

Jocelyn K Gleib

We are encouraged from all sides to view our lives as being full of choices. Like the products on a supermarket shelf, our careers, our relationships, our bodies, our very identities seem to be there for the choosing. But paradoxically this seeming freedom to choose can create extreme anxiety, and feelings of inadequacy and guilt. *The Tyranny of Choice* explores how late capitalism's shrill exhortations to 'be oneself' can be a tyranny which only leads to ever-greater disquiet and how insistence on choice being a purely individual matter prevents social change. With wisdom, humour and sensitivity, Renata Salecl examines the complexity of the essential human capacity to choose which has become mired in consumerist ironies.

How can we understand the infinite variety of cities? Darran Anderson seems to exhaust all possibilities in this work of creative nonfiction. Drawing inspiration from Marco Polo and Italo Calvino, Anderson shows that we have much to learn about ourselves by looking not only at the cities we have built, but also at the cities we have imagined. Anderson draws on literature (Gustav Meyrink, Franz Kafka, Jaroslav Hasek, and James Joyce), but he also looks at architectural writings and works by the likes of Bruno Taut and Walter Gropius, Medieval travel memoirs from the Middle East, mid-twentieth-century comic books, Star Trek, mythical lands such as Cockaigne, and the works of Claude Debussy. Anderson sees the visionary architecture dreamed up by architects, artists, philosophers, writers, and citizens as wedded to the egalitarian sense that cities are for everyone. He proves that we must not be locked into the structures that exclude ordinary citizens--that cities evolve and that we can have input. As he says: "If a city can be imagined into being, it can be re-imagined as well."

"A POWERFUL WORK OF SPIRITUALITY AND ANTI-RACISM"—Publishers Weekly **"IF YOU READ ONE BOOK IN 2020, MAKE IT THIS ONE."**—Tricycle From much-admired meditation expert Sebene Selassie, *You Belong* is a call to action, exploring our tangled relationship with belonging, connection, and each other. You are not separate. You never were. You never will be. We are not separate from each other. But we don't always believe it, and we certainly don't always practice it. In fact, we often practice the opposite—disconnection and domination. From unconscious bias to "cancel culture," denial of our inherent interconnection limits our own freedom. In *You Belong*, much-admired meditation expert Sebene Selassie reveals that accepting our belonging is the key to facing the many challenges currently impacting our world. Using ancient philosophy, multidisciplinary research, exquisite storytelling, and razor-sharp wit, Selassie leads us in an exploration of all the ways we separate (and thus suffer) and offers a map back to belonging. To belong is to experience joy in any moment: to feel pleasure, dance in public, accept death, forgive what seems unforgivable, and extend kindness to yourself and others. To belong is also to acknowledge injustice, reckon with history, and face our own shadows. Full of practical advice and profound revelations, *You Belong* makes a winning case for resisting the forces that demand separation and reclaiming the connection—and belonging—that have been ours all along.

Poet and cartoonist Austin Kleon has discovered a new way to read between the lines. Armed with a daily newspaper and a permanent marker, he constructs through deconstruction—eliminating the words he doesn't need to create a new art form: Newspaper Blackout poetry. Highly original, Kleon's verse ranges from provocative to lighthearted, and from moving to hysterically funny, and undoubtedly entertaining. The latest creations in a long history of "found art," Newspaper Blackout will challenge you to find new meaning in the familiar and inspiration from the mundane. Newspaper Blackout contains original poems by Austin Kleon, as well as submissions from readers of Kleon's popular online blog and a handy appendix on how to create your own blackout poetry.

