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***The Personal Mba
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**"The significant problems we
face cannot be solved at the
same level of thinking we were
at when we created them." --
Albert Einstein Modern**

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**business leaders are just too
aware of how much the world
has changed in the last
decades and continues to do
so. It is little wonder then that
even the best of us can feel
overwhelmed by the many**

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**demands we now face in our
working and private lives.
Summarizing the knowledge
and experiences of three
experts in the field, and
offering practical insights from
specialists around the world,**

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**this book offers a new
approach to leadership and
personal development by
focussing on the links between
these two areas. The good old
times of planning one's
development in a linear, step-**

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**by-step fashion over a lifetime
are over. While recognising
that there are different
learning styles and personality
types, the authors present a
more proactive, flexible and
emergent approach to your**

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**development. Topics such as
sustainability, complexity and
creativity are considered key
issues that should play a role
in not only developing a
positive, future society, but
also in refining the current and**

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**future you. This modern
approach will give you a
cutting-edge advantage in our
fast changing world. Since the
three authors whole heartedly
agree with Einstein's maxim,
this book should be considered**

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**an attempt to equip you with
new levels of thinking and new
skill sets to make you more
successful at leading and
developing yourself and others
in a variety of contexts. With
structured activities and**

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**proven techniques from people
who have successfully applied
the lessons found in this book,
Leadership and Personal
Development, A toolbox for
the 21 century professional,
you will be armed with an**

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**effective approach to
development.**

**Jay Shetty, social media
superstar and host of the #1
podcast On Purpose, distills
the timeless wisdom he
learned as a monk into**

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**practical steps anyone can
take every day to live a less
anxious, more meaningful life.
When you think like a monk,
you'll understand: -How to
overcome negativity -How to
stop overthinking -Why**

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**comparison kills love -How to
use your fear -Why you can't
find happiness by looking for it
-How to learn from everyone
you meet -Why you are not
your thoughts -How to find
your purpose -Why kindness is**

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**crucial to success -And much
more... Shetty grew up in a
family where you could
become one of three things—a
doctor, a lawyer, or a failure.
His family was convinced he
had chosen option three:**

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**instead of attending his
college graduation ceremony,
he headed to India to become
a monk, to meditate every day
for four to eight hours, and
devote his life to helping
others. After three years, one**

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**of his teachers told him that
he would have more impact on
the world if he left the monk's
path to share his experience
and wisdom with others.
Heavily in debt, and with no
recognizable skills on his**

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**résumé, he moved back home
in north London with his
parents. Shetty reconnected
with old school friends—many
working for some of the
world's largest
corporations—who were**

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**experiencing tremendous
stress, pressure, and
unhappiness, and they invited
Shetty to coach them on well-
being, purpose, and
mindfulness. Since then,
Shetty has become one of the**

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**world's most popular
influencers. In 2017, he was
named in the Forbes magazine
30-under-30 for being a game-
changer in the world of media.
In 2018, he had the #1 video
on Facebook with over 360**

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million views. His social media following totals over 38 million, he has produced over 400 viral videos which have amassed more than 8 billion views, and his podcast, On Purpose, is consistently

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**ranked the world's #1 Health
and Wellness podcast. In this
Mastering The Art Of Business
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inspiring, empowering book,
Shetty draws on his time as a
monk to show us how we can
clear the roadblocks to our
potential and power.

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**Combining ancient wisdom and
his own rich experiences in the
ashram, Think Like a Monk
reveals how to overcome
negative thoughts and habits,
and access the calm and
purpose that lie within all of**

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**us. He transforms abstract
lessons into advice and
exercises we can all apply to
reduce stress, improve
relationships, and give the
gifts we find in ourselves to
the world. Shetty proves that**

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**everyone can—and
should—think like a monk.**
Sharing the essentials of
sales, marketing, negotiation,
strategy, and much more, the
creator of PersonalMBA.com
shows readers how to master

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**the fundamentals, hone their
business instincts, and save a
fortune in tuition.**

