

Compelling People The Hidden Qualities That Make Us Influential

The healing touchstone of millions, this modern classic by one of America's best-loved and most inspirational authors holds the key to understanding codependency and to unlocking its stultifying hold on your life. Is someone else's problem your problem? If, like so many others, you've lost sight of your own life in the drama of tending to someone else's, you may be codependent—and you may find yourself in this book—Codependent No More.The healing touchstone of millions, this modern classic by one of America's best-loved and most inspirational authors holds the key to understanding codependency and to unlocking its stultifying hold on your life.With instructive life stories, personal reflections, exercises, and self-tests, *Codependent No More* is a simple, straightforward, readable map of the perplexing world of codependency—charting the path to freedom and a lifetime of healing, hope, and happiness.Melody Beattie is the author of *Beyond Codependency*, *The Language of Letting Go*, *Stop Being Mean to Yourself*, *The Codependent No More Workbook* and *Playing It by Heart*.

"This book shows you the workings of your unconscious mind!"A short interview with Artho Wittmann - author of The Intelligence of the Psyche?You developed IndividualSystemics. What characterizes it?Artho S. Wittmann: IndividualSystemics recognizes the psyche as a self-organizing system of autonomous units which possess a personal nature. The key now is to experience the individual 'Inner Persons' in direct contact and to recognize their deeper nature.How did you come up with this concept?Artho S. Wittmann: Mainly through our experiences gained in practice. It is a very special event, when one is allowed to encounter the essential qualities of an Inner Person directly. One can experience the Inner Person with great clarity, depth and unambiguity. Often it is the Inner Persons themselves, which describe their charcter as female, male, childlike, instinctive or transcendent. It is a great relief for them to understand and see themselves so clearly.Of what benefit is your work to interested laypeople?Artho S. Wittmann: Everyone knows from personal experience, how confusing and frustrating the movements of the psyche can be. We are simply not the master of our own house, as Freud once said. We find ourselves to be a certain person who we neither know nor the internal structure of nor the deeper motives nor the original nature. Just the fact that our inner world has a meaningful and understandable architecture is very relieving news for many people. What is the foundation of the "Five Continents" you have described which form the archetypal primary field of the psyche?Artho S. Wittmann: The Five Continents of the Psyche - Man, Woman, Child, Animal and God - are the five archetypes of human existence. If you have gotten to know an Inner Person to the extent of their essence-like depth, they can be clearly assigned to one of the Five Continents. The profoundest values of human existence are associated with them: female relatedness, male structure, childlike sensitivity, instinctual survival power and divine transcendence. In infinite manifestations, the Inner Persons foster these qualities in our lives. However - in a state of opposition - they hide and protect these qualities, often beyond recognition.How does your model enrich therapeutic practice?Artho S. Wittmann: IndividualSystemics has mainly three gifts for therapeutic practice. Radical distinction between content and source - what someone says and who in him is saying it - quickly leads to the heart of things. Talking about things turns into a direct in-depth encounter. At the same time this encounter is conducted by a very clear meta-model. The therapist knows where he is and where not. The precision of his movements increases by a multiple. The high precision in turn means that the Inner Persons are no longer able to avoid direct contact as easily. Their evasive movements are detected and identified as a result of being in a "like-to-like" contact and named - which allows exploring in further depth. Why is resistance no hurdle for deep psychological insights, but on the contrary, the gateway to the psyche?Artho S. Wittmann: One of the basic principles of the psyche is to protect its depths against hostile or perceived hostile influences. This protective reaction is called resistance. If there are several Inner Persons and each them protects itself in his own way and based on its own motives, then I can already see on the basis of the resistance "who" I am dealing with here. So I don't have to overcome the resistance in order to get at the truth; the resistance itself is an expression of "truth". If I am sincerely interested in this truth, respect it and recognize it, it will become a door into deeper layers of the Inner Person.

