

The Financial Times Guide To Managing Your Money How To Be Better Off By Making Better Financial Decisions

'Understanding valuation is relevant to everyone with an ambition in business. For us at Cevian Capital it is an absolutely critical skill. This book will take you there faster than any other in the field.' Christer Gardell Former Partner McKinsey, Managing Partner and co-founder of Cevian Capital *'A handy, accessible and well-written guide to valuation. The authors manage to capture the reader with high-level synthesis as well as more detailed insights in a great way.'* Anna Storakers Head of Group Strategy & Corporate Development, Nordea Bank AB, formerly with Goldman Sachs & Co and McKinsey & Co *"If you can envision the future value of a company you are a winner. Make this comprehensive and diligent book on corporate valuation your companion pursuing transactions and you will succeed."* Hans Otterling, Founding Partner, CEO Northzone Capital *"Both in my previous position as an investment banker and today as an investor in high growth technology companies, corporate valuation has been a most critical subject. The Financial Times guide to Valuation serves as the perfect introduction to the subject and I recommend it to entrepreneurs as well as fellow private investors."* Carl Palmstierna, former Partner Goldman Sachs, Business Angel *'Not only will Financial Times Guide to Corporate Valuation provide you with the basic understanding of corporate valuation, it also gives you an interesting insight into non-operational challenges that companies will face. And it does it all in an unexpectedly efficient and reader friendly manner. If you want to learn the basics and only have a few hours to spare, invest them into reading this book!'* Daniel Hummel Head of Corporate Finance, Swedbank *'In this highly accessible and reliable introduction to valuation, Messieurs Frykman and Tolleryd have succeeded in selecting only the essential building blocks in a topic that can otherwise be difficult to navigate. Indeed a guide, this book will prove handy to many of us and a breakthrough to some.'* Per Hedberg, Academic Director Stockholm School of Economics Russia *'This book provides an accessible and informative entry point to the vast topic of valuation. The book covers mechanics as well as how value is linked to intangibles, growth opportunities and industry structure, all the way providing clear examples of every key idea. The authors understand value: they know what is useful, what is practical and what is critical, and give any reader great guidance to the challenge of getting values right.'* Bo Becker Assistant Professor Harvard Business School *"I read Frykman & Tolleryd's book on Corporate Valuation the first time*

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in the late 90's - the book has not only thought me how to value investments, but also how important it is to focus on long term cashflow when building and leading an organization" Mikael Schiller Owner, Chairman, Acne Studios 'The easy, no-nonsense approach to corporate valuation.' Fiona McGuire, Corporate Finance Director FGS Understanding corporate valuation is crucial for all business people in today's corporate world. No other measure can indicate as completely the current status as well as the future prospects of a company. The Financial Times Guide to Corporate Valuation is a quick, no-nonsense guide to a complex subject. Whether you're a manager, executive, entrepreneur or student this comprehensive reading guide will help you tailor your learning according to your experience, existing knowledge and time constraints. Using the example of a fictional European telecommunications company, Mobitronics, as a model, it provides key insights into universal issues in corporate valuation and the most commonly used valuation methods. THE ONLY STRAIGHTFORWARD GUIDE TO CORPORATE VALUATION The Financial Times Guide to Wealth Management is your definitive guide to preserving and enhancing your wealth and getting the most out of your finances. Whether you want to do it yourself, or get an overview of the basics so you can understand the experts, this book gives you the answers. Up to date with all the latest changes to UK pension, tax and legal rules, it covers everything you need to know in one easy to read guide. The Financial Times Guide to Options, will introduce you to the instruments and markets of options, giving you the confidence to trade successfully. Options are explained in real-life terminology, using every-day examples and accessible language. Introducing three key options markets - stocks, bonds and commodities, the book explains options contracts from straight vanilla options to strangles and butterflies and covers the fundamentals of options pricing and trading Originally published as Options Plain and Simple , this new edition includes: How the options industry operates and how basic strategies have evolved Risk management and how to trade safely Inclusion of new products such as exchange traded funds A glossary of key words and further reading Addition of market scenarios and examples Like all investment strategies, options offer potential return while incurring potential risk. The advantage of options trading is that risk can be managed to a greater degree than with outright buying or selling. The Financial Times Guide to Options is a straightforward and practical introduction to the fundamentals of options. It includes only what is essential to basic understanding and presents options theory in conventional terms, with a minimum of jargon. This thorough guide will give

