

Human Resources Law 5th Edition

How does HRM affect an organisation's chances of survival, its degree of financial success and its reputation in wider society? How is HR strategy shaped within and across organisations, industries and societies, and how can managers improve it to strengthen their organisation's performance? Strategy and Human Resource Management addresses these vital questions. Written by a renowned author team, it treats HR strategy as an essential element in business strategy, whilst integrating a vast range of relevant research and theory. Now in its fourth edition, it continues to challenge academics, students and practitioners to approach HRM from a strategic perspective. New to this edition:

- All chapters have been fully updated, the selection of key studies improved, and the links to major events brought up to date.
- Includes a more thorough analysis of the general principles in strategic HRM.
- It has been restructured to provide a deeper examination of HR strategy in the 'mega contexts' of manufacturing, services, multidivisional firms, and multinationals. This book is an essential companion for upper-level undergraduates, postgraduate students of HRM, and MBA students. Practitioners interested in the role of HRM in successful businesses will also find this a thoroughly engaging and invaluable resource.

Gain a thorough understanding of employment law and its application with this clear and easy to navigate textbook which is ideal for students with no experience of UK employment law.

Essentials of HRM combines a commentary on organizational behaviour with an explanation of human resource management techniques, and also acts as an introduction to industrial relations. It will prove an invaluable aid to those studying for professional qualifications, such as Membership of the Institute of Personnel Management or the Diploma in Management Studies, and for students on general business or social service courses. Equally, the practising manager will find this book a useful and practical guide.

This new 3rd edition of the best-selling text People Management & Development: Human Resource Management at Work is the complete text for anyone studying Human Resource Management. Combining the latest academic research with practical approaches to managing HR in the workplace, the text is thoroughly revised with increased signposting to enhance accessibility, a revised structure designed to be more flexible for use on CIPD and non-CIPD courses, as well as the addition of more international cases. Ideal for students studying for the CIPD professional qualification as well as general human resource management modules at undergraduate and postgraduate level. A 'route map' at the front of the book will indicate how the text can be used on both CIPD and non-CIPD courses to assist lecture preparation. TARGETED AT - Students studying CIPD Professional Qualifications and undergraduate and post graduate students taking HRM modules on business and HRM courses

This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Hospitality is a people industry, and this textbook will teach readers how to manage the important human resources who provide services within a hospitality operation. They'll learn how to fulfill the requirements of U.S. employment and workplace laws, and discover the latest strategies for attracting employees, minimizing turnover, and maximizing productivity. Topics include: The impact of the post-recession economy on recruiting, selection, retention, and turnover How companies use social media to learn about job applicants The role of technology in performance appraisals The latest trends in effective incentive programs and industry benefits The changing face of unions and new trends in organizing and collective bargaining Social responsibility and sustainability measures, including what companies are doing (and not doing) right

Employment Law 4e is the most complete and accessible introduction to the subject, suitable for students from a variety of backgrounds including HRM and business management. The expert author team combine a wealth of knowledge in teaching, examining, and practising employment law to ensure the reader has a firm understanding of legal principles, in both an academic and professional context. Case exhibits in every chapter illustrate employment law in action, whilst activities test the reader's understanding of the law and its application in the real-world. Together, they enable students to effectively develop their knowledge of current legislation and maximize their learning. In addition, a dedicated chapter on preparing and presenting a case gives the reader a unique opportunity to demonstrate their understanding using a fictional scenario, through which they can gain a greater insight into the challenges faced by those required to prepare and deliver a case before an employment tribunal. As a result, Employment Law 4e is an essential textbook for students seeking to develop their academic and professional skills, as well as foster their understanding of a subject that directly affects business managers and their employees. Online Resource Centre This book is supported by an integrated Online Resource Centre. For students: - Test your understanding and receive instant feedback with our range of multiple choice questions. - Source relevant and reliable further reading using our publications briefing resource. - Keep informed of changes to the law with our regular updates from the authors. For registered lecturers: - Access additional case studies and questions to support your teaching.

This book will allow you to get a firm grasp of the relevant legislation so you'll always be alert to its day-to-day impact on the employment relationship; and take practical steps to make sure your employee relationships and your business are not exposed to legal challenges. Step by step through the best-practice procedures that ensure full compliance with all relevant Hong Kong laws. Case studies and worked examples—dozens of them—clearly illuminate just about any difficulty likely to arise in any employment situation.