Compelling PeopleThe Hidden Qualities That Make Us InfluentialPenguin

The New York Times and Washington Post bestseller that changed the way millions communicate "[Crucial Conversations] draws our attention to those defining moments that literally shape our lives, our relationships, and our world. . . . This book deserves to take its place as one of the key thought leadership contributions of our time." —from the Foreword by Stephen R. Covey, author of *The 7 Habits of Highly Effective People* "The quality of your life comes out of the quality of your dialogues and conversations. Here's how to instantly uplift your crucial conversations." —Mark Victor Hansen, cocreator of the #1 New York Times bestselling series *Chicken Soup for the Soul*® The first edition of *Crucial Conversations* exploded onto the scene and revolutionized the way millions of people communicate when stakes are high. This new edition gives you the tools to: Prepare for high-stakes situations Transform anger and hurt feelings into powerful dialogue Make it safe to talk about almost anything Be persuasive, not abrasive

The Story Factor

When to Cooperate, when to Compete, and how to Succeed at Both

How to Influence People by Increasing Your Credibility, Trustworthiness and Communication Skills, Lots of Exercises and Case Studies Free Downloadable

Blind Spot

Inside the Hidden World of the Tour de France

Friend and Foe

The H Factor of Personality

"Having been born a freeman, and for more than thirty years enjoyed the blessings of liberty in a free State—and having at the end of that time been kidnapped and sold into Slavery, where I remained, until happily rescued in the month of January, 1853, after a bondage of twelve years—it has been suggested that an account of my life and fortunes would not be uninteresting to the public."—an excerpt

On average, you'll spend 100,000 hours of your lifetime working. If what you're doing isn't fulfilling, creative and bringing you financial freedom, then it's vital to discover what your full potential is. The 7 steps detailed in this book focus on what you want and HOW to uncover hidden qualities that can help you build a solid road map to reaching your chosen destination. Imagine if you'd known as a young adult: - What to look for - Where to look for your full potential - How to put it into action on a daily basis WOULD YOUR LIFE BE THE SAME AS IT IS TODAY? Your answer is the proof that you have untapped potential. Many people feel as though they're floating along in life and their dreams are 'out there' or unobtainable. By utilizing the 7 steps detailed in this book, you come to the realization that your aspirations, talents and qualities are in the room with you, waiting to be acted upon. This book is short, to the point and profoundly life-changing.

Destiny Allen, a Web designer for software giant Scenaria Security Systems, finds herself involved in a deadly puzzle that blurs the boundaries between the virtual and the real. At stake: the infrastructure of modern America. Her resources: Dina Gustafson, a college friend, and Karl Lustig, an Israeli technology journalist, with friends in dark places. The challenge: sort the good guys from the bad before the lights go out. A fast-paced technology thriller, *Web Games* is about real risks and virtual worlds, about Internet threats as close as tomorrow's nightly news, and about the ever-escalating warfare between black-hat hackers and modern society.

The Ultimate Sales Framework for Achieving Business Success Sales enablement is no longer the new kid on the block. Having grown rapidly in recent years, it's now considered a best practice at many sales organizations. But there's little alignment across the sales profession on what sales enablement is or how to achieve it, nor is there a formalized strategy on what a sales enablement practice is or requires. In his new book *The Building Blocks of Sales Enablement*, sales enablement expert Mike Kunkle addresses these issues and presents a proven approach that both supports sales talent and achieves true sales results. Kunkle lays out an easy-to-follow structure through the concept of building blocks, interconnected by systems thinking and supported by a consistent cadence of training, coaching, and content. Comprehensive and versatile, this book is for senior sales leaders and sales enablement leaders who are starting or evolving a sales enablement function as well as for struggling sales practitioners to use as a diagnostic tool and road map. Chapters detail how to use each building block, with reflective questions and guidance for creating your own analysis and tools. The book also includes a chapter on sales onboarding, separate chapters on how to integrate communication and support services, and recommended resources. Impactful sales enablement projects are basically change management initiatives in disguise. Use the building blocks framework to navigate challenges, measure successes, and determine a path forward to improving business outcomes.

