications not just for scholars, but for practicing managers as well." —Jay Barney, professor of management and human resources, and Chase Chair for Excellence in Corporate Strategy,

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Fisher College of Business, The Ohio State University

This 4th Asia-Pacific edition of Fundamentals of Management maintains its comprehensive theoretical base while bringing the challenges of management to life with hundreds of real-world examples

The ninth edition of **MANAGEMENT: MEETING AND EXCEEDING CUSTOMER EXPECTATIONS** is a comprehensive survey of the principles and practices of management as they are currently being applied in the United States and around the world. The content and features are structured to reinforce two continuing themes that are woven into the chapters' narratives: (1) the never-ending effort by managers and organizations to meet or exceed customers' needs and (2) the need organizations and their people have to be guided by effective leadership. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

In discussing a management topic, scholars, educators, practitioners, and the media often toss out the name of a theorist (Taylor, Simon, Weber) or make a sideways reference to a particular theory (bureaucracy, total quality management, groupthink) and move on, as if assuming their audience possesses the necessary background to appreciate and integrate the reference. This is often far from the case. Individuals are frequently forced to seek out a hodgepodge of sources varying in quality and presentation to provide an overview of a particular idea. This work is designed to serve as a core reference for anyone interested in the essentials of contemporary management theory. Drawing together a team of international scholars, it examines the global

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landscape of the key theories and the theorists behind them, presenting them in the context needed to understand their strengths and weaknesses to thoughtfully apply them. In addition to interpretations of long-established theories, it also offers essays on cutting-edge research as one might find in a handbook. And, like an unabridged dictionary, it provides concise, to-the-point definitions of key concepts, ideas, schools, and figures. Features and Benefits: Two volumes containing over 280 signed entries provide users with the most authoritative and thorough reference resources available on management theory, both in terms of breadth and depth of coverage. Standardized presentation format, organized into categories based on validity and importance, structures entries so that readers can assess the fundamentals, evolution, and impact of theories. To ease navigation between and among related entries, a Reader's Guide groups entries thematically and each entry is followed by Cross-References. In the electronic version, the Reader's Guide combines with the Cross-References and a detailed Index to provide robust search-and-browse capabilities. An appendix with a Chronology of Management Theory allows readers to easily chart directions and trends in thought and theory from early times to the present. An appendix with Central Management Insights allows readers to easily understand, compare, and apply major theoretical messages of the field. Suggestions for Further Reading at the end of each entry guide readers to sources for more detailed research and discussion. Key themes include: Nature of Management Managing People, Personality, and Perception Managing Motivation Managing Interactions Managing Groups Managing Organizations Managing Environments Strategic Management Human Resources Management International Management

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and Diversity Managerial Decision Making, Ethics, and Creativity Management Education, Research, and Consulting Management of Operations, Quality, and Information Systems Management of Entrepreneurship Management of Learning and Change Management of Technology and Innovation Management and Leadership Management and Social / Environmental Issues PLUS: Appendix of Chronology of Management Theory PLUS: Appendix of Central Management Insights

Understanding the Theory and Design of Organizations

A Jossey-Bass Reader

Management

Supervision: Concepts and Skill-Building

Knapp's CONTEMPORARY AUDITING, 11E prepares readers for the challenging responsibilities faced in the public accounting profession. This casebook stresses the people aspect of independent audits. Readers learn how to avoid audit failures most often due to client personnel who intentionally subvert an audit or auditors who fail to carry out their responsibilities. A detailed review of problem audits helps readers recognize the red flags common to failed audits. Discussing and dissecting these challenges prepares readers to handle potential problematic situations in their own professional careers. Readers also acquire a higher-level understanding of auditing standards, ethical principles, audit procedures, and other issues related to independent auditing. By studying these topics in a real-world context, readers achieve a more in-depth, intuitive comprehension of auditing fundamentals, which translates into

improved performance on the CPA exam and other professional examinations. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

**Organization Structures: Theory and Design, Analysis and Prescription** describes how to organize people to achieve a desired outcome. This is accomplished by establishing sets of rules from "real world" organization contexts. Moreover, the development of these rules within "real world" contexts means that the rules must be true, general, operational, technically sound, and easy to use. With an understanding of rules and the processes of their use, organization structures can be identified, which in turn form the basis of a theoretical framework. This book discusses, examines, and demonstrates the interrelationship of the design rules, their theoretical use within these organization structures, along with their practical implications. Throughout the book, an extended example of the Masters Brewing Corporation (MBC) is used to illustrate the conceptual material and to make the implications of the organizational analysis explicitly concrete.