Instructor Resources: PowerPoint slides, chapter overviews, suggested class activities and assignments, and a transition guide to the new edition. Chapter 13 Excel Model for Students (click here for access) Human Resources in Healthcare: Managing for Success, Fourth Edition, presents the techniques and practices behind effective management of people--the healthcare profession's most important asset. It provides the concepts and practical tools necessary for meeting the unique challenges in today's healthcare

environment. This edition has been thoroughly revised and includes the following new content: An expanded chapter on employment law and employee relations A new chapter on credentialing of healthcare providers A thorough update on staff recruitment, selection, and retention practices An expanded section on performance management, including workplace bullying A new chapter on workforce planning in a rapidly changing healthcare system A new chapter on nurse staffing in healthcare organizations New problem-based learning cases to engage students and expand learning comprehension Updated short cases, discussion questions, and exercises throughout

No one will deny that labour standards comprise a necessary framework for balanced economic and social development. Yet on a global level such balanced development has not occurred, despite the existence of a rigorous body of international labour law that has been active and growing for almost one hundred years. The implementation of this law devolves upon states; yet many states have failed to honour it. If we are to take serious steps toward a remedy for this situation, there is no better place to start than a thorough, well-researched survey and analysis of existing international labour law - its sources, its content, its historical development, and an informed consideration of the barriers to its full effectiveness. This book is exactly such a resource. It provides in-depth interpretation of the crucial International Labour Organisation (ILO) instruments - Constitution, conventions, declarations, resolutions, and recommendations - as well as such other sources of law as the OECD Guidelines for Multinational Enterprises and various model and actual corporate codes of conduct. Among the substantive areas of labour law covered in this book are the following: • the relationship between international labour law and economic competition • standards on industrial relations • collective bargaining and dispute settlement procedures • protection of trade unions • prohibitions on enforced and child labour • promotion of equal opportunity and treatment • time and rest provisions • wage determination and protection • occupational health and safety provisions • special issues on non-standard forms of employment • foreign and migrant workers • social security provisions • privacy protection The presentation demonstrates that these rules and standards offer invaluable benchmarks to governments, judiciaries, employers, and trade unions. The book's combination of detailed commentary and an overarching social policy will make it especially valuable to legislators, human resources managers, employers ? organizations, trade unions, jurists, and academics concerned with the role of work in our globalized social system. This fifth edition of the book by Jean-Michel Servais analyses the potential of those standards in a globalized world, and the necessary evolution. It examines the actual implementation of those rules in the national context, comparing different experiences. It integrates the latest instruments. It examines the most recent public debates on labour regulation (dealing with health and security at work, personal data, minimum wages, social security, strikes, etc.), updates the bibliography and opens some perspectives for the future work of the global institutions.

This is an ideal foundation text for anyone studying or working in the International Human Resource Management (IHRM) arena. This text utilizes and incorporates most of what is currently known, researched or experienced in the field. It features data and examples from academic research, international businesses and consulting firms, as well as experiences of and interviews with HRM managers in multinational and global firms. This book offers both a theoretical and practical treatment of this important and constantly evolving area. Thoroughly updated and revised, this second edition now includes key terms, learning objectives, discussion questions and an end-of-book integrative case. It has been designed to lead readers through all of the key topics in a highly engaging and approachable way. This book focuses on IHRM within multi-national enterprises (MNEs) and covers topics including: * MNE and country culture * organizational structure, strategy and design * international joint ventures and cross-border mergers and acquisitions * labour standards, ethics and codes of conduct * selection and management of international assignees * training and management development * compensation and benefits * health and safety and crisis management * IHRM departments and professionals Uncovering precisely why IHRM is important for success in international business and how IHRM policies and practices function within the multinational enterprise, this outstanding textbook provides an essential foundation for an understanding of the theory and practice of IHRM. This book is essential reading for all students, lecturers and IHRM professionals.