On the Loose

You Belong

Mythological Images of the Feminine

How We Show Up

Overcoming the Obstacles Between Vision and Reality

The Gift

The Tyranny of Choice

Are we living the good life—and what defines 'good', anyway? Americans today are constructing a completely different framework for success than their parents' generation, using new metrics that TEDWomen speaker and columnist Courtney Martin has termed collectively the "New Better Off". The *New Better Off* puts a name to the American phenomenon of rejecting the traditional dream of a 9-to-5 job, home ownership, and a nuclear family structure, illuminating the alternate ways Americans are seeking happiness and success. Including commentary on recent changes in how we view work, customs and community, marriage, rituals, money, living arrangements, and spirituality, *The New Better Off* uses personal stories and social analysis to explore the trends shaping our country today. Martin covers growing topics such as freelancing, collaborative consumption, communal living, and the breaking down of gender roles. *The New Better Off* is about the creative choices individuals are making in their vocational and personal lives, but it's also about the movements, formal and informal, that are coalescing around the "New Better Off" idea—people who are reinventing the social safety net and figuring out how to truly better their own communities.

From the bestselling author of *The Year of Living Biblically* and *The Know-It-All* comes the true and truly hilarious story of

one person's quest to become the healthiest man in the world. Hospitalized with a freak case of tropical pneumonia, goaded by his wife telling him, "I don't want to be a widow at forty-five," and ashamed of a middle-aged body best described as "a python that swallowed a goat," A.J. Jacobs felt compelled to change his ways and get healthy. And he didn't want only to lose weight, or finish a triathlon, or lower his cholesterol. His ambitions were far greater: maximal health from head to toe. The task was epic. He consulted an army of experts—sleep consultants and sex clinicians, nutritionists and dermatologists. He subjected himself to dozens of different workouts—from Strollercize classes to Finger Fitness sessions, from bouldering with cavemen to a treadmill desk. And he took in a cartload of diets: raw foods, veganism, high protein, calorie restriction, extreme chewing, and dozens more. He bought gadgets and helmets, earphones and juicers. He poked and he pinched. He counted and he measured. The story of his transformation is not only brilliantly entertaining, but it just may be the healthiest book ever written. It will make you laugh until your sides split and endorphins flood your bloodstream. It will alter the contours of your brain, imprinting you with better habits of hygiene and diet. It will move you emotionally and get you moving physically in surprising ways. And it will give you occasion to reflect on the body's many mysteries and the ultimate pursuit of health: a well-lived life.

Manage Your Day-To-Day is a collection of ideas, wisdom and tips from well-known creative people. It offers readers valuable insights on how to develop effective work routines, stay focused and unleash their creativity Insights to help you thrive as a creator amid the demands, distractions, and opportunities of the 21st century. Mark McGuinness has spent 21 years coaching creative professionals to achieve their artistic and career ambitions. In this book he shares 21 of the most powerful insights that have emerged from coaching conversations with hundreds of creatives - as well as from his own practice as an award-winning poet. Whether you are a fine artist, a performer or entertainer, a commercial creative, or a creative entrepreneur, many of your biggest challenges are the ones that are familiar to all creative professionals: * Finding—and staying true to—your deepest sources of inspiration * Carving out time to produce great work amid the demands and distractions of 21st century life * Balancing creativity, money, and your professional ambitions * Giving yourself a break from the relentless perfectionism of your Inner Critic * Creating your own security in an uncertain world * Believing in your vision when people around you just don't get it * Deciding whether to approach publishers, record companies or other middlemen, or to "go direct" to your audience * Attracting an audience from scratch, or breaking into a tightly networked industry as an outsider * Dealing with rejection, criticism, and plain unvarnished failure * Dealing with fear and anxiety—about your work, about your audience, about the critics, about failure, and even about success Perhaps the biggest challenge faced by a 21st century creator is the one it's easiest to overlook when you're preoccupied with the demands of the day: How can you chart your course and make meaningful progress when you set out on an original path, where there is no conventional career ladder, no job security, and the usual rules don't apply? This book tackles these challenges head on, and it provides answers you won't find in books of traditional career advice: 1. Everything is powered by love 2. Reach for the stars 3. Something old, something new 4. Your creativity is your security 5. Forget the career ladder—start creating assets 6. Personal development is professional development (and vice versa) 7. Your struggle is a clue to your superpower 8. There are four types of work (and one matters more than the others) 9. Desire beats discipline 10. Your motivations are always mixed 11. Play the game you want to play 12. Pick two out of money, fame and artistic reputation 13. Find your medium, choose your media 14. Stay small, go global 15. Learn from the best in the world 16. Don't let the crappy part put you off 17. Be thankful for your Inner Critic 18. Hustling is part of your job 19. Stop trying to earn money—start creating value 20. You can have all the excuses you want 21. Courage may be the missing ingredient Mark has deliberately kept this book short, so that you can burn through it in one sitting for a burst of inspiration. Or keep it handy on your phone and consult it in the quiet moments of your day, or on those days when you need to dig deep for motivation.

