

Acces PDF Focus
Daniel Goleman

Focus Daniel Goleman

Reveals the
hidden
environmental
consequences of
what societies
make and buy,
and how that
knowledge can
drive the

Acces PDF Focus Daniel Goleman

changes
necessary to
save the
planet.

Focus (HBR
Emotional
Intelligence
Series) Harvard
Business Press
A 25th
anniversary
edition of the
number one,

Acces PDF Focus Daniel Goleman

multi-million
copy
international
bestseller that
taught us how
emotional
intelligence is
more important
than IQ - 'a
revolutionary,
paradigm-
shattering
idea' (Harvard

Acces PDF Focus Daniel Goleman

Business

Review)

Featuring a new
introduction

from the author

Does IQ define
our destiny? In

his

groundbreaking

bestseller,

Daniel Goleman

argues that our

view of human

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intelligence is far too narrow. It is not our IQ, but our emotional intelligence that plays a major role in thought, decision-making and individual success. Self-

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impulse
control,
persistence,
motivation,
empathy and
social
deftness: all
are qualities
that mark
people who
excel, whose
relationships
flourish, who

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can navigate
difficult
conversations,
who become
stars in the
workplace. With
new insights
into the brain
architecture
underlying
emotion and
rationality,
Goleman shows

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precisely how
emotional
intelligence
can be nurtured
and
strengthened in
all of us.

Daniel Goleman
offers a vital
new curriculum
for life that
can change the
future for us

Acces PDF Focus Daniel Goleman

and for our
children
Fourteenth
Colony
Commit to Sit
Primal
Leadership
Emotional
Equations
A Total
Productivity
System to
Achieve More by

Acces PDF Focus Daniel Goleman

Doing Less
Summary of "The
7 Habits of
Highly
Effective
People" by
Stephen R.
Covey - Free
book by
QuickRead.com
*Argues people
need 3 kinds of*

Acces PDF Focus
Daniel Goleman

*intelligence to
be successful in
life: analytical,
creative and
practical.*

*The benefits of
mindfulness
include better
performance,
heightened
creativity,
deeper self-*

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Daniel Goleman

*awareness, and
increased
charisma—not
to mention
greater peace of
mind. This book
gives you
practical steps
for building a
sense of
presence into
your daily work*

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routine. It also explains the science behind mindfulness and why it works and gives clear-eyed warnings about the pitfalls of the fad. This volume includes the work of: Daniel

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*Goleman Ellen
Langer Susan
David Christina
Congleton This
collection of
articles includes
“Mindfulness in
the Age of
Complexity,” an
interview with
Ellen Langer by
Alison Beard;*

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*“Mindfulness
Can Literally
Change Your
Brain,” by
Christina
Congleton,
Britta K. Hölzel,
and Sara W.
Lazar; “How to
Practice
Mindfulness
Throughout*

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*Your Work
Day,” by
Rasmus
Hougaard and
Jacqueline
Carter;
“Resilience for
the Rest of Us,”
by Daniel
Goleman;
“Emotional
Agility: How*

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*Effective
Leaders Manage
Their Thoughts
and Feelings,”*
by Susan David
and Christina
Congleton;
*“Don’t Let
Power Corrupt
You,”* by Dacher
Keltner;
“Mindfulness for

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*People Who Are
Too Busy to
Meditate,” by
Maria Gonzalez;
“Is Something
Lost When We
Use Mindfulness
as a
Productivity
Tool?” by
Charlotte
Lieberman; and*

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*“There Are
Risks to
Mindfulness at
Work,” by David
Brendel. How to
be human at
work. The HBR
Emotional
Intelligence
Series features
smart, essential
reading on the*

Acces PDF Focus
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*human side of
professional life
from the pages
of Harvard
Business
Review. Each
book in the
series offers
proven research
showing how
our emotions
impact our work*

Acces PDF Focus
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*lives, practical
advice for
managing
difficult people
and situations,
and inspiring
essays on what
it means to tend
to our emotional
well-being at
work. Uplifting
and practical,*

Acces PDF Focus
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*these books
describe the
social skills that
are critical for
ambitious
professionals to
master.*

#1

BESTSELLER •

*The
groundbreaking
book that*

Acces PDF Focus
Daniel Goleman

*redefines what
it means to be
smart, with a
new
introduction by
the author "A
thoughtfully
written,
persuasive
account
explaining
emotional*

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intelligence and why it can be crucial.”—USA Today Everyone knows that high IQ is no guarantee of success, happiness, or virtue, but until Emotional Intelligence, we

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could only guess why. Daniel Goleman's brilliant report from the frontiers of psychology and neuroscience offers startling new insight into our "two minds"—the

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*rational and the
emotional—and
how they
together shape
our destiny.*

*Drawing on
groundbreaking
brain and
behavioral
research,
Goleman shows
the factors at*

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*work when
people of high
IQ flounder and
those of modest
IQ do
surprisingly
well. These
factors, which
include self-
awareness, self-
discipline, and
empathy, add up*

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to a different way of being smart—and they aren't fixed at birth. Although shaped by childhood experiences, emotional intelligence can be nurtured and strengthened

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*throughout our
adulthood—with
immediate
benefits to our
health, our
relationships,
and our work.
The twenty-fifth-
anniversary
edition of
Emotional
Intelligence*