The Hidden Qualities That Make Us Influential

The Smart Mission

It's Not What You Say

To Sell Is Human

The Building Blocks of Sales Enablement

Influential Leadership Starts Within

Have you ever felt you're not getting through to the person you're talking to, or not coming across the way you intend? You're not alone. That's the bad news. But there is something we can do about it. Heidi Grant Halvorson, social psychologist and bestselling author, explains why we're often misunderstood and how we can fix that. Most of us assume that other people see us as we see ourselves, and that they see us as we truly are. But neither is true. Our everyday interactions are colored by subtle biases that distort how others see us—and also shape our perceptions of them. You can learn to clarify the message you're sending once you understand the lenses that shape perception: • Trust. Are you friend or foe? • Power. How much influence do you have over me? • Ego. Do you make me feel insecure? Based on decades of research in psychology and social science, Halvorson explains how these lenses affect our interactions—and how to manage them. Once you understand the science of perception, you'll communicate more clearly, send the messages you intend to send, and improve your personal relationships. You'll also become a fairer and more accurate judge of others. Halvorson even offers an evidence-based action plan for repairing a damaged reputation. This book is not about making a good impression, although it will certainly help you do that. It's about coming across as you intend. It's about the authenticity we all strive for.

What does it take to succeed? This question has fueled a long-running debate. Some have argued that humans are fundamentally competitive, and that pursuing self-interest is the best way to get ahead. Others claim that humans are born to cooperate and that we are most successful when we collaborate with others. Here, researchers Galinsky and Schweitzer explain why this debate misses the mark. Rather than being hardwired to compete or cooperate, we have evolved to do both. In every relationship, from co-workers to friends to spouses to siblings, we are both friends and foes. Only by learning how to strike the right balance between these two forces can we improve our long-term relationships and get more of what we want. Galinsky and Schweitzer draw on original research from their own labs and from across the social sciences to show how to maximize success in work and in life by deftly navigating the tension between cooperation and competition. They offer insights and advice ranging from gaining power and keeping it, building trust and repairing trust once it's broken, and diffusing workplace conflict and bias, to finding the right comparisons that motivate us and make us happier, and succeeding in negotiations—ensuring that we achieve our own goals and satisfy those of our counterparts.—Adapted from book jacket.

Some of the smartest, most successful people in the country didn't finish college. None of them learned their most critical skills at an institution of higher education. And like them, most of what you'll need to learn to be successful you'll have to learn on your own. Michael Ellsberg set out to fill in the missing pieces by interviewing a wide range of millionaires and billionaires who don't have college degrees, including fashion magnate Russell Simmons and Facebook founding president Sean Parker. This book is your guide to developing practical success skills in the real world: how to find great mentors, build a world-class network, make your work meaningful (and your meaning work), build the right kind of you, and more. Learning these skills is a necessary addition to any education, whether you're a high school dropout or graduate of Harvard Law School.

*This is not just another psychology book. It's the first book to capture and share the insights from all the recent groundbreaking research on how we judge and persuade each other. And it translates that into simple, practical terms anyone can use to build more effective relationships at the office or home' Amy Cuddy HOW PEOPLE JUDGE YOU - AND HOW TO COME OUT LOOKING GOOD Everyone wants to know how to be more influential. But most of us don't really think we can have the kind of magnetism or charisma that we associate with someone like Bill Clinton or Oprah Winfrey unless it comes naturally. In *Compelling People - now required reading at Harvard Business School - John Neffinger and Matthew Kohut show that this isn't something we have to be born with, it's something we can learn. They trace the path to influence through a balance of strength and warmth. Each seems simple, but only a few of us figure out the tricky task of projecting both at once. Drawing on cutting-edge social science research as well as their own work with Fortune 500 executives, members of Congress, TED speakers and Nobel Prize winners, *Compelling People* explains how we size each other up - and how we can learn to win the admiration, respect, and affection we desire.**

Relationship Networking-- Because People Do Business with People They Like

Underdogs, Misfits, and the Art of Battling Giants

The Book Thief

The Education of Millionaires

The Dead and the Dark

The 48 Laws Of Power

Everything You Won't Learn in College About How to Be Successful

We all know that networking is important, and that forming relationships with others is a vital part of success. But sometimes it seems like networking removes all emotions from the equation and focuses only on immediate goals whereas the kind of relationships that have true staying power, give us joy, and support us in the long run are founded on simply liking each other. This book, featuring activities, self-assessment quizzes, and real-life anecdotes from professional and social settings, shows readers how to identify whats likable in themselves and create honest, authentic interactions.

Argues that prejudice toward others is often an unconscious part of the human psyche and analyzes the science behind biased feelings while sharing guidelines for identifying and learning from hidden prejudices.