**Nobody wants to fail. But in
highly complex organizations,
success can happen only when
we confront our mistakes,**

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**learn from our own version of
a black box, and create a
climate where it's safe to fail.
We all have to endure failure
from time to time, whether it's
underperforming at a job
interview, flunking an exam,**

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**or losing a pickup basketball
game. But for people working
in safety-critical industries,
getting it wrong can have
deadly consequences.
Consider the shocking fact
that preventable medical error**

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**is the third-biggest killer in
the United States, causing
more than 400,000 deaths
every year. More people die
from mistakes made by
doctors and hospitals than
from traffic accidents. And**

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**most of those mistakes are
never made public, because of
malpractice settlements with
nondisclosure clauses. For a
dramatically different
approach to failure, look at
aviation. Every passenger**

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**aircraft in the world is
equipped with an almost
indestructible black box.
Whenever there's any sort of
mishap, major or minor, the
box is opened, the data is
analyzed, and experts figure**

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**out exactly what went wrong.
Then the facts are published
and procedures are changed,
so that the same mistakes
won't happen again. By
applying this method in recent
decades, the industry has**

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**created an astonishingly good
safety record. Few of us put
lives at risk in our daily work
as surgeons and pilots do, but
we all have a strong interest in
avoiding predictable and
preventable errors. So why**

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**don't we all embrace the
aviation approach to failure
rather than the health-care
approach? As Matthew Syed
shows in this eye-opening
book, the answer is rooted in
human psychology and**

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**organizational culture. Syed
argues that the most
important determinant of
success in any field is an
acknowledgment of failure and
a willingness to engage with
it. Yet most of us are stuck in**

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a relationship with failure that impedes progress, halts innovation, and damages our careers and personal lives. We rarely acknowledge or learn from failure—even though we often claim the opposite. We

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**think we have 20/20 hindsight,
but our vision is usually fuzzy.
Syed draws on a wide range of
sources—from anthropology
and psychology to history and
complexity theory—to explore
the subtle but predictable**

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**patterns of human error and
our defensive responses to
error. He also shares
fascinating stories of
individuals and organizations
that have successfully
embraced a black box**

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**approach to improvement,
such as David Beckham, the
Mercedes F1 team, and
Dropbox.**

**Key Mistakes to Avoid / Start
and Grow a Successful Juice
Bar Without Prior Experience**

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with This Blueprint
Marketing Strategy
Masterclass
The 7 Figure Juice Bar
Business Master Class
If You're So Smart, Why Aren't
You Happy?

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Home Study Course For
**Great on the Job
Hit Refresh
What They Don't Teach You at
Harvard Business School**

A year-long leadership
development course, divided into
short, weekly lessons, based on

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Peter Drucker's personal coaching program, previously unpublished material, and selected readings from the management guru's classic works, compiled by his longtime collaborator Joseph A. Maciariello. A Year with Peter

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Drucker distills the essence of
Peter Drucker's personal
mentorship program into an easy-to-
follow 52-week course, exploring
the themes Drucker felt were most
important to leadership
development, including: Leaders

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Must Set Sights on the Important
and not the Urgent—a key
differentiator between a
subordinate and a chief.
Management is a Human
Activity—Process must serve
people, in and out of the

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organization. The Roadmap to
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Personal Effectiveness—the
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importance of mission and doing
the Right Things not just Getting
Things Done. The critical
importance of leadership
succession especially at top ranks

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of the organization. Each weekly management meditation includes a lesson and a message or anecdote taken from Drucker's extensive body of work, as well as suggestions for further reading, reflective questions, and quick,

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learned into their daily work. A
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into a single essential volume by
Drucker's collaborator Joseph A.
Maciariello, A Year with Peter

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look at how the best CEOs do their jobs focuses on the mindsets and actions that foster an environment of excellence"--

BUILD AN INVINCIBLE BRAND IN THIS UNCERTAIN WORLD The potential risks in modern-day

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business are greater, more dynamic, and less predictable than ever before. And yet, the greatest exposure does not lie within these risks. Rather, it lies in having a team that is not prepared to anticipate, foresee, or respond to a