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*could not come
at a better
time—we spend
so much of our
time online,
more and more
jobs are
becoming
automated and
digitized, and
our children are
picking up new*

Acces PDF Focus
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*technology
faster than we
ever imagined.
With a new
introduction
from the author,
the twenty-fifth-
anniversary
edition prepares
readers, now
more than ever,
to reach their*

Acces PDF Focus
Daniel Goleman

*fullest potential
and stand out
from the pack
with the help of
EI.*

*A personal
energy training
program
outlines
strategies on
how to prevent
burnout and*

Acces PDF Focus
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*improve
productivity,
discussing such
areas as how to
work with four
key sources of
energy,
balancing stress
and recovery,
expanding
capacity, and
implementing*

Acces PDF Focus
Daniel Goleman

*positive
routines.*

*Reprint. 60,000
first printing.*

*The Emotionally
Intelligent*

Leader

Ecological

Intelligence

Change Leader

Promote

Yourself

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*HBR Emotional
Intelligence
Ultimate Boxed
Set (14 Books)
(HBR Emotional
Intelligence
Series)
The Power of
Full
Engagement*
We live in a
challenging,

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complex, inter-connected and unpredictable world beset by a range of seemingly insoluble problems. But, says Michael Fullan—an internationally acclaimed authority on organizational change—we have an increasing

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understanding of
how to tackle
complex change.
This involves
developing a new
kind of leader: one
who recognizes what
is needed to bring
about deep and
lasting changes in
living systems at all
levels. These leaders

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need a deep understanding of what motivates us as human beings and how we tap into and influence other people's self-motivation. In his previous best-selling books *The Six Secrets of Change*, *Leading in a Culture*

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of Change, and
Turnaround
Leadership, Michael
Fullan examined the
concepts and
processes of change.
In Change Leader he
turns his focus to the
core practices of
leadership that are so
vital for leading in
today's complex

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world. He reveals seven core practices for today's leaders, all of which appear to be deceptively simple but actually get to the essence of what differentiates a powerful leader from one who is merely competent: Practice Drives Theory Be

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Resolute Motivate
the Masses
Collaborate to
Compete Learn
Confidently Know
Your Impact Sustain
Simplexity
Throughout the book
Fullan argues that
powerful leaders
have built bedrocks
of credibility, have

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learned how to identify the few things that matter most, and know how to leverage their skills in ways that benefit their entire organization. The author shows leaders how to avoid policies and strategies that focus

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on shallow and short-term goals and develop leadership skills for long-term success. With a wealth of illustrative examples from business, education, nonprofit, and government sectors Change Leader provides a much-

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needed leadership
guide for today's
turbulent climate.
Are you a good
boss--or a great one?
Get more of the
management ideas
you want, from the
authors you trust,
with HBR's 10 Must
Reads on Managing
People (Vol. 2).

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We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you master the innumerable challenges of being a manager. With insights from leading experts including

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Marcus
Buckingham,
Michael D. Watkins,
and Linda Hill, this
book will inspire
you to: Draw out
your employees'
signature strengths
Support a culture of
honesty and civility
Cultivate better
communication and

Acces PDF Focus Daniel Goleman

deeper trust among
global teams Give
feedback that will
help your people
excel Hire, reward,
and tolerate only
fully formed adults
Motivate your
employees through
small wins Foster
collaboration and
break down silos

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across your company

This collection of
articles includes

"Are You a Good

Boss--or a Great

One?," by Linda A.

Hill and Kent

Lineback; "Let Your

Workers Rebel," by

Francesca Gino;

"The Feedback

Fallacy," by Marcus

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Buckingham and
Ashley Goodall;
"The Power of Small
Wins," by Teresa M.
Amabile and Steven
J. Kramer; "The
Price of Incivility,"
by Christine Porath
and Christine
Pearson; "What
Most People Get
Wrong About Men

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and Women," by
Catherine H. Tinsley
and Robin J. Ely;
"How Netflix
Reinvented HR," by
Patty McCord;
"Leading the Team
You Inherit," by
Michael D. Watkins;
"The Overcommitted
Organization," by
Mark Mortensen and

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Heidi K. Gardner;
"Global Teams That
Work," by Tsedal
Neeley; "Creating
the Best Workplace
on Earth," by Rob
Goffee and Gareth
Jones.

In Focus,
Psychologist and
journalist Daniel
Goleman, author of

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the #1 international
bestseller Emotional
Intelligence, offers a
groundbreaking look
at today's scarcest
resource and the
secret to high
performance and
fulfillment:
attention. Combining
cutting-edge
research with

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practical findings,
Focus delves into the
science of attention
in all its varieties,
presenting a long
overdue discussion
of this little-noticed
and under-rated
mental asset. In an
era of unstoppable
distractions,
Goleman

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persuasively argues that now more than ever we must learn to sharpen focus if we are to survive in a complex world.

