

Online Library Doing The Right  
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Effectiveness And

# **Doing The Right Things Right Enhanced Effectiveness And**

***"...Pascal will illustrate the  
method by telling the story***

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***of the imaginary (but very real) Atlas Industries as it switches from traditional planning methods to rigorous strategy deployment. He will explain in detail how you and your***

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***organization can get the  
right things done by  
applying the method  
consistently"--P. vii,  
foreword.***

***In his sixty-five-year  
consulting career, Peter F.***

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***Drucker, widely regarded as the father of modern management, identified eight practices that can make any executive effective. Leadership is not about charisma or***

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***extroversion. It's about these practices: Effective executives ask, "What needs to be done?" They also ask, "What is right for the enterprise?" They develop action plans. They***

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***take responsibility for decisions. They take responsibility for communicating. They focus on opportunities rather than problems. They run productive meetings. And***

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***they think and say “we” rather than “I.” Since 1922, Harvard Business Review has been a leading source of breakthrough ideas in management practice. The Harvard Business Review***

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***Classics series now offers  
you the opportunity to  
make these seminal pieces  
a part of your permanent  
management library. Each  
highly readable volume  
contains a groundbreaking***



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***idea that continues to shape best practices and inspire countless managers around the world.***

***Workplace conflict is inevitable. When it happens, how can you get***

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***back on track? Like all relationships, the ones we have at work are subject to stresses—maybe even fractures that can really take a toll on the workplace. Productivity is***

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***lost. Time is wasted.***

***Tension mounts.***

***Cooperation is reduced.***

***And the workplace becomes  
toxic. What's the solution?***

***In Making Things Right at  
Work, Dr. Gary Chapman,***

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**#1 New York Times  
bestselling author of *The 5  
Love Languages*®, is joined  
by business consultants *Dr.  
Jennifer Thomas and Dr.  
Paul White to offer the  
strategies you need to***

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***restore harmony at work.  
You'll learn: How to discern  
the causes of workplace  
conflict How to avoid  
unnecessary disputes How  
to repair relationships  
when you've messed up***

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***How to let go of past hurts  
and rebuild trust Don't let  
broken relationships taint  
your work environment.  
Take the needed steps to  
make things right . . . not  
tomorrow, but today. The***

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***success of your career  
depends on it!***

***A How-To Guide for the  
Modern Leader Inspired by  
Peter Drucker's  
groundbreaking book The  
Effective Executive, Laura***

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***Stack details precisely how  
21st-century leaders and  
managers can obtain  
profitable, productive  
results by managing the  
intersection of two critical  
values: effectiveness and***



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***efficiency. Effectiveness, Stack says, is identifying and achieving the best objectives for your organization—doing the right things. Efficiency is accomplishing them with***

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***the least amount of time, effort, and cost—doing things right. If you're not clear on both, you're wasting your time. As Drucker put it, "There is nothing so useless as doing***

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***efficiently that which should not be done at all.” Stack's 3T Leadership offers twelve practices that will enable executives to be effective and efficient, grouped into three areas***

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***where leaders spend their time: Strategic Thinking, Teamwork, and Tactics. With her expert advice, you'll get scores of new ideas on how you, your team, and your***

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**organization can boost  
productivity.**

**To Serve with Honor**

**Do the Right Things. . .**

**Right!**

**The Right Thing**

**Moral Choices**

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***New Lessons from the  
Father of Modern  
Management  
Getting Things Done  
The Checklist Manifesto***

Although Peter Drucker, “The  
Father of Modern

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Management,” died in 2005,  
his timeless teachings are  
studied and practiced by  
forward-thinking managers  
worldwide. His lessons and  
wisdom on the topic of  
leadership—the central

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element of  
management—are in  
constant demand, yet he  
wrote little under that actual  
subject heading. In Drucker  
on Leadership, William A.  
Cohen explores Drucker's



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lost leadership lessons—why they are missing, what they are, why they are important, and how to apply them. As Cohen explains, Drucker was ambivalent about leadership for much of his career,

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making it clear that leadership was not by itself “good or desirable.” While Drucker struggled with the concept of leadership, he was well aware that it had a critical impact on the

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accomplishment of all projects and human endeavors. There is no book from Drucker specifically dedicated to leadership, but a wealth of information about leadership can be

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found scattered throughout his 40 books and hundreds of articles. Drucker's teachings about leadership have saved many corporations from failure and helped guide others to

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outstanding success. Many of the leadership concepts revealed in this book will surprise and perhaps shock Drucker's followers. For example, who would have thought that Peter Drucker

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taught that “leadership is a marketing job” or that “the best leadership lessons for business or any nonprofit organization come from the military”? Written for anyone who values the insights of

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the man whose name is synonymous with excellence in management, Drucker on Leadership offers a deeper understanding of what makes an extraordinary leader.