Outsource Smart: Be Your Own Boss . . . Without Letting Your Business Become the Boss of You

21 Insights for 21st Century Creatives

How to Stay Creative While Gaining Money, Fame, and Reputation

Make Your Mark

The Confidence Code

Motivation for Creative People

A Navy SEAL's Secrets to Surviving Any Disaster

"This is a How To manual at the highest level from a man who has lived the life and has watched and worked intimately with hundreds of others who've done the same. Indispensable reading for anyone in a creative field who is seeking to achieve not just a flash of brilliance but a lifelong career." Steven Pressfield, bestselling author of The War of Art "I love my work so much I would do it for free." Many creative people have uttered these words in a moment of enthusiasm—they express the joy of creative work. But they also hint at some of the pitfalls that lie in wait for creatives . . . In one sense, creative people have no problem with motivation. We fall in love with our creative work and pursue a career that allows us to do what we love every day.

Psychological research confirms what we know in our hearts: we are at our most creative when we are driven by intrinsic motivation—working for the sheer joy of it, regardless of rewards. Focusing on extrinsic motivation—such as money, fame, or other rewards—can kill your creativity. If you don't feel excited by the task in front of you, it's impossible to do your best work, no matter what rewards it might bring. You may be determined not to sell out, but selling yourself short can be just as damaging. And when it comes to public recognition, comparisonitis and professional jealousy can consume far too much of your creative energy. Working for love is all well and good, but if you're a creative professional you can't ignore the rewards: you need money to enjoy your life and to fund your projects. You may not need to be famous, but you do need a

good reputation within your professional network. And if you're in a fame-driven industry you need a powerful public profile, whether or not you enjoy the limelight. There's a precious balance at play—get it wrong, and you could seriously damage your creativity and even your career. For the past twenty years creative coach Mark McGuinness has helped hundreds of creatives like you to overcome these challenges. In his latest book, **Motivation for Creative People**, Mark helps you rise to these challenges and create a fulfilling and rewarding creative career. All the solutions he shares have been tested with real people in real situations, including ways to: * stay creative and in love with your work—even under pressure * overcome Resistance to tackling your creative challenges * reclaim your creative soul if you wander off your true path * stop selling yourself short—and start reaping the rewards of your creativity * attract the right kind of audience for your work * cultivate an outstanding artistic reputation * avoid destroying your creativity through attachment to money, fame, reputation, and other rewards * surround yourself with people who support your creative ambitions * avoid getting stuck in unhealthy comparisonitis or professional jealousy * balance your inspiration, ambition, desires, and influences in the big picture of your creative career **Motivation for Creative People** is the perfect guide to figuring out your different motivations and how they affect your creativity and career. The book is packed with practical advice and inspiring stories from Mark's own experience, his transformative work with coaching clients, and famous creators and creations—including Stanley Kubrick, Dante, The Smiths, Shakespeare, kabuki drama, and *Breaking Bad*. If you are serious about succeeding in your creative career—while staying true to your inspiration—read **Motivation for Creative People**

This book is a principles-centered approach to not only discovering and releasing, but also maximizing the God-given potential trapped within you. With practical, integrated, and penetrating concepts, this book takes you beyond doing good to experiencing your best. If you think you've arrived and have achieved your ultimate in life, this book is for you! If you are bored with your latest success and frustrated at the prospect of retirement, this book is for you! It will refire your passion for living and give you a reason to die empty. Learn how to die finished, not prematurely. Go for the max!

