## Table of Contents

**Introduction: Why Manage by Proverbs?** ............................................................... ix

**Part I: Lay a Foundation for Success** ................................................................. 27
  - Principle 1: Maintain a Biblical Worldview ............................................. 29
  - Principle 2: Devote Your Work to the Real Boss .................................. 41
  - Principle 3: Be Humble ............................................................................. 49
  - Principle 4: Assemble an Accountability Group ....................................... 59
  - Principle 5: Prioritize Family over Work ................................................... 69
  - Part I Case Study: *The Case of “Successful” Sam* .................................. 79

**Part II: Excel at the Essentials** ........................................................................ 87
  - Principle 6: Think of Profit as a Means, Not an End ................................ 89
  - Principle 7: Plan Persistently ................................................................. 99
  - Principle 8: Design a Decision Tree ......................................................... 115
  - Principle 9: Execute with Excellence ....................................................... 125
  - Principle 10: Perfect Your People Skills .................................................. 135
  - Part II Case Study: *When the Golden Rule Yields No Gold* ....................... 149
Part III: Build a Competitive Workforce ..................155
  Principle 11: Measure Twice, Hire Once ................157
  Principle 12: Provide a Realistic Job Preview ..........169
  Principle 13: Select a Like-Minded
    Management Team ......................................179
  Principle 14: Invest in Employee Training .............187
Part III Case Study: How Gay-Friendly Should Your Workplace Be? ................................195

Part IV: Cultivate a Culture of Commitment .............203
  Principle 15: Build Organizational Trust ...............205
  Principle 16: Relieve Employee Stress .................217
  Principle 17: Value Employee Input .....................227
  Principle 18: Develop Employee Careers ...............237
Part IV Case Study: Dictators Masquerading as Christian Leaders ........................................245

Part V: Measure and Reward Performance ...............249
  Principle 19: Evaluate People with Precision ......251
  Principle 20: Deliver Criticism with Care ..........263
  Principle 21: Reward Employees with Praise ........273
  Principle 22: Reward Employees with Profits ........283
Part V Case Study: When a Good Worker is Poor .....295

Part VI: Control Workplace Conflict ....................299
  Principle 23: Restrain Gossip ..........................301
  Principle 24: Ensure Due Process ......................311
  Principle 25: Terminate Troublemakers ...............321
Part VI Case Study: The Downsizing Dilemma ..........333

Epilogue: A Strategy for Continuous Improvement ...337