

- Online diagnostic test pinpoints exactly what you need to stud
  Comprehensive review with test-taking tips
- Comprehensive review with test-taking tips
  2 full-length practice tests with detailed answer explanations
- Powerful online tools-designed to boost your score

 $\Omega_{0}^{2p}$  is a negative trademark of the follow bard which was not included in the production of and form with orders, this product



### DOWNLOAD EBOOK : CLEP® PRINCIPLES OF MANAGEMENT BOOK + ONLINE (CLEP TEST PREPARATION) BY DR. JOHN R OGILVIE PH.D. PDF





# EARN COLLEGE CREDIT WITH CLEP"

- · Online diagnostic test pinpoints exactly what you need to study
- · Comprehensive review with test-taking tips
- · 2 full-length practice tests with detailed answer explanations
- · Powerful online tools-designed to boost your score

 $0.5^{10}$  is a sequenced to denote all the following which was not conduct to the production of and form reduction of a product.



Click link bellow and free register to download ebook: CLEP® PRINCIPLES OF MANAGEMENT BOOK + ONLINE (CLEP TEST PREPARATION) BY DR. JOHN R OGILVIE PH.D.

DOWNLOAD FROM OUR ONLINE LIBRARY

Occasionally, checking out *CLEP*® *Principles Of Management Book* + *Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D.* is very boring and also it will take long period of time beginning with getting guide and also begin reviewing. Nonetheless, in contemporary period, you could take the establishing modern technology by using the web. By internet, you can visit this page and also begin to hunt for guide CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. that is needed. Wondering this CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. is the one that you need, you can go with downloading. Have you comprehended ways to get it?

From the Back Cover CLEP PRINCIPLES OF MANAGEMENT

Everything you need to pass the CLEP Principles of Management exam and get the college credits you deserve.

CLEP is the most popular credit-by-examination program in the country, accepted by more than 2,900 colleges and universities. For over 15 years, REA has helped students pass the CLEP and earn college credit while reducing their tuition costs.

DIAGNOSTIC EXAM TO FOCUS YOUR STUDY

Our online diagnostic exam pinpoints where you're strongest and where you need to focus your study. Armed with this information, you can personalize your prep and review where you need it the most.

MOST COMPLETE SUBJECT REVIEW

Our targeted review covers all the material you'll be expected to know for the CLEP Principles of Management exam and includes a glossary of must-know terms.

TWO FULL-LENGTH PRACTICE EXAMS

The online REA Study Center gives you two full-length practice tests and the most powerful scoring analysis and diagnostic tools available today. Instant score reports help you zero in on the topics that give you trouble now and show you how to arrive at the correct answer—so you'll be prepared on test day.

Access the REA Study Center at: www.REA.com/StudyCenter

- ?
- ?
- ?
- ?
- . ?

About the Author

Dr. John Ogilvie is Professor of Management at the University of Hartford's Barney School of Business, West Hartford, CT. He received his Ph.D. in Industrial/Organizational Psychology from Michigan State University and has taught courses in Human Resource Management, Organizational Behavior, and Bargaining and Negotiations at the University of Hartford since 1988. His current research explores topics related to organizational commitment, emotional intelligence, and HR roles. He has also co-authored a student workbook on Strategic Assessment of Human Resource Management.

#### Excerpt. © Reprinted by permission. All rights reserved. PASSING THE CLEP PRINCIPLE S OF MANAGEMENT EXAM

Congratulations! You're joining the millions of people who have discovered the value and educational advantage offered by the College Board's College-Level Examination Program, or CLEP. This test prep covers everything you need to know about the CLEP Principles of Management exam, and will help you earn the college credit you deserve while reducing your tuition costs.

#### GETTING STARTED

There are many different ways to prepare for a CLEP exam. What's best for you depends on how much time you have to study and how comfortable you are with the subject matter. To score your highest, you need a system that can be customized to fit you: your schedule, your learning style, and your current level of knowledge.

This book, and the online tools that come with it, allow you to create a personalized study plan through three simple steps: assessment of your knowledge, targeted review of exam content, and reinforcement in the areas where you need the most help.

Let's get started and see how this system works.

#### Test Yourself & Get Feedback

Score reports from your online diagnostic and practice tests give you a fast way to pinpoint what you already know and where you need to spend more time studying.

