

How to E-mail and Print eBook PDF's

Step 1: Open eBook and expand window

The screenshot shows a web browser window displaying an eBook viewer. The address bar shows the URL: <https://web.b.ebscohost.com/eli/ebookviewer/ebook?sid=0910fe42-6b5c-4bb8-97ac-06852ac4c739%40sessionmgr120&vid=0&hid=109&format=EK>. The page title is "Handbook for Strategic HR : Best Practices in Organization Development From the OD Network - Google Chrome". The viewer interface includes a "Contents" menu on the left, a search bar, and a "Dictionary" button. The main content area displays the cover of the "Handbook for Strategic HR" eBook. The cover features the title "HANDBOOK FOR STRATEGIC HR" in large white letters on a blue background, with the subtitle "Best Practices in Organization Development from the OD Network" below it. The editors listed are John Vogelsang, Maya Townsend, Matt Minahan, David Jamieson, Judy Vogel, Annie Viets, Cathy Royal, and Lynne Valek. The viewer also shows navigation controls like "Zoom" and "Cover" buttons.

Step 2: Select E-mail pages (top of screen)

The screenshot shows the same eBook viewer as in Step 1, but with an "E-mail PDF" dialog box open. The dialog box has a title bar "E-mail PDF" and a close button. It contains the following fields and options:

- Page Limit:** A yellow box with a question mark icon and the text "Number of pages available: 100".
- Include in PDF:** Three radio button options: "Current page" (selected), "Current page and the next 0 pages", and "This section: 648 pages".
- Buttons:** "E-mail PDF" and "Cancel".
- Send as E-mail:** A section with a close button and several input fields:
 - Citation Format:** A dropdown menu with "Brief Citation and Abstract" selected.
 - E-mail from:** A text field with "ephost@epnet.com" entered.
 - E-mail to:** An empty text field.
 - Subject:** An empty text field.
 - Comments:** A text area.
- Send in plain text format:** An unchecked checkbox.

The background shows the eBook cover and navigation controls, with the "Cover" button visible at the bottom right.

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Step 3: Select a Section or Begin with Section One (located on the left of the screen)

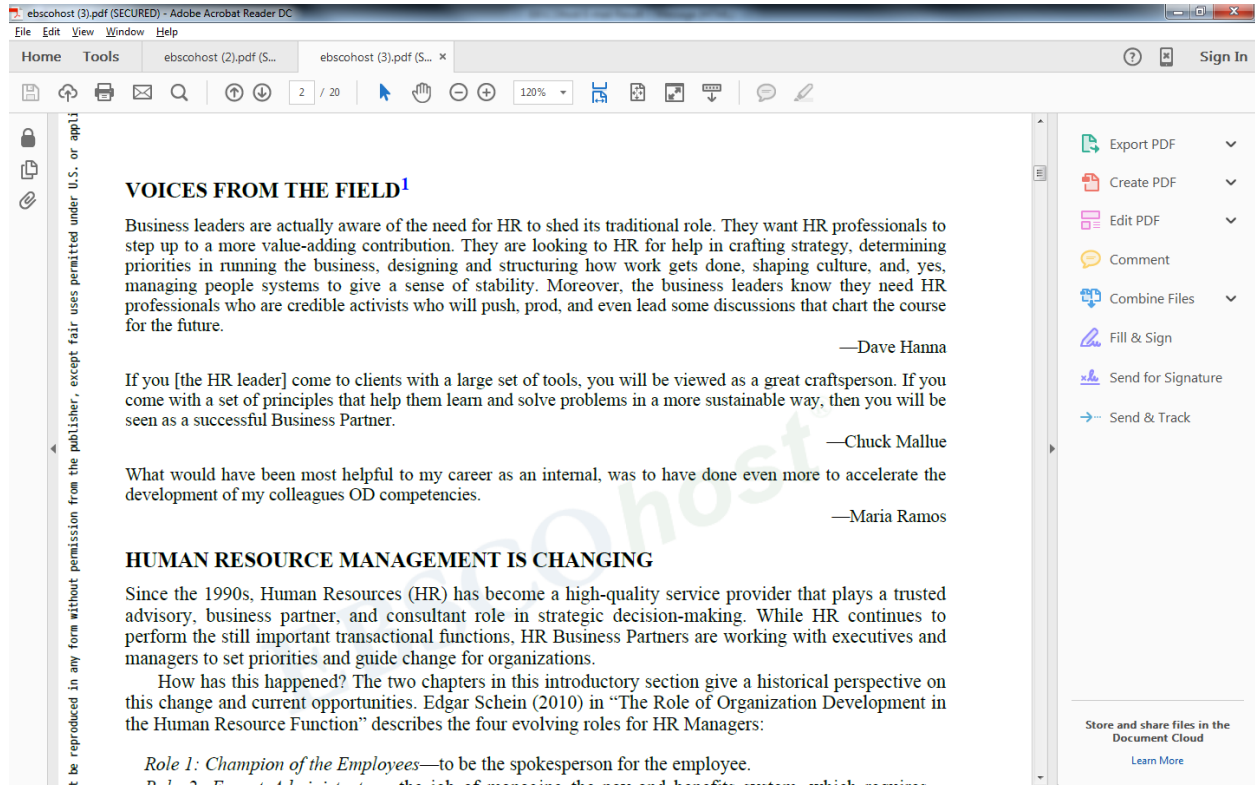
The screenshot shows a web browser window displaying an eBook viewer. On the left, a navigation pane lists sections, with 'Section 1 The Changing World of Human Resources' selected. The main content area displays 'SECTION ONE' and the title 'The Changing World of Human Resources'. An 'E-mail PDF' dialog box is open, allowing users to select a page limit (80 pages available), choose to include the current page or a range, and enter an email address and subject. The 'E-mail PDF' button is highlighted in yellow.