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To Serve with Honor argues that public servants must act ethically and honorably to earn the public's trust - and that no amount of ethics laws will guarantee this. There are 109 pages of



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federal government ethics laws, yet CIA Director David Petraeus resigned over an affair with his biographer. No law prevented that. The IRS improperly singled out certain groups seeking tax-

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exempt status for review -  
and then did its best to  
explain away what it had  
done. Again, no law  
prevented that. Appointment  
schedulers in the Veterans  
Health Administration

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falsified patient wait times under pressure from their own management. Secret Service agents consorted with prostitutes in Cartagena and shared their concerns about agency practices with

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the press but not their own leaders. Ethics laws and rules can help public servants choose between "right" and "wrong." But rulebooks are not enough. The promise of democracy

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can be realized only if  
government workers earn  
the public's trust by doing  
the right thing, whether or  
not there are rules to guide  
them. This takes skill and  
moral courage. To Serve with

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Honor focuses especially on ethics choices between "right" and "right" - where no law or regulation is even possible. What do I do when asked to withhold information I think the public

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should see? How do I deal with a superior whose behavior is destroying morale? How do I balance competing expectations among clients my organization serves? What

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do I do when pressured to lie? How can I spot ethical problems before they blindside me? As a leader, how can I create a positive ethical culture in my organization? In these - and



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most of the ethics issues public servants face- there might be many "right" choices- all of them legal. But how do I pick the best one? This book - filled with case studies, checklists, and

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stories of exemplary public servants - offers a practical, readable roadmap for acting ethically and honorably. Using the acronym, SERVE, the book takes the reader through five essential steps:

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Spot the ethics issue, Examine the ethics issue and decide, Recognize and realign the organization's culture, Voice your decision, and Establish justice. Each step is broken into critical

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questions to address. Public servants need to act honorably - and be honored for doing so. Honor is a concept that has been lost in public service, confined now only to those in the military

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when it should pervade all those who serve in government. The book's postscript focuses on how to restore honor to public service. Appendices provide practice ethics cases, a

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model (with questions) for ethical decision making, Web sites that provide additional guidance, and an annotated bibliography keyed to the SERVE model. To Serve With Honor can help restore right

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conduct and honor to their needed places in the public service. Terry Newell spent nearly forty years in senior positions in the federal government. He regularly writes and teaches on

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building trust in government, ethics, leadership, and statesmanship.

The measure of the executive, Peter Drucker reminds us, is the ability to 'get the right things done'.



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Usually this involves doing what other people have overlooked, as well as avoiding what is unproductive. He identifies five talents as essential to effectiveness, and these can

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be learned; in fact, they must be learned just as scales must be mastered by every piano student regardless of his natural gifts. Intelligence, imagination and knowledge

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may all be wasted in an executive job without the acquired habits of mind that convert these into results. One of the talents is the management of time. Another is choosing what to

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contribute to the particular organization. A third is knowing where and how to apply your strength to best effect. Fourth is setting up the right priorities. And all of them must be knitted

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together by effective decision-making. How these can be developed forms the main body of the book. The author ranges widely through the annals of business and government to

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demonstrate the distinctive skill of the executive. He turns familiar experience upside down to see it in new perspective. The book is full of surprises, with its fresh insights into old and

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seemingly trite situations.  
Confronting Reality will  
change the way you think  
about and run your business.  
It is the first book that shows  
how to connect the big  
picture of the new era of

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business with the nitty-gritty of what to do about it.

Through a completely new way to understand and use the business model as the primary tool for confronting reality—a breakthrough that



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will become the management innovation of this decade—you'll know sooner rather than later whether your fundamental business premise is under assault, where your best

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opportunities lie, what you should change and what you should leave alone, and how to realistically plan the future of your business. The fundamentals of how a business makes money are

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being rapidly and permanently altered by sweeping structural changes. With their extraordinary depth and breadth of experience, Larry Bossidy and Ram Charan are the

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ideal guides for everyone—entrepreneur, mid-level manager, or CEO—about what is to be done so you can get things right in this challenging, radically changed world.

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They start by showing you how to understand the most fundamental element of any business: whether you can realistically make the money you hope to in the game you're playing. Bossidy and

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Charan show how to use the business model to develop a robust, reality-based process for thinking about the specifics of your business in a holistic way. They show how to tie together the

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financial targets you must meet, the external realities you face, and internal activities such as strategy development, operating tactics, and selection and development of people.

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Through the lens of the business model, as well as the skillful use of initiatives and development of people with the right leadership characteristics, you'll see how Robert Nardelli at Home



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Depot, Jim McNerney at 3M, Dick Harrington at the Thomson Corporation, Michael Wisbrun at KLM, Joseph Tucci at EMC, and John Chambers at Cisco confronted reality. Whether

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they faced crisis or opportunity, all made the right kinds of changes through a combination of business savvy (the art of understanding the fundamentals driving a

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business) and business  
model thinking.