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rising threat, and its impact on your reputation, revenue, and relationships in real time. No matter your level of security, due diligence, or control, the reality is that we live in uncertain times. Organizations are prone to a multitude of risks

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that can attack from every angle.
Mastering The Art Of Business
When your team is Crisis Ready,
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your organization is prepared for
anything and everything that the
modern world can throw at it.
We all want to live a life that
matters. We all want to reach our

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full potential. But too often we find ourselves overwhelmed by the day-to-day. Our big goals get pushed to the back burner--and then, more often than not, they get forgotten. New York Times bestselling author Michael Hyatt wants readers to

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know that it doesn't have to be this way. In fact, he thinks that this is the year readers can finally close the gap between reality and their dreams. In Your Best Year Ever, Hyatt shares a powerful, proven, research-driven system for setting

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and achieving goals. Readers learn how to design their best year ever in just five hours - three simple ways to triple the likelihood of achieving their goals - how to quit-proof their goals - what to do when they feel stuck - and much more

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Anyone who is tired of not seeing progress in their personal, intellectual, business, relationship, or financial goals will treasure the field-tested wisdom found in these pages.

Leading through the Labyrinth

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The Six Mindsets That Distinguish
the Best Leaders from the Rest
The recruitment process is
costly, lengthy and complex
and offers ample opportunity
for making a bad decision as

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well as a good one. This
second edition shows that
successful recruitment involves
both employer and employee.
The author reveals how
thought and planning can
reduce the risk of a bad

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decision.
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Women Courageous: Leading
through the Labyrinth is a
unique collection of stories of
courage, integrated with
scholarly analysis to deepen
our understanding of courage -

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how it shows up, develops, and facilitates transformation.

In this thorough and accessible guide, Philip Sadler details the fundamental concepts, frameworks and ideas necessary to formulate and

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managers alike, Strategic
Management will guide the
reader through the most
important work by academics

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Over the last few years, I went
from literally not knowing
anything about the juice
industry to running a Juice
Business that become a juice

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bar, vegan café and wellness
studio then quickly expanding
to rehabbing more buildings to
expand the juice bar to make it
into a big wellness center. I
have worked as a consultant to
help other entrepreneurs

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achieve their dreams of
making it big and now you can
too benefit from my
experience. I have made a lot
of mistakes and have
negotiated great deals. Now its
your turn to dream big and

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implement implement
implement! Please keep in
mind this is not a book to read
for pleasure. This book is just
compilation of info, mistakes,
advice from my personal
experience of how to open a

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juice bar and grow it quickly
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errors etc because you'll find
them instead focus on the
advice and how to apply it

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because I promise you I've
spent a lot of money by
making big mistakes and now
you can simply learn from me
to save money and earn
money very quickly.
One Plus One Equals Three

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The Surprising Truth About
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A much-needed "people skills" primer and
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communication Do you know how to ask
for help at work without sounding dumb?
Do you know how to get valuable and

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useful feedback from your colleagues?
Have you mastered your professional
elevator pitch so that every time you meet
someone, they remember and are
impressed by you? If you answered "no" to
any of these questions, you need Great on
the Job. In 2008, Jodi Glickman launched
Great on the Job, a communications

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consulting firm whose distinguished client
list includes Harvard Business School,
Wharton, The Stern School of Business,
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Glickman's three-step training program is
available in book form for the first time.
With case studies, micro strategies, and
example language, readers will learn

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communication skills that can be practiced and implemented immediately. In today's economy, it's not typically the smartest, hardest working or most technically savvy who succeed. Instead, the ability to communicate well is often the most important precursor to success in the workplace. So whether you're a star

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performer or a struggling novice, Great on
the Job will give you the building blocks
you need for every conversation you'll
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made his name a byword for peace, and the gypsy who lost two fingers and then reinvented jazz. From boardroom to battlefield, these stories of unconventional wisdom from one of the world's true advertising greats are a rallying cry for anyone who wants to think differently, stand out and truly innovate.