Provides answers for all kinds of commonly encountered diversity situations and includes tips for culturally effective habits.

*"Imagine Riverside crossing streams with Stephen King's The Outsider and you'll get a sense of this gripping supernatural mystery...Gould's debut begins as a snappy paranormal yarn and unspools into a profound story about the complex interplay between grief, guilt, and identity." - Oprah Daily Courtney Gould's thrilling YA debut *The Dead and the Dark* is about the things that lurk in dark corners, the parts of you that can't remain hidden, and about finding home in places—and people—you didn't expect. *The Dark* has been waiting—and it won't stay hidden any longer. Something is wrong in Snakelike, Oregon. Teenagers are disappearing, some turning up dead, the weather isn't normal, and all fingers point to TV's most popular ghost hunters who have just come to town. Logan Ortiz-Woodley, daughter of TV's ParaSpectors, has never been to Snakelike before. But the moment she and her dads arrive, she starts to get the feeling that there's more than ghosts plaguing this small town. Ashley Barton's boyfriend was the first teen to go missing, and she's felt the most following ever since. Although everyone shrugs the Ortiz-Woodleys, the mysterious Logan may be the only person who can help Ashley get some answers. When Ashley and Logan team up to figure out who—or what—is haunting Snakelike, their investigation reveals truths about the town, their families, and themselves that neither of them are ready for. As the danger intensifies, they realize that their growing feelings for each other could be a light in the darkness*

The Self-Made Billionaire Effect

Beyond Edge

Web Games

How to Sell Your Message When It Matters Most

The Intelligence of the Psyche

25 Habits for Culturally Effective People

No One Understands You and What to Do About It

*It's 1945, and the world is in the grip of war. Hideki lives with his family on the island of Okinawa, near Japan. When the Second World War crashes onto his shores, Hideki is drafted to fight for the Japanese army. He is handed a grenade and a set of instructions: Don't come back until you've killed an American soldier. Ray, a young American Marine, has just landed on Okinawa. This is Ray's first-ever battle, and he doesn't know what to expect - or if he'll make it out alive. All he knows that the enemy is everywhere. Hideki and Ray each fight their way across the island, surviving heart-pounding ambushes and dangerous traps. But then the two of them collide in the middle of the battle... And choices they make in that single instant will change everything. Alan Gratz, New York Times bestselling author of *Refugee*, returns with this high-octane story of how fear and war tear us apart, but how hope and redemption tie us together. *Reviews for Refugee: "An absolute must read for people of all ages" - Hannah Greendale, Goodreads "Like RJ Palacio's Wonder, this book should be mandatory reading..." - Skip, Goodreads "I liked how the book linked history with adventure, and combined to make a realistic storyline for all three characters" - AJH, aged 11, Topical**

*Commit to excellence and celebrate your natural gifts by embracing eight principles for professional and spiritual success from #1 New York Times bestselling author Joel Osteen. In *You Can, You Will*, these eight undeniable qualities of winners can help you reach your potential and achieve new levels of success in your life: *Keep Your Vision in Front of You Run Your Race Expect Good Things Have a Positive Mindset Commit to Excellence Keep Growing Serve Others Stay Passionate You are created to be a winner. Live by Joel Osteen's eight principles and boldly go in the direction of your destiny.**

Required reading at Harvard Business School and Columbia Business School. Everyone wants to be more appealing and effective, but few believe we can manage the personal magnetism of a Bill Clinton or an Oprah Winfrey. John Neffinger and Matthew Kohut trace the path to influence through a balance of strength (the root of respect) and warmth (the root of affection). Each seems simple, but only a few of us figure out the tricky task of projecting both at once. Drawing on cutting-edge social science research as well as their own work with Fortune 500 executives, members of Congress, TED speakers, and Nobel Prize winners, Neffinger and Kohut reveal how we size each other up—and how we can learn to win the admiration, respect, and affection we desire.

Draws on cutting-edge research and the authors' work with Fortune 500 executives, politicians and Nobel Prize winners to demystify the human process of social evaluation while explaining how to build personal strength and kindness to win the admiration, respect and affection of others.

The Surprising Truth About Moving Others

Mindshift

What If I Say the Wrong Thing?