For introductory courses in human resource management. Foundations in management beyond the HR department Fundamentals of Human Resources Management supports human resources training for all students of management -- not just HR managers. The text presents a wide range of HR topics within a single semester of material, and a wealth of functional examples and applications. Fundamentals is also the first text of its kind to make talent management processes a core study. This 5th Edition has been updated with practical personnel techniques, real company examples, and new material on business sustainability. Each chapter touches on important recurring themes in management, including employee engagement tactics, small/global business management, employment law features, and positive employee relations, to help students become stronger and more effective managers. Also available with MyLab Management By combining trusted authors' content with digital tools and a flexible platform, MyLab personalizes the learning experience and improves results for each student. Note: You are purchasing a standalone product; MyLab Management does not come packaged with this content. Students, if interested in purchasing this title with MyLab, ask your instructor to confirm the correct package ISBN and Course ID. Instructors, contact your Pearson representative for more information. If you would like to purchase both the physical text and MyLab Management, search for: 013489040X / 9780134890401 Fundamentals of Human Resource Management Plus MyLab Management with Pearson eText -- Access Card Package, 5/e Package consists of: 0134740211 / 9780134740218 Fundamentals of Human Resource Management 0134743431 / 9780134743431 MyLab Management with Pearson eText -- Access Card -- for Fundamentals of Human Resource Management

This revised edition is a comprehensive, authoritative set of essays. It is more detailed and analytical than the mainstream treatments of HRM. As in previous editions, Managing Human Resources analyses HRM, the study of work and employment, using an integrated multi-disciplinary approach. The starting point is a recognition that HRM practice and firm performance are influenced by a variety of institutional arrangements that extend beyond the firm. The consequences of HRM need to incorporate analysis of employees and other stakeholders as well as the implications for organizational performance.

Sexual Harassment in the Workplace: Law and Practice

Human Resource Information Systems: Basics, Applications, and Future Directions is a one-of-a-kind book that provides a thorough introduction to the field of Human Resource Information Systems (HRIS) and shows how organizations today can leverage HRIS to make better people decisions and manage talent more effectively. Unlike other texts that overwhelm students with technical information and jargon, this revised Fourth Edition offers a balanced approach in dealing with HR issues and IT/IS issues by drawing from experts in both areas. It includes the latest research and developments in the areas of information security, privacy, cloud computing, social media, and HR analytics. Numerous examples, best practices, discussion questions, and case studies, make this book the most student-friendly and current text on the market.

Medical Law: Text, Cases, and Materials offers all of the explanation, commentary, and extracts from cases and key materials that students need to gain a thorough understanding of this complex topic. Key case extracts provide the legal context, facts, and background; extracts from materials provide differing ethical perspectives and outline current debates; and the author's insightful commentary ensures that readers understand the facts of the cases and can navigate the ethical landscape to form their own understanding of medical law. Online resource centre Online updates to the law are provided alongside a

searchable glossary of medical and legal terms.

Packed with the most current cases and examples available, EMPLOYMENT LAW FOR HUMAN RESOURCE PRACTICE, 5E addresses human resource practices associated with each stage of the employment process--from hiring, to managing, to firing--as it emphasizes the application of legal concepts to business situations. News clippings, hypothetical situations, and other hands-on applications offer students opportunities to develop issue spotting, critical thinking, and legal reasoning skills that will be integral in their future careers as human resource managers. Covering the most important employment law topics, the Fifth Edition is completely up to date with the latest legislation, new regulations, and recent case law. It includes extended coverage of the rights of vulnerable employees under the Americans with Disabilities Act, racial discrimination, the use of background checks, the Family Medical Leave Act, and more. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Revised ed. of: Personnel law / Kenneth L. Sovereign 4th ed. c1999 .

"I enthusiastically endorse the fourth edition of IHRM. The editors are to be congratulated for recruiting the top-rated authors in this field to contribute to this volume. The chapters are up to date, insightful, and sometimes even provocative. Students, including post-grads and advanced undergraduates, as well as savvy practitioners, will benefit from reading this volume." Neal M. Ashkanasy, Professor of Management, The University of Queensland Anne-Wil Harzing and Ashly Pinnington's bestselling textbook has guided thousands of students through their International Human Resource Management studies. The fourth edition retains the critical edge, academic rigour and breadth of coverage which have established this book as the most authoritative text on the market. The new edition by our international team of experts provides an even more stimulating journey through the core curriculum, contemporary debates and emerging issues in IHRM. New for the fourth edition: Reduced number of chapters to allow for greater depth and an improved structure ensuring fundamental topics underpin your knowledge Expanded coverage of Equality and Diversity, Corporate Social Responsibility and Sustainability and Cross-Cultural Management in line with developments in the field New Stop and Reflect feature provides an opportunity to test your understanding at regular intervals This text comes with access to a companion website containing web links, SAGE journal articles and more.