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you a basis from which to trade most of the options listed on most of the major exchanges. The Financial Times Guide to Options includes: Options in everyday life The basics of calls The basics of puts Pricing and behaviour Volatility and pricing models The Greeks and risk assessment: delta Gamma and theta Vega Call spreads and put spreads, or one by one directional spreads One by two directional spreads Combos and hybrid spreads for market direction Volatility spreads Combining straddles and strangles for reduced risk Combining call spreads and put spreads The covered write, the calendar spread and the diagonal spread The interaction of the Greeks Options performance based on cost Trouble shooting and common problems Volatility skews Futures, synthetics and put-call parity Conversions, reversals, boxes and options arbitrage

Brand New for 2018: an updated edition featuring a new afterword to mark the 10th anniversary of the financial crisis The brilliantly reported New York Times bestseller that goes behind the scenes of the financial crisis on Wall Street and in Washington to give the definitive account of the crisis, the basis for the HBO film "Too Big To Fail is too good to put down. . . . It is the story of the actors in the most extraordinary financial spectacle in 80 years, and it is told brilliantly."

—The Economist In one of the most gripping financial narratives in decades, Andrew Ross Sorkin—a New York Times columnist and one of the country's most respected financial reporters—delivers the first definitive blow-by-blow account of the epochal economic crisis that brought the world to the brink. Through unprecedented access to the players involved, he re-creates all the drama and turmoil of these turbulent days, revealing never-before-disclosed details and recounting how, motivated as often by ego and greed as by fear and self-preservation, the most powerful men and women in finance and politics decided the fate of the world's economy.

The Financial Times Guide to Options

The Financial Times Guide to Selecting Shares that Perform

How to win backing to start up or grow your business

How to Become a Disciplined Investor

How the Digital Revolution Is Transforming Currencies and Finance

The definitive companion to investment and the financial markets

How to use the power of online and offline networking for business success

The FT Guide to Business Coaching shows you everything you need to know about becoming a business coach, from how to find out if you've got what it takes, through the basic tools and models that really work. This book gives you a step-by-step guide to the tools, the market knowledge and the crucial

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new techniques from psychology you need to become an exceptional business coach. Clear, compelling and comprehensive, covering classic and fresh material from both business and psychology, this is the first book to cover both the critical elements of world-class business coaching. This book takes you through a tried and trusted process developed specifically for senior business leaders. It will help you: Know when to coach and when to lead. Build powerful listening skills. Get to grips with the most useful and up-to-the minute coaching tools and psychological techniques. Calculate if - and crucially, how - you can make a living as a business coach. Decide if, how and when to go for accreditation as a coach.

Includes worked examples and glossary, latest financial information, new international focus of how to use electronic pages and services.

Learn how to evaluate any investment fund before deciding where to place your money so you can ensure you generate more wealth and protect your cash. This valuable guide will help you make the right investment decisions by: - Explaining the procedures that should be followed before investing money anywhere. - Helping you cut through marketing language to get a real sense of how risky a company's strategy may be. - Showing you what questions to ask of investment fund managers so you're more comfortable investing in a company. - Showing you how to recognise the warning signs of risky investments. This book will also help you identify companies who consistently deliver high returns, thereby allowing you to generate more wealth by investing in successful, and stable, funds.

This jargon-busting book describes how the bond and money markets work and how they impact on everyday life. It assumes no specialised prior knowledge of finance theory and provides an authoritative and comprehensive run-down of the workings of the modern financial system.

FT Essential Guide to Developing a Business Strategy

A No-nonsense Companion to the Tools and Techniques of Finance

The Leader's Guide to Negotiation

FT Guide to Banking

10 Ways to Beat the Stock Market

FT Guide to Bond and Money Markets

The Financial Times Guide to Investing is the definitive introduction to the art of successful stock market investing. Beginning with the very basics of why companies need investors and explaining what investors do, Glen Arnold takes you through the practicalities of buying and selling shares. He describes different types of investment vehicles and advises you how you can be successful at picking companies, understanding their accounts, managing a sophisticated portfolio, measuring performance and risk and setting up an investment club. The second edition of this bestselling introduction to investing explains how the financial markets operate, shows you what you need to know to be successful and encourages you to follow and act on your own judgements. Thoroughly updated to help you invest with skill and confidence, new sections include: Online