Step 4: Select “This Section” or place a number of pages between 1 and 99 (located under the E-mail PDF heading). Then Enter your email address on the right side of the screen. Once completed, press “E-mail PDF”.

The screenshot shows the same eBook viewer interface as in Step 3. The 'E-mail PDF' dialog box is now closed, and an 'Email Confirmation' dialog box is open, displaying the message: 'Your e-mail has been sent to iczerwinski@brvor.com'. A yellow 'Continue' button is visible in the dialog box. The main content area remains the same, showing 'SECTION ONE' and the title 'The Changing World of Human Resources'.

How to E-mail and Print eBook PDF's

Step 5: Open email with PDF attachment from ephost@epnet.com. Once this attachment has been opened, you may save it to your desktop or print directly from this application.



The screenshot shows the Adobe Acrobat Reader DC interface. The title bar indicates the document is 'ebscohost (3).pdf (SECURED)'. The menu bar includes File, Edit, View, Window, and Help. The toolbar shows various navigation and editing tools. The main content area displays the following text:

VOICES FROM THE FIELD¹

Business leaders are actually aware of the need for HR to shed its traditional role. They want HR professionals to step up to a more value-adding contribution. They are looking to HR for help in crafting strategy, determining priorities in running the business, designing and structuring how work gets done, shaping culture, and, yes, managing people systems to give a sense of stability. Moreover, the business leaders know they need HR professionals who are credible activists who will push, prod, and even lead some discussions that chart the course for the future.

—Dave Hanna

If you [the HR leader] come to clients with a large set of tools, you will be viewed as a great craftsman. If you come with a set of principles that help them learn and solve problems in a more sustainable way, then you will be seen as a successful Business Partner.

—Chuck Mallue

What would have been most helpful to my career as an internal, was to have done even more to accelerate the development of my colleagues OD competencies.

—Maria Ramos

HUMAN RESOURCE MANAGEMENT IS CHANGING

Since the 1990s, Human Resources (HR) has become a high-quality service provider that plays a trusted advisory, business partner, and consultant role in strategic decision-making. While HR continues to perform the still important transactional functions, HR Business Partners are working with executives and managers to set priorities and guide change for organizations.

How has this happened? The two chapters in this introductory section give a historical perspective on this change and current opportunities. Edgar Schein (2010) in "The Role of Organization Development in the Human Resource Function" describes the four evolving roles for HR Managers:

Role 1: Champion of the Employees—to be the spokesperson for the employee.

Role 2: Employee Advocate—the job of assessing the pros and cons of systems, which require

The sidebar on the right contains the following tools: Export PDF, Create PDF, Edit PDF, Comment, Combine Files, Fill & Sign, Send for Signature, and Send & Track. At the bottom of the sidebar, there is a section for 'Store and share files in the Document Cloud' with a 'Learn More' link.