Goleman boils down attention research into a threesome: inner, other, and outer focus. Drawing on rich case studies

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from fields as
diverse as
competitive sports,
education, the arts,
and business, he
shows why high-
achievers need all
three kinds of focus,
and explains how
those who rely on
Smart Practices—min
dfulness meditation,

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focused preparation
and recovery,
positive emotions
and connections, and
mental "prosthetics"
that help them
improve habits, add
new skills, and
sustain
greatness—excel
while others do not.
Two New York

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Times best-selling authors unveil new research showing what meditation can really do for the brain. In the last twenty years, meditation and mindfulness have gone from being kind of cool to becoming an

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omnipresent Band-Aid for fixing everything from your weight to your relationship to your achievement level. Unveiling here the kind of cutting-edge research that has made them giants in their fields, Daniel Goleman and

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Richard Davidson
show us the truth
about what
meditation can really
do for us, as well as
exactly how to get
the most out of it.
Sweeping away
common
misconceptions and
neuromythology to
open readers' eyes to

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the ways data has been distorted to sell mind-training methods, the authors demonstrate that beyond the pleasant states mental exercises can produce, the real payoffs are the lasting personality traits that can result.

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But short daily doses will not get us to the highest level of lasting positive change—even if we continue for years—without specific additions. More than sheer hours, we need smart practice, including crucial ingredients

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such as targeted feedback from a master teacher and a more spacious, less attached view of the self, all of which are missing in widespread versions of mind training. The authors also reveal the latest data from Davidson's

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own lab that point to a new methodology for developing a broader array of mind-training methods with larger implications for how we can derive the greatest benefits from the practice. Exciting, compelling, and

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grounded in new research, this is one of those rare books that has the power to change us at the deepest level.

The Triple Focus
What Makes a
Leader? (Harvard
Business Review
Classics)

25th Anniversary

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Edition

The New Rules for
Career Success

Learning to Do

What Matters Most

New World New

Mind

A surprisingly
simple way for
students to
master any
subject--based

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on one of the
world's most
popular online
courses and the
bestselling book
A Mind for
Numbers A Mind
for Numbers and
its wildly popular
online
companion
course "Learning

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How to Learn" have empowered more than two million learners of all ages from around the world to master subjects that they once struggled with. Fans often wish they'd discovered these

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learning
strategies earlier
and ask how they
can help their
kids master these
skills as well.

Now in this new
book for kids and
teens, the
authors reveal
how to make the
most of time

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spent studying.
We all have the
tools to learn
what might not
seem to come
naturally to us at
first--the secret is
to understand
how the brain
works so we can
unlock its power.
This book

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explains: • Why sometimes letting your mind wander is an important part of the learning process • How to avoid "rut think" in order to think outside the box • Why having a poor memory can

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be a good thing •

The value of
metaphors in
developing

understanding •

A simple, yet
powerful, way to
stop

procrastinating

Filled with
illustrations,
application

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questions, and
exercises, this
book makes
learning easy and
fun.

Become a Better
Leader by
Improving Your
Emotional
Intelligence
Bestselling
author DANIEL

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GOLEMAN first brought the concept of emotional intelligence (EI) to the forefront of business through his articles in Harvard Business Review, establishing EI as an indispensable

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trait for leaders.
The Emotionally
Intelligent Leader
brings together
three of
Goleman's
bestselling HBR
articles. In "What
Makes a
Leader?"
Goleman
explores

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research that found that truly effective leaders are distinguished by high levels of self-awareness and sharp social skills. In "The Focused Leader," Goleman explains neuroscience

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research that proves that "being focused" is more than filtering out distractions while concentrating on one thing. In "Leadership That Gets Results," Goleman draws on research to

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outline six
distinct
leadership styles,
each one
springing from
different
components of
emotional
intelligence.
Together, these
three articles
guide leaders to

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recognize the
direct ties
between EI and
measurable
business results.
Highly Readable,
Crisply Written &
inspirational
Reading For Any
New Indian Entre
preneur Frontline
Difficult Though

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Setting Up A
Business Is,
Becoming A High-
Performance
Entrepreneur Is
Harder Still. And
Yet, Of The Many
Thousands Who
Try, There Are
Those Who Go
On To Become
Successful;

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Some Even
Graduate To
Setting Up
Companies That
Hold Their Own
Against The
Toughest
Competition,
Becoming Icons
Of Achievement.
In The High-
Performance

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Entrepreneur,
Subroto Bagchi,
Co-Founder And
Chief Operating
Officer Of
Mindtree
Consulting,
Draws Upon His
Own Highly
Successful
Experience To
Offer Guidance

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From The Idea
Stage To The Ipo
Level. This
Includes How To
Decide When One
Is Ready To
Launch An
Enterprise,
Selecting A
Team, Defining
The Values And
Objectives Of The

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Company And
Writing The
Business Plan To
Choosing The
Right Investors,
Managing
Adversity And
Building The
Brand.

Additionally, In
An Especially
Illuminating

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Chapter, Bagchi
Recounts The
Systems And
Values Which
Have Made Indian
It Companies On
A Par With The
Best In The
World. High-
Performance
Entrepreneurs
Create Great

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Wealth, For
Themselves As
Well As For
Others. They
Provide Jobs,
Crucial For An
Expanding
Workforce Such
As India S, And
Drive Innovation.
In India As
Elsewhere,

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Governments
Have Become
Much More
Entrepreneur
Friendly Than
Ever Before And
The Rewards Of
Being A
Successful
Entrepreneur Are
Many. More Than
Just A Guide,

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This Is A Book
That Will Tap The
Entrepreneurial
Energy Within
You. The Tips
Offered In The
Book Can Make
All Of Us,
Businessmen
And Employers,
Better At Our
JobsBusiness

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India [A]