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investing, website information and tools including screenshots and virtual portfolios as well as computerised counterparty trading Detailed updating of tax rates and legislation, increases in ISA allowances and revisions to capital gains tax A jargon-busting glossary to help you understand words, phrases and investing concepts Recent Financial Times articles and tables which illustrate and expand on case studies and examples Up-to-date statistics on the returns you can expect on shares and bonds Investing can be profitable and fun and The Financial Times Guide to Investing 2nd edition, explains step-by-step both the essentials of investing as well as describing how the financial markets really work. It details the practicalities of investing, such as how to go about buying shares and describes the variety of financial securities you can buy, from bonds and unit trusts through to exchange traded funds. Exploding the myths that only the wealthy can afford to buy and sell shares and showing you why you can be just as successful trading on your own as you would be by employing a fund manager, this authoritative guide book will help you build a profitable personal financial portfolio. What is investment The rewards of investment Understanding stock markets Using the financial media Buying and selling shares Pooled investments Investing in bonds Futures and options Financial spreadbetting Analysing companies and industries Mastering company reports and accounts Key investment ratios and measures Ticks of the accounting trade Managing your portfolio Mergers and takeovers Taxation and investors Measuring performance Investor protection Investment clubs

YOUR COMPLETE GUIDE TO STRATEGY. PLAIN AND SIMPLE. The FT Guide to Strategy is your unbeatable reference on strategy. It offers an incisive overview of both corporate level and business unit level strategy, an A to Z of the world's leading strategic thinkers and introduces the key strategic tools and techniques you need to develop your own strategy. In one engaging read it leads you through each critical step in creating, delivering and understanding successful strategy. This is the smartest and most readable strategy guide available anywhere.

The #1 introductory guide to earning stock profits--now fully updated for today's global markets and challenging investing environment. * *Sound, conservative investment strategies that minimize costs, optimize returns, and keep investors in control of their risk levels. *Clearly explains the basic dynamics of today's markets, reviews leading wealth-building strategies, and shows how to avoid crucial mistakes. *Includes a new chapter on the ongoing financial crisis and how to cope with it as an individual investor. In FT Guide to How the Stock Market Really Works, Fifth Edition, best-selling financial author Leo Gough offers beginning stock market investors a realistic grounding in the dynamics of today's markets--and gives them the tactics they need to create real wealth. Writing in plain, simple English, Gough clearly explains the basic dynamics of today's markets, reviews today's most promising wealth-building strategies, and shows how to avoid crucial investing mistakes. Gough carefully explains equity and

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bond investing; the art and science of assessing a company's value; foreign exchange (forex), derivatives, and other asset classes; investment fraud; global investing; retirement investing, and much more. Throughout, he offers sound, conservative strategies designed to minimize costs, optimize returns, and help investors control risk. Updated throughout, this edition also contains a brand-new chapter on the ongoing financial crisis--and how to cope with it as an individual investor.

The critically acclaimed FT Guide to Using the Financial Pages is the most accessible and comprehensive guide to the world of financial information. There is no need to be baffled any longer by intimidating columns of numbers, technical terminology or the complexities of financial markets. This best-selling guide explains where and when to find what you want and how to make the best use of the comprehensive range of financial and economic statistics available.

How to Analyse Companies and Value Shares

The Definitive Companion to Investment and the Financial Markets

How to Use Soft Skills to Get Hard Results

Options Plain & Simple

The Financial Times Essential Guide to Leading Your Team

Financial Times Guide to Investing in Funds

The Financial Times Guide to Investing

How financial markets work, in plain English! An authoritative, complete, and up-to-date guide to today's global financial system. * *The 'jargon-busting' guide to global finance: everything today's manager, investor, policymaker, and citizen needs to know. *Crystal-clear introductions to banking, central banks, insurance, money and bond markets, equities, futures, options, swaps, FX, hedge funds, private equity, and how they fit together. *Financial crises: what's happened, why -- and what the new landscape looks like. This is the most complete, authoritative, and up-to-date guide to the workings of financial markets, the global financial system, and their immense and relentless impact. Renowned financial author Glen C. Arnold assumes no prior financial knowledge, teaching through real world examples. He presents an invaluable international perspective, comparing the workings of major financial institutions and centers worldwide, from the U.S. Federal Reserve and Wall Street to the European and Japanese central banks, the IMF, and the World Bank. Arnold begins with a plain-English overview of the purposes of global financial markets and the institutions and individual markets that now comprise them. Next, he drills down to thoroughly illuminate each component of the financial markets, and the linkages among them. Arnold covers retail, corporate, investment, and other

forms of banking; central banks; pooled investment funds; insurance; money markets; corporate, government, and exotic bond markets; equities and systems for raising capital; futures, options, and swaps; foreign exchange markets; hedge funds and private equity, and more. He concludes with insightful discussions of global financial regulation, the impact of recent and continuing global financial crises; the responses of governments; and the shape of the radically new global financial landscape.