An all-in-one reference to the important employment laws that every employer and HR pro needs to know.

All employers are expected to deal with an increasingly complex legal framework, which they ignore at their peril. This book is a source of guidance that will ensure they keep on the right side of the law. This edition covers all recent changes.

Human Resources in Healthcare: Managing for Success, Second Edition presents the techniques and practices behind effectively managing people?the healthcare industry?s most important asset. It provides the concepts and practical tools necessary for meeting the unique challenge of managing healthcare employees. A comprehensive resource, the book covers fundamental topics such as performance management and employee rights as well as more timely issues such as nurse workload management and managing diversity. This edition includes new information about: ? Healthcare workforce planning, nurse staffing, and workload? Managing a diverse workforce and developing diversity programs? Human resources budgeting and productivity analysis? The unionization of physicians and nurses? Strategies for retaining valuable staff Cases that illustrate key concepts are included, along with exercises that allow readers to apply and practice the information given.

The contemporary workplace is ever changing. In many countries the effects of economic globalization has seen the rise in zero-hour contracts, the erosion of trade union power and income inequality. In addition, high-performance work systems, business ethics and environmental sustainability are now creating tremendous challenges in many organizations. These developments play out amongst differing national and international contexts. This fluid and diverse environment makes it even more important to understand the myriad of different theories underpinning human resource management and to explore its impact on organizations, managers and workers. This engaging textbook provides an essential introduction to both the 'how' and 'why' of human resource management; it looks at the way organizations manage human capability, but also exposes the tensions inherent in the employment relationship, encouraging the reader to reflect critically on the realities of contemporary HRM. Building on the success of the previous five editions, this new edition includes: Two new chapters on Ethics in HRM and Green HRM New 'HRM as I see it' video interviews with real life HR managers sharing their experiences on managing people in organizations, accessible through a new interactive ebook New 'HRM and Globalization' features discussing the particular challenges faced by international organizations New 'HRM in Practice' features exploring practical implementation of HR theories Coverage of contemporary themes such as line managers' roles in HRM, bullying, diversity and inequality Over 100 new references, bringing the discussion right up to date An extensive online resource centre with further teaching and learning materials, accessible at www.palgravehighered.com/bg-hrm-6e.

Detailed attention to compliance with labour and employment laws is crucial for success in setting up business in a foreign country. This book - one of a series derived from Kluwer's matchless publication International Labour and Employment Compliance Handbook - focuses on the relevant laws and regulations in Belgium. It is thoroughly practical in orientation. Employers and their counsel can be assured that it fulfills the need for accurate and detailed knowledge of laws in Belgium on all aspects of employment, from recruiting to termination, working conditions, compensation and benefits to collective bargaining. The volume proceeds in a logical sequence through such topics as the following: written and oral contracts interviewing and screening evaluations and warnings severance pay reductions in force temporary workers trade union rights wage and hour laws employee benefits workers' compensation safety and environmental regulations immigration law compliance restrictive covenants anti-discrimination laws employee privacy rights dispute resolution recordkeeping requirements A wealth of practical features such as checklists of do's and don'ts, step-by-step compliance measures, applicable fines

and penalties, and much more contribute to the book's day-to-day usefulness. Easy to understand for lawyers and non-lawyers alike, this book is sure to be welcomed by business executives and human resources professionals, as well as by corporate counsel and business lawyers.