A Leader's Guide to Planning  
and Execution

Doing What Matters to Get  
Things Right

Doing the Right Things Right

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The Definitive Guide to  
Getting the Right Things  
Done

Nicomachean Ethics  
A Practical Guide for Leaders  
Based on Personal  
Reflections & Experience

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from a Longtime Higher  
Education Leader

Doing the Right Thing

Peter Drucker's wide-ranging book,  
drawn from his best work, looks at  
management, the individual and  
society. He connects these themes

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of today's world with his usual clear-sighted and far-reaching style to create a work which encapsulates his essential and strongest writings in one volume. Under the three headings, Drucker covers aspects such as what the non-profits are

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teaching business and the information that executives need today. In his section on the individual he gives advice on knowing your own strengths and values, your time and, intriguingly, the second half of your life. The third part on society

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encompasses the coming of the entrepreneurial society and citizenship through the social sector. Prakash Mathew's debut guide on leadership offers a compelling invitation to principled leadership with prudent and practical habits



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gleaned from his almost four decades of student affairs work in higher education. We Are Called illustrates lessons in leadership with stories from a life well lived. Expounding on his 80/20 Principle, Prakash provides a plan for doing

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the right things for the right reasons. We Are Called is of interest to leaders in higher education institutions (public and private), business leaders and organizations, religious organizations, start-up companies, search firms, and any

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organization seeking a change process, and as a training resource for boards, councils, and commissions.

#1 New York Times Bestseller

Legendary venture capitalist John Doerr reveals how the goal-setting

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system of Objectives and Key Results (OKRs) has helped tech giants from Intel to Google achieve explosive growth—and how it can help any organization thrive. In the fall of 1999, John Doerr met with the founders of a start-up whom he'd

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just given \$12.5 million, the biggest investment of his career. Larry Page and Sergey Brin had amazing technology, entrepreneurial energy, and sky-high ambitions, but no real business plan. For Google to change the world (or even to survive), Page

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and Brin had to learn how to make tough choices on priorities while keeping their team on track. They'd have to know when to pull the plug on losing propositions, to fail fast. And they needed timely, relevant data to track their progress—to

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measure what mattered. Doerr taught them about a proven approach to operating excellence: Objectives and Key Results. He had first discovered OKRs in the 1970s as an engineer at Intel, where the legendary Andy Grove ("the greatest

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manager of his or any era") drove the best-run company Doerr had ever seen. Later, as a venture capitalist, Doerr shared Grove's brainchild with more than fifty companies. Wherever the process was faithfully practiced, it worked. In



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this goal-setting system, objectives define what we seek to achieve; key results are how those top-priority goals will be attained with specific, measurable actions within a set time frame. Everyone's goals, from entry level to CEO, are transparent to the

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entire organization. The benefits are profound. OKRs surface an organization's most important work. They focus effort and foster coordination. They keep employees on track. They link objectives across silos to unify and strengthen the

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entire company. Along the way, OKRs enhance workplace satisfaction and boost retention. In Measure What Matters, Doerr shares a broad range of first-person, behind-the-scenes case studies, with narrators including Bono and

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Bill Gates, to demonstrate the focus, agility, and explosive growth that OKRs have spurred at so many great organizations. This book will help a new generation of leaders capture the same magic. Suppose that in an emergency

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evacuation of a hospital after a flood, not all of the patients can make it out alive. You are the doctor faced with the choice between abandoning these patients to die alone and in pain, or injecting them with a lethal dose of drugs, without consent, so

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that they die peacefully. Perhaps no one will be able to blame you whatever you decide, but, whichever action you choose, you will remain burdened by guilt. What happens, in cases like this, when, no matter what you do, you are destined for moral

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failure? What happens when there is no available means of doing the right thing? Human life is filled with such impossible moral decisions. These choices and case studies that demonstrate them form the focus of Lisa Tessman's arresting and

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provocative work. Many philosophers believe that there are simply no situations in which what you morally ought to do is something that you can't do, because they think that you can't be required to do something unless it's actually in your



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power to do it. Despite this, real life presents us daily with situations in which we feel that we have failed morally even when no right action would have been possible. Lisa Tessman boldly argues that sometimes we feel this way because

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we have encountered an 'impossible moral requirement.' Drawing on philosophy, empirical psychology, and evolutionary theory, *When Doing the Right Thing Is Impossible* explores how and why human beings have constructed moral

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requirements to be binding even when they are impossible to fulfill.  
HBR Guide to Getting the Right Work Done (HBR Guide Series)  
Getting the Right Things Done  
Moral Courage in Organizations:  
Doing the Right Thing at Work

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Execution IS the Strategy

The 11 Gaps Every Business Needs  
to Close and the Secrets to Closing  
Them Quickly

Doing the Right Things for the Right  
Reasons

Justice

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A reasoned yet urgent call to embrace and protect the essential, practical human quality that has been drummed out of our lives: wisdom. It's in our

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nature to want to succeed. It's also human nature to want to do right. But we've lost how to balance the two. How do we get it back? Practical Wisdom can

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help. "Practical wisdom" is the essential human quality that combines the fruits of our individual experiences with our empathy and intellect-an aim that

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Aristotle identified millennia ago. It's learning "the right way to do the right thing in a particular circumstance, with a particular person, at a



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particular time." But we have forgotten how to do this. In Practical Wisdom, Barry Schwartz and Kenneth Sharpe illuminate how to get back in touch with our

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wisdom: how to identify it, cultivate it, and enact it, and how to make ourselves healthier, wealthier, and wiser.