'The most damaging half truth for savers is "performance matters more than expenses". Read this book carefully and the financial services industry will have one fewer easy victim, but you will have a sound base for a lifetime of successful investment.' Martin White, Chair of UK Shareholders Association

This is one of those great big books to buy and then tuck away for constant reference. It's a tour through everything from managing a portfolio to establishing a fair intrinsic value for a share. If it moves in the world of investing, it's probably here.' David Stevenson, 'Adventurous Investor' in the Financial Times

'Informative and easy to read, Glen Arnold has produced arguably the most comprehensive book there is today on stock market investing and one that unquestionably will give an edge to any retail investor. This is a must read for anyone serious about investing.' Simon Thompson, Companies Editor, Investors Chronicle

The Financial Times Guide to Investing is the definitive introduction to the art of successful stock market investing. Bestselling author Glen Arnold takes you from the basics of what investors do and why companies need them through to the practicalities of buying and selling shares and how to make the most from your money. He describes different types of investment vehicles and advises you on how to be successful at picking companies, understanding their accounts, managing a sophisticated portfolio, measuring performance and risk and setting up an investment club. The third edition of this investing classic will give you everything you need to choose your shares with skill and confidence. Thoroughly updated, this edition now includes:

- Comprehensive advice about unit trusts and other collective investments**
- A brand new section on dividend payments and what to watch out for**
- An expanded jargon-busting glossary to demystify those complex phrases and concepts**
- Recent Financial Times articles and tables to illustrate and expand on case studies and examples**
- Detailed updates of changes to**

tax rates and legislation as well as increases in ISA allowances and revisions to capital gains tax

A comprehensive and practical guide to investment trusts. These investment vehicles have been underused by investors in the past, but that is set to change now that the Retail Distribution Review has banned commissions and put investment trusts on a level playing field. The book explains what investment trusts are and focuses on how to construct and run a trust portfolio. It offers investors, both experienced and novice, a concise and jargon free guide to these lucrative investment vehicles.

A cutting-edge look at how accelerating financial change, from the end of cash to the rise of cryptocurrencies, will transform economies for better and worse. We think we've seen financial innovation. We bank from laptops and buy coffee with the wave of a phone. But these are minor miracles compared with the dizzying experiments now underway around the globe, as businesses and governments alike embrace the possibilities of new financial technologies. As Eswar Prasad explains, the world of finance is at the threshold of major disruption that will affect corporations, bankers, states, and indeed all of us. The transformation of money will fundamentally rewrite how ordinary people live. Above all, Prasad foresees the end of physical cash. The driving force won't be phones or credit cards but rather central banks, spurred by the emergence of cryptocurrencies to develop their own, more stable digital currencies. Meanwhile, cryptocurrencies themselves will evolve unpredictably as global corporations like Facebook and Amazon join the game. The changes will be accompanied by snowballing innovations that are reshaping finance and have already begun to revolutionize how we invest, trade, insure, and manage risk. Prasad shows how these and other changes will redefine the very concept of money, unbundling its traditional functions as a unit of account, medium of exchange, and store of value. The promise lies in greater efficiency and flexibility, increased sensitivity to the needs of diverse consumers, and improved market access for the unbanked. The risk is instability, lack of accountability, and erosion of privacy. A lucid, visionary work, *The Future of Money* shows how to maximize the best and guard against the worst of what is to come.

**The Financial Times Guide to Using the Financial Pages
The Inside Story of How Wall Street and Washington Fought to**

Save the Financial System--and Themselves
The Financial Times Guide to Social Media Strategy
The Financial Times Guide to Value Investing
How the Stock Market Really Works
Unlocking the City's Best Kept Secret
The Great Investors

No other book is a comprehensive toolkit of financial issues, instructive, and so easy to read, all at the same time ? this is an easy-to-read guide to the hard-to-understand stuff of business finance. The author regularly gives talks, seminars, and courses for executives and is very aware of their lack of understanding (or their inability to remember) simple but key financial concepts and tools. He is continually asked to recommend a simple book that helps them to refresh key financial concepts and tools. Self-contained: Other than some elementary algebra, no other previous knowledge will be necessary to understand the concepts discussed.

