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Management Tips

MANAGE

Make Good Decisions – Look at all aspects before forming a response.

Anticipate – Must factor in that issues will occur.

Notice – Be aware of other projects/tasks which might affect your team's objective.

Answer – It is always prudent to return voicemail and e-mail out of professional courtesy.

Give – Always be generous with your time – especially to explain key items.

Evaluate – Be very fluid and don't play favorites when evaluating direct reports.