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HBR's 10 Must Reads on Leadership, Vol. 2 (with bonus article "The Focused Leader" By Daniel Goleman)

Harvard Business Review, Daniel Goleman, Michael D. Watkins, Herminia Ibarra, Michael E. Porter, 2020-03-24. Stay on top of your leadership game. Leadership isn't something you're born with or gifted as a reward for an abundance of charisma; true leadership stems from core skills that can be learned. Get more of the leadership ideas you want from the authors you trust with HBR's 10 Must Reads on Leadership Vol. 2. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you maximize your own and your organization's performance. With insights from leading experts including Michael D. Watkins, Herminia Ibarra, and Michael E. Porter, this book will inspire you to identify areas for personal growth, build trust with and among your employees, develop a more dynamic and sophisticated communication style, try out different leadership styles and behaviors to find the right approach for you and your organization, transform yourself from a problem solver to an agenda setter, harness the power of connections, become an adaptive and strategic leader. This collection of articles includes: Leadership Is a Conversation by Boris Groysberg and Michael Slind; How Managers Become Leaders: The Seven Seismic Shifts of Perspective and Responsibility by Michael D. Watkins; Strategic Leadership: The Essential Skills by Paul J. H. Schoemaker, Steve Krupp, and Samantha Howland; The Authenticity Paradox by Herminia Ibarra; Both/And Leadership by Wendy K. Smith, Marianne W. Lewis, and Michael L. Tushman; Are You a Collaborative Leader? by Herminia Ibarra and Morten T. Hansen; Cross-Silo Leadership by Tiziana Casciaro, Amy C. Edmondson, and Sujin Jang; How CEOs Manage Time by Michael E. Porter and Nitin Nohria; The Best Leaders Are Great Teachers by Sydney Finkelstein; Nimble Leadership by Deborah Ancona, Elaine Backman, and Kate Isaacs; and The Focused Leader by Daniel Goleman.

HBR Guide to Executing Your Strategy Harvard Business Review, 2023-08-29. Put your

strategy into action Even the best competitive strategies mean nothing if they aren't executed well Yet many organizations struggle when they move from defining a strategy to actually applying it Somehow all the careful planning falls apart initiatives fail and leaders are left wondering how to pick up the pieces The HBR Guide to Executing Your Strategy is here to help This book offers leaders and managers tips and advice for sharing the strategy with your employees making the shift toward the right objectives and seeing your strategy come to fruition You'll learn how to Understand the why behind your strategy Identify the capabilities you have and the ones you need Communicate objectives and priorities effectively to your team Prioritize strategic projects and let go of outdated ones Encourage cross-silo collaboration toward organizational goals Adjust course when necessary Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how-to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges

HBR's 10 Must Reads on AI, Analytics, and the New Machine Age (with bonus article "Why Every Company Needs an Augmented Reality Strategy" by Michael E. Porter and James E. Heppelmann) Harvard Business Review, Michael E. Porter, Thomas H. Davenport, Paul Daugherty, H. James Wilson, 2018-12-24 Intelligent machines are revolutionizing business Machine learning and data analytics are powering a wave of groundbreaking technologies Is your company ready If you read nothing else on how intelligent machines are revolutionizing business read these 10 articles We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you understand how these technologies work together how to adopt them and why your strategy can't ignore them In this book you'll learn how Data science driven by artificial intelligence and machine learning is yielding unprecedented business insights Blockchain has the potential to restructure the economy Drones and driverless vehicles are becoming essential tools 3-D printing is making new business models possible Augmented reality is transforming retail and manufacturing Smart speakers are redefining the rules of marketing Humans and machines are working together to reach new levels of productivity This collection of articles includes Artificial Intelligence for the Real World by Thomas H. Davenport and Rajeev Ronanki Stitch Fix's CEO on Selling Personal Style to the Mass Market by Katrina Lake Algorithms Need Managers Too by Michael Luca Jon Kleinberg and Sendhil Mullainathan Marketing in the Age of Alexa by Niraj Dawar Why Every Organization Needs an Augmented Reality Strategy by Michael E. Porter and James E. Heppelmann Drones Go to Work by Chris Anderson The Truth About Blockchain by Marco Iansiti and Karim R. Lakhani The 3-D Printing Playbook by Richard A. D'Aveni Collaborative Intelligence Humans and AI Are Joining Forces by H. James Wilson and Paul R. Daugherty When Your Boss Wears Metal Pants by Walter Frick and Managing Our Hub Economy by Marco Iansiti and Karim R. Lakhani