Comprehensive: It will contain most or all topics, concepts, and tools that executives can easily forget, find hard to understand, and/or would like to know more about. Simple and easy to read: Many well-educated executives have all but forgotten their finance and are regularly put off by books that are far more academic than they need. This book will be written in a simple and conversational style. Concise with short chapters throughout: This is critical as many executives are put off by long books or never ending chapters. Essential elementary theory and many real-world examples. All concepts and tools will be illustrated with catchy and factual examples. Excel: Spreadsheets have become an inseparable part of working in Finance and this book will show readers how to use Excel to simplify their work. Test Yourself: problems with worked numerical solutions throughout.

'Whether a complete novice, or a professional portfolio manager, this book will give you access to the mindset and techniques of the most successful investors of our time and more importantly, it will help you avoid mistakes. The Great Investors will have a permanent place on my desk.' Mark Sheridan, Executive Director, Nomura International PLC

Leading investors such as Warren Buffett, Benjamin Graham, Sir John Templeton, George Soros and Anthony Bolton are known throughout the world. How did these people come to be so successful? Which strategies have they used to make their fortunes? And what can you learn from their techniques? In *The Great Investors*, Glen Arnold succinctly and accurately describes the investment philosophies of the world's greatest investors. He explains why they are the best, gives details of their tactics for accumulating wealth, captures the key elements that led to their market-beating successes and teaches you key lessons that you can apply to your own investing strategies. From the foreword: 'There are some very special people who seem to possess an exceptional talent for acquiring wealth. I want to explore not just the past triumphs of these masters, but also the key factors they look for as well as the personality traits that allow them to control emotion and think rationally about where to place funds. How does a master of investment hone skills through bitter experience and triumph to develop their approach to accumulating wealth?' Glen Arnold

The Great Investors is the story of a number of remarkable men: John Templeton, George Soros, Warren Buffett, Benjamin Graham, Philip Fisher, Peter Lynch, Anthony Bolton and John Neff. Whether you're new to investing, have had success in the markets, or you're a professional investor or fund manager, you'll benefit from reading about their proven, and successful, trading philosophies. *The Great Investors* will show you how to:

- Be a business analyst rather than a security analyst
- Do your homework and develop a broad social, economic and political awareness
- Control emotion so as not to get swept away by the market
- Be consistent in your approach, even when you have bad years
- See the wood for the trees and not over complicate your portfolio
- Learn from your investing
- Be self reliant, stand aside from the crowd and follow your own logic
- Take reasonable risk

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The Financial Times Guide to Leadership is a one-stop shop for professionals at every stage of their leadership journey. Whether you 're just starting out or are looking to upgrade your current skills, this practical guide takes you through the core building tools of self-awareness, influence and execution. With thought-provoking exercises and action points throughout, plus handy chapter summaries for when you need to access information, this book is your roadmap to becoming a better leader. This definitive guide to leadership includes: What good leadership looks like How to build your own leadership style Techniques to lead and influence others How to build and execute your vision Everything you need to know to become an authentic and dynamic leader. "My shelves groan under stacks of leadership books. But just a very few stand out as solid gold. The Financial Times Guide to Leadership merits inclusion in that select company. There is simply no excuse for not applying its very practical steps. I'd urge you to start or continue your journey here!" Tom Peters, author of In Search of Excellence "Finally, a first-class leadership book that focuses on the 'how' and 'what' as well as the 'why' and 'when'. Full of practical steps to take you to the next level." Doug Richard, entrepreneur and founder of School for Startups "Leadership is at the intersection of competence, charisma and the ability to think big for yourself and for others. The Financial Times Guide to Leadership gives you the tools you need to navigate this junction with success." Mercedes Erra, Executive President of Havas Worldwide

"Options, Plain and Simple" is a practical, down-to-earth guide to options and options strategies for private investors and professionals. Stocks, bonds, commodities, contracts, options pricing and trading as well as effective strategies are discussed. Stories, trading scenarios and worked examples will lead investors through the concepts with one eye on the realities of the market.