The New York Times

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bestselling author of Being Mortal and Complications reveals the surprising power of the ordinary checklist We live in a world of great and increasing

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complexity, where even the most expert professionals struggle to master the tasks they face. Longer training, ever more advanced technologies—neither

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seems to prevent grievous errors. But in a hopeful turn, acclaimed surgeon and writer Atul Gawande finds a remedy in the humblest and simplest of

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techniques: the checklist. First introduced decades ago by the U.S. Air Force, checklists have enabled pilots to fly aircraft of mind-boggling

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sophistication. Now innovative checklists are being adopted in hospitals around the world, helping doctors and nurses respond to everything from flu

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epidemics to avalanches. Even in the immensely complex world of surgery, a simple ninety-second variant has cut the rate of fatalities by more than a third. In



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riveting stories, Gawande takes us from Austria, where an emergency checklist saved a drowning victim who had spent half an hour underwater, to

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Michigan, where a cleanliness checklist in intensive care units virtually eliminated a type of deadly hospital infection. He explains how checklists actually

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work to prompt striking and immediate improvements. And he follows the checklist revolution into fields well beyond medicine, from disaster response

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to investment banking, skyscraper construction, and businesses of all kinds. An intellectual adventure in which lives are lost and saved and one simple idea makes a

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tremendous difference, The Checklist Manifesto is essential reading for anyone working to get things right.

Obsessively-detailed, and very funny,

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instructions on nearly everything in life you are very possibly doing all wrong. Help is here! From how to eat an ice-cream cone to developing "principles" when you

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have none, the author's mission is to elevate, and ennoble, those fleeting instincts we all harbor to get our lives in order. "Hills is preoccupied primarily

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with the little things," Nora Ephron wrote in the New York Times "and he writes about them deliciously." This volume includes three titles previously



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published individually:  
How To Do Things Right,  
How to Retire at 41, and  
How to Be Good. They  
have been edited,  
revised and combined  
into one volume and the

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contents will have you laughing out loud, thinking hard, and at least temporarily rearranging your frazzled life. Hills is wise, witty, and very,

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very funny. But behind the humor, Hills remains a deeply sage and serious writer. This is his best advice, from years of experience, served up from the heart

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of one of the most charming humorists to grace the American scene.

IS YOUR WORKLOAD SLOWING YOU—AND YOUR CAREER—DOWN? Your inbox

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is overflowing. You're paralyzed because you have too much to do but don't know where to start. Your to-do list never seems to get any shorter. You leave work

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exhausted but have little to show for it. It's time to learn how to get the right work done. In the HBR Guide to Getting the Right Work Done, you'll

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discover how to focus your time and energy where they will yield the greatest reward. Not only will you end each day knowing you made progress—your improved

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productivity will also set you apart from the pack. Whether you're a new professional or an experienced one, this guide will help you: Prioritize and stay



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focused Work less but accomplish more Stop bad habits and develop good ones Break overwhelming projects into manageable pieces Conquer e-mail overload Write to-do

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lists that really work

An Introduction to

Ethics

The Effective Executive

Ethics in Advertising

How Leaders Achieve

Maximum Results in

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Effectiveness And  
Minimum Time

Peter F. Drucker on  
Management Essentials  
The Simple Philosophy of  
a Working Life  
The Power of Doing the  
Right Thing

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Turn Strategy into Performance!

In today's world of rapid, disruptive change, strategy can't be separate from execution—it has to emerge from execution. You have to continually adjust your strategy to fit new realities.

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But if your organization isn't set up to be fast on its feet, you could easily go the way of Blockbuster or Borders. Laura Stack shows you how to quickly drive strategic initiatives and get great results from your team. Her

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LEAD Formula outlines the Four Keys to Successful Execution: the ability to Leverage your talent and resources, design an Environment to support an agile culture, create Alignment between strategic priorities and

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operational activities, and Drive the organization forward quickly. She includes a leadership team assessment, group reading guides, and bonus self-development resources. Stack will equip you with the

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knowledge, skills, and inspiration to help you hit the ground running!

Do the Next Right Thing is a guidebook about thriving in the mess. It's about choosing the next right thing now, not dithering



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over the details or waiting for a comprehensive solution. Many situations in life confound us with no pristine choices. Instead, we have to choose in the midst of our murky complexity. The next right thing may only get us

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through the day, or help us avoid a stumble tomorrow. But it does lay the foundation for a solution somewhere down the road. You can learn to Do the Next Right Thing with confidence and in faith. You can choose the kind of

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person you will be in the crisis. You can do what is necessary and incremental, and move with God toward His ultimate purposes. You will develop strength of character and resilience in faith while traveling

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at walking speed through the labyrinth of options. You will rediscover hope and companionship with God and fellow travelers along the way. On a scorching August day in 1963, seven-year-old Annie

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Banks meets the girl who will become her best friend. Skinny, outspoken Starr Dukes and her wandering preacher father may not be accepted by polite society in Jackson, Mississippi, but Annie and Starr are too busy