EMPLOYMENT LAW FOR HUMAN RESOURCE PRACTICE, 4TH EDITION explains the major issues and rules of employment law and how they apply to your human resource career. Clippings of current news stories and events, hypothetical situations, and real cases help you understand how the law applies to each stage of employment--from hiring, to managing, to firing--and emphasize the application of legal concepts to future business situations. Practical advice for what to do as a manager is conveniently summarized at the end of each chapter. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The #1 book for the leading HR certifications, aligned with the updated HRBoK™ PHR and SPHR certifications, offered by Human Resources Certification Institute (HRCI), have become the industry standard for determining competence in the field of human resources. Developed by working professionals, the PHR and SPHR credentials demonstrate that recipients are fully competent HR practitioners based on a standard set by workforce peers. Offering insights into those areas of knowledge and practices specific and necessary to human resource management (HRM), this study guide covers tasks, processes, and strategies as detailed in the updated A Guide to the Human Resource Body of Knowledge™ (HRBoK™). The study guide breaks down the critical HR topics that you need to understand as you prepare for the exams. PHR/SPHR Professional in Human Resources Certification Study Guide, Fifth Edition, is the ideal resource for HR professionals seeking to validate their skills and knowledge acquired through years of practical experience, as well as for a relative newcomer to the HR field looking to strengthen their resume. In this edition of the top-selling PHR/SPHR study guide, you'll find a practical review of all topics covered on the exams, as well as study tools designed to reinforce understanding of key functional areas. Strengthen the skills you learn with a year of FREE access to the Sybex online learning environment, complete with flash cards and practice quizzes to prepare you for exam day. • Business Management and Strategy • Workforce Planning and Employment • Compensation and Benefits • Human Resource Development and more If you're preparing for these challenging exams, this is the trusted study guide that'll help you perform your best.

Employment Law for Human Resource Practice Cengage Learning

This introductory text aims to provide a balance between conceptual issues surrounding the debate on human-resource management and more practical aspects. This edition features an updated section on Europe and a number of new case studies.

For over 30 years, students, academics and professionals have relied on MACKEN'S LAW OF EMPLOYMENT as one of Australia's most respected works in employment law. This 7th edition continues in that tradition. Authored by a distinguished team of experts, the carefully selected topics and case extracts along with the scholarly commentary ensure reputable guidance on common law and equitable principles as they affect contracts of employment.

Make Human Resources work for you. STRATEGIC HUMAN RESOURCE MANAGEMENT shows you how through its unique system of concept integration. Most Human Resources textbooks give you the theories without showing you the connections to real life. This textbook lets you see both sides of Human Resources: the theory and the application. That way, you'll not only get a great grade in class, you'll be on your way to success after college as well.

Providing critical and pragmatic coverage of contemporary ideas in human resource management, this text looks at some of the key issues and topics in the field.

Get 12 months FREE access to an interactive eBook when purchasing the paperback* Reflecting the global nature of the workplace with its use of real world examples and case studies, Nick Wilton's book is not another 'How to?' of HRM in practice, but goes beyond the prescriptive approach to the practice of strategic HRM and encourages critical reflection to prepare students for the issues and dilemmas they could face in their careers. Providing an introduction to the management of people in work organizations, it seeks to outline the purpose and operation of HRM activities in the 'real world?', whilst situating practice in the context of associated debates and controversies played out in the parallel field of academic study. It adopts a critical perspective on the study and practice of HRM to provide the reader with an understanding not only of the potential for HRM to contribute to both improved organizational performance and individual well-being in the workplace, but also why it very often fails to achieve either of these positive outcomes and suggests that the management of people is not the exclusive preserve of HR specialists, but an area of interest or concern for all organizational actors. The new edition comes packed with features that encourage readers to engage and relate theory to practice including: - Management skills and attributes boxes outlining the required competencies of line managers and HR practitioners - HR in practice boxes illustrating how HRM theory works in real world practice - Ethical insights presenting ethical considerations for budding practitioners - Global insights highlighting practices around the world - Research insights inviting students to explore further academic research - Case Studies and Examples offering a more in-depth look at HRM across a variety of organizations - A free interactive eBook* featuring author videos, web-links interactive multiple choice questions, free SAGE journal articles, extended case studies and other relevant links, allowing access on the go and encouraging learning and retention whatever the reading or learning style. Aimed at students across the academic spectrum, whether studying on a specialist HRM or CIPD program of study, a generalist business and management programme or studying HRM as part of a programme in an unrelated discipline (such as engineering or humanities). *Interactivity only available through VitalSource eBook included as part of paperback product (ISBN 9781473954199). Access not guaranteed on second-hand copies (as access code may have previously been redeemed).