NASA's Lessons for Managing Knowledge, People, and Projects

Ten Steps to Overachieving in Business and Life

Die Empty

The 11 Laws of Likability

"The holy grail for disillusioned cycling fans ... The book's power is in the collective details, all strung together in a story that is told with such clear-eyed conviction that you never doubt its veracity. . . . The Secret Race isn't just a game changer for the Lance Armstrong myth. It's the game ender."—Outside NEW YORK TIMES BESTSELLER • WINNER OF THE WILLIAM HILL SPORTS BOOK OF THE YEAR AWARD The Secret Race is the book that rocked the world of professional cycling—and exposed, at long last, the doping culture surrounding the sport and its most iconic rider, Lance Armstrong. Former Olympic gold medalist Tyler Hamilton was once one of the most beloved cyclists—and a member of Lance Armstrong's inner circle. Over the course of two years, New York Times bestselling author Daniel Coyle conducted more than two hundred hours of interviews with Hamilton and spoke with numerous teammates, rivals, and friends. The result is an explosive page-turner of a book that takes us deep inside a shadowy, fascinating, and surreal world of unscrupulous doctors, anything-goes team directors, and athletes so relentlessly driven to win that they would do almost anything to gain an edge. For the first time, Hamilton recounts his own battle with depression and tells the story of his complicated relationship with Lance Armstrong. This edition features a new Afterword, in which the authors reflect on the developments within the sport, and involving Armstrong, over the past year. The Secret Race is a courageous, groundbreaking act of witness from a man who is as determined to reveal the hard truth about his sport as he once was to win the Tour de France. With a new Afterword by the authors. "Loaded with bombshells and revelations."—VeloNews "[A]n often harrowing story. . . . the broadest, most accessible look at cycling's drug problems to date."—The New York Times "If I cheated, how did I get away with it? That question, posed to SI by Lance Armstrong five years ago, has never been answered more definitively than it is in Tyler Hamilton's new book."—Sports Illustrated "Explosive."—The Daily Telegraph (London)

Explore the power of the underdog in Malcolm Gladwell's dazzling examination of success, motivation, and the role of adversity in shaping our lives, from the bestselling author of *The Bomber Mafia*. Three thousand years ago on a battlefield in ancient Palestine, a shepherd boy felled a mighty warrior with nothing more than a stone and a sling, and ever since then the names of David and Goliath have stood for battles between underdogs and giants. David's victory was improbable and miraculous. He shouldn't have won. Or should he have? In *David and Goliath*, Malcolm Gladwellchallenges how we think about obstacles and disadvantages, offering a new interpretation of what it means to be discriminated against, or cope with a disability, or lose a parent, or attend a mediocre school, or suffer from any number of other apparent setbacks. Gladwell begins with the real story of what happened between the giant and the shepherd boy those many years ago. From there, David and Goliath examines Northern Ireland's Troubles, the minds of cancer researchers and civil rights leaders, murder and the high costs of revenge, and the dynamics of successful and unsuccessful classrooms—all to demonstrate how what is beautiful and important in the world arises from what looks like suffering and adversity. In the tradition of Gladwell's previous bestsellers—*The Tipping Point*, *Blink*, *Outliers* and *What the Dog Saw*—David and Goliath draws upon history, psychology, and powerful storytelling to reshape the way we think of the world around us.

THE MILLION COPY INTERNATIONAL BESTSELLER Drawn from 3,000 years of the history of power, this is the definitive guide to help readers achieve for themselves what Queen Elizabeth I, Henry Kissinger, Louis XIV and Machiavelli learnt the hard way. Law 1: Never outshine the master Law 2: Never put too much trust in friends; learn to use enemies Law 3: Conceal your intentions Law 4: Always say less than necessary. The text is bold and elegant, laid out in black and red throughout and replete with fables and unique word sculptures. The 48 laws are illustrated through the tactics, triumphs and failures of great figures from the past who have wielded - or been victimised by - power. . . . (From the *Playboy* interview with Jay-Z, April 2003) PLAYBOY: Rap careers are usually over fast: one or two hits, then styles change and a new guy comes along. Why have you endured while other rappers haven't? JAY-Z: I would say that it's from still being able to relate to people. It's natural to lose yourself when you have success, to start surrounding yourself with fake people. In *The 48 Laws of Power*, it says the worst thing you can do is build a fortress around yourself. I still got the people who grew up with me, my cousin and my childhood friends. This guy right here [gestures to the studio manager], he's my friend, and he told me that one of my records, Volume Three, was wack. People set higher standards for me, and I love it.