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sharing secrets and playing elaborate games of Queen for a Day to care. Then, as suddenly as she appeared in Annie's life, Starr disappears. Annie grows up to follow the path ordained for pretty, well-to-do Jackson

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women--marrying an ambitious lawyer, filling her days with shopping and charity work. She barely recognizes Starr when they meet twenty-seven years after that first fateful summer, but the bond formed so long ago

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quickly reemerges. Starr,  
pregnant by a powerful married  
man who wants her to get out of  
town, has nowhere to turn. And  
Annie, determined not to fail her  
friend this time, agrees to drive  
Starr to New Orleans to get



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money she's owed. During the eventful road trip that follows, Annie will confront the gap between friendship and responsibility; between her safe, ordered existence and the dreams she's grown accustomed

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to denying. Moving, witty, and beautifully told, The Right Thing is a story of love and courage, the powerful impact of friendship, and the small acts that can anchor a life--or, with a little luck, steer it in the right direction at

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last. "Mix Fannie Flagg, Rebecca Wells, Kathryn Stockett, then add just a dash of Flannery O'Connor, and you'll wind up with the wholly original voice that is Amy Conner's. In this deceptively breezy novel of Southern women

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and the disaster and triumph of long-term friendships (not to mention racetracks and horses), Ms. Conner has staked a claim to her own Southern turf." --Bret Lott, New York Times bestselling author of Jewel "This riveting

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debut novel shows how true  
friendship can span a social gulf  
and endure even across a  
chasm of time. The Right Thing  
is a page-turner that gripped me  
from the beginning." --Anna Jean  
Mayhew, author of The Dry

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Grass of August "Before you read this book, make some coffee, grab the chocolate, sit down in front of the fire, and don't plan on getting up for a long, lovely time." --Cathy Lamb, author of *If You Could See What*

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I See "Amy Connor has combined all of the right elements to make The Right Thing a fantastic read. She's written a touching story about a woman's search for herself and the endurance of a childhood

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friendship, outlined it in humor,  
and delivered it with beautiful  
prose. A wonderful debut!" --  
Mary Simses, author of The  
Irresistible Blueberry Bake Shop  
& Café "Told with natural  
Southern lyricism, and full of



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surprises both quirky and heartfelt, *The Right Thing* is a compassionate reminder about how every choice at every fork in the road has the power to change the rest of our lives-- sometimes far better than we

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ever could have imagined." --

Kaya McLaren, author of How I  
Came to Sparkle Again

The book Lifehack calls "The  
Bible of business and personal  
productivity." "A completely  
revised and updated edition of

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the blockbuster bestseller from 'the personal productivity guru'—Fast Company Since it was first published almost fifteen years ago, David Allen's Getting Things Done has become one of the most influential business

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books of its era, and the ultimate book on personal organization.

“GTD” is now shorthand for an entire way of approaching professional and personal tasks, and has spawned an entire culture of websites,

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organizational tools, seminars, and offshoots. Allen has rewritten the book from start to finish, tweaking his classic text with important perspectives on the new workplace, and adding material that will make the book

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fresh and relevant for years to come. This new edition of Getting Things Done will be welcomed not only by its hundreds of thousands of existing fans but also by a whole new generation eager to adopt

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its proven principles.

The Revelations of a Fussy Man  
: Three Incomparable Books of  
Wit, Charm, and Wisdom Finally  
Available in One Volume  
Measure What Matters  
Making Things Right

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Practical Wisdom

The Effective Executive in Action  
Big Things Happen When You  
Do the Little Things Right  
When Doing the Right Thing Is  
Impossible  
The Challenge Built to Last,



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the defining management  
study of the nineties,  
showed how great  
companies triumph over  
time and how long-term  
sustained performance can  
be engineered into the DNA

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of an enterprise from the very beginning. But what about the company that is not born with great DNA? How can good companies, mediocre companies, even bad companies achieve

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enduring greatness? The  
Study For years, this  
question preyed on the mind  
of Jim Collins. Are there  
companies that defy gravity  
and convert long-term  
mediocrity or worse into

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long-term superiority? And if  
so, what are the universal  
distinguishing  
characteristics that cause a  
company to go from good to  
great? The Standards Using  
tough benchmarks, Collins

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and his research team identified a set of elite companies that made the leap to great results and sustained those results for at least fifteen years. How great? After the leap, the

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good-to-great companies generated cumulative stock returns that beat the general stock market by an average of seven times in fifteen years, better than twice the results delivered

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by a composite index of the world's greatest companies, including Coca-Cola, Intel, General Electric, and Merck. The Comparisons The research team contrasted the good-to-great companies

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with a carefully selected set of comparison companies that failed to make the leap from good to great. What was different? Why did one set of companies become truly great performers while



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the other set remained only good? Over five years, the team analyzed the histories of all twenty-eight companies in the study. After sifting through mountains of data and

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thousands of pages of interviews, Collins and his crew discovered the key determinants of greatness -- why some companies make the leap and others don't. The Findings The findings of