For undergraduate and graduate courses in global marketing The excitement, challenges, and controversies of global marketing. Global Marketing reflects current issues and events while offering conceptual and analytical tools that will help students apply the 4Ps to global marketing. MyMarketingLab for Global Marketing is a total learning package. MyMarketingLab is an online homework, tutorial, and assessment program that truly engages students in learning. It helps students better prepare for class, quizzes, and exams—resulting in better performance in

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the course—and provides educators a dynamic set of tools for gauging individual and class progress.

Principles of Management is designed to meet the scope and sequence requirements of the introductory course on management. This is a traditional approach to management using the leading, planning, organizing, and controlling approach. Management is a broad business discipline, and the Principles of Management course covers many management areas such as human resource management and strategic management, as well as behavioral areas such as motivation. No one individual can be an expert in all areas of management, so an additional benefit of this text is that specialists in a variety of areas have authored individual chapters. Contributing Authors David S. Bright, Wright State University Anastasia H. Cortes, Virginia Tech University Eva Hartmann, University of Richmond K. Praveen Parboteeah, University of Wisconsin-Whitewater Jon L. Pierce, University of Minnesota-Duluth Monique Reece Amit Shah, Frostburg State University Siri Terjesen, American University Joseph Weiss, Bentley University Margaret A. White, Oklahoma State University Donald G. Gardner, University of Colorado-Colorado Springs Jason Lambert, Texas Woman's University Laura M. Leduc, James Madison University Joy Leopold, Webster University Jeffrey Muldoon, Emporia State University James S. O'Rourke, University of Notre Dame

Organization Development and Change

Contemporary Auditing

Managing Training and Development

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### **Administrative Management: Setting People Up for Success**

MANAGEMENT, 12E includes several innovative pedagogical features to help students understand their management capabilities and learn what it's like to manage in an organization today. Each of the 19 chapters begins with an opening questionnaire that engages the reader's interest, directly connects to the topic of the chapter, and enables students to see how they respond to situations and challenges that real-life managers typically face. A New Manager Self-Test in each chapter provides students with further insight into how they would function in the real world of management. The Remember This bullet-point summaries at the end of each major chapter section give students a snapshot of the key points and concepts covered in that section. The end-of-chapter questions have been carefully revised to encourage critical thinking and application of chapter concepts, and Small Group Breakout exercises give students the opportunity to apply concepts while building teamwork skills. Ethical dilemmas, all-new end-of-chapter cases, and a fully updated set of On the Job video cases help students sharpen their diagnostic skills for management problem solving. The chapter sequence in MANAGEMENT is organized around the management functions of planning, organizing, leading, and controlling. These four functions effectively encompass management research and the characteristics of the manager's job. Important

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Introduction to management and organizations -- Management history -- Organizational culture and environment -- Managing in a global environment -- Social responsibility and managerial ethics -- Managers as decision makers -- Foundations of planning -- Strategic management -- Organizational structure and design -- Managing human resources -- Managing teams -- Managing change and innovation -- Understanding individual behavior -- Managers and communication -- Motivating employees -- Managers as leaders -- Introduction to controlling -- Managing operations.

Exploring Management supports teaching and learning of core management concepts by presenting material in a straight-forward, conversational style with a strong emphasis on application. With a focus on currency, high-interest examples and pedagogy that encourages critical thinking and personal reflection, this text is the perfect balance between what students need and what instructors want.

Lessons for leaders on resolving the ongoing struggle between instinct and the creative mind Kings, heads of government, and corporate executives lead thousands of people and manage endless resources, but may not have mastery over themselves. Often leaders know that right action is important, but have little (if any) understanding of what

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prevents them from acting in accordance with their intentions. In this important book, leadership expert Richard Daft portrays this dilemma as a struggle between instinct (elephant) and intention (the executive) using the most current research on the intentional vs. the habitual mind to explain how this phenomenon occurs. Based on current research and real-life examples Offers leaders a method for directing themselves more productively Written by an expert in leadership, organizational performance, and change management Through real-life examples and recent studies in psychology, management and Eastern spirituality Daft provides guidance to all of us who struggle finding our own balance and cultivating the behavior of others.