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The first book by the creator of COURSERA®'s most popular online course in 2015, "A Life of Happiness and

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Fulfillment" Could the same traits that drive your career success also be keeping you from being happier? Fifteen years after getting his MBA, Raj Raghunathan spent some time with his old classmates. He noticed that though they'd all done well, there didn't appear to be much correlation between their academic success and career

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success. What Raj found even more curious was the even smaller correlation between career success and what he calls life success. The greater the career success, the more unhappy, out of shape, harried and distracted his friends were. If intelligence helps with decision-making, smart people should naturally make better

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life choices. So why are so many of the smartest, brightest, most successful people profoundly unhappy? Raj set out to find an answer to this problem, and extensively researched happiness not just of students and business people, but also stay-at-home-parents, lawyers, and artists, among others.

If You're So Smart, Why Aren't You

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Happy? takes readers on a fun and meaningful tour of the best research available on how some of the very determinants of success may also come to deflate happiness. Raghunathan explores the seven most common inclinations that successful people need to overcome, and the seven habits they should adopt instead.

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Among his surprising findings... ·The correlation between wealth and happiness is much smaller than you'd expect it to be ·Generosity is not only a key to happiness, but a determining factor of long term success ·Appreciating uncertainty, rather than seeking full control of outcomes, is necessary for happiness If You're So

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Smart, Why Aren't You Happy? will give you a powerful new perspective on your work, personal goals and relationships, whether you're already successful or just starting out.

Who Moved My Cheese?

In My Shoes

The Visual MBA

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Getting Ahead. The Art Of Business
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Your Best Year Ever
Women Courageous
Rational Decision-Making
**Forget the 10,000 hour rule—
what if it's possible to learn
the basics of any new skill in**

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20 hours or less? Take a moment to consider how many things you want to learn to do. What's on your list? What's holding you back from getting started? Are you worried about the time and effort it takes to acquire new

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**skills—time you don't have
and effort you can't spare?
Research suggests it takes
10,000 hours to develop a
new skill. In this nonstop
world when will you ever find
that much time and energy?
To make matters worse, the**

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**early hours of practicing
something new are always
the most frustrating. That's
why it's difficult to learn how
to speak a new language, play
an instrument, hit a golf ball,
or shoot great photos. It's so
much easier to watch TV or**

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**surf the web . . . In The First
20 Hours, Josh Kaufman offers
a systematic approach to
rapid skill acquisition— how
to learn any new skill as
quickly as possible. His
method shows you how to
deconstruct complex skills,**

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**maximize productive practice,
and remove common learning
barriers. By completing just
20 hours of focused,
deliberate practice you'll go
from knowing absolutely
nothing to performing
noticeably well. Kaufman**

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**personally field-tested the
methods in this book. You'll
have a front row seat as he
develops a personal yoga
practice, writes his own web-
based computer programs,
teaches himself to touch type
on a nonstandard keyboard,**

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explores the oldest and most complex board game in history, picks up the ukulele, and learns how to windsurf. Here are a few of the simple techniques he teaches: Define your target performance level: Figure out what your

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desired level of skill looks like, what you're trying to achieve, and what you'll be able to do when you're done. The more specific, the better. Deconstruct the skill: Most of the things we think of as skills are actually bundles of

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**smaller subskills. If you break
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**creative eye, and flair for
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Mellon didn't have an easy
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seemingly glamorous**

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**beginnings were marked by a
tumultuous family life, battles
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Mellon shares the whole
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her time as a young editor at
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**cobbler Jimmy Choo to her
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**wanted. What she didn't know
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between leadership and
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three decades, she has
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managerial psychology, and
more. She has also taught

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MBA and PhD students at
Northwestern and Stanford,
as well as designed
customized educational
programs for a number of
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Ginzel has received

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numerous teaching awards
for excellence in MBA
education, as well as the
President's Service Award
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nonprofit Kids In Danger.
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most successful
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the modern-day sports

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Marketing industry. On a
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Palmer and less than a
thousand dollars, he
started International
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a four-decade period,

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your life. It would be all so easy
if you had a map to the Maze.
If the same old routines*

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*worked. If they'd just stop
moving "The Cheese." But
things keep changing... Most
people are fearful of change,
both personal and professional,
because they don't have any
control over how or when it*