Wonderful Book

Which Will Go A

Long Way In

Guiding Aspiring

EntrepreneursSa

hara Times A

Guiding Light To

Budding Entrepre

neursI.Times Of

IndiaFree Press

Journal

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This book is a collection of the author's writings, previously published in the Harvard Business Review and other business journals, on leadership and emotional intelligence. The

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material has become essential reading for leaders, coaches and educators committed to fostering stellar management, increasing performance, and driving innovation. The

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collection reflects
the evolution of
Dr. Goleman's
thinking about
emotional
intelligence,
tracking the
latest
neuroscientific
research on the
dynamics of
relationships,

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and the latest
data on the
impact emotional
intelligence has
on an

organization's
bottom-line. --

Science Reveals
How Meditation
Changes Your
Mind, Brain, and
Body

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A New Approach
to Education
Successful
Intelligence
The Hidden
Impacts of What
We Buy
High
Performance
Entrepreneur
Unleashing the
Power of

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Emotional
Intelligence

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access to
hundreds of free
book and
audiobook

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summaries. The perfect guide to adopting seven habits of effective people that can improve your life and the lives of those around you.

A self-improvement guide written by Stephen Covey, The 7

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Habits of Highly Effective People details how you can change your life through changing your mindset. The way you view the world is based entirely on your own perceptions, and by adopting a

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perception that leads to action, you can change your life and the lives of those around you. In other words, if you want to change your current situation then you must learn to change yourself

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and learn to change your perceptions. The way you see the problem is the problem, so you must allow yourself to fundamentally change the way you think in order to see a true change in yourself.

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Covey will not only teach you how to adopt a new mindset, but he will also teach you how to become proactive and focus on the important tasks at hand. At the end of the day, by adopting the 7

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habits of highly effective people, you can learn how to change your mindset and then change your life. Daniel Goleman explains what we now know about the brain basis of emotional intelligence, in

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clear and simple terms. This book will deepen your understanding of emotional intelligence and enhance your ability for its application. You will learn the most recent findings that explain: The Big

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Question being asked, particularly in academic circles: "Is there such an entity as 'emotional intelligence' that differs from IQ?"; the neural dynamics of creativity; the brain states underlying

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optimal
performance, and
how to enhance
them; the social
brain: rapport,
resonance, and
interpersonal
chemistry; brain
2.0: our brain on
the web; neural
lessons for
coaching and

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enhancing
emotional
intelligence
abilities.

For more than two
decades,
psychologist and
journalist Daniel
Goleman has been
scouting the
leading edge of
the human

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sciences for what's new, surprising, and important. In Focus, he delves into the science of attention in all its varieties, presenting a long overdue discussion of this little-noticed and under-rated mental

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asset that matters enormously for how we navigate life. Goleman boils down attention research into a three parts: inner, other, and outer focus. Goleman shows why high-achievers need all three kinds of

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focus, as demonstrated by rich case studies from fields as diverse as competitive sports, education, the arts, and business. Those who excel rely on what Goleman calls Smart Practices

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such as
mindfulness
meditation,
focused
preparation and
recovery, positive
emotions and
connections, and
mental 'prosthetics'
that help them
improve habits,
add new skills, and

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sustain excellence. Combining cutting-edge research with practical findings, Focus reveals what distinguishes experts from amateurs and stars from average performers. Your inner Chimp can be your best

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friend or your
worst enemy...this
is the Chimp
Paradox Do you
sabotage your own
happiness and
success? Are you
struggling to make
sense of yourself?
Do your emotions
sometimes dictate
your life? Dr. Steve

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Peters explains that we all have a being within our minds that can wreak havoc on every aspect of our lives—be it business or personal. He calls this being "the chimp," and it can work either for you

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or against you.
The challenge
comes when we
try to tame the
chimp, and
persuade it to do
our bidding. The
Chimp Paradox
contains an
incredibly powerful
mind management
model that can

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help you be
happier and
healthier, increase
your confidence,
and become a
more successful
person. This book
will help you to:
—Recognize how
your mind is
working
—Understand and

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manage your
emotions and
thoughts

—Manage yourself
and become the
person you would
like to be Dr.

Peters explains
the struggle that
takes place within
your mind and
then shows you

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how to apply this understanding. Once you're armed with this new knowledge, you will be able to utilize your chimp for good, rather than letting your chimp run rampant with its own agenda.

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Mindfulness (HBR
Emotional
Intelligence Series)
New Insights
Practical Theology
HBR's 10 Must
Reads on
Managing People,
Vol. 2 (with bonus
article "The
Feedback Fallacy"
by Marcus

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Daniel Goleman

Buckingham and
Ashley Goodall)
Focus: How One
Word a Week Will
Transform Your
Life

Emotional
Intelligence

*Do you have what
it takes to
succeed in your
career? The secret*

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*of success is not
what they taught
you in school.
What matters
most is not IQ, not
a business school
degree, not even
technical know-
how or years of
expertise. The
single most
important factor in*

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*job performance
and advancement
is emotional
intelligence.
Emotional
intelligence is
actually a set of
skills that anyone
can acquire, and
in this practical
guide, Daniel
Goleman identifies*

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them, explains their importance, and shows how they can be fostered. For leaders, emotional intelligence is almost 90 percent of what sets stars apart from the mediocre. As Goleman

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*documents, it's
the essential
ingredient for
reaching and
staying at the top
in any field, even
in high-tech
careers. And
organizations that
learn to operate in
emotionally
intelligent ways*

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are the companies that will remain vital and dynamic in the competitive marketplace of today—and the future.