Review with the Book

Study the topics tested on the CLEP exam. Targeted review chapters cover everything you need to know. Improve Your Score

Armed with your score reports, you can personalize your study plan. Review the parts of the book where you're weakest and study the answer explanations for the test questions you answered incorrectly.

#### THE REA STUDY CENTER

The best way to personalize your study plan and focus on your weaknesses is to get feedback on what you know and what you don't know. At the online REA Study Center, you can access two types of assessment: a diagnostic exam and full-length practice exams. Each of these tools provides true-to-format questions and delivers a detailed score report that follows the topics set by the College Board.

Diagnostic Exam

Before you begin your review with the book, take the online diagnostic exam. Use your score report to help evaluate your overall understanding of the subject, so you can focus your study on the topics where you need the most review.

#### Full-Length Practice Exams

These practice tests give you the most complete picture of your strengths and weaknesses. After you've finished reviewing with the book, test what you've learned by taking the first of the two online practice exams. Review your score report, then go back and study any topics you missed. Take the second practice test to ensure you have mastered the material and are ready for test day.

If you're studying and don't have Internet access, you can take the printed tests in the book. These are the same practice tests offered at the REA Study Center, but without the added benefits of timed testing conditions and diagnostic score reports. Because the actual exam is computer-based, we recommend you take at least one practice test online to simulate test-day conditions.

#### AN OVERVIEW OF THE EXAM

The CLEP Principles of Management exam consists of 100 multiple-choice questions, each with five possible answer choices, to be answered in 90 minutes. The exam covers the material one would find in a college-level management and organization survey course. The exam requires knowledge of human resources as well as operational and functional aspects of management.

The approximate breakdown of topics is as follows:

15-25% Organization and human resources

10-20% Operational aspects of management

45-55% Functional aspects of management

10-20% International management and contemporary issues

ALL ABOUT THE CLEP PROGRAM

#### What is the CLEP?

CLEP is the most widely accepted credit-by-examination program in North America. CLEP exams are available in 33 subjects and test the material commonly required in an introductory-level college course. Examinees can earn from three to twelve credits at more than 2,900 colleges and universities in the U.S. and Canada. For a complete list of the CLEP subject examinations offered, visit the College Board website: www.collegeboard.org/clep.

Who takes CLEP exams?

CLEP exams are typically taken by people who have acquired knowledge outside the classroom and who wish to bypass certain college courses and earn college credit. The CLEP program is designed to reward examinees for learning—no matter where or how that knowledge was acquired.

Although most CLEP examinees are adults returning to college, many graduating high school seniors, enrolled college students, military personnel, veterans, and international students take CLEP exams to earn college credit or to demonstrate their ability to perform at the college level. There are no prerequisites, such as age or educational status, for taking CLEP examinations. However, because policies on granting credits vary among colleges, you should contact the particular institution from which you wish to receive CLEP credit.

Who administers the exam?

CLEP exams are developed by the College Board, administered by Educational Testing Service (ETS), and involve the assistance of educators from throughout the United States. The test development process is designed and implemented to ensure that the content and difficulty level of the test are appropriate.

When and where is the exam given?

CLEP exams are administered year-round at more than 1,200 test centers in the United States and can be arranged for candidates abroad on request. To find the test center nearest you and to register for the exam, contact the CLEP Program:

CLEP Services P.O. Box 6600 Princeton, NJ 08541-6600 Phone: (800) 257-9558 (8 a.m. to 6 p.m. ET) Fax: (609) 771-7088 Website: www.collegeboard.org/clep OPTIONS FOR MILITARY PERSONNEL AND VETERANS

CLEP exams are available free of charge to eligible military personnel and eligible civilian employees. All the CLEP exams are available at test centers on college campuses and military bases. Contact your Educational Services Officer or Navy College Education Specialist for more information. Visit the DANTES or College Board websites for details about CLEP opportunities for military personnel.

Eligible U.S. veterans can claim reimbursement for CLEP exams and administration fees pursuant to provisions of the Veterans Benefits Improvement Act of 2004. For details on eligibility and submitting a claim for reimbursement, visit the U.S. Department of Veterans Affairs website at www.gibill.va.gov.

CLEP can be used in conjunction with the Post-9/11 GI Bill, which applies to veterans returning from the Iraq and Afghanistan theaters of operation. Because the GI Bill provides tuition for up to 36 months, earning college credits with CLEP exams expedites academic progress and degree completion within the funded timeframe.