Human Resource Practice is a practical and accessible guide for students and anyone looking to gain a thorough understanding of HR, and is the definitive text for the CIPD's Level 3 Foundation Certificate in HR Practice. It covers all the core areas of HR including recruitment and selection, performance management, reward and learning and development (L&D) as well as providing students with the broader coverage of the business environment that they need to succeed including topics such as change management, organisational context and the legal background to employment. This fully updated 8th edition of Human Resource Practice now includes new discussion of job design, people analytics and employee mental and is fully aligned to the new CIPD foundation syllabus. Reflective practice questions, case studies and explore further boxes throughout encourage students to think critically about the content and understand how it applies in practice in the workplace. Most importantly, this book contains a dedicated chapter on personal effectiveness to ensure that students develop all the skills they need for a

successful career in HR such as presentation and communication skills, empathy, resilience and guidance on how to handle difficult conversations. Online resources include an instructor's manual, lecture slides and annotated web links.

Joseph Martocchio's *Employee Benefits: A Primer for Human Resource Professionals* was written to promote a fuller understanding of employee benefits programs among students enrolled in college-level compensation and benefits course. It's relevant to students who plan to be general managers, who deal with a variety of human resource issues in their day-to-day jobs, as well as to those who expect to be human resource practitioners. The real-world focus of Martocchio's text is evident on every page, as he seeks to balance current academic thought with brief examples of contemporary benefits practices in business. Martocchio's *Employee Benefits* is forward-thinking and seeks to bring the topic into the mainstream of compensation understanding. The Third Edition continues to be concisely written, highlighting key issues in order to provide the reader with a solid foundation for discussing benefits issues with employee benefits professionals. As practices and laws affecting benefits change frequently, Martocchio stays on the cusp of recent developments, capturing all recent changes with his Third Edition.

In a turbulent, unstable era of severe financial pressures, the development of strategic human resource (HR) practices has become an urgent mandate in higher education. With significant and widespread institutional shifts resulting from globalization, heightened competition, and rapid innovation, educational leaders must optimize their most significant resource—human capital—and align HR strategies, structures, and processes with organizational goals. Due to substantial cuts in state appropriations and rapidly diminishing budgets, public institutions of higher education in particular are struggling to realign resources and programs to fulfill their educational missions and maintain academic quality, while simultaneously responding to complex external legislative and accreditation mandates. In light of these challenges, *Creating a Tipping Point: Strategic Human Resources in Higher Education* breaks new ground by presenting a research-based approach that supports the evolution of HR practices from siloed, transactional models to strategic operations that serve the entire university. This monograph provides a concrete, progressive road map to developing organizational capabilities in support of the university's academic mission and illustrates this pathway with examples drawn from public research universities. It offers strategies, tools, metrics, and action steps that support the development of an effective and efficient strategic HR operation in higher education. For institutions seeking to implement strategic HR, this book is a practical and invaluable resource.

Written specifically for HR and Business students, *Introduction to Employment Law* is a clear and accessible guide to employment law and how it applies in practice. Covering everything from employment tribunals and discrimination to redundancy and termination of employment, this textbook doesn't assume any prior knowledge of the UK legal system and equips students with all the knowledge and skills that they need to take forward into the workplace. Fully revised with all the latest cases and legal developments, this new edition includes coverage of hot topics such as defining employment status in the gig economy, gender pay reporting, the General Data Protection Regulation (GDPR) and the legal implications to be considered with Britain's withdrawal from the European Union. Packed with pedagogical features to consolidate learning including chapter objectives, tasks, 'explore further' sections, key learning points and examples to work through, as well as a dedicated study skills chapter, *Introduction to Employment Law* is essential reading for all students studying the CIPD Level 5 Intermediate module in employment law as well as being a useful resource for those studying at level 3 and an accessible introduction for level 7 and those on undergraduate and postgraduate courses needing a thorough grounding in employment law. Online resources include lecture slides, case studies, multiple choice questions, annotated weblinks and an instructor's manual.

Each chapter contains exercises designed to keep students thinking about competitive advantage in a variety of scenarios, discussions and questions. Experimental exercises in which the user is asked to analyse a case study. Dozens of up-to-date cases with analysis and discussion as well as cases for additional student analysis. Policies and materials from well-known companies HR policy statements and practices, examples of commonly used forms and relevant laws and governmental regulations.

The fifth edition of *Personnel and Human Resource Management* has been fully updated to take account of issues like office IT technologies, including Internet access and the controversial nature of e-mails under the Regulatory Investigative Powers Act.

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