Look out for Daniel Pink's new book, *When: The Scientific Secrets of Perfect Timing* #1 New York Times Business Bestseller #1 Wall Street Journal Business Bestseller #1 Washington Post bestseller From the bestselling author of *Drive* and *A Whole New Mind*, and teacher of the popular *MasterClass* on Sales and Persuasion, comes a surprising—and surprisingly useful—new book that explores the power of selling in our lives. According to the U.S. Bureau of Labor Statistics, one in nine Americans works in sales. Every day more than fifteen million people earn their keep by persuading someone else to make a purchase. But dig deeper and a startling truth emerges: Yes, one in nine Americans works in sales. But so do the other eight. Whether we're employees pitching colleagues on a new idea, entrepreneurs enticing funders to invest, or parents and teachers cajoling children to study, we spend our days trying to move others. Like it or not, we're all in sales now. To Sell Is Human offers a fresh look at the art and science of selling. As he did in *Drive* and *A Whole New Mind*, Daniel H. Pink draws on a rich trove of social science for his counterintuitive insights. He reveals the new ABCs of moving others (it's no longer "Always Be Closing"), explains why extraverts don't make the best salespeople, and shows how giving people an "off-ramp" for their actions can matter more than actually changing their minds. Along the way, Pink describes the six successors to the elevator pitch, the three rules for understanding another's perspective, the five frames that can make your message clearer and more persuasive, and much more. The result is a perceptive and practical book—one that will change how you see the world and transform what you do at work, at school, and at home.

Under Your Best Work Every Day

Developing Your Influencing Skills

How Children Succeed

Barking Up the Wrong Tree

Why Some People are Manipulative, Self-Entitled, Materialistic, and Exploitive—And Why It Matters for Everyone

Success Is a Choice

Mindshift reveals how we can overcome stereotypes and preconceived ideas about what is possible for us to learn and become. At a time when we are constantly being asked to retrain and reinvent ourselves to adapt to new technologies and changing industries, this book shows us how we can uncover and develop talents we didn't realize we had—no matter what our age or background. We're often told to "follow our passions." But in *Mindshift*, Dr. Barbara Oakley shows us how we can broaden our passions. Drawing on the latest neuroscientific insights, she now—with little consideration about how we can change. Even seemingly "bad" traits, such as a poor memory, come with hidden advantages—like increased creativity. Profiling people from around the world who have overcome learning limitations of all kinds, Dr. Oakley shows us how we can turn perceived weaknesses, such as impostor syndrome and advancing age, into strengths. People may feel like they're at a disadvantage if they pursue a new field later in life; yet those who change careers can be fertile cross-pollinators. They bring valuable insights from one field to another, and we can realize the joy and benefits of a learning lifetime. *Mindshift* takes us deep inside the world of how people change and grow. Our biggest stumbling blocks can be our own preconceptions, but with the right mental insights, we can tap into hidden potential and create new opportunities.

#1 NEW YORK TIMES BESTSELLER • ONE OF TIME MAGAZINE'S 100 BEST YA BOOKS OF ALL TIME The extraordinary, beloved novel about the ability of books to feed the soul even in the darkest of times. When Death has a story to tell, you listen. It is 1939. Nazi Germany. The country is holding its breath. Death has never been busier, and will become busier still. Liesel Meminger is a foster girl living outside of Munich, who scratches out a meager existence for herself by stealing when she encounters something she can't resist—books. With the help of her accordion-playing grandfather who steals her books from the Jewish man hidden in her basement, Liesel craftily works out how to sneak books and hide them. Back and forth she goes, risk by risk. Until one day, when a fire starts, burning a pale,病弱 girl to death. And in the ashes, Liesel finds a book that will change her life. "The kind of book that can help you live life-changing." —The New York Times "Deserves a place on the same shelf with *The Diary of a Young Girl* by Anne Frank." —USA Today DON'T MISS BRIDGE OF CLAY, MARKUS ZUSAK'S FIRST NOVEL SINCE *THE BOOK THIEF*.