How do some people bounce back with vigor from daily setbacks,

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*professional
crises, or even
intense personal
trauma? This book
reveals the key
traits of those who
emerge stronger
from challenges,
helps you train
your brain to
withstand the
stresses of daily*

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*life, and presents
an approach to an
effective career
reboot. This
volume includes
the work of:*

*Daniel Goleman
Jeffrey A.*

*Sonnenfeld Shawn
Achor This
collection of
articles includes*

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“How Resilience Works,” by Diane Coutu; “Resilience for the Rest of Us,” by Daniel Goleman; “How to Evaluate, Manage, and Strengthen Your Resilience,” by David Kopans; “Find the Coaching in

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*Criticism," by
Sheila Heen and
Douglas Stone;
"Firing Back: How
Great Leaders
Rebound After
Career Disasters,"
by Jeffrey A.
Sonnenfeld and
Andrew J. Ward;
and "Resilience Is
About How You*

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*Recharge, Not
How You Endure,”
by Shawn Achor
and Michelle
Gielan. How to be
human at work.
The HBR
Emotional
Intelligence Series
features smart,
essential reading
on the human side*

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*of professional life
from the pages of
Harvard Business
Review. Each book
in the series offers
proven research
showing how our
emotions impact
our work lives,
practical advice
for managing
difficult people*

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*and situations,
and inspiring
essays on what it
means to tend to
our emotional well-
being at work.
Uplifting and
practical, these
books describe
the social skills
that are critical for
ambitious*

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*professionals to
master.*

*A new integration
of Goleman's
emotional, social,
and ecological
intelligence*

*Hopeful, eloquent,
and bold,*

*Ecoliterate offers
inspiring stories,
practical*

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guidance, and an exciting new model of education that builds - in vitally important ways - on the success of social and emotional learning by addressing today's most important ecological

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issues. This book shares stories of pioneering educators, students, and activists engaged in issues related to food, water, oil, and coal in communities from the mountains of

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*Appalachia to a
small village in the
Arctic; the deserts
of New Mexico to
the coast of
New Orleans; and
the streets of
Oakland,
California to the
hills of South
Carolina.
Ecoliterate marks*

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*a rich
collaboration
between
Daniel Goleman
and the Center for
Ecoliteracy, an
organization best
known for its
pioneering work
with school
gardens, school
lunches,*

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and integrating ecological principles and sustainability into school curricula. For nearly twenty years the Center has worked with schools and organizations in more than 400 communities

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across the United States and numerous other countries. Ecoliterate also presents five core practices of emotionally and socially engaged ecoliteracy and a professional development guide.

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*Robert Ornstein
and Paul Ehrlich
explain that we
are causing our
own problems
because we have
created a world
where our basic
mental functions
are no longer
suitable. We
evolved over a*

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*period of millions
of years to survive
in small tribal
families on the
wild grassy plains
of East Africa.*

*Now the way we
live has nothing to
do with that time
and place, but the
mental tools that
were developed to*

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survive on the savanna have remained unchanged. These instincts were wonderfully adapted to the environment that shaped them. But that world, the world that made us, is gone. Now

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these same instincts are causing us to destroy the world that we made. The threats we face are of our own making, and we can unmake them. If people learn how we have come to this point,

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we can restore our hope for the future. NWNM describes the way our minds have evolved, and offers suggestions for how to cope with who we are in the world we live in now. Recent decades have

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*seen remarkable
progress in many
areas. For
example, while
not overlooking
the abject
suffering of
millions of people,
it is nonetheless
true that there
has been
unprecedented*

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*alleviation of
poverty and
disease for the
world's poorest
people. There are
so many
promising and
astonishing
advances in
medicine,
technology, and
the social and*

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*physical sciences
that if we give
ourselves a
chance to survive,
our species could
enter a golden
age.*

*The Forgotten
Story of the Gulf
South During
America's
Revolutionary Era*

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*The Hidden Driver
of Excellence
What Makes a
Leader
The Chimp
Paradox
Altered Traits
Simple Truths for
Creating
Happiness +
Success
Leading scientists*

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and science writers reflect on the life-changing, perspective-changing, new science of human goodness. In these pages you will hear from Steven Pinker, who asks, "Why is there peace?"; Robert Sapolsky, who examines violence among primates; Paul

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Ekman, who talks with the Dalai Lama about global compassion; Daniel Goleman, who proposes “constructive anger”; and many others. Led by renowned psychologist Dacher Keltner, the Greater Good Science Center,

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*based at the
University of
California in
Berkeley, has been
at the forefront of
the positive
psychology
movement, making
discoveries about
how and why
people do good.
Four times a year
the center
publishes its*

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*findings with
essays on
forgiveness, moral
inspiration, and
everyday ethics in
Greater Good
magazine. The best
of these writings
are collected here
for the first time. A
collection of
personal stories
and empirical
research, The*

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*Compassionate
Instinct will make
you think not only
about what it
means to be happy
and fulfilled but
also about what it
means to lead an
ethical and
compassionate life.
Do you keep flitting
from one goal to
another? Do you
hustle without*

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having much to show for your efforts? If so, it's time for you to develop laser-sharp focus and achieve concrete results that will make a real difference in your life. Author and coach, Thibaut Meurisse, wants you to reclaim your focus. In his latest

