## **Sample of Carter McNamara's Online Articles**

The following is a sample of the many articles that Carter McNamara has written in a broad range of categories. To find any of the following articles, put the article's title and the name "Carter McNamara" in your browser and search on the Internet.

Suggestions to Enhance Working Relationship Between Board Chair and CEO	Boards/CEO Supervision
Roles and Responsibilities of Chief Executive Officer of a Corporation	Chief Executive Officer
General Framework of a Coaching Program	Coaching and Interpersonal
What is Coaching? How Does it Compare to Other Fields or Professions?	Coaching and Interpersonal
How to Learn Basics About a Culture	Coaching and Interpersonal
Basic Guidelines to Culturally-Specific Interactions	Coaching and Interpersonal
How to Put Yourself "in Their Shoes" – Skills in Empathy	Coaching and Interpersonal
Understand Your Biases and How They Affect Others	Coaching and Interpersonal
To Manage a Conflict with Another Person	Coaching and Interpersonal
Ways People Deal With Conflict	Coaching and Interpersonal
Key Managerial Actions / Structures to Minimize Conflicts	Coaching and Interpersonal
Types of Managerial Actions That Cause Workplace Conflicts	Coaching and Interpersonal
Clarifying Confusion About Conflict	Coaching and Interpersonal
Critical Ingredients for Building and Maintaining Trust	Coaching and Interpersonal
Traits of Destructive and Traits of Useful Questions	Coaching and Interpersonal
How to Do Public Speaking and Presentations	Coaching and Interpersonal
How to Make Sure Your Employees Really Listen to You	Coaching and Interpersonal
How to Really Listen to Others	Coaching and Interpersonal
Non-Verbal Communications Interpreting Other's Body Language	Coaching and Interpersonal

How to Share Useful – and Respectful – Feedback	Coaching and Interpersonal
Complete Guide to Ethics Management: An Ethics Toolkit for Managers	Ethics
Checklist for Program Evaluation Planning	Evaluation/Program Evaluation
Basic Guide to Program Evaluation (Including Outcomes Evaluation)	Evaluation/Program Evaluation
Framework for a Basic Outcomes-Based Evaluation Plan	Evaluation/Program Evaluation
Basic Guide to Outcomes-Based Evaluation for Nonprofits with Very Limited Resources	Evaluation/Program Evaluation
Guidelines and Framework for Designing Basic Logic Model	Evaluation/Program Evaluation
How to Help Group Members Get Unstuck	Facilitation/Conflict
Guidelines to Successful Group Decision-Making and Problem Solving	Facilitation/Group Decisions
How To Increase Attendance and Participation in Committees	Facilitation/Group Development
Guidelines to Conduct Discussion Groups	Facilitation/Group Development
Some Types of Teams You Could Use	Facilitation/Group Development
Life Stages of a Team	Facilitation/Group Development
How to Manage Group Conflict	Facilitation/Group Participation
How to Build Highly Effective Teams	Facilitation/Group Participation
Basic Overview of U.S. Nonprofit Financial Management	Finances
Insurance Against Liabilities	Finances
Basics of Financial Management in U.S. Small For-Profit Businesses	Finances
Understanding All Aspects of Leadership - 20 Different Perspectives on Leadership	Leadership
Guidelines to Understand Literature About Leadership	Leadership
How to Talk About Management and Leadership in Diverse Environments	Leadership
Cultural Diversity Has a Huge Affect on Perceptions of Leadership	Leadership
Typical Experience of a First-Time Supervision	Leadership and Management

Thoughts About Improving Management Training and Development Programs	Leadership and Management
Caution About Using Competencies in Management Development	Leadership and Management
Historical and Contemporary Theories of Management	Leadership and Management
Basics, Terms and Definitions (and Misconceptions) About Management	Leadership and Management
New Paradigm in Management	Leadership and Management
Nonprofit-Specific Management Skills	Leadership and Management
Major Methods of Advertising (Repeatedly Getting Message Out)	Marketing
Some Major Sources of Market Research Information	Marketing
Basic Methods to Get Information and Feedback from Customers	Marketing
Critical Role of Market Research	Marketing
What is a Competitor Analysis? Competitive Intelligence?	Marketing
Basic Guidelines for Naming and Branding	Marketing
Primary Dimensions of Organizational Sustainability	Organizational Development
Basics in Internal Organizational Communications	Organizational Development
Clearing Up Terms and Language About Organizational Change and Development	Organizational Development
Basic Context for Organizational Change	Organizational Development
Thinking About Organizations as Systems	Organizations
Key Roles in Nonprofits	Organizations
What is a "Nonprofit"? Some Basics	Organizations
Emerging Nature and New Organizational Structures	Organizations
Organizations as Systems (of Systems of Systems)	Organizations
Basic Definition of Organization	Organizations
Organizational Culture and Changing Culture	Organizations