NEW YORK TIMES AND WALL STREET JOURNAL BESTSELLER • Winner of CMI Management Book of the Year 2019 Based on an in-depth analysis of over 2,600 leaders drawn from a database of more than 17,000 CEOs and C-suite executives, as well 13,000 hours of interviews, and two decades of experience advising CEOs and executive boards, Elena L. Botelho and Kim R. Powell overturn the myths about what it takes to get to the top and succeed. Their groundbreaking research was the featured cover story in the May-June 2017 issue of *Harvard Business Review*. It reveals the common attributes and counterintuitive choices that set apart successful CEOs—lessons that we can apply to our own careers. Much of what we hear about who gets to the top, and how, is wrong. Those who become chief executives set their sights on the C-suite at an early age. In fact, over 70 percent of the CEOs didn't have designs on the corner office until later in their careers. You must graduate from an elite college. In fact, only 7 percent of CEOs in the dataset are Ivy League graduates—and 8 percent didn't graduate from college at all. To become a CEO you need a flawless résumé. The reality: 45 percent of CEO candidates had at least one major career blimp. What those who reach the top do share are four key behaviors that anyone can master: they are decisive; they are reliable, delivering what they promised when the promise it, without exception; they adapt boldly, and they engage with stakeholders without shying away from conflict. Based on this breakthrough study of the most successful people in business, Botelho and Powell offer career advice for everyone who aspires to get ahead.

Based on research insights illustrated by real life stories from CEOs and boardrooms, they tell us how to: • Fast-track our career by deploying the career catapults used by those who get to the top quickly • Overcome the hidden handicaps to getting the job we want • Avoid the 5 hazards that most commonly derail those promoted into a new role. For everyone who aspires to rise up through the organization and achieve their full potential, *The CEO Next Door* is an essential guide.

The "H" in the H factor stands for "Honesty-Humility," one of the six basic dimensions of the human personality. People who have high levels of H are sincere and modest; people who have low levels are deceitful and pretentious. It isn't intuitively obvious that traits of honesty and humility go hand in hand, and until very recently the H factor hadn't been recognized as a basic dimension of personality. But scientific evidence shows that traits of honesty and humility form a unified group of personality traits, separate from those of the other five groups identified several decades ago. This book, written by the discoverers of the H factor, explores the scientific findings that show the importance of this personality dimension in various aspects of people's lives: their approaches to money, power, and sex; and their inclination to commit crimes or obey the law; their attitudes about society, politics, and religion; and their choice of friends and spouse. Finally, the book provides ways of identifying people who are low in the H factor, as well as advice on how to raise one's own level of H.

This modern classic teaches you to use the art of storytelling to persuade, motivate, and inspire in life and business Anyone seeking to influence others must first know their own story, and how to tell it properly. Whether you're proposing a risky new venture, trying to close a deal, or leading a charge against injustice, you have a story to tell. Tell it well and you will create a shared experience with your listeners that can have profound results. In this modern classic, Annette Simmons reminds us that the oldest tool of influence is also the most powerful. Showcasing over a hundred examples of effective storytelling drawn from the front lines of business and government, as well as myths, fables, and parables from around the world, Simmons illustrates how story can be used to persuade, motivate, and inspire in ways that cold facts, bullets points, and directives can't. These stories, combined with practical storytelling techniques, show anyone how to become a more effective communicator and achieve their goals.

Challenges conventional views about standardized testing to argue that success is more determined by self-discipline, and describes the work of pioneering researchers and educators who have enabled effective new teaching methods.

How to Discover Its Hidden Order

David and Goliath

8 Undeniable Qualities of a Winner

Restoring the Character Ethic

Compelling People

The Secret Race

Twelve Years a Slave

"A must-read for anyone interested in moving from inspiration to action." —Cal Newport, author of So Good They Can't Ignore You Most of us fill our days with frantic activity, bouncing from task to task, scrambling to make deadlines and chase the next promotion. But by the end of each day we're often left wondering if any of it really mattered. We feel the ticking of the clock, but we're unsure of the path forward. Die Empty is a tool for people who aren't willing to put off their most important work for another day. Todd Henry explains the forces that lead to stagnation and introduces practices that will keep you on a true and steady course. The key is embracing the idea that time is finite, so you should focus on the unique contribution to the world that only you can make. Henry shows how to sustain your enthusiasm, push through mental barriers, and unleash your best work each day.