ORGB 3

Understanding Management

Understanding Management Sg

Management: Meeting and Exceeding Customer Expectations

A new approach to learning the principles of management, MGMT 2 is the second Asiaa Pacific edition of a proven, innovative solution to enhance the learning experience. Concise yet complete coverage supported by a suite of online learning aids equips students with the tools required to successfully undertake an introductory management course. Paving a new way to both teach and learn, MGMT 2 is designed to truly connect with today's busy, tech-

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savvy student. Students have access to online interactive quizzing, videos, podcasts, flashcards, case studies, games and more. An accessible, easy-to-read text along with tear out review cards completes a package which helps students to learn important concepts faster. MGMT 2 delivers a fresh approach to give students what they need and want in a text.

Equip your students with the critical leadership skills and solid understanding of today's theory they need to become effective business leaders in today's turbulent times with Daft 's LEADERSHIP, 5E, International Edition. Acclaimed author Richard Daft helps your students explore the latest thinking in leadership theory and contemporary practices at work within organizations throughout the world. This edition more closely connects theory to recent world events, such as the Wall Street meltdown, ethical scandals, and political turmoil. Students examine emerging topics, including enhancing emotional intelligence, leadership vision and courage, leading virtual teams, and open innovation. Packed with memorable examples and unique insights into actual leadership decisions, this edition now offers full-color visuals to reinforce the book's engaging presentation. This edition's proven applications, specifically designed for today's leadership theory and applications course, and a solid foundation grounded in established scholarly research make the topic of leadership come alive for your students.

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Organizing involves continuous challenges in the face of uncertainty and change. How is globalization impacting organizations? How will new strategies for a turbulent world affect organizational design? In this second edition of *Organization Theory and Design*, developed for students in the UK, Europe, the Middle East and Africa, respected academics Jonathan Murphy and Hugh Willmott continue to add an international perspective to Richard L. Daft's landmark text. Together they tackle these questions in a comprehensive, clear and accessible study of the subject.

The market-leading textbook for principles of management courses reaches a new level with Richard L. Daft being joined by Martyn Kendrick and Natalia Vershinina (both Leicester Business School) to provide an unparalleled resource for students in Europe, the Middle East and Africa (EMEA). After listening to the requirements of lecturers, the authors have maintained the same comprehensive coverage and structure of the original work but carefully threaded in new EMEA and wider global examples and theory throughout. A new running case on IKEA allows students to track their understanding throughout the course, while a new text-opening case study on managing in times of turbulence ensures learning is mapped directly against modern business challenges.

Encyclopedia of Management Theory

### New Products Management Management and Organization Theory MGMT

*MANAGEMENT: THE NEW WORKPLACE, 6e International Edition provides an engaging survey of modern management practice that seamlessly integrates classic and contemporary principles. Rather than concentrating on large global enterprises, the text focuses on dynamic small to mid-sized "local" businesses and entrepreneurial issues, giving students valuable real-world insights and practical skills they can readily apply when beginning or continuing their careers. To help students deepen their understanding and hone their skills, numerous skill-building and application exercises appear in every chapter. MANAGEMENT: THE NEW WORKPLACE, 6e International Edition also features a streamlined format and impressive ancillary package that make it affordable, flexible, well-suited to any course, and effective for students of diverse backgrounds and interests. Organizations must adapt to changing and often challenging*

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*environments. This third Canadian edition helps students understand and design organizations for today's complex environment. The concepts and models offered in this text are integrated with changing events in the real world, presenting the most recent thinking and providing an up-to-date view of organizations. Detailed Canadian examples and cases capture the richness of the Canadian experience, while international examples accurately represent Canada's role in the world.*

*Certo's Supervision: Concepts and Skill-Building 8e prepares students to be supervisors in a challenging modern workplace. It is based on the premise that organizational variables including diversity in the workforce, computer and communication technology, and the design of organization structures are constantly changing. Overall, this text focuses on discussing important supervision concepts and providing fundamental skills necessary for applying these concepts. Students will learn the critical role of a supervisor in an organization and the abilities needed to be*

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*successful.*

*Introduce your students to the most progressive thinking about organizations today as acclaimed author Richard Daft balances recent, innovative ideas with proven classic theories and effective business practices. Daft's best-selling ORGANIZATION THEORY AND DESIGN presents a captivating, compelling snapshot of contemporary organizations and the concepts driving their success that will immediately engage and inspire your students.*

*Recognized as one of the most systematic, well-organized texts in the market, ORGANIZATION THEORY AND DESIGN helps both future and current managers thoroughly prepare for the challenges they are certain to face in today's business world. This revision showcases some of today's most current examples and research alongside time-tested principles. Students see, firsthand, how many of today's well-known organizations have learned to cope and even thrive amidst a rapidly changing, highly competitive international environment. Featured organizations include BP,*