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book, you'll learn exactly how to develop laser-sharp focus so that you can complete your key projects and achieve your major goals. Master Your Focus is a clear and concise walkthrough that demonstrates how to use the power of focus to achieve

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tangible results. Using Thibaut's straightforward instructions, you'll learn how to zero-in on key tasks and stick to them until you complete them 100%. In Master Your Focus, you'll discover: What true productivity really is (and how to master it) The 3

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types of focus and how exactly you can develop each of them How to stop jumping from one thing to the next and finally complete your key tasks (and why this is so critical) How to dramatically reduce your learning curve by finding the right

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*information and
applying it
effectively How to
achieve more by
doing less The 17
simple strategies
to boost your focus
And much more.
Master Your Focus
is your must-read
guide to help you
sharpen your focus
and skyrocket your
results long term. If*

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you like easy-to-understand strategies, practical exercises, and no-nonsense teaching, you will love this book. Buy Master Your Focus to sharpen your focus today! This book is the third book in the "Mastery Series" below: Book 1 -

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*Master Your
Emotions A
Practical Guide to
Overcome
Negativity and
Better Manage
Your Feelings Book
2 - Master Your
Motivation A
Practical Guide to
Unstick Yourself,
Build Momentum
and Sustain Long-
Term Motivation*

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This book brings together a broad range of Buddhist meditative techniques that have appeared in the magazine over the years.

Contributors include some of the foremost voices in contemporary Buddhism: Pema Chdrn starts our

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*journey with an
inspirational
Foreword. Lama
Surya Das explores
the definition of
meditation, while
Sharon Salzberg
and Joseph
Goldstein lay out a
28-day program for
establishing a daily
practice. Wherever
you are on your
search, you will*

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*find plenty of
guidance in this
book. Learn about
insight meditation
from Bhante
Henepola
Gunaratana and
Sylvia Boorstein. Or
about zazen from
Barry Magid and
Martine Batchelor.
Gil Fronsdal offers
instruction in metta
(lovingkindness)*

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meditation, while Judith Simmer-Brown teaches tonglen, a Tibetan Buddhist practice for cultivating compassion. We also learn about the crucial role the body plays in meditation from S. N. Goenka, Reginald Ray, Wes Nisker, and Cyndi

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Lee. We receive guidance on managing issues that arise in meditation from Jon Kabat-Zinn, Christina Feldman, Matthieu Ricard, Pat Enkyo O'Hara, and others. And there are practices for bringing mindfulness and compassion to

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*daily life from
Thubten Chodron,
Sayadaw U
Tejaniya, and
Michael Carroll.
Though targeted to
the reader who
would like to begin
meditating, this
collection also
offers support and
guidance to the
experienced
meditator working*

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to sustain a lifelong practice. This is a guide to meditative practice for any seeker wishing to deepen their understanding of themselves and their world.

“An invaluable operating manual,” says Tony Hsieh, Zappos CEO and author of

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*Delivering
Happiness. Using
brilliantly simple
logic that
illuminates the
universal truths in
common emotional
challenges, popular
motivational
speaker and
bestselling author
Chip Conley has
written "a fresh,
original guide to an*

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authentic and fulfilling life.” With a foreword by Tony Hsieh, CEO of Zappos and author of Delivering Happiness When Chip Conley, dynamic author of the bestselling Peak, suffered a series of devastating personal and*

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professional setbacks, he began using what he came to call “Emotional Equations” (such as Joy = Love - Fear) to help him focus on the variables in life that he could handle, rather than dwelling on the parts he couldn’t,

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such as the bad economy, death, and taxes. Using brilliantly simple logic that illuminates the universal truths in common emotional challenges, Emotional Equations offers a way to identify the elements in our lives that we can

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*change, those we
can't, and how to
better understand
our emotions so
they can help us . .
. rather than hurt
us. Equations like
"Despair =
Suffering -
Meaning" and
"Happiness =
Wanting What You
Have ÷ Having
What You Want"*

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have been reviewed for mathematical and psychological accuracy by experts. Now Conley tells his own comeback story and those of other resilient people and inspiring role models who have worked through

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*emotional
equations in their
own lives.*

*Emotional
Equations arms
you with practical
strategies for
turbulent times.*

*Free to Focus
Summary of Social
Intelligence by
Daniel Goleman
Why Emotional
Intelligence*

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*Matters
How Educators Are
Cultivating
Emotional, Social,
and Ecological
Intelligence
Focus (HBR
Emotional
Intelligence Series)
An Introduction
Every church
congregation
encounters*

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challenging situations, some the same the world over, and others specific to each church. Richard Osmer here seeks to teach congregational leaders -- including, but not limited to, clergy -- the requisite knowledge and skills to meet such situations with

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*sensitivity and
creativity. Osmer
develops a framework
for practical
theological
interpretation in
congregations by
focusing on four key
questions: What is
going on in a given
context? Why is this
going on? What ought
to be going on? and*

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How might the leader shape the context to better embody Christian witness and mission? The book is unique in its attention to interdisciplinary issues and the ways that theological reflection is grounded in the spirituality of leaders. Useful, accessible, and lively

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-- with lots of specific examples and case studies -- Osmer's Practical Theology effectively equips congregational leaders to guide their communities with theological integrity. Everyone gets 168 hours a week, but it never feels like enough, does it? Work