Developing Your Influencing Skills How to influence people by increasing your credibility, trustworthiness and communication skills What are the characteristics that make some people more influential than others? This book will give you the keys to successfully increase your influence at work and at home. It explains how becoming more influential is not about using manipulative techniques to get your own way but is about developing a set of beliefs and behaviors that make you a more influential force. We have identified 7

traits that influential people share and, the good news is, they can be developed. In this book you will discover how to: Decide what your influencing goals are and state them in a compelling way. Find ways to increase your credibility rating with other people. Avoid manipulative practice and become more authentic. Develop stronger and more trusting relationships. Inspire others to follow your lead. Become a more influential communicator. This book is packed with case studies, exercises and practical tips to help you to

develop the traits required to become a more influential person. All the exercises that are in the book are also in a free downloadable workbook available from <http://www.DoLearn.com> What do people say about influencing skills? "Interesting, readable and practical - everything I want from this type of book." "A brand new take on influencing." "Thought provoking and extremely helpful." "This book was a revelation." "Completely changed the way I see influencing - I now believe that I can grow and develop my ability to

influence by concentrating on these seven traits." "Very readable book which has changed my perspective on influencing. I always thought of it as a set of tools and techniques but the idea of becoming more influential is much more interesting. This book makes that idea feel possible". "I liked the whole concept of developing the traits of influential people and really liked the way they were presented. I enjoyed the exercises and have started to influence people in different ways as a result. Thank you for the ideas." "It has made

me realize that perhaps I have put too much effort into influencing external clients and stakeholders and not enough time trying to be influential with my own staff!!!" "I quickly realised that, influencing is a much broader topic than I had imagined. I gained from it an understanding that I stand a better chance of maximizing my effectiveness if I play to my own strengths, rather than trying to meet other's expectations of me." "Most importantly, I learnt that some of the influencing I see employed by others is really manipulations

and not only is it not necessary but it can in fact be counterproductive to subscribe to this method. It was very reassuring to hear that I don't have to become someone I'm not in order to extend my influence!" About the authors: Lois Burton and Deborah Dalley Deborah Dalley and Lois Burton both have their roots in the field of learning and development in which they have worked for over 20 years. Both run successful consultancy and coaching businesses and work on many collaborative projects as colleagues and friends.

With backgrounds that span work in the public, private and voluntary sectors Lois and Deborah share many professional interests and values and bring complementary experience to their work. Deborah and Lois run many workshops and programs which include the development of influencing skills and together have developed the popular Beyond series of workshops which provide a unique forum for leaders to receive individual, in depth feedback on their impact, presence and ability to influence in a variety of settings.

It's hard to get into the boardrooms and offices of some organizations because the egos of the leaders take up way too much space. And some say that's good; it takes big egos to make things happens. Not so, according to Art Horn, an executive coach who leads a sales force development company. Just listen to what the people who work for these big egos have to say: "John is a smart guy and knows what he's doing, but his swollen ego keeps subverting what we're trying to do as a department." Or "Mary needs to stop

focusing on her own star qualities and actually help the people who report to her. We're here to drive results, not admire her." In a step-by-step, practical manner, Beyond Ego shows leaders how to move beyond ego in their day-to-day leadership tasks, thereby achieving engaged, inspired, committed, and productive teams and businesses. Horn teaches them to self-manage, by:- setting aside personal judgments - being sensitive to the cravings and needs of individual employees - focusing not on blame but on the actions it

will take to produce results Influential leaders at their best, according to Horn, listen for commitment and pull it out of people, as required. And they role-model this level of commitment in their own lives. When ego is taken out of the equation, leaders and employees are focused on their mission - unencumbered by the politics and fears that rule in most workplaces. Instead, productivity rules the day. This inspiring book will have a powerful impact on organizations as leaders come to see that results truly are all that matter

when everyone moves together - beyond ego.