Do you want more free book summaries like this? Download our app for free at <https://www.QuickRead.com/App> and get access to hundreds of free book and audiobook summaries. In **Maximize Your Potential (2013)**, you'll learn how to succeed by making the most of the talents and skills you already possess. Written for those who have often felt that they're not talented enough or lack the skills to succeed, **Maximize Your Potential** teaches that your success isn't determined by having a particular skill set, it's about making the most of the talents you have. Through the combination of actionable advice and examples from some of the world's most productive people, Jocelyn K. Gleib's guide will show you the secret for unlocking your potential.

One of Michiko Kakutani's (New York Times) top ten books of 2016 A funny thing happened on the way to the digital utopia. We've begun to fall back in love with the very analog goods and ideas the tech gurus insisted that we no longer needed. Businesses that once looked outdated, from film photography to brick-and-mortar retail, are now springing with new life. Notebooks, records, and stationery have become cool again. Behold the **Revenge of Analog**. David Sax has uncovered story after story of entrepreneurs, small business owners, and even big corporations who've found a market selling not apps or virtual solutions but real, tangible things. As e-books are supposedly remaking reading, independent bookstores have sprouted up across the country. As music allegedly migrates to the cloud, vinyl record sales have grown more than ten times over the past decade. Even the offices of tech giants like Google and Facebook increasingly rely on pen and paper to drive their brightest ideas. Sax's work reveals a deep truth about how humans shop, interact, and even think. Blending psychology and observant wit with first-rate reportage, Sax shows the limited appeal of the purely digital life—and the robust future of the real world outside it.

131 Ways to Spark Creativity, Find Inspiration, and Discover Joy in the Everyday
Grow Your Expertise, Take Bold Risks, and Build an Incredible Career

The Goddess

Gulp: Adventures on the Alimentary Canal

Herding Tigers

Imaginary Cities

Super-Modified

A practical handbook for every manager charged with leading teams to creative brilliance, from the author of *The Accidental Creative* and *The Empty*. Doing the work and leading the work are very different things. When you make the transition from maker to manager, you give up projects to your team even though you could do them yourself better and faster. You're juggling expectations from your manager, your consistent, predictable output from an inherently unpredictable creative process. And you're managing the pushback from your team of headstrong, and possibly overqualified creatives. Leading talented, creative people requires a different skill set than the one many managers offer. As a consultant to creative companies, Todd Henry knows firsthand what prevents creative leaders from guiding their team to success, and in *Herding Tigers* he provides a bold new blueprint to help you be the leader your team needs. Learn to lead by influence instead of control. Discover how to create a stable culture that empowers your team to take bold creative risks. And learn how to fight to protect your energy, and resources they need to do their best work. Full of stories and practical advice, *Herding Tigers* will give you the confidence and skills to foster an environment where clients, management, and employees have a product they can be proud of and a process that works. An imaginative, thought-provoking gift book to awaken your senses and attune them to the things that matter in your life. Welcome to the white noise. Our lives are in constant tether to phones, to email, and to social media. In this age of distraction, the ability to experience the present is often lost: to think and to see and to listen. Enter Rob Walker's *The Art of Noticing*. This gorgeously illustrated volume will spark your creativity--and most importantly, help you see the world anew. Through a series of simple and playful exercises--131 of them--Walker n

for you to become a clearer thinker, a better listener, a more creative workplace colleague and finally, to rediscover your sense of passion and notice what really matters to you.

In a series of chapters each focusing on a different goddess or mythical woman, Christine Downing traces her own path of individuation from maiden-daughter to mature woman. A therapist, university professor of religion, and former president of the American Academy of Religion writes what is essentially an autobiography with an inner focus on her dreams and fantasies, and their meanings to her. She writes in an intimate way, using to great bit effortless effect her deep culture and wide learning. -The Journal of Analytical Psychology

Presents twenty-one essays from leading innovative minds that offer advice on crafting a successful career by building valuable relationships, taking risks, and cultivating creativity.