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the Good to Great study will surprise many readers and shed light on virtually every area of management strategy and practice. The findings include: Level 5 Leaders: The research team

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was shocked to discover the  
type of leadership required  
to achieve greatness. The  
Hedgehog Concept  
(Simplicity within the Three  
Circles): To go from good to  
great requires transcending

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the curse of competence. A  
Culture of Discipline: When  
you combine a culture of  
discipline with an ethic of  
entrepreneurship, you get  
the magical alchemy of  
great results. Technology

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Accelerators: Good-to-great  
companies think differently  
about the role of technology.  
The Flywheel and the Doom  
Loop: Those who launch  
radical change programs  
and wrenching

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restructurings will almost certainly fail to make the leap. "Some of the key concepts discerned in the study," comments Jim Collins, "fly in the face of our modern business culture

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and will, quite frankly, upset some people.” Perhaps, but who can afford to ignore these findings?

The Effective Executive in Action is a journal based on Peter F. Drucker's classic



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and preeminent work on  
management and  
effectiveness -- The Effective  
Executive. Here Drucker  
and Maciariello provide  
executives, managers, and  
knowledge workers with a

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guide to effective action -- the central theme of Drucker's work. The authors take more than one hundred readings from Drucker's classic work, update them, and provide provocative

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questions to ponder and  
actions to take in order to  
improve your own work.

Also included in this journal  
is a space for you to record  
your thoughts for later  
review and reflection. The

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Effective Executive in Action  
will teach you how to be a  
better leader and how to  
lead according to the five  
main pillars of Drucker's  
leadership philosophy.

This book provides students

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and practitioners with a comprehensive overview of the rules and principles associated with ethical advertising practices. With extensive research, and a variety of case studies, and

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expert opinions, it discusses why advertising ethics is important both to the consumer and the professional. The author presents the rules of ethical conduct recommended by

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the Institute for Advertising  
Ethics and demonstrates  
how these are applied in  
practice, examining why  
ethics is important; what the  
ethical dilemmas the  
industry faces are; and how

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to motivate better practices among professionals. The book uses real life stories of "native advertising," marketing to children, and diversity in advertising to show how professionals can



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be inspired to "do the right thing" for consumers and their companies. Readers will learn how they can solve ethical dilemmas to their personal satisfaction in the competitive work

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environment. This balanced perspective to the ethical issues that arise in the advertising industry is sure to resonate with students of advertising and marketing.

Nicomachean Ethics

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Aristotle - The Nicomachean Ethics is one of Aristotle's most widely read and influential works. Ideas central to ethics—that happiness is the end of human endeavor, that moral

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virtue is formed through  
action and habituation, and  
that good action requires  
prudence—found their most  
powerful proponent in the  
person medieval scholars  
simply called "the

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Philosopher." Drawing on their intimate knowledge of Aristotle's thought, Robert C. Bartlett and Susan D. Collins have produced here an English-language translation of the Ethics that

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is as remarkably faithful to the original as it is graceful in its rendering. Aristotle is well known for the precision with which he chooses his words, and in this elegant translation his work has

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found its ideal match.

Bartlett and Collins provide copious notes and a glossary providing context and further explanation for students, as well as an introduction and a

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substantial interpretive  
essay that sketch central  
arguments of the work and  
the seminal place of  
Aristotle's Ethics in his  
political philosophy as a  
whole. The Nicomachean



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Ethics has engaged the serious interest of readers across centuries and civilizations—of peoples ancient, medieval, and modern; pagan, Christian, Muslim, and Jewish—and

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this new edition will take its  
place as the standard  
English-language  
translation.

Good to Great

We Are Called...to Do the  
Right Thing

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The Art of Stress-Free  
Productivity

It Is That Simple!

Doing the Right Thing in  
Government

What's the Right Thing to  
Do?

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How the Effective Executive  
Spends Time

Classic Advice for Today's  
Management Challenges Peter  
F. Drucker's timeless thinking on  
management--distilled in this  
series of concise

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essays--examines the basic questions and issues that managers face. In rapidly changing times, Drucker's legendary wisdom is even more vitally relevant, going beyond traditional thinking to insights of

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enduring value. The ideas and themes of this easy-to-read guide are based on direct experience and knowledge from Drucker's years as adviser to large corporations, entrepreneurial start-ups,

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government and nonprofit agencies, and public institutions. They are eminently practical and resonate profoundly with the challenges managers face today. Drucker offers insight and advice on perennial management issues

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such as: people decisions  
resource allocation productivity  
challenges innovation and risk  
management and other essential  
management topics Filled with  
classic, evergreen  
advice--"There is only one valid



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definition of business purpose: to create a customer"--Peter F.

Drucker on Management

Essentials is widely regarded as the "gold standard" for

managers. Notable Quotes from Peter F. Drucker: "Management

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is doing things right; leadership is doing the right things." "The best way to predict the future is to create it." "Time is the scarcest resource, and unless it is managed nothing else can be managed." "There is nothing so

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useless as doing efficiently that which should not be done at all."