The Financial Times Guide to Business Start Up

The Financial Times Guide to Leadership

Selecting Shares That Perform

FT Guide to Lean

The Financial Times Guide to Business Networking

Too Big to Fail

Hacks for Life and Career

The task-focused, results-oriented guide to leading a team "The Financial Times Essential Guide to Leading Your Team" Explains how teams develop and why your role is crucial Provides a detailed plan to help you lead with confidence Shows you how to put a team together and how to help them achieve better results Gives you clear benchmarks: how to set goals; monitor and improve performance; motivate and develop the team Includes checklists and a personal action plan to help you assess your own development needs With advice that is instantly applicable, for any manager or leader at every level and across all sizes of organisation, this is the one guide you can't do without. "

Over the last 25 years, India's explosive economic growth has vaulted it into the ranks of the world's emerging major powers. Long plagued by endemic poverty, until the 1990s the Indian economy was also hamstrung by a burdensome regulatory regime that limited its ability to compete on a global scale. Since then, however, the Indian government has gradually opened up the economy and the results have been stunning. India's middle class has grown by leaps and bounds, and the country's sheer scale-its huge population and \$2 trillion economy-means its actions will have a major global impact. From world trade to climate change to democratization, India now matters. While it is clearly on the path to becoming a

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great power, India has not abandoned all of its past policies: its economy remains relatively protectionist, and it still struggles with the legacy of its longstanding foreign policy doctrine of non-alignment. India's vibrant democracy encompasses a vast array of parties who champion dizzyingly disparate policies. And India isn't easily swayed by foreign influence; the country carefully guards its autonomy, in part because of its colonial past. For all of these reasons, India tends to move cautiously and deliberately in the international sphere. In *Our Time Has Come* Alyssa Ayres looks at how the tension between India's inward-focused past and its ongoing integration into the global economy will shape its trajectory. Today, Indian leaders increasingly want to see their country feature in the ranks of the world's great powers—in fact, as a "leading power," to use the words of Prime Minister Narendra Modi. Ayres considers the role India is likely to play as its prominence grows, taking stock of the implications and opportunities for the US and other nations as the world's largest democracy defines its place in the world. As she shows, India breaks the mold of the typical "ally," and its vastness, history, and diversity render it incomparable to any other major democratic power. By focusing on how India's unique perspective shapes its approach to global affairs, *Our Time Has Come* will help the world make sense of India's rise.

Despite 80% of business leaders thinking it important to make the most of social media, 70% admitted that their efforts are currently ineffective - CMI SURVEY. This business book is great for leaders, middle managers and entrepreneurs interested in the following categories: SOCIAL MEDIA MARKETING LEADERSHIP BRANDING NETWORKING

The FT Guide to Social Media Strategy will help you understand how social media works, how to use it to build your networks and deliver business growth. 'Whether in today's corporate world, in the public sector or in civil society, leaders must fully appreciate both the strategic impact and risk social media can mean for them. This book needs to be on top of their reading list!' Thomas Schultz-Jagow, Senior Director Campaigns and Communications, Amnesty International 'A wealth of practical advice to navigate the complexities of social media and minimise the risks.' Guy Lawrence, CEO, Mast-Jaegermeister UK 'Martin Thomas grasps the social media nettle and details the steps for leaders to master it for personal and business results. Read - and implement - this book by a respected master marketer.' Tom Trainor, Chief Executive, Marketing Institute of Ireland 'A practical how to guide for today's board director, that should help them overcome their fears and mistrust and begin to do it with confidence and do it their way.' Jonathan Turner, Chairman, Oxford Strategic Marketing. Social media is transforming customer service, market research, recruitment, campaigning and internal communications and encouraging the development of alternative business models and new corporate structures. There has never been a more important time for every business professional to understand its power, potential and pitfalls, but although you might recognise its growing importance, few business people have the knowledge, skills and confidence to make the most of the opportunity. Without a clear understanding of social media and a strategy for you and your business, you risk being exposed and ill-prepared. The FT Guide to Social Media Strategy provides a clear roadmap with practical guidance, inspirational case studies and proven methodologies.

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You'll understand how to use social media and gain competitive advantage by generating better results, making more sales, building stronger and more valuable networks and enhancing the potency of their personal digital brand. You'll also discover plans and processes to manager and mitigate against the risks of social media. This book is broken down into three core sections, focusing initially on the core social media knowledge that every business professional needs, before moving on to the use of social media to develop a personal digital brand and finally an explanation of how to harness the power of social media to boost business performance. Presented in a user-friendly language, with clear guidelines, informative case studies and practical advice, each chapter features a mix of case studies, practical advice, the latest research and intelligence from leading social media specialists and the outcome of interviews with business leaders, marketing and social media experts and industry commentators. Happy Reading! Please do share your thoughts with us.