The Behance Book of Creative Work

Life Is Like a Musical

The Nature Fix: Why Nature Makes Us Happier, Healthier, and More Creative

Newspaper Blackout

Be the Leader That Creative People Need

Unsubscribe

Reinventing the American Dream

Please note: This is a companion version & not the original book. Sample Book Insights: #1 The first thing to understand about building an incredible business is that it ' s not about you. It ' s about finding the perfect alignment between your specific talents and expertise and what the world needs.

Following the success of Lean In and Why Women Should Rule the World, the authors of the bestselling Womenomics provide an informative and practical guide to understanding the importance of confidence—and learning how to achieve it—for women of all ages and at all stages of their career.

Working women today are better educated and more well qualified than ever before. Yet men still predominate in the corporate world. In The Confidence Code, Claire Shipman and Katty Kay argue that the key reason is confidence. Combining cutting-edge research in genetics, gender, behavior, and cognition—with examples from their own lives and those of other successful women in politics, media, and business—Kay and Shipman go beyond admonishing women to "lean in." Instead, they offer the inspiration and practical advice women need to close the gap and achieve the careers they want and deserve.

A field manual to the technologies that are transforming our lives Everywhere we turn, a startling new device promises to transfigure our lives. But at what cost? In this urgent and revelatory excavation of our Information Age, leading technology thinker Adam Greenfield forces us to reconsider our relationship with the networked objects, services and spaces that define us. It is time to re-evaluate the Silicon Valley consensus determining the future. We already depend on the smartphone to navigate every aspect of our existence. We ' re told that innovations—from augmented-reality interfaces and virtual assistants to autonomous delivery drones and self-driving cars—will make life easier, more convenient and more productive. 3D printing promises unprecedented control over the form and distribution of matter, while the blockchain stands to revolutionize everything from the recording and exchange of value to the way we organize the mundane realities of the day to day. And, all the while, fiendishly complex algorithms are operating quietly in the background, reshaping the economy, transforming the fundamental terms of our politics and even redefining what it means to be human. Having successfully colonized everyday life, these radical technologies are now conditioning the choices available to us in the years to come. How do they work? What challenges do they present to us, as individuals and societies? Who benefits from their adoption? In answering these questions, Greenfield ' s timely guide clarifies the scale and nature of the crisis we now confront —and offers ways to reclaim our stake in the future. Counsels professionals on how to develop creative ideas into productive and profitable ventures, explaining a range of effective and occasionally counterintuitive practices based on moderation, prioritizing and encouraging conflicts.

Manage Your Day-To-Day

The Design of Everyday Life

Real Things and Why They Matter

How to Get Creative Work Done in an "Always on" World

Drop Dead Healthy

Company of One

The Art of Noticing

"Highly informative and remarkably entertaining." —Elle From forest trails in Korea, to islands in Finland, to eucalyptus groves in California Florence Williams investigates the science behind nature's positive effects on the brain. Delving into brand-new research, she uncovers powers of the natural world to improve health, promote reflection and innovation, and strengthen our relationships. As our modern lives become dramatically indoors, these ideas—and the answers they yield—are more urgent than ever.

Think and act like a Navy SEAL and you can survive anything. You can live scared—or be prepared. "We never thought it would happen to us." From random shootings to deadly wildfires to terrorist attacks, the reality is that modern life is unpredictable and dangerous. Don't fear or rely on luck. Learn the SEAL mindset: Be prepared, feel confident, step up, and know exactly how to survive any life-threatening situation. Former Navy SEAL and preeminent American survivalist Cade Courtley delivers step-by-step instructions anyone can master in an illustrated, user-friendly guide. You'll learn to think like a SEAL and how to: improvise weapons from everyday items * pack a go bag* escape mass-shootings * treat injuries at the scene* subdue a hijacker * survive extreme climates * travel safely abroad* defend against animal attacks * survive pandemic * and much more Don't be taken by surprise. Don't be a target. Fight back, protect yourself, and beat the odds with the essential manual no one in the twenty-first century should be without. BE A SURVIVOR, NOT A STATISTIC!