HBR's 10 Must Reads on Teams (with featured article "The Discipline of Teams," by Jon R. Katzenbach and Douglas K. Smith) Harvard Business Review, Jon R. Katzenbach, Kathleen M. Eisenhardt, Lynda Gratton, 2013-03-05 Most teams underperform Yours can beat the odds If you read nothing else on building better teams read these 10 articles We've combed

through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you assemble and steer teams that get results Leading experts such as Jon Katzenbach Teresa Amabile and Tamara Erickson provide the insights and advice you need to Boost team performance through mutual accountability Motivate large diverse groups to tackle complex projects Increase your teams emotional intelligence Prevent decision deadlock Extract results from a bunch of touchy superstars Fight constructively with top management colleagues

The Harvard Business Review Manager's Handbook Harvard Business Review,2016-12-13 The one primer you need to develop your managerial and leadership skills Whether you re a new manager or looking to have more influence in your current management role the challenges you face come in all shapes and sizes a direct report s anxious questions your boss s last minute assignment of an important presentation or a blank business case staring you in the face To reach your full potential in these situations you need to master a new set of business and personal skills Packed with step by step advice and wisdom from Harvard Business Review s management archive the HBR Manager s Handbook provides best practices on topics from understanding key financial statements and the fundamentals of strategy to emotional intelligence and building your employees trust The book s brief sections allow you to home in quickly on the solutions you need right away or take a deeper dive if you need more context Keep this comprehensive guide with you throughout your career and be a more impactful leader in your organization In the HBR Manager s Handbook you ll find Step by step guidance through common managerial tasks Short sections and chapters that you can turn to quickly as a need arises Self assessments throughout Exercises and templates to help you practice and apply the concepts in the book Concise explanations of the latest research and thinking on important management skills from Harvard Business Review experts such as Dan Goleman Clayton Christensen John Kotter and Michael Porter Real life stories from working managers Recaps and action items at the end of each chapter that allow you to reinforce or review the ideas quickly The skills covered in the book include Transitioning into a leadership role Building trust and credibility Developing emotional intelligence Becoming a person of influence Developing yourself as a leader Giving effective feedback Leading teams Fostering creativity Mastering the basics of strategy Learning to use financial tools Developing a business case

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HBR Guide to Better Business Writing (HBR Guide Series) Bryan A. Garner, 2013-01-08 DON'T LET YOUR WRITING HOLD YOU BACK When you're fumbling for words and pressed for time you might be tempted to dismiss good business writing as a luxury But it's a skill you must cultivate to succeed You'll lose time money and influence if your e-mails proposals and other important documents fail to win people over The HBR Guide to Better Business Writing by writing expert Bryan A Garner gives you the tools you need to express your ideas clearly and persuasively so clients colleagues stakeholders and partners will get behind them This book will help you Push past writer's block Grab and keep readers attention Earn credibility with tough audiences Trim the fat from your writing Strike the right tone Brush up on grammar punctuation and usage Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges

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HBR Guide to Collaborative Teams (HBR Guide Series) Harvard Business Review,2021-08-03 Break down the barriers to effective collaboration For cross functional projects to work you need to bring together diverse ideas and resources from across your organization But office politics conflicting objectives and lack of clear authority can get in the way The HBR Guide to Collaborative Teams provides practical tips and advice to help you collaborate more effectively Whether you re leading your own direct reports or building a talented group from disparate parts of your organization you ll discover how to align others goals and skills so you can solve problems as a team and deliver great results You ll learn to Develop a shared purpose Bust departmental silos Lead employees who don t report to you Overcome conflict and turf wars Prevent collaborative overload and fatigue Use the right tools for virtual information sharing Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges

HBR Guide to Thinking Strategically (HBR Guide Series) Harvard Business Review,2018-12-18 Bring strategy into your daily work It s your responsibility as a manager to ensure that your work and the work of your team aligns with the overarching objectives of your organization But when you re faced with competing projects and limited time it s difficult to keep strategy front of mind How do you keep your eye on the long term amid a sea of short term demands The HBR Guide to Thinking Strategically provides practical advice and tips to help you see the big picture perspective in every aspect of your daily work from making decisions to setting team priorities to attacking your own to do list You ll learn how to Understand your organization s strategy Align your team around key objectives Focus on the priorities that matter most Spot trends in your company and in your industry Consider future outcomes when making decisions Manage trade offs Embrace a leadership mindset

HBR Guide to Managing Up and Across (HBR Guide Series) Harvard Business Review,2013-01-08 ARE YOUR WORKING RELATIONSHIPS WORKING AGAINST YOU To achieve your goals and get ahead you need to rally people behind you and your ideas But how do you do that when you lack formal authority Or when you have a boss who gets in your way Or when you re juggling others needs at the expense of your own By managing up down and across the organization Your success depends on it whether you re a young professional or an experienced leader The HBR Guide to Managing Up and Across will help you Advance your agenda and your career with smarter networking Build relationships that bring targets and deadlines

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