

## An Introduction To Public Administration

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In An Introduction to Public Administration students will gain concise knowledge about the theories and issues relating to public administration. Oriented toward undergraduate students in public administration, this book covers important areas including; federalism, contexts of administration, organization theory, organization behavior, management, leadership, labor relations, public personnel management, budgeting, decision making, bureaucracy, and ethics and accountability. A chapter on comparative administration focusing on China, Japan, India, Great Britain, and Germany will enhance students' understanding of public administration systems in other countries. Khan incorporates current cases related to public administration so that students can use critical thinking to analyze issues and apply public administration theories. Special features in this book include lists of key terms to promote students' recognition of important concepts and essay questions at the end of each chapter to help students organize their understanding of the material.

Marc Holzer and Richard W. Schweser have written a fresh and highly engaging textbook for the introductory course in Public Administration. Their coverage is both comprehensive and cutting-edge, including not only all the basic topics (OT, budgeting, HRM), but also reflecting new realities in public administration: innovations in e-government, the importance of new technology, changes in intergovernmental relations, especially the emphasis on inter-local and shared regional resources, and public performance and accountability initiatives. Public Administration has been crafted with student appeal in mind. Each of the book's chapters is generously illustrated with cartoons, quotes, and artwork—all reinforcing the book's theme that the field of public administration is rooted in the cultural and political world. Each chapter is also supported with a listing of key terms, exercises, and additional resources. The textbook is supported by one of the most comprehensive and easy-to-use instructors' manuals of any introductory text on the market today. It contains full lesson plans with activities to accommodate a broad range of teaching and learning styles for each chapter, PowerPoint decks for each chapter (with visuals and links embedded), 8 new long-term project / student presentation ideas, an updated 'Quotes and Notables' section with biographical information and media links for each chapter, updated test questions with answer keys, and updated terms and definitions for each chapter.

Grounded in the assumptions that public administration is more than the application of business administration tools to the management of government agencies and that values and ethics are central to all aspects of public administration, this unique new reader examines the nature, scope, structures, functions, and challenges facing public administration at the turn of the 21st century. Five current trends are woven throughout appropriate chapters: globalization; the impact of new information technology; the movement of decisions to lower levels of government (devolution) and down through government hierarchies (empowerment); the delivery of government services by private sector organizations; and the opportunities and challenges of diversity. For those interested in public administration.

Updated in its 8th edition, *Introducing Public Administration* provides readers with a solid, conceptual foundation in public administration, and contains the latest information on important trends in the discipline. Known for their lively and witty writing style, Shafritz, Russell, and Borick cover the most important issues in public administration using examples from various disciplines and modern culture. This approach captivates readers and encourages them to think critically about the nature of public administration today.

Public administration and the dynamics of public bureaucracy--Politics and administration--Organization theories of public bureaucracies--Encouraging individual growth and organization development--Public personnel administration--Public sector labor-management relations--Decision-making theory and policy analysis--The budgetary process: politics and policy--Administrative control through the executive--Enforcing administrative accountability from outside the executive--Administrative responsibility and administrators as change agents.

Public administration ensures the development and delivery of the essential public services required for sustaining modern civilization. Covering areas from

public safety and social welfare to transportation and education, the services provided through the public sector are inextricably part of our daily lives. However, mandatory budgetary cuts in recent years have caused public administrators to radically re-think how they govern in the modern age. In this Very Short Introduction Stella Theodoulou and Ravi Roy offer practical insight into the major challenges confronting the public sector in the globalized era. Tackling some of the most hotly debated issues of our time, including the privatization of public services and government surveillance, they take the reader on a global journey through history to examine the origins, development, and continued evolution of public administration. ABOUT THE SERIES: The Very Short Introductions series from Oxford University Press contains hundreds of titles in almost every subject area. These pocket-sized books are the perfect way to get ahead in a new subject quickly. Our expert authors combine facts, analysis, perspective, new ideas, and enthusiasm to make interesting and challenging topics highly readable.

The book studies, analyses and uphold the pillars of public administration and its utmost significance in modern times. Public administration is an academic field which is concerned with the study of government policies and administrative work and also their implementation and management. This text unfolds the innovative aspects of public administration theory, which will be crucial for the holistic understanding of the subject matter. It studies, analyses and upholds the pillars of public administration and its utmost significance in modern times. Those in search of information to further their knowledge will be greatly assisted by this textbook. It aims to serve as a resource guide for students and contribute to the growth of the discipline.

Philosophy and Public Administration provides a systematic and comprehensive introduction to the philosophical foundations of the study and practice of public administration. In this revised second edition, Edoardo Ongaro offers an accessible guide for improving public administration, exploring connections between basic ontological and epistemological stances and public governance, while offering insights for researching and teaching philosophy for public administration in university programmes.

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