The Financial Times Guide to Banking is a comprehensive introduction to how banks and banking works. Best-selling author Glen Arnold provides you with a foundation for understanding the wide variety of activities undertaken by banks. He shows you why these global institutions are so important to consumers and finance professionals alike and explains how their activities impact on everyday life. The Financial Times Guide to Banking will give you:

- A thorough understanding of all types of banking from retail through to asset management and investment banking.
- An overview of global banking including the worldwide evolution of the sector, the influence of cross-border money flows and the importance of modern banking to international development
- Expert knowledge about instruments and markets including debt markets, futures markets and swaps and options
- Insight into the crucial importance of central banking and government regulation
- Answers to the big questions about monetary policy and interest rates, payment systems and banking success

A Millennial's Guide to Making it Big

How to lead effectively and get results

The Financial Times Guide to Corporate Valuation

How to Set Goals, Measure Performance and Reward Talent

Financial Times Guide to Business Development

How to Select Investments, Assess Managers and Protect Your Wealth

How to Use Strategic Planning to Start Up or Grow Your Business

Do you want to feel more confident about your investment decisions? Do you need to have a better understanding of how the stock markets value a business? Do you want to know what the key ratios are that drive share price performance? The Financial Times Guide to Making the Right Investment Decisions is the insider's guide to how the market examines companies and values shares. It helps you understand the factors that drive long term wealth creation as well as highlighting the key risks that lead to value being destroyed. Originally published as Analysing Companies and Valuing Shares, this new edition has been fully revised and includes a new and easy to follow framework for understanding valuation. Perfect for investors at all levels, it guides you through the investment maze, and highlights the key issues you need to consider to invest successfully. The Financial Times Guide to Making the Right Investment Decisions: · Gives you an easy to follow framework to guide your decision-making · Explains clearly and

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concisely key financial concepts and how they drive valuation · Shows you the key ratios to monitor and how they affect share prices · Illustrates the key risks and warning signals that will help you avoid losses · Identifies the qualities of company management and governance that differentiates winners from losers · Brings the issues and numbers to life with real examples and case studies In a challenging economic and stock market environment, the need to take better informed decisions is vital. This clear, common sense guide provides a comprehensive and accessible framework for understanding the valuation of a business and what drives its share price. Knowing the key numbers, ratios and techniques that professional investors use will help you to reduce your risk and invest more profitably.

PLAY ON YOUR TERMS Negotiation is THE core business skill. It is fundamental to everything we do that involves other people, whether that's asking for a raise, pitching an idea or deciding who gets the coffee. The Leader's Guide to Negotiation is a highly practical guide to getting the most out of your business interactions, whilst building stronger relationships to boot. From achieving win-win outcomes to problem-solving and building trust, it equips you with failsafe strategies for conducting successful and positive negotiations. 'An entertaining, immediately useful book that goes beyond advocating for win-win – Simon Horton shows us how to get there.' Adam Grant, Wharton Professor and New York Times bestselling author of Give and Take 'Reading this book has made me think about how I negotiate and I have learned a lot... If you want to benefit your relationships while improving your business, then this is worth studying.' Simon Woodroffe, founder of Yo!

In one engaging, outcome-oriented book, The FT Essential Guide to Writing a Business Plan gives you: The essential knowledge you need to write a winning business plan – quickly and without fuss Guidance on how to focus throughout on the plan's purpose – to win backing Samples of what a good plan looks like, so you can benchmark your own as you write it Checklists, tips, examples and milestones to ensure you're on target Prompts to reflect on, evaluate and learn from your experience With advice that's instantly applicable, whether your business is a start-up or a more established company looking to grow, this is the one guide you need to create a credible and persuasive plan.

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Richard Koch explains why it can be fun and profitable to try to beat the stock market and why it is so important to select a method that mirrors you as an individual. He clearly explains ten successful investment approaches and helps you choose the one that best suits your personality and expertise. Each approach is a proven technique. In this third edition, Richard Koch highlights his method's successes and failures. Updated remarks run throughout the book and there is a new section about the impact of the internet on investing. Whether you are a stock market novice or a sophisticated player, *Selecting Shares that Perform* makes selecting shares not only profitable, but fun. *Selecting Shares That Perform* gives you: convincing reasons why you should manage your share portfolio ten excellent approaches to selecting shares, showing the history and logic behind them proven rules to help you pick the winners a self-test quiz which will help you to adopt the best strategy for you examples and explanations of successes and failures.

Learn how to make your company more efficient, increase customer value with less work and make better use of your organisation’s resources by implementing a Lean management strategy. The Financial Times Guide to Lean is a guide to the tools that are used to implement Lean, showing you how to apply Lean practices fully into your organisation or company. This book offers a comprehensive and objective look at lean strategy and how it can be tailored for different companies.