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*gobbles up the lion's
share--many
professionals are
working as much as
70 hours a
week--leaving less and
less for rest, exercise,
family, and friends.
You know, all those
things that make life
great. Most people
think productivity is
about finding or*

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saving time. But it's not. It's about making our time work for us. Just imagine having free time again. It's not a pipe dream. In Free to Focus, New York Times bestselling author Michael Hyatt reveals to readers nine proven ways to win at work so they are finally free to succeed

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*at the rest of
life--their health,
relationships, hobbies,
and more. He helps
readers redefine their
goals, evaluate what's
working, cut out the
nonessentials, focus
on the most important
tasks, manage their
time and energy, and
build momentum for
a lifetime of success.*

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Social Intelligence is a critical study of the emotional intelligence which enriches our lives but is unable to be measured by more traditional forms like an IQ test. Unpacking both the neurological logistics and practical application of social intelligence in our daily lives, this study

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examines the positive impact of developing our ability to read social cues and understand ourselves in relation to others. Arguing that social intelligence is every bit as vital as intellectual prowess (if not more so), Social Intelligence explores the impact of

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*kindness,
thoughtfulness, and
self-awareness on our
social, psychological,
and physical welfare.
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*you are the original
author of any book on
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us to remove it, please
contact us at
hello@quickread.com
The importance of
achieving focus goes
well beyond your own
productivity. Deep
focus allows you to
lead others
successfully, find*

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*clarity amid
uncertainty, and
heighten your sense of
professional
fulfillment. Yet the
forces that challenge
sustained focus range
from dinging phones
to office politics to
life's everyday
worries. This book
explains how to
strengthen your*

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*ability to focus,
manage your team's
attention, and break
the cycle of
distraction. This
volume includes the
work of: Daniel
Goleman Heidi Grant
Amy Jen Su Rasmus
Hougaard HOW TO
BE HUMAN AT
WORK. The HBR
Emotional*

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*Intelligence Series
features smart,
essential reading on
the human side of
professional life
from the pages of
Harvard Business
Review. Each book in
the series offers
proven research
showing how our
emotions impact our
work lives, practical*

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*advice for managing
difficult people and
situations, and
inspiring essays on
what it means to tend
to our emotional well-
being at work.*

*Uplifting and
practical, these books
describe the social
skills that are critical
for ambitious
professionals to*

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master.

*How to Succeed in
School Without
Spending All Your
Time Studying; A
Guide for Kids and
Teens*

*Why It Can Matter
More Than IQ
Resilience (HBR
Emotional
Intelligence Series)*

Managing Energy,
Page 189/231

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Daniel Goleman

*Not Time, Is the Key
to High Performance
and Personal Renewal
Master Your Focus*

**When asked to
define the ideal
leader, many
would emphasize
traits such as
intelligence,
toughness,
determination, and
vision—the**

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**qualities
traditionally
associated with
leadership. Often
left off the list are
softer, more
personal
qualities—but they
are also essential.
Although a certain
degree of
analytical and
technical skill is a**

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**minimum
requirement for
success, studies
indicate that
emotional
intelligence may
be the key
attribute that
distinguishes
outstanding
performers from
those who are
merely adequate.**

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Daniel Goleman

Psychologist and author Daniel Goleman first brought the term "emotional intelligence" to a wide audience with his 1995 book of the same name, and Goleman first applied the concept to business with a

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**1998 classic
Harvard Business
Review article. In
his research at
nearly 200 large,
global companies,
Goleman found
that truly effective
leaders are
distinguished by a
high degree of
emotional
intelligence.**

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Without it, a person can have first-class training, an incisive mind, and an endless supply of good ideas, but he or she still won't be a great leader. The chief components of emotional intelligence—self-awareness, self-

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**regulation,
motivation,
empathy, and
social skill—can
sound
unbusinesslike,
but Goleman
found direct ties
between emotional
intelligence and
measurable
business results.
The Harvard**

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**Business Review
Classics series
offers you the
opportunity to
make seminal
Harvard Business
Review articles a
part of your
permanent
management
library. Each
highly readable
volume contains a**

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Daniel Goleman

**groundbreaking
idea that
continues to
shape best
practices and
inspire countless
managers around
the world—and
will have a direct
impact on you
today and for
years to come.
How to be human**

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**at work. HBR's
Emotional
Intelligence Series
features smart,
essential reading
on the human side
of professional life
from the pages of
Harvard Business
Review. Each book
in the series offers
proven research
showing how our**

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**emotions impact
our work lives,
practical advice
for managing
difficult people
and situations,
and inspiring
essays on what it
means to tend to
our emotional well-
being at work.
Uplifting and
practical, these**

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**books describe
the social skills
that are critical for
ambitious
professionals to
master. This
specially priced
14-volume set
includes every
book in the series:
Mindfulness
Resilience
Influence and**

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**Persuasion
Authentic
Leadership
Dealing with
Difficult People
Focus Self-
Awareness
Happiness
Empathy
Leadership
Presence Purpose,
Meaning, and
Passion**

**Acces PDF Focus
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**Confidence
Mindful Listening
Power and Impact
Annotation.**

**What if your focus
shifted from the
things you weren't
getting right
toward making
one good change
a week? In these
52 devotions,
Cleere Cherry**