#### SSD ACCOMMODATIONS FOR CANDIDATES WITH DISABILITIES

Many test candidates qualify for extra time to take the CLEP exams, but you must make these arrangements in advance. For information, contact:

College Board Services for Students with Disabilities P.O. Box 6226 Princeton, NJ 08541-6226 Phone: (609) 771-7137 (Monday through Friday, 8 a.m. to 6 p.m. ET) TTY: (609) 882-4118 Fax: (609) 771-7944 E-mail: ssd@info.collegeboard.org

Download: CLEP® PRINCIPLES OF MANAGEMENT BOOK + ONLINE (CLEP TEST PREPARATION) BY DR. JOHN R OGILVIE PH.D. PDF

Why should await some days to get or get guide **CLEP® Principles Of Management Book** + **Online** (**CLEP Test Preparation**) **By Dr. John R Ogilvie Ph.D.** that you get? Why must you take it if you could get CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. the much faster one? You can discover the exact same book that you order right here. This is it guide CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. that you could receive straight after buying. This CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. that you could receive straight after buying. This CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. is popular book worldwide, certainly many individuals will attempt to possess it. Why don't you come to be the very first? Still confused with the method?

For everybody, if you wish to start joining with others to review a book, this *CLEP® Principles Of Management Book* + *Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D.* is much suggested. As well as you have to obtain the book CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. here, in the web link download that we provide. Why should be here? If you really want other type of books, you will certainly consistently find them as well as CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. here, in the web link download that we provide. Why should be here? If you really want other type of books, you will certainly consistently find them as well as CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. Economics, national politics, social, scientific researches, faiths, Fictions, and also much more books are provided. These readily available publications remain in the soft documents.

Why should soft file? As this CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D., lots of people also will need to buy guide earlier. Yet, occasionally it's so far method to obtain the book CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D., even in various other country or city. So, to alleviate you in finding the books CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D., even in various other country or city. So, to alleviate you in finding the books CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. that will certainly support you, we assist you by offering the lists. It's not only the listing. We will certainly give the advised book <u>CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D.</u> web link that can be downloaded and install directly. So, it will not require more times and even days to position it and other books.

Earn College Credit with REA's Test Prep for CLEP® Principles of Management

Everything you need to pass the exam and get the college credit you deserve.

CLEP® is the most popular credit-by-examination program in the country, accepted by more than 2,900 colleges and universities. For over 15 years, REA has helped students pass the CLEP® exam and earn college credit while reducing their tuition costs.

Our CLEP® test preps are perfect for adults returning to college (or attending for the first time), military service members, high-school graduates looking to earn college credit, or home-schooled students with knowledge that can translate into college credit.

There are many different ways to prepare for the CLEP® exam. What's best for you depends on how much time you have to study and how comfortable you are with the subject matter. Our test prep for CLEP® Principles of Management and the free online tools that come with it, will allow you to create a personalized CLEP® study plan that can be customized to fit you: your schedule, your learning style, and your current level of knowledge.

Here's how it works:

Diagnostic exam at the REA Study Center focuses your study

Our online diagnostic exam pinpoints your strengths and shows you exactly where you need to focus your study. Armed with this information, you can personalize your prep and review where you need it the most.

Most complete subject review for CLEP® Principles of Management Our targeted review covers all the material you'll be expected to know for the exam and includes a glossary of must-know terms.

#### Two full-length practice exams

The online REA Study Center gives you two full-length practice tests and the most powerful scoring analysis and diagnostic tools available today. Instant score reports help you zero in on the CLEP® Principles of Management topics that give you trouble now and show you how to arrive at the correct answer-so you'll be prepared on test day.

REA is the acknowledged leader in CLEP® preparation, with the most extensive library of CLEP® titles available. Our test preps for CLEP® exams help you earn valuable college credit, save on tuition, and get a head start on your college degree.

- Sales Rank: #98040 in Books
- Brand: Brand: Research Education Association
- Published on: 2012-12-17
- Released on: 2012-11-19
- Original language: English
- Number of items: 1
- Dimensions: 9.90" h x 1.10" w x 6.70" l, 1.05 pounds
- Binding: Paperback
- 400 pages

Features

• Used Book in Good Condition

From the Back Cover CLEP PRINCIPLES OF MANAGEMENT

Everything you need to pass the CLEP Principles of Management exam and get the college credits you deserve.