Key Concepts in the Design of an Organization	Organizations
Performance Measurement: One Sample Framework for Selecting Measurements	Performance Management
Performance Measurement: Guidelines, Myths and Examples	Performance Management
Performance Management During Rapid Change	Performance Management
Performance Management: Benefits and Concerns	Performance Management
Performance Management: Development Plan	Performance Management
Performance Management: Performance Appraisal	Performance Management
Performance Management: Performance Plan	Performance Management
Performance Management: Brief Overview of Key Terms	Performance Management
Performance Management: Overall Goal and Basic Steps	Performance Management
Performance Management: What is "Performance"? (Performance Defined)	Performance Management
How to Manage Your Own Motivation	Personal Development
Backlash Against New Business Paradigm?	Personal Development
Authenticity How to Remain Authentic With Yourself and Others	Personal Development
How to Appreciate More	Personal Development
Stress Management and Time Management	Personal Development
Rational Versus Organic Approach to Problem Solving	Personal Development
Guidelines to Problem Solving and Decision Making	Personal Development
How to Get More (Learn More) From Training and Education	Personal Development
Designing Your Own Personal and Professional Training Plan	Personal Development
Basic Guidelines for Program Planning and Management (in for-profit organizations)	Programs
Basic Guide to Nonprofit Program Design and Marketing	Programs
How to Interview Job Candidates	Staffing

Basic Guidelines to Develop a Staffing Plan	Staffing
Organizing or Reorganizing an Organization and Its Employees	Staffing
How to Develop Useful Job Descriptions	Staffing
How to Clearly Define a New Job	Staffing
How to Hire the New Employee	Staffing
How to Choose the Best Job Candidate	Staffing
How to Do Successful Succession Planning	Staffing
Basics of Writing and Communicating a Strategic Plan	Strategic Planning
Basic Description of Strategic Planning (including key terms to know)	Strategic Planning
Basics of Strategizing (during strategic planning)	Strategic Planning
Basics of Identifying Strategic Issues and Goals	Strategic Planning
Basics of Action Planning (as part of strategic planning)	Strategic Planning
Basics of Monitoring, Evaluating and Deviating from the Strategic Plan	Strategic Planning
Basics of Developing Mission, Vision and Values Statements"	Strategic Planning
Basic Overview of Various Strategic Planning Models	Strategic Planning
Guidelines for Conducting Supervisoral Development Programs	Supervision
Basics for New Managers and Supervisors to Manage Themselves	Supervision
Roles and Responsibilities of a Supervisor	Supervision
Free Basic Guide to Leadership and Supervision	Supervision
Checklist of Categories of Typical Motivators	Supervision
Steps You Can Take to Support the Motivation of Others	Supervision
Basic Principles to Remember About Motivation	Supervision
Clearing Up Common Myths About Employee Motivation	Supervision

What is Delegating? How Is It Different than Work Directing?	Supervision
How to Reward Employee Performance	Supervision
Basic Guidelines to Address Employee Performance Problems	Supervision
Guidelines to Conduct Employee Performance Appraisals	Supervision
How to Set Relevant and Realistic Goals With Your Employees	Supervision
Basic Guidelines to Fire an Employee	Supervision
Assessing Your Training Needs: Needs Assessment to Training Goals	Training/Assessment
Basic Terms in Training and Development	Training/Basics
Complete Guidelines to Design Your Training Plan	Training/Design
Framework to Design Your Training Plan	Training/Design
Designing Training Plans and Learning Objectives	Training/Design
Close Relationship Between Systematic Approaches to Training and Performance	Training/Design
Formal Training Processes Instructional Systems Design (ISD) and ADDIE	Training/Design
Developing Training Activities and Materials	Training/Development
Evaluating Training and Results (ROI of Training)	Training/Evaluation
Samples of Learner's Results As Means to Verify Learning	Training/Evaluation
Implementing Training: Conducting the Training with Learners	Training/Implementing
Ways to Look at Training and Development Processes	Training/Methods
Orienting New Employees (New Hires, On-Boarding)	Training/Orientation
Suggestions to Enrich Any Training and Development Plans	Training/Programs
Improvements Needed in Management Development Programs	Training/Theory
Principles of and Myths About Adult Learning	Training/Theory