Offers insights on ways to meet the challenges of the workplace by building a daily routine and finding focus amid chaos.

On the Loose is a journey through the American West, led by two adventurous brothers, Terry and Renny Russell. It is a chronicle of triumph and tragedy—the triumph of gaining an insight about oneself through an understanding of the natural world; the tragedy of seeing its splendor increasingly threatened by people who don't know or don't care. The photographs, all taken by the authors, capture Yosemite, Point Reyes, the High Sierra, the Great Basin, and Glen Canyon in the 1950s and 1960s. Despite the fact that On the Loose has been out of print for more than a decade, contemporary readers have not forgotten this timeless classic. Readers have described On the Loose as moving and inspirational. One reader says, "This book made me cry at [age] 16, and it still does at 45." Another reader notes, "This book expresses the deep yearning to wander, to explore, to live fully like no other artistic expression I have ever come across."

How to turn your talent into a career

Teaching Your Business to Market Itself

The Creative's Guide to Building a Business with Impact

A Call for Connection

Maximizing Your Potential

Maximize Your Potential by Jocelyn K. Gleib (Summary)

A Tour of Dream Cities, Nightmare Cities, and Everywhere in Between

Examines the concept of gifts in anthropological terms and uses this approach to analyze the situation of creative artists and society.

An Invitation to Community and Models for Connection After almost every presentation activist and writer Mia Birdsong give think tanks, and policy makers, one of those leaders quietly confesses how much they long for the profound community she has with family, friends, and colleagues, yet they still feel like they're standing alone. They're "winning" at the American Dream, but they're disconnected, and unsatisfied. It seems counterintuitive that living the "good life"--the well-paying job, the nuclear family, the mobility--can make us feel isolated and unhappy. But in a divided America, where only a quarter of us know our neighbors and we're either a winner or a loser, we've forgotten the key element that helped us make progress in the first place: community. In this groundbreaking work, Mia Birdsong shows that what separates us isn't only the ever-present injustices built around race, class, and beliefs, but also our denial of our interdependence and need for belonging. In response to the fear and discomfort we feel and instead of leaning on each other, we find ourselves leaning on concrete. Through research, interviews, and stories of lived experience, *We Show Up* returns us to our inherent connectedness where we find strength, safety, and support in vulnerability and generosity, help, and in being accountable. Showing up--literally and figuratively--points us toward the promise of our collective vitality and the liberated well-being we all want.

What if the real key to a richer and more fulfilling career was not to create and scale a new start-up, but rather, to be able to determine your own hours, and become a (highly profitable) and sustainable company of one? Suppose the better--and smarter--way is simply to remain small? This book explains how to do just that. *Company of One* is a refreshingly new approach centered on staying small, avoiding growth, for any size business. Not as a freelancer who only gets paid on a per piece basis, and not as an entrepreneur who wants to scale as soon as possible, but as a small business that is deliberately committed to staying that way. By staying small, you gain the freedom to pursue more meaningful pleasures in life, and avoid the headaches that result from dealing with employees, long hours, and worrying about expansion. *Company of One* introduces this unique business strategy and explains how to make it work for you, from how to generate cash flow on an ongoing basis. Paul Jarvis left the corporate world when he realized that working in a high-pressure world was not his idea of success. Instead, he now works for himself out of his home on a small, lush island off of Vancouver, enjoying a more rewarding and productive life. He no longer has to contend with an environment that constantly demands more productivity and more growth. In *Company of One*, Jarvis explains how you can find the right pathway to do the same, including planning your business, your shop, determining your desired revenues, dealing with unexpected crises, keeping your key clients happy, and of course, staying on your own.