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happens to them. Since change happens either to the individual or by the individual, Dr. Spencer Johnson, the coauthor of the multimillion bestseller The One Minute Manager, uses a deceptively

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*simple story to show that when
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*Cheese? can help you discover
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*humanity. Our polarized,
divisive culture seems to be
without heroes and role
models. We are adrift in a dark
sea of disillusionment and
distrust and we need "human
lighthouses" to give us hope*

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*and direct us back to the
goodness in each other and in
our own hearts. Steve
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*heroic. You will reflect on the
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of the company 's continuing transformation, tracing his own personal journey from a childhood in India to leading some of the most significant technological changes in the digital era. Satya Nadella explores a fascinating childhood before immigrating to the U.S. and how he

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learned to lead along the way. He then shares his meditations as a sitting CEO—one who is mostly unknown following the brainy Bill Gates and energetic Steve Ballmer. He tells the inside story of how a company rediscovered its soul—transforming everything from culture to their fiercely

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competitive landscape and industry partnerships. As much a humanist as engineer and executive, Nadella concludes with his vision for the coming wave of technology and by exploring the potential impact to society and delivering call to action for world leaders. “ Ideas excite me, ”

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Nadella explains. “Empathy grounds and centers me.” Hit Refresh is a set of reflections, meditations, and recommendations presented as algorithms from a principled, deliberative leader searching for improvement—for himself, for a storied company, and for society.

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Leadership is high on the management agenda. It is a subject of intense debate and one that is to be found increasingly on MBA programmes and various business school courses. More than ever leadership is recognized as central to determining the success or failure of

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any organization. In an authoritative and highly readable style, Philip Sadler offers an important and incisive contribution to the current debate.

Designed to meet the needs of busy MBA students and practising managers alike, this book details why leadership is important and how to

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recognize different leadership styles (including.

A transformative guide to building more fulfilling relationships with colleagues, friends, partners, and family, based on the landmark Interpersonal Dynamics (“Touchy-Feely”) course at Stanford ’ s Graduate

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The ability to create strong relationships with others is crucial to living a full life and becoming more effective at work. Yet many of us find ourselves struggling to build solid personal and professional connections or unable to handle challenges that inevitably arise when we grow closer

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to others. When we find ourselves in an exceptional relationship—the kind of relationship in which we feel fully understood and supported for who we are—it can seem like magic. But the truth is that the process of building and sustaining these relationships can be described, learned, and applied. David

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Bradford and Carole Robin taught interpersonal skills to MBA candidates for a combined seventy-five years in their legendary Stanford Graduate School of Business course Interpersonal Dynamics (affectionately known to generations of students as “Touchy-Feely”) and have coached

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and consulted hundreds of executives for decades. In Connect, they show readers how to take their relationships from shallow to exceptional by cultivating authenticity, vulnerability, and honesty, while being willing to ask for and offer help, share a commitment to growth, and deal productively with

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conflict. Filled with relatable scenarios and research-backed insights,

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Americans works in sales.
Every day more than fifteen
million people earn their keep
by persuading someone else
to make a purchase. But dig

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deeper and a startling truth
emerges: Yes, one in nine
Americans works in sales.
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Whether we 're employees
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Fifield has been extensively involved in
strategic marketing training and education
since 1980. His professional assignments

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have ranged from marketing strategy development for some of the UK's largest companies through to projects in market segmentation and branding to top level in-company strategy development programmes and workshops. He has advised clients in a wide range of industries including aviation, banking,

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brewing, business services, computing and software, construction, economic development, housing, hotels and catering, insurance, publishing, retailing, household appliances, telecommunications, tourism and utilities. Paul is also Visiting Professor of Marketing at the University of Southampton and at the Collège des

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important principles of an MBA into an accessible, informative and easily-digestible guide. Jason Barron is a product manager and illustrator who helps people realise their creative ideas through visual learning. He spent 516 hours in class and countless hours studying at home completing his MBA. Along the way,

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rather than taking notes that he would never read again, Jason created sketchnotes for each class and has turned them into an interesting and engaging resource so that you don't have to sit through another class again!

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