CLEP is the most popular credit-by-examination program in the country, accepted by more than 2,900 colleges and universities. For over 15 years, REA has helped students pass the CLEP and earn college credit while reducing their tuition costs.

DIAGNOSTIC EXAM TO FOCUS YOUR STUDY

Our online diagnostic exam pinpoints where you're strongest and where you need to focus your study. Armed with this information, you can personalize your prep and review where you need it the most.

#### MOST COMPLETE SUBJECT REVIEW

Our targeted review covers all the material you'll be expected to know for the CLEP Principles of Management exam and includes a glossary of must-know terms.

#### TWO FULL-LENGTH PRACTICE EXAMS

The online REA Study Center gives you two full-length practice tests and the most powerful scoring analysis and diagnostic tools available today. Instant score reports help you zero in on the topics that give you trouble now and show you how to arrive at the correct answer—so you'll be prepared on test day.

Access the REA Study Center at: www.REA.com/StudyCenter

- ? ? ?
- ?
- ?
- ?

About the Author

Dr. John Ogilvie is Professor of Management at the University of Hartford's Barney School of Business, West Hartford, CT. He received his Ph.D. in Industrial/Organizational Psychology from Michigan State University and has taught courses in Human Resource Management, Organizational Behavior, and Bargaining and Negotiations at the University of Hartford since 1988. His current research explores topics related to organizational commitment, emotional intelligence, and HR roles. He has also co-authored a student workbook on Strategic Assessment of Human Resource Management.

Excerpt. © Reprinted by permission. All rights reserved. PASSING THE CLEP PRINCIPLE S OF MANAGEMENT EXAM Congratulations! You're joining the millions of people who have discovered the value and educational advantage offered by the College Board's College-Level Examination Program, or CLEP. This test prep covers everything you need to know about the CLEP Principles of Management exam, and will help you earn the college credit you deserve while reducing your tuition costs.

#### GETTING STARTED

There are many different ways to prepare for a CLEP exam. What's best for you depends on how much time you have to study and how comfortable you are with the subject matter. To score your highest, you need a system that can be customized to fit you: your schedule, your learning style, and your current level of knowledge.

This book, and the online tools that come with it, allow you to create a personalized study plan through three simple steps: assessment of your knowledge, targeted review of exam content, and reinforcement in the areas where you need the most help.

Let's get started and see how this system works.

#### Test Yourself & Get Feedback

Score reports from your online diagnostic and practice tests give you a fast way to pinpoint what you already know and where you need to spend more time studying.

Review with the Book

Study the topics tested on the CLEP exam. Targeted review chapters cover everything you need to know.

### Improve Your Score

Armed with your score reports, you can personalize your study plan. Review the parts of the book where you're weakest and study the answer explanations for the test questions you answered incorrectly.

#### THE REA STUDY CENTER

The best way to personalize your study plan and focus on your weaknesses is to get feedback on what you know and what you don't know. At the online REA Study Center, you can access two types of assessment: a diagnostic exam and full-length practice exams. Each of these tools provides true-to-format questions and delivers a detailed score report that follows the topics set by the College Board.

#### Diagnostic Exam

Before you begin your review with the book, take the online diagnostic exam. Use your score report to help evaluate your overall understanding of the subject, so you can focus your study on the topics where you need the most review.

#### Full-Length Practice Exams

These practice tests give you the most complete picture of your strengths and weaknesses. After you've finished reviewing with the book, test what you've learned by taking the first of the two online practice exams. Review your score report, then go back and study any topics you missed. Take the second practice test to ensure you have mastered the material and are ready for test day.

If you're studying and don't have Internet access, you can take the printed tests in the book. These are the same practice tests offered at the REA Study Center, but without the added benefits of timed testing conditions and diagnostic score reports. Because the actual exam is computer-based, we recommend you take at least one practice test online to simulate test-day conditions.

#### AN OVERVIEW OF THE EXAM

The CLEP Principles of Management exam consists of 100 multiple-choice questions, each with five possible answer choices, to be answered in 90 minutes. The exam covers the material one would find in a college-level management and organization survey course. The exam requires knowledge of human resources as well as operational and functional aspects of management.