A Self-Help Guide--with Jazz Hands! *Life is Like a Musical* features 50 wry, witty tips on getting ahead in life and love--all learned from the showbiz trenches. "Hilarious, wise, and one-of-a-kind. This book is so damn brilliant I'm surprised it didn't already exist." -- Sarah Haskins, bestselling author of *The Life-Changing Magic of Not Giving a F*ck Before Tim Federle* became a bestselling author and a Broadway playwright, he worked as a back-up dancer at the Super Bowl, a polar bear at Radio City, and a card-carrying chorus boy on *Life is Like a Musical* features 50 tips learned backstage, onstage, and in between gigs, with chapters such as "Dance Like Everyone Else," "Save the Drama for the Stage." This charming and clever guide will appeal to all ages and inspire readers to step into the lead of their own life, even if they're not a recovering theater major.

Build Your Routine, Find Your Focus, and Sharpen Your Creative Mind

The Creative's Guide to Starting a Business

Freeing the Natural Voice

Summary of Jocelyn K. Gleib's *Make Your Mark*

How to Kill Email Anxiety, Avoid Distractions, and Get Real Work Done

The Referral Engine

The Clockwork Muse

Behance.com is the world's largest network for showcasing and discovering creative work. In their first-ever book, Behance's expert curators share an inside look at the trends driving today's most exciting art and design creations.

The New York Times and Los Angeles Times Bestseller Be your own boss, do what you love, and live the entrepreneurial dream by putting your business on autopilot! Filled with expert advice and practical tools, Outsource Smart reveals a proven system for developing and sharpening the productivity and problem-solving skills most essential to success. Learn how to hire, train, and manage a virtual assistant and successfully outsource all the critical tasks of running your own business. "Outsource Smart is a must-read for someone wanting to live the laptop lifestyle." -- Mike Filsaime, Internet marketing expert "This book gives you great ideas and strategies to save time and money and serve your customers better than you could trying to do it all by yourself." -- Brian Tracy, coauthor of Now, Build a Great Business "This book is fantastic. It is a must-read for anyone who wants to conquer the world of business today. The lesson here is that you cannot do it on your own. Daven shows the small-business person how to compete with the big boys and win." -- Les Brown, motivational speaker and author of Live Your Dreams If you are interested in working smart, achieving more, and joining the growing ranks of successful 'Laptop Entrepreneurs,' make sure you read Daven Michaels's outstanding book." -- Mark Anastasi, New York Times bestselling author of The Laptop Millionaire

Describes how to break away from email addiction by prioritizing business workflow, writing effective emails, and understanding the psychology of reciprocity.

'A book to devour from start to finish - easy to do as it is accessibly-written and oh so fascinating - and then to dip into later for reference.' - Joanna Reeves Do you have a passion for making beautiful objects? Are you wondering whether you can take the next step and turn your creativity into a career? This inspirational guide offers easy-to-follow advice from talented and creative industry experts. There are practical exercises that will help you sell your creations, choose the right time to start your business, and guide you through as you do so. With The Creative's Guide to Starting a Business, you will discover the best way to: Create pieces that sell Write a business plan Identify and reach customers Research the competition Price products and test the market Promote the business successfully Packed with interviews, encouraging real life stories, and tips from successful entrepreneurs who started with a passion and turned it into their own successful, creative business, this practical guide will take you through the very first steps of defining creative and financial success to ultimately establishing a rewarding start-up.

The Revenge of Analog

Reclaiming Family, Friendship, and Community

Maximize Your Potential

Making Ideas Happen

Imagery and Art in the Practice of Voice and Language

Radical Technologies

The New Better Off

The humorous science writer offers a tour of the human digestive system, explaining why the stomach doesn't digest itself and whether constipation can kill you.

The average person checks email 77 times a day, sends and receives more than 122 email messages a day and spends nearly a third of their workweek managing a constant influx of email. Even when we're away from work, checking email is the most popular activity we engage in on our mobile devices. Email is a powerful and essential tool - but it has become a near-constant source of frustration, anxiety and distraction from our work. In this insightful and intensely practical book, Jocelyn K. Glei explains why email is so overwhelming and addicting, and lays out strategies for limiting the energy you spend on it. These include setting meaningful work goals, clarifying to yourself which people and messages truly matter and creating a daily routine that aligns with your natural creative rhythms. Through her actionable, thoughtful advice, Glei will help you to: - Stop letting email dictate your mood, your focus and your to-do list - Process your inbox efficiently - Compose messages that get people to take action - Establish boundaries that allow you to engage in more meaningful work.