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*Disney/Pixar, Volvo, Barnes & Noble, and Cisco Systems. Organization studies, proven cases, and illustrations provide the insights necessary to better understand modern organizations, while new and proven learning features give your students important opportunities to apply concepts and refine their personal business skills and insights. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

*An International Perspective  
Organization Theory and Design  
The Executive and the Elephant  
Management (10th edition).*

Find the significant support you need to learn key management concepts and effectively prepare for tests as you become a better future manager. Review is simple, allowing you to maximize your study time, with a variety of exercises and opportunities to test your understanding before actual course exams.

The eighth edition of *Managing Training and Development* focuses on the

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training and development of people from a human resource management perspective. The book is written for undergraduate students of Human Resource Management; Human Resource Development; Industrial Psychology; Management and Business Management at universities, universities of technology as well as industry training providers. Taking a managerial approach, in order to acquaint students with the managerial steps and processes involved in new product development, this work includes coverage of product protocol.

Master the skills you need for success in today's rapidly changing work environment with the useful, practical management tools and insights found only in ADMINISTRATIVE MANAGEMENT: SETTING PEOPLE UP FOR SUCCESS. Discover the keys to functioning at the highest level in today's professional work environment. This unique book helps you both navigate and respond effectively to contemporary work challenges. The authors use their extensive experience to emphasize practical, valuable tools that truly set you up for success. A concise, reader-friendly approach introduces basic, critical management concepts that help you fully understand the goals, functions, and responsibilities of managers. You learn how to identify opportunities to package your skills and sell your strengths for

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both immediate and long-term professional success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Era of Management

Human Resources Management: Concepts, Methodologies, Tools, and Applications

Exploring Management, 5th Edition

The Leadership Experience

Readers discover the confidence to manage and develop the ability to lead with innovative solutions in today's rapidly changing business environment with Daft's marketing-leading MANAGEMENT, 10E. Daft explores the emerging themes and management issues most important for managers in businesses today. Future and current managers learn to look beyond traditional techniques and ideas to tap into a full breadth of management skills. With the best in proven management and new competencies that harness creativity, D.A.F.T. defines

Management. Important Notice: Media content referenced within the product description or the product text may not be available

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in the ebook version.

Equip your students with the confidence and innovative skills they need to manage successfully in today's rapidly changing, turbulent business environment. The latest edition of Daft's market-leading NEW ERA OF MANAGEMENT, 10e, International Edition helps you develop managers who look beyond traditional techniques and ideas to tap into a full breadth of innovative management skills. NEW ERA OF MANAGEMENT, 10e, International Edition addresses emerging themes and the issues most important for meeting today's management demands and challenges. A blend of proven management techniques and new competencies demonstrate how to harness creativity and lead change, as students learn to put theory into practice. With the latest improvements in this edition, D.A.F.T. defines Management. D. Development of the latest managerial theories and innovative skills prepares students to adapt new technologies and inspire exceptional performances in managerial roles. A. Applications focus on contemporary ideas and relevance to students using a combination of cutting-edge exercises, memorable examples, unique photo essays, new video cases, and topics not typically found in other

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management texts.F. Foundations in the best management practices combine fresh ideas with proven managerial research organized around the four functions of management.T. Technology in a leading support package delivers innovative solutions, from course management tools to new video cases and a premium website that helps ensure students reach their full management potential.

Discover the most progressive thinking about organizations today as acclaimed author Richard Daft balances recent, innovative ideas with proven classic theories and effective business practices. Daft's best-selling UNDERSTANDING THE THEORY AND DESIGN OF ORGANIZATIONS, 11E, International Edition presents a captivating, compelling snapshot of contemporary organizations and the concepts driving their success that will immediately engage any reader.Recognized as one of the most systematic, well organized texts in the market, UNDERSTANDING THE THEORY AND DESIGN OF ORGANIZATIONS, 11E, International Edition helps both future and current managers thoroughly prepare for the challenges of today's business world. This revision showcases some of today's most current examples and research alongside

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time-tested principles. Readers see how many of today's well-known organizations thrive amidst a rapidly changing, highly competitive international environment. Proven and new learning features provide opportunities for readers to apply concepts and refine personal business skills and insights.