The approximate breakdown of topics is as follows:

- 15-25% Organization and human resources
- 10-20% Operational aspects of management
- 45-55% Functional aspects of management

#### 10-20% International management and contemporary issues

#### ALL ABOUT THE CLEP PROGRAM

What is the CLEP?

CLEP is the most widely accepted credit-by-examination program in North America. CLEP exams are available in 33 subjects and test the material commonly required in an introductory-level college course. Examinees can earn from three to twelve credits at more than 2,900 colleges and universities in the U.S. and Canada. For a complete list of the CLEP subject examinations offered, visit the College Board website: www.collegeboard.org/clep.

#### Who takes CLEP exams?

CLEP exams are typically taken by people who have acquired knowledge outside the classroom and who wish to bypass certain college courses and earn college credit. The CLEP program is designed to reward examinees for learning—no matter where or how that knowledge was acquired.

Although most CLEP examinees are adults returning to college, many graduating high school seniors, enrolled college students, military personnel, veterans, and international students take CLEP exams to earn college credit or to demonstrate their ability to perform at the college level. There are no prerequisites, such as age or educational status, for taking CLEP examinations. However, because policies on granting credits vary among colleges, you should contact the particular institution from which you wish to receive CLEP credit.

Who administers the exam?

CLEP exams are developed by the College Board, administered by Educational Testing Service (ETS), and involve the assistance of educators from throughout the United States. The test development process is designed and implemented to ensure that the content and difficulty level of the test are appropriate.

When and where is the exam given?

CLEP exams are administered year-round at more than 1,200 test centers in the United States and can be arranged for candidates abroad on request. To find the test center nearest you and to register for the exam, contact the CLEP Program:

CLEP Services P.O. Box 6600 Princeton, NJ 08541-6600 Phone: (800) 257-9558 (8 a.m. to 6 p.m. ET) Fax: (609) 771-7088 Website: www.collegeboard.org/clep

#### OPTIONS FOR MILITARY PERSONNEL AND VETERANS

CLEP exams are available free of charge to eligible military personnel and eligible civilian employees. All the CLEP exams are available at test centers on college campuses and military bases. Contact your Educational Services Officer or Navy College Education Specialist for more information. Visit the DANTES or College Board websites for details about CLEP opportunities for military personnel.

Eligible U.S. veterans can claim reimbursement for CLEP exams and administration fees pursuant to provisions of the Veterans Benefits Improvement Act of 2004. For details on eligibility and submitting a claim for reimbursement, visit the U.S. Department of Veterans Affairs website at www.gibill.va.gov.

CLEP can be used in conjunction with the Post-9/11 GI Bill, which applies to veterans returning from the Iraq and Afghanistan theaters of operation. Because the GI Bill provides tuition for up to 36 months, earning college credits with CLEP exams expedites academic progress and degree completion within the funded timeframe.

#### SSD ACCOMMODATIONS FOR CANDIDATES WITH DISABILITIES

Many test candidates qualify for extra time to take the CLEP exams, but you must make these arrangements in advance. For information, contact:

College Board Services for Students with Disabilities P.O. Box 6226 Princeton, NJ 08541-6226 Phone: (609) 771-7137 (Monday through Friday, 8 a.m. to 6 p.m. ET) TTY: (609) 882-4118 Fax: (609) 771-7944 E-mail: ssd@info.collegeboard.org

Most helpful customer reviews

2 of 2 people found the following review helpful. Great guide for the CLEP By Stacy B.

Great guide for the CLEP. The practice tests were harder than the real one. Everything was well explained in a logical order. I was getting 65-70% correct on the practice tests and got a CLEP score of 75 (out of the scaled 80)

3 of 3 people found the following review helpful.

This book was GREAT and the testing system helped me to prepare well for the exam. I scored a 66 with this book as my main sourc

By Tekniq

This book was GREAT and the testing system helped me to prepare well for the exam. I scored a 66 with this book as my main source. It explains well the material that will be covered on the test. It is actually my favorite CLEP book and subject. These are important basic concepts you need to know to understand business well.

I still didn't know about 20 questions on the test, but the material covered in this book was enough for me to do well enough on the test.

2 of 2 people found the following review helpful.

Too much info

By Alexandria904

I did several methods of preparing for my CLEP exam and I passed. This book was pretty good being that it had tons of information in it. However, it also had a lot of unnecessary information that was not even on the exam. I overstudied with this book in particular and I spent way too much time on some of this information that was not necessary.