"Whenever you see a successful business, someone once made a courageous decision."

"Knowledge has to be improved, challenged, and increased

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constantly, or it vanishes." "The entrepreneur always searches for change, responds to it, and exploits it as an opportunity." A handsome, commemorative edition of Peter F. Drucker's timeless classic work on

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leadership and management,  
with a foreword by Jim Collins.  
What makes an effective  
executive? For decades, Peter F.  
Drucker was widely regarded as  
"the dean of this country's  
business and management

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philosophers" (Wall Street Journal). In this concise and brilliant work, he looks to the most influential position in management—the executive. The measure of the executive, Drucker reminds us, is the ability

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to "get the right things done."

This usually involves doing what other people have overlooked as well as avoiding what is unproductive. Intelligence, imagination, and knowledge may all be wasted in an executive job

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without the acquired habits of mind that mold them into results. Drucker identifies five practices essential to business effectiveness that can—and must—be mastered: Managing time; Choosing what to



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contribute to the organization;  
Knowing where and how to mobilize strength for best effect;  
Setting the right priorities;  
Knitting all of them together with effective decision-making  
Ranging across the annals of

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business and government, Drucker demonstrates the distinctive skill of the executive and offers fresh insights into old and seemingly obvious business situations.

A celebration of craftsmanship,

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teamwork, and the relationship  
between contractor and client.

"An enriching and poetic tribute  
to manual labour."—Karl Ove  
Knausgaard Making Things  
Right is the simple yet  
captivating story of a loft

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renovation, from the moment master carpenter and contractor Ole Thorstensen submits an estimate for the job to when the space is ready for occupation. As the project unfolds, we see the construction through Ole's eyes:

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the meticulous detail, the pesky splinters, the problem solving, patience, and teamwork required for its completion. Yet Ole's narrative encompasses more than just the fine mechanics of his craft. His labor and passion

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drive him toward deeper reflections on the nature of work, the academy versus the trades, identity, and life itself. Rich with descriptions of carpentry and process, *Making Things Right* is a warm and humorous portrayal

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of a tightknit working community, a story about the blood, sweat, and frustration involved in doing a job well and the joys in seeing a vision take shape.

THE POWER OF DOING THE RIGHT THING This book is

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about success. How the authors James and Terence Elsberry define success is based on the people they knew growing up in small-town America. People who built uncommonly successful lives through the power of doing



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the right thing and all the values that phrase stood for; old-fashioned concepts such as integrity and perseverance, humility and optimism, faith and hard work. This book isn't about being perfect. It's about how you

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can survive the misfortunes and tragedies of life without losing your spirit. It's about keeping hope alive. It's about becoming the person your family, friends and co-workers want and need you to be. It's about you enjoying

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the power and rewards of a  
values-driven life.

Confronting Reality

What Makes an Effective  
Executive (Harvard Business  
Review Classics)

Catch People Doing Something

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Right

Finding Success Through a  
Values-Driven Life

Making the case for doing the  
right thing

Drucker on Leadership

Hacking Leadership

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*Doing the Right Things  
Right How the Effective  
Executive Spends Time Berrett-  
Koehler Publishers*

*With its unique union of theory  
and application and its well-  
organized, easy-to-use design,*

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*Moral Choices has earned its place as the standard text for college ethics courses. This fourth edition offers extensive updates, revisions, and three brand new chapters all designed to help students*

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*develop a sound and current  
basis for making ethical  
decisions in today's complex  
postmodern culture. Moral  
Choices outlines the distinctive  
elements of Christian ethics  
while avoiding undue*

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*dogmatism. The book also introduces other ethical systems and their key historical proponents, including Plato, Aristotle, Augustine, Thomas Aquinas, and Immanuel Kant. After describing a seven-step*



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*procedure for tackling ethical dilemmas, author Scott Rae uses case studies to address some of today's most pressing social issues. He guides students in thinking critically and biblically about issues,*

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*including: Abortion*

*Reproductive Technologies*

*Euthanasia Capital Punishment*

*Sexual Ethics The Morality of*

*War Genetic Technologies and*

*Human Cloning Ethics and*

*Economics NEW: Creation Care*

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*NEW: Animal Rights NEW: Gun-  
Control NEW: Race, Gender,  
and Diversity NEW:  
Immigration, Refugees, and  
Border Control FEATURES  
Relevant Case Studies  
throughout Discussion*

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*questions at the end of each  
chapter Sidebars with case  
studies for discussion*

*Recommended further reading  
Core values and principles can  
sustain and inspire you during  
challenging times, and the more*

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*you practice and embody them,  
the more likely you are to  
become a wiser leader. Paul D.  
Houston, executive director  
emeritus of the American  
Association of School  
Administrators, and Stephen L.*

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*Sokolow, a founding partner  
and executive director of the  
Center for Empowered  
Leadership, offer eighteen core  
leadership values and principles  
to help you do the right things,  
in the right way, at the right*

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*time, and for the right reasons. The core values you'll learn include how to focus on the positive; empower and uplift others; operate from a base of compassion; and recognize the seeds of wisdom. Wise leaders*

