

PUBLICATIONS

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Boyett & Associates

20 BOOKS

- 2014 *The Guru Guide to Time Management*
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Co-author: Jimmie T. Boyett
- 2013 *The Science of Leadership: Findings from a Quarter Century of Peer-Reviewed Research*
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- 2011 *Getting Things Done in Washington*
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- 2008 *Won't Get Fooled Again*
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- 2004 *The Skill-Based Pay Design Manual*
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Co-author: Jimmie T. Boyett
- 2004 *The Gainsharing Design Manual*
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- 2003 *The Guru Guide™ to Money Management*
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Co-author: Jimmie T. Boyett
- 2002 *The Guru Guide to Marketing*
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- 2001 *The Guru Guide to the Knowledge Economy*
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- 1993 *The Quality Journey:*
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- 1991 *Workplace 2000: The Revolution Reshaping American Business*
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- 1974 *Handbook for Georgia Mayors and Councilmen*
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- 1970 *Guidebook to Georgia County Government*

Institute of Government, University of Georgia
Co-author: Paul Hirsch, et. al.

MONOGRAPHS, MANUALS and CASE STUDIES

- 2001 *HR in the New Economy*
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- 1999 *Human Resources Most Effective Practices across Best Companies*
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- 1992 *A.T. Kearney's Approach to Total Quality Management*
A.T. Kearney, Inc
Five Volumes containing the following monographs/manuals
- History of Quality*
 - Why TQM is Needed*
 - The Meaning of TQM*
 - Implementing TQM - The 12 Steps*
 - Alternative Approaches to TQM*
 - Common & Best TQM Practices*
 - Success Factors & Pitfalls to Avoid in Implementing TQM*
 - The Malcolm Baldrige Award*
 - ISO 9000*
 - The European Quality Award*
 - The Quality Audit*
 - Implementing Quality Improvement Teams*
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 - Top Management Roles*
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 - Organizing for TQM*
 - The TQM Workplace*
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 - Quality Measurement*
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- 1991 *ISO 9000: Overview of U.S. ANSI/ASQC Q90 Through Q94 Standards*
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- 1984 *A Process for Developing Performance Measures*
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Also published as:
Total Quality Excellence: Goals and Measures
Ford Motor Company, 1985
- 1975 *Model Manual of Policies and Procedures for Consumer Protection Divisions
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- 1975 *Exchange of Personnel Among Attorney Generals' Offices*
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- 1974 *Planning in the Office of Attorney General*
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- 1974 *Evaluating the Performance of Attorneys in the Office of Attorney General*
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- 1974 *Recruitment and Selection of Attorneys in the Office of Attorney General*
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Principal Researcher and/or Contributing Author

- 2003 *Heads Count: An Anthology for the Competitive Enterprise*
Row Henson, Editor
PeopleSoft, Inc., Pleasanton, CA
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Co-author: Jimmie T. Boyett
- 1997 *Organizational Transformation Through Business Process Reengineering:
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- 1971 *Governmental Data Book of Georgia Municipalities*
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- 1998, Mar/April "Twenty-First Century Workplace Trends"
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Entrepreneur, pp. 20-21
- 1991, Feb. "Iron Hand or Kid Gloves?" - Theory X and Theory Y
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- 1991, Jan. "Review Board" - modern methods of performance appraisal
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- 1990, Dec. "Time to Review" - more problems with performance appraisals
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- 1990, Nov. "Do You Rate?" - problems with performance appraisals
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- 1990, Oct. "The Big 10" - keys to business success
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- 1990, June "How to Increase Corporate Creativity"
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- 1990, May "Thank-You Notes" - recognition and reinforcement
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- 1990, April "Thank Goodness" - reinforcing good performance
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- 1990, Feb. "Taking Care of Business" - assessing business practices
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- 1990, Jan. "After the Flack...Win Them Back" - handling customer complaints
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- 1989, Dec. "Sizing Up Your Shopper" - assessing customer needs and expectations
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- 1989, Nov. "Developing Your Mission Statement"
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- 1989, Sept. "Go With The Flow" - overcoming resistance to change
Entrepreneur, pp. 16-23.
- 1989, Aug. "Paying for Performance" - incentive compensation systems
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- 1989, June "How Does Your Staff Measure Up?" - myths about measurement
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