See all 27 customer reviews...

Accumulate the book **CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D.** start from now. However the new way is by collecting the soft file of guide CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. Taking the soft data can be saved or kept in computer or in your laptop computer. So, it can be greater than a book CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. that you have. The simplest way to expose is that you can also save the soft file of CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. in your suitable as well as offered gizmo. This problem will suppose you too often read CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. in the downtimes more than chatting or gossiping. It will not make you have bad habit, however it will lead you to have far better habit to read book CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D..

From the Back Cover CLEP PRINCIPLES OF MANAGEMENT

Everything you need to pass the CLEP Principles of Management exam and get the college credits you deserve.

CLEP is the most popular credit-by-examination program in the country, accepted by more than 2,900 colleges and universities. For over 15 years, REA has helped students pass the CLEP and earn college credit while reducing their tuition costs.

#### DIAGNOSTIC EXAM TO FOCUS YOUR STUDY

Our online diagnostic exam pinpoints where you're strongest and where you need to focus your study. Armed with this information, you can personalize your prep and review where you need it the most.

#### MOST COMPLETE SUBJECT REVIEW

Our targeted review covers all the material you'll be expected to know for the CLEP Principles of Management exam and includes a glossary of must-know terms.

#### TWO FULL-LENGTH PRACTICE EXAMS

The online REA Study Center gives you two full-length practice tests and the most powerful scoring analysis and diagnostic tools available today. Instant score reports help you zero in on the topics that give you trouble now and show you how to arrive at the correct answer—so you'll be prepared on test day.

Access the REA Study Center at: www.REA.com/StudyCenter

- ?
- ?
- ?
- ?
- ?

### About the Author

Dr. John Ogilvie is Professor of Management at the University of Hartford's Barney School of Business,

West Hartford, CT. He received his Ph.D. in Industrial/Organizational Psychology from Michigan State University and has taught courses in Human Resource Management, Organizational Behavior, and Bargaining and Negotiations at the University of Hartford since 1988. His current research explores topics related to organizational commitment, emotional intelligence, and HR roles. He has also co-authored a student workbook on Strategic Assessment of Human Resource Management.

Excerpt. © Reprinted by permission. All rights reserved. PASSING THE CLEP PRINCIPLE S OF MANAGEMENT EXAM

Congratulations! You're joining the millions of people who have discovered the value and educational advantage offered by the College Board's College-Level Examination Program, or CLEP. This test prep covers everything you need to know about the CLEP Principles of Management exam, and will help you earn the college credit you deserve while reducing your tuition costs.

#### GETTING STARTED

There are many different ways to prepare for a CLEP exam. What's best for you depends on how much time you have to study and how comfortable you are with the subject matter. To score your highest, you need a system that can be customized to fit you: your schedule, your learning style, and your current level of knowledge.

This book, and the online tools that come with it, allow you to create a personalized study plan through three simple steps: assessment of your knowledge, targeted review of exam content, and reinforcement in the areas where you need the most help.

Let's get started and see how this system works.

Test Yourself & Get Feedback

Score reports from your online diagnostic and practice tests give you a fast way to pinpoint what you already know and where you need to spend more time studying.

Review with the Book

Study the topics tested on the CLEP exam. Targeted review chapters cover everything you need to know. Improve Your Score

Armed with your score reports, you can personalize your study plan. Review the parts of the book where you're weakest and study the answer explanations for the test questions you answered incorrectly.

#### THE REA STUDY CENTER

The best way to personalize your study plan and focus on your weaknesses is to get feedback on what you know and what you don't know. At the online REA Study Center, you can access two types of assessment: a diagnostic exam and full-length practice exams. Each of these tools provides true-to-format questions and delivers a detailed score report that follows the topics set by the College Board.

Diagnostic Exam

Before you begin your review with the book, take the online diagnostic exam. Use your score report to help evaluate your overall understanding of the subject, so you can focus your study on the topics where you need the most review.

Full-Length Practice Exams

These practice tests give you the most complete picture of your strengths and weaknesses. After you've finished reviewing with the book, test what you've learned by taking the first of the two online practice exams. Review your score report, then go back and study any topics you missed. Take the second practice test to ensure you have mastered the material and are ready for test day.