Acces PDF Focus Daniel Goleman

**encourages you to
be intentional
about renewing
your mind without
attempting to be
perfect or set
unrealistic
expectations. Just
think: what if you
let the word grace
seep into your
everyday life for
seven straight**

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days. You wrote it on post-it notes and put them on your fridge, in your car, at your desk, by your bed. The entire week you focused on responding to every situation with grace, no matter what. You think, "I can't

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believe he just cut me off." Then you think "rememberff, ff,,fff,,f,,fff,ff,,,,ff,,f,,f f,ff,,fff,,f,,ff,ff,,ff,,f,,] ff,ff,,fff,,f,,fff,ff,,ff,,f, ,,ff,ff,,fff,,f,,ff,ff,,ff,,f ,,€ff,ff,,fff,,f,,fff,ff,,ff ,,f,,ff,ff,,fff,,f,,ff,ff,,f f,,f,,]grace." You think, "Why isn't she listening to me?" Then you

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hear a whisper,
"don't forget
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ff,,fff,,f,,fff,ff,,ff,,f,,f
f,ff,,fff,,f,,ff,ff,,ff,,f,,]
grace." For one
week you focus on
grace, the next
week you focus on
gentleness, the

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**next week you
focus on forgivene
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,ff,,ff,,f,,].one word
per week for an
entire year. Before
you know it, you're
no longer worried**

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**about being
perfect, but more
excited about
having a closer
connection to God
and living a life
free from
perfectionism, free
from being pulled
in different
directions, and
more attuned to
your love for God**

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**and for others.
HBR's 10 Must
Reads on
Leadership, Vol. 2
(with bonus article
"The Focused
Leader" By Daniel
Goleman)
How Practical and
Creative
Intelligence
Determine
Success in Life**

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**Working With
Emotional
Intelligence
The Brain and
Emotional
Intelligence
The Mind
Management
Program to Help
You Achieve
Success,
Confidence, and
Happine ss**

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Ecoliterate

How people perceive you at work has always been vital to a successful career. Now with the internet, social media, and the unrelenting hum of 24/7 business, the ability to brand and promote yourself is more crucial than

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ever. Schawbel shows readers how to navigate this new environment as an employee and lays out what managers are really looking for. Unveiling exclusive new research on the modern workplace, Schawbel breaks down the outdated

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mores of getting ahead and lays out a practical guide for building an outstanding career in an age of personal marketing, economic uncertainty and constant adaptation to new technologies. Shedding light on the disconnect

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between Gen Y and their managers, and revealing new findings on the most important skills required for management roles, professional development at work, networking, self-promotion, and social media's role in the workplace,

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Promote Yourself
also gives readers
the most critical skill
necessary today: an
awareness of their
unique strengths
and how to
differentiate
themselves.

*The British colony of
West Florida—which
once stretched from
the mighty*

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Mississippi to the shallow bends of the Apalachicola and portions of what are now the states of Florida, Alabama, Mississippi, and Louisiana—is the forgotten fourteenth colony of America's Revolutionary era. The colony's eventful years as a

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part of the British Empire form an important and compelling interlude in Gulf Coast history that has for too long been overlooked. For a host of reasons, including the fact that West Florida did not rebel against the British Government, the

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*colony has long
been dismissed as a
loyal but
inconsequential
fringe outpost, if
considered at all.
But the colony's
history showcases a
tumultuous political
scene featuring a
halting attempt at
instituting
representative*

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government; a host of bold and colorful characters; a compelling saga of struggle and perseverance in the pursuit of financial stability; and a dramatic series of battles on land and water which brought about the end of its days under the

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*Union Jack. In
Fourteenth Colony,
historian Mike Bunn
offers the first
comprehensive
history of the colony,
introducing readers
to the Gulf Coast's
remarkable British
period and putting
West Florida back in
its rightful place on
the map of Colonial*

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America.

*Stay on top of your
leadership game.*

*Leadership isn't
something you're
born with or gifted
as a reward for an
abundance of
charisma; true
leadership stems
from core skills that
can be learned. Get
more of the*

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leadership ideas you want, from the authors you trust, with HBR's 10 Must Reads on Leadership (Vol. 2). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you maximize

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your own and your organization's performance. With insights from leading experts including Michael D. Watkins, Herminia Ibarra, and Michael E. Porter, this book will inspire you to: Identify areas for personal growth Build trust with and among your

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*employees Develop
a more dynamic and
sophisticated
communication style
Try out different
leadership styles
and behaviors to
find the right
approach for
you--and your
organization
Transform yourself
from a problem*

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*solver to an agenda
setter Harness the
power of
connections*

*Become an adaptive
and strategic leader*

*This collection of
articles includes*

*"Leadership Is a
Conversation," by
Boris Groysberg and
Michael Slind; "How
Managers Become*

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*Leaders: The Seven
Seismic Shifts of
Perspective and
Responsibility," by
Michael D. Watkins;
"Strategic
Leadership: The
Essential Skills," by
Paul J.H.
Schoemaker, Steve
Krupp, and
Samantha Howland;
"The Authenticity*

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*Paradox," by
Herminia Ibarra;
"Both/And'
Leadership," by
Wendy K. Smith,
Marianne W. Lewis,
and Michael L.
Tushman; "Are You
a Collaborative
Leader?" by
Herminia Ibarra and
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*Leadership," by
Tiziana Casciaro,
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*Deborah Ancona,
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