Financial Times Style Guide

Boost your business, manage risk and develop your personal brand

How to streamline your organisation, engage employees and create a competitive edge

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How India is Making Its Place in the World

Financial Times Guide to Investment Trusts

"The business case for inclusion and diversity is becoming clearer to leaders. For a business to grow and create a sustainable future, it needs a diverse group of people, working in an inclusive environment. For these people to feel they can contribute and be included, regardless of their background, inclusive leadership is required, to drive the growth and innovation, and to do this, organisations need to bring different people together and lead in an inclusive way. This book gives a different perspective of behaviours, inclusion and diversity. It aims to provide tools and techniques that, if your organisation is brave enough, will help shift the needle"--

Want to take your company to the next level? You need a roadmap, a strategy. Preferably one that is simple, workable and saleable. This book provides you with just that. It sets out a straightforward strategy development process, the 'Strategy Pyramid', and guides you through it. It uses a lively central case study throughout, as well as drawing on examples of how real businesses have developed winning strategies. Whether you are intent on growing your business, or setting out on your start up, this book offers an uncomplicated, practical and readable guide on how to get the strategy you need for your business to succeed. It offers sound advice on the following areas: Setting goals and objectives Forecasting market demands Gauging industry competition Tracking competitive advantage Targeting the strategic gap Bridging the gap with business strategy Bridging the gap with corporate strategy Addressing risk and opportunity The FT Essential Guide to Developing a Business Strategy will help businesses of all sizes to chart and realise their growth ambitions.

'A great, practical guide to all aspects of networking – stuffed with lots of quick and easy tips to help you leverage the power of your network.' Ivan Misner, NY Times bestselling author and founder of BNI and Referral Institute 'This practical and easy-to-read book will quickly get you the results you need from your network.' Charlie Lawson, BNI UK and Ireland national director 'A "must read" for anyone wanting to use the power of face-to-face AND online networking to generate career and business success.' Andy Lopata, author of Recommended and And Death Came Third Up to 80 per cent of opportunities come from people who already know you, so the more people you know, the more chance you have of winning the new business or career you want. The Financial Times Guide to Business Networking is your definitive introduction to a joined-up networking strategy that really works. This award-winning book has now been fully updated to include new chapters on generating referrals and boosting your confidence when networking, as well as the latest advice on social networking sites. Successfully combine online and offline networking techniques Develop the best networking approaches and behaviours Make a great first impression, build rapport and generate strong business relationships Talk to the right people, have productive conversations and effectively work a room

Provides tools for analysing investments and gives advice to the ordinary investor on strategies and techniques. • In the current economy, many companies are priced lower than usual, therefore it's the perfect time for value investing. • Includes insight from traders who have understood stock price behavior, and achieved enviable performance records. • Intellectually rigorous without being academically turgid. Value Investing is an investment strategy that generally involves buying shares in companies that appear under priced, It's considered to be cautious, or contrarian approach to

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investing but for most value investors it has delivered huge returns. The ideas derive from the investment theories of Ben Graham and David Dodd who taught at Columbia Business School in the 1920's. Famous proponents include Warren Buffett, John Templeton, Charlie Munger, Joel Greenblatt and Anthony Bolton.

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Financial Times Guide to the Financial Markets Ft Press

Very Good, No Highlights or Markup, all pages are intact.

Being a millennial is not easy. While the average millennial struggles with low remuneration and motivation, there are others who become Instagram influencers and earn oodles of money and fame. This book aims to provide life hacks that can help millennials face the world professionally and personally. It discusses various topics along the lines of entrepreneurship, self-help, technological disruption and financial literacy. In this holistic guide for today's millennials, the author breaks down various day-to-day business concepts such as pricing, inflation, GDP and so on. The book also provides a glimpse of industries—FMCG, consulting, e-commerce, banking—to help readers understand the culture and demands of these industries. The book tries to speak to all kinds of millennials, be it the ones starting their slash careers or those beginning a new entrepreneurial venture. Hacks for Life and Career includes tips on managing difficult bosses or bully colleagues along with life hacks to upsell oneself in a corporate career. It also provides career-related assistance like creating an impactful resume and acing various rounds of job selection. The book answers the often-asked question of whether to pursue an Indian degree or an international degree. And finally, the secret sauce that will help them land that job with a nine-digit salary. The book will appeal to millennials who are trying to make a career in corporate India.

FT Guide to Business Coaching