If you're studying and don't have Internet access, you can take the printed tests in the book. These are the same practice tests offered at the REA Study Center, but without the added benefits of timed testing conditions and diagnostic score reports. Because the actual exam is computer-based, we recommend you take at least one practice test online to simulate test-day conditions.

AN OVERVIEW OF THE EXAM

The CLEP Principles of Management exam consists of 100 multiple-choice questions, each with five possible answer choices, to be answered in 90 minutes. The exam covers the material one would find in a college-level management and organization survey course. The exam requires knowledge of human resources as well as operational and functional aspects of management.

The approximate breakdown of topics is as follows:

15-25% Organization and human resources

10-20% Operational aspects of management

45-55% Functional aspects of management

10-20% International management and contemporary issues

ALL ABOUT THE CLEP PROGRAM

What is the CLEP?

CLEP is the most widely accepted credit-by-examination program in North America. CLEP exams are available in 33 subjects and test the material commonly required in an introductory-level college course. Examinees can earn from three to twelve credits at more than 2,900 colleges and universities in the U.S. and Canada. For a complete list of the CLEP subject examinations offered, visit the College Board website: www.collegeboard.org/clep.

Who takes CLEP exams?

CLEP exams are typically taken by people who have acquired knowledge outside the classroom and who wish to bypass certain college courses and earn college credit. The CLEP program is designed to reward examinees for learning—no matter where or how that knowledge was acquired.

Although most CLEP examinees are adults returning to college, many graduating high school seniors, enrolled college students, military personnel, veterans, and international students take CLEP exams to earn college credit or to demonstrate their ability to perform at the college level. There are no prerequisites, such as age or educational status, for taking CLEP examinations. However, because policies on granting credits vary among colleges, you should contact the particular institution from which you wish to receive CLEP credit.

Who administers the exam?

CLEP exams are developed by the College Board, administered by Educational Testing Service (ETS), and involve the assistance of educators from throughout the United States. The test development process is designed and implemented to ensure that the content and difficulty level of the test are appropriate.

When and where is the exam given?

CLEP exams are administered year-round at more than 1,200 test centers in the United States and can be arranged for candidates abroad on request. To find the test center nearest you and to register for the exam, contact the CLEP Program:

CLEP Services P.O. Box 6600 Princeton, NJ 08541-6600 Phone: (800) 257-9558 (8 a.m. to 6 p.m. ET) Fax: (609) 771-7088 Website: www.collegeboard.org/clep

#### OPTIONS FOR MILITARY PERSONNEL AND VETERANS

CLEP exams are available free of charge to eligible military personnel and eligible civilian employees. All the CLEP exams are available at test centers on college campuses and military bases. Contact your Educational Services Officer or Navy College Education Specialist for more information. Visit the DANTES or College Board websites for details about CLEP opportunities for military personnel.

Eligible U.S. veterans can claim reimbursement for CLEP exams and administration fees pursuant to provisions of the Veterans Benefits Improvement Act of 2004. For details on eligibility and submitting a claim for reimbursement, visit the U.S. Department of Veterans Affairs website at www.gibill.va.gov.

CLEP can be used in conjunction with the Post-9/11 GI Bill, which applies to veterans returning from the Iraq and Afghanistan theaters of operation. Because the GI Bill provides tuition for up to 36 months, earning college credits with CLEP exams expedites academic progress and degree completion within the funded timeframe.

#### SSD ACCOMMODATIONS FOR CANDIDATES WITH DISABILITIES

Many test candidates qualify for extra time to take the CLEP exams, but you must make these arrangements in advance. For information, contact:

College Board Services for Students with Disabilities P.O. Box 6226 Princeton, NJ 08541-6226 Phone: (609) 771-7137 (Monday through Friday, 8 a.m. to 6 p.m. ET) TTY: (609) 882-4118 Fax: (609) 771-7944 E-mail: ssd@info.collegeboard.org

Occasionally, checking out *CLEP*® *Principles Of Management Book* + *Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D.* is very boring and also it will take long period of time beginning with getting guide and also begin reviewing. Nonetheless, in contemporary period, you could take the establishing modern technology by using the web. By internet, you can visit this page and also begin to hunt for guide CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. that is needed. Wondering this CLEP® Principles Of Management Book + Online (CLEP Test Preparation) By Dr. John R Ogilvie Ph.D. is the one that you need, you can go with downloading. Have you comprehended ways to get it?