

Top Ten Differences between a Good Manager and a Great Manager

When problems develop in a company, it seems like there is a vicious cycle of blame that gets traded back and forth between two employee types. Basically, managers blame employees for poor performance, while employees claim that managers are standing in their way. If you are able to follow some basic guidelines, your own department will be devoid of these kinds of issues. This will make it easier for you to focus on business objectives, as well as keep your department running smoothly.

- 1. A Good Manager Gets Along With Subordinates and Other Co-Workers.** A Great Manager Actively Takes Part in the Social and Friendship Structure of the Company. Even though a manager must maintain a certain level of authority, it is also important to establish strong and beneficial emotional bonds with others in the company.
- 2. A Good Manager is respected by Co-workers.** A Great Manager Uses Personal Traits to Motivate Others in Directions That Serve Company Goals. When a manager has a good personality, those elements can be used to motivate higher levels of goal achievement amongst subordinates.
- 3. A Good Manager Creates Reasonable Goals.** A Great Manager Assigns Tasks in Such a Way That Each Employee Attains the Goal With an Increase in Confidence Levels. After a task is completed, an employee should feel like they were challenged without having been overwhelmed by unnecessary guidelines and restrictions.
- 4. A Good Manager Seeks to Create and Maintain a Positive Outlook.** A Great Manager Motivates Subordinates by Raising Expectations of Positive Outcomes. Once a task is set, goals should always include some promise of reward for the group, as well as individuals within the group.
- 5. A Good Manager Works to Help the Team Move Past Problem Points.** A Great Manager Encourages Each Subordinate to Refocus Energies Into More Productive Channels. When problems occur, tempers and frustrations can rise. During these situations, a manager should actively refocus troublesome energies into problem solving.
- 6. A Good Manager Communicates Effectively.** A Great Manager Expresses Decisions in Terms of Company Needs and the Inherent Value of Each Task. During the process of assigning tasks, a manager should explain the benefit of each task, as well as why it is important to achieve the highest level of performance possible.
- 7. A Good Manager Ensures That Orders are followed.** A Great Manager Monitors Subordinates in Order to Make Sure That Assigned Tasks are Suitable, as Well as to Form a Baseline for Change if Needed. While subordinates are working, a manager needs to use observation of activities in order to determine how to go about assigning future tasks. This is also useful when it comes to making recommendations for boosting individual worker productivity.
- 8. A Good Manager Has a Sense of His/Her Interface With Subordinates at All Levels.** A Great Manager Uses Intuitive Forces to Select Appropriate Motivational Behaviors and Outlooks. Regardless of who you are dealing with, there will always be an internal sense of expectation. It is very important to modulate your own behavior in such a way that these

instincts serve the highest good of the company.

9. A Good Manager Understands His/Her Emotional Responses Have an Impact on Productivity. A Great Manager Actively Selects a Positive and Supportive Emotional Repertoire in Order to Motivate Excellence. No one likes to be around a manager that lives to look beautiful/handsome for the boss. A great manager uses his/her emotional expression to encourage each employee to do the best job possible.

10. A Good Manager is Honest and Conscientious. A Great Manager Commands Respect Because His/Her Integrity, Leadership Style, and Courage are Clearly Recognized and Valued by Subordinates and Co-workers. Regardless of how hard it may seem at times, a manager must tell the truth and temper directness with a positive and hopeful outlook.

11. Use Task2Announce.com – Task2Announce (T2A) enables you to effectively manage individual and team tasks. “Assign a Task and Forget It” - Task2Announce sends out task notifications via email and proactively follows-up (over and over again) with the task recipient until the task is 100% complete. As tasks are updated and/or completed, T2A sends you notifications and scheduled reports. Reports give overall completion statistics for Projects (Tasks that are grouped together), Individuals (a person’s performance level), Overdue Tasks, etc.



Resources:

Gardner, William L., and Schermerhorn, Jr., John R., Unleashing Individual Potential:: Performance Gains Through Positive Organizational Behavior and Authentic Leadership, *Organizational Dynamics*, August 2004, Vol 33 Issue 3, 270-281.

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Teal, Thomas, The Human Side of Management, *Harvard Business Review*, Nov/Dec 1996, Reprint 96610, 1 - 12.