The classic voice-training book for actors, teachers of voice and speech and anyone interested in vocal expression - by a pre-eminent voice teacher, actor and director. Fully revised and expanded edition. Linklater's approach is to liberate the voice you have rather than apply vocal techniques from the outside. Her basic assumption is that everyone possesses a voice capable of expressing whatever emotion, mood or thought he/she experiences. This edition incorporates vocal exercises developed over three decades to help the voice connect viscerally with language - a key element in the actors' craft. 'a radical breakaway from the old formal methods... an invaluable new resource... essential' Educational Theatre Journal 'the best and only work of its kind for vocal training' Educational Theatre News

The small business guru behind Duct Tape Marketing shares his most valuable lesson: how to get your customers to do your best marketing for you. The power of glitzy advertising and elaborate marketing campaigns is on the wane; word- of-mouth referrals are what drive business today. People trust the recommendation of a friend, family member, colleague, or even stranger with similar tastes over anything thrust at them by a faceless company. Most business owners believe that whether customers refer them is entirely out of their hands. But science shows that people can't help recommending products and services to their friends-it's an instinct wired deep in the brain. And smart businesses can tap into that hardwired desire. Marketing expert John Jantsch offers practical techniques for harnessing the power of referrals to ensure a steady flow of new customers. Keep those customers happy, and they will refer your business to even more customers. Some of Jantsch's strategies include: -Talk with your customers, not at them. Thanks to social networking sites, companies of any size have the opportunity to engage with their customers on their home turf as never before-but the key is listening. -The sales team is the most important part of your marketing team. Salespeople are the company's main link to customers, who are the main source of referrals. Getting them on board with your referral strategy is critical. -Educate your customers. Referrals are only helpful if they're given to the right people. Educate your customers about whom they should be talking to. The secret to generating referrals lies in understanding the "Customer Referral Cycle"-the way customers refer others to your company who, in turn, generate even more referrals. Businesses can ensure a healthy referral cycle by moving customers and prospects along the path of Know, Like, Trust, Try, Buy, Repeat, and Refer. If everyone in an organization keeps this sequence in mind, Jantsch argues, your business will generate referrals like a well-oiled machine. This practical, smart, and original guide is essential reading for any company looking to grow without a fat marketing budget.

How to Create Brand Names That Stick

How to Live, Love, and Lead Like a Star

Creativity and the Artist in the Modern World

Productivity for Creative People

One Man's Humble Quest for Bodily Perfection

Why Staying Small Is the Next Big Thing for Business

How to Kill Email Anxiety, Avoid Distractions and Get REAL Work Done

Every year, 6 million companies and more than 100,000 products are launched. They all need an awesome name, but many (such as Xobni, Svbtle, and Doostang) look like the results of a drunken Scrabble game. In this entertaining and engaging book, ace naming consultant Alexandra Watkins explains how anyone—even noncreative types—can create memorable and buzz-worthy brand names. No degree in linguistics required. The heart of the book is Watkins's proven SMILE and SCRATCH Test—two acronyms for what makes or breaks a name. She also provides up-to-date advice, like how to make sure that Siri spells your name correctly and how to nab an available domain name. And you'll see dozens of examples—the good, the bad, and the “so bad she gave them an award.” Alexandra Watkins is not afraid to name names.

Offers insights and advice from twenty-one entrepreneurs and experts on building a creative business.

For anyone who has blanched at the uphill prospect of finishing a thesis, dissertation, or book, this piece holds out something more practical than hope: a plan.

The Science and Art of Self-Assurance---What Women Should Know

SEAL Survival Guide

SUMMARY and CONCISE ANALYSIS of Manage Your Day-To-Day: Build Your Routine, Find Your Focus and Sharpen Your Creative Mind by 99U and Jocelyn K. Glei

Hello, My Name Is Awesome