Effectiveness is the underlying theme for this introduction to disruptive innovation. The book tells the manager, or student, what they need to know in transforming the thinking in an organization to an innovative mindset in the twenty-first century. Corporate Innovation explains the four stages of the innovation process, and demonstrates how to improve skills in the innovation process, and unleash personal innovative abilities. This book also presents ways to assess the organization's attitudes toward innovation, providing insights into how to diagnose creative and innovative performance problems in the organization. Beginning with an overview of concepts involved with an innovative organization today, this book explores the fundamental aspects of the individual, the organization and the implementation. An I-Organization is a combination of: I-Skills developed within individuals I-Design

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thinking functions needed to shape innovation I-Teams that emerge from the HR perspective of structuring the appropriate climate I-Solution needed to provide a foundation for implementing any innovative ideas. Essential reading for students of corporate innovation, corporate ventures, corporate strategy, or human resources, this book also speaks to the specific needs of active managers charged with the expectation of enhancing the innovative prowess of their organization. Instructors' outlines, lecture slides, and a test bank round out the ancillary online resources for this title.

(T) Management 10th Ed

The Presentation of Self in Everyday Life

Concepts, Methodologies, Tools, and Applications

Theory and Design, Analysis and Prescription

*Comprehensive and easy to read, this authoritative resource features the most up-to-date, research-based blend of practice and theory related to the issues that impact nursing management and leadership today. Key topics include the nursing professional's role in law and ethics, staffing and scheduling, delegation, cultural considerations, care management, human resources, outcomes management, safe work environments, preventing employee injury, and time and stress*

*management. Research Notes in each chapter summarize relevant nursing leadership and management studies and show how research findings can be applied in practice. Leadership and Management Behavior boxes in each chapter highlight the performance and conduct expected of nurse leaders, managers, and executives. Leading and Managing Defined boxes in each chapter list key terminology related to leadership and management, and their definitions. Case Studies at the end of each chapter present real-world leadership and management situations and illustrate how key chapter concepts can be applied to actual practice. Critical Thinking Questions at the end of each chapter present clinical situations followed by critical thinking questions that allow you to reflect on chapter content, critically analyze the information, and apply it to the situation. A new Patient Acuity chapter uses evidence-based tools to discuss how patient acuity measurement can be done in ways that are specific to nursing. A reader-friendly format breaks key content into easy-to-scan bulleted lists. Chapters are divided according to the AONE competencies for nurse leaders, managers, and executives. Practical Tips boxes highlight useful strategies for applying leadership and management skills to practice.*

*Master the critical leadership skills and solid understanding of today's theory needed to become an effective business leader in today's turbulent times with*

*Daft's THE LEADERSHIP EXPERIENCE, 6E. Acclaimed author Richard Daft helps you explore the latest thinking in leadership theory and contemporary practices at work within organizations throughout the world. You will examine emerging topics, including enhancement of emotional intelligence, leadership vision and courage, leadership of virtual teams, and open innovation, and will connect those topics to recent world events such as ethical scandals and political turmoil. Packed with memorable examples and unique insights into actual leadership decisions, this full-color text includes crisp, clear visuals to reinforce the book's engaging presentation. This edition's proven applications, specifically designed for today's leadership theory and applications course, and a solid foundation grounded in established scholarly research make the topic of leadership come alive. In addition, THE LEADERSHIP EXPERIENCE is available with CengageNOW for the first time. CengageNOW provides an integrated text and online learning solution that enhances understanding of course content and offers opportunities to extend learning. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

*Human resources management is essential for any workplace environment and is deemed most effective when a strategic focus is in place to ensure that people*

*can facilitate that achievement of organizational goals. But, effective human resource management also contains an element of risk management for an organization which, as a minimum, ensures legislative compliance. Human Resources Management: Concepts, Methodologies, Tools, and Applications compiles the most sought after case studies, architectures, frameworks, methodologies, and research related to human resources management. Including over 100 chapters from professional, this three-volume collection presents an in-depth analysis on the fundamental aspects, tools and technologies, methods and design, applications, managerial impact, social/behavioral perspectives, critical issues, and emerging trends in the field, touching on effective and ineffective management practices when it comes to human resources. This multi-volume work is vital and highly accessible across the hybrid domain of business and management, essential for any library collection.*

*Market-leading 'Organization Development and Change' blends theory, concepts and applications in a comprehensive and clear presentation. The authors work from a strong theoretical foothold and apply behavioral science knowledge to the development of organizational structures, strategies, and processes.*

*Global Marketing, Global Edition*

*Principles of Management*

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*Leadership*  
*Daft's Management*