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*view all people as having natural gifts, and it's important to help them grow. What's more, supporting and valuing people encourages them to do more for you and for the organization. Enhance*



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*organizational productivity,  
creativity, and capacity by  
learning and applying eighteen  
core values of The Wise Leader.  
"Never will you find such a  
constellation of distilled wisdom  
on leadership for all*

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*circumstances." --Michael  
Fullan, professor emeritus,  
OISE/University of Toronto  
"This book is for all those who  
are seeking a human  
perspective on economic and  
organizational processes. It lays*

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*the foundations for a value based approach to the economy. The key questions are: "What is important to you or your organization?" "What is this action or that organization good for?" The book is directed*

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*at the prevalence of  
instrumentalist thinking in the  
current economy and responds  
to the calls for another  
economy. Another economy  
demands another economics.  
The value based approach is*

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*another economics; it focuses on values and on the most important goods such as families, homes, communities, knowledge, and art. It places economic processes in their cultural context. What does it*

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*take to do the right thing, as a person, as an organization, as a society? What is the good to strive for? This book gives directions for the answers. The value based approach restores the ancient idea that quality of*

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*life and of society is what the economy is all about. It advocates shifting the focus from quantities ("how much?") to qualities ("what is important?").*

*The Wise Leader*

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*Making Things Right at Work  
Do the Next Right Thing*

*How to Get Things Right  
How Google, Bono, and the  
Gates Foundation Rock the  
World with OKRs*

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*Increase Teamwork, Resolve  
Conflict, and Build Trust*

Hacking Leadership is Mike Myatt's latest leadership book written for leaders at every level. Leadership isn't broken, but how it's currently being practiced certainly is.

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Everyone has blind spots. The purpose of Hacking Leadership is to equip leaders at every level with an actionable framework to identify blind spots and close leadership gaps. The bulk of the book is based on actionable, topical leadership and

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management hacks to bridge eleven gaps every business needs to cross in order to create a culture of leadership: leadership, purpose, future, mediocrity, culture, talent, knowledge, innovation, expectation, complexity, and failure. Each

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chapter: Gives readers specific techniques to identify, understand, and most importantly, implement individual, team and organizational leadership hacks. Addresses blind spots and leverage points most leaders and managers haven't

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thought about, which left unaddressed, will adversely impact growth, development, and performance. All leaders have blind-spots (gaps), which often go undetected for years or decades, and sadly, even when identified the

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methods for dealing with them are outdated and ineffective – they need to be hacked. Showcases case studies from the author's consulting practice, serving as a confidant with more than 150 public company CEOs. Some of those corporate

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clients include: AT&T, Bank of America, Deloitte, EMC, Humana, IBM, JP Morgan Chase, Merrill Lynch, PepsiCo, and other leading global brands. Hacking Leadership offers a fresh perspective that makes it easy for leaders to create a

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roadmap to identify, refine, develop, and achieve their leadership potential--and to create a more effective business that is financially solvent and professionally desirable. There is a radical, biblical alternative to much of what is taught



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and practiced today regarding relationships. Doing Things Right in Matters of the Heart presents a bold plan for escaping the swift currents of contemporary patterns of hooking up, shacking up, and breaking up. It draws a compelling vision of

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complementarity between the sexes. It instructs men on what to do and informs women on what to look for in their mutual pursuit of a healthy, tender, long-term relationship. In this "best of Blanchard" compilation, the bestselling author's

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thoughts on self-management, communication, motivation and rewards, performance, ethics, and one-minute management are discussed.

A renowned Harvard professor's brilliant, sweeping, inspiring account

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of the role of justice in our society--and of the moral dilemmas we face as citizens What are our obligations to others as people in a free society? Should government tax the rich to help the poor? Is the free market fair? Is it sometimes wrong

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to tell the truth? Is killing sometimes morally required? Is it possible, or desirable, to legislate morality? Do individual rights and the common good conflict? Michael J. Sandel's "Justice" course is one of the most popular and influential at Harvard.

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Up to a thousand students pack the campus theater to hear Sandel relate the big questions of political philosophy to the most vexing issues of the day, and this fall, public television will air a series based on the course. Justice offers readers the

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same exhilarating journey that captivates Harvard students. This book is a searching, lyrical exploration of the meaning of justice, one that invites readers of all political persuasions to consider familiar controversies in fresh and

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illuminating ways. Affirmative action, same-sex marriage, physician-assisted suicide, abortion, national service, patriotism and dissent, the moral limits of markets—Sandel dramatizes the challenge of thinking through these conflicts, and shows



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how a surer grasp of philosophy can help us make sense of politics, morality, and our own convictions as well. Justice is lively, thought-provoking, and wise—an essential new addition to the small shelf of books that speak convincingly to the

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hard questions of our civic life.

A Journal for Getting the Right Things Done

A Value Based Economy

Eight Strong Handholds for Every Man

Ken Blanchard on Empowerment

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The Essential Drucker

Why Some Companies Make the Leap...And Others Don't

The Right Way to Do the Right Thing