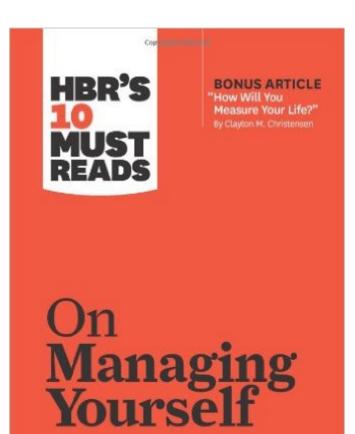
The book was found

HBR's 10 Must Reads On Managing Yourself (with Bonus Article "How Will You Measure Your Life?" By Clayton M. Christensen)



If you read nothing else on managing yourself, read these definitive articles from Harvard Business Review.



Synopsis

The path to your professional success starts with a critical look in the mirror.If you read nothing else on managing yourself, read these 10 articles (plus the bonus article "How Will You Measure Your Life?â • by Clayton M. Christensen). We've combed through hundreds of Harvard Business Review articles to select the most important ones to help you maximize yourself.HBR's 10 Must Reads on Managing Yourself will inspire you to:Stay engaged throughout your 50+-year work lifeTap into your deepest valuesSolicit candid feedbackReplenish physical and mental energyBalance work, home, community, and selfSpread positive energy throughout your organizationRebound from tough timesDecrease distractibility and frenzyDelegate and develop employees' initiativeThis collection of best-selling articles includes: bonus article "How Will You Measure Your Life?â • by Clayton M. Christensen, "Managing Oneself," "Management Time: Who's Got the Monkey?" "How Resilience Works," "Manage Your Energy, Not Your Time," "Overloaded Circuits: Why Smart People Underperform," "Be a Better Leader, Have a Richer Life," "Reclaim Your Job," "Moments of Greatness: Entering the Fundamental State of Leadership," "What to Ask the Person in the Mirror," and "Primal Leadership: The Hidden Driver of Great Performance."

Book Information

Series: HBR's 10 Must Reads Paperback: 208 pages Publisher: Harvard Business Review Press; 1 edition (January 3, 2011) Language: English ISBN-10: 1422157997 ISBN-13: 978-1422157992 Product Dimensions: 0.5 x 5.5 x 8 inches Shipping Weight: 8.5 ounces (View shipping rates and policies) Average Customer Review: 4.3 out of 5 stars Â See all reviews (64 customer reviews) Best Sellers Rank: #8,675 in Books (See Top 100 in Books) #40 in Books > Business & Money > Management & Leadership > Systems & Planning #170 in Books > Business & Money > Management & Leadership > Management #221 in Books > Business & Money > Personal Finance

Customer Reviews

Thales was an ancient Greek philosopher and one of the group of philosophers known as the Seven Sages. When he was asked what was easy, he replied, "To give advice." And when asked what

was difficult, he said, "To know thyself." I would add that even after you have a fairly good idea of who you are, actually managing yourself still requires guite a bit of effort. But if you are looking for a great resource to assist you in knowing yourself and then managing yourself, this is one of the best you will find. It is so appropriate that the first chapter On Managing Yourself is written by Peter Drucker and the focus is on knowing yourself. "One cannot build performance on weaknesses, let alone on something one cannot do at all." You need to understand your strengths - what you are good at - and focus your efforts on improving your strengths."Do not try to change yourself - you are unlikely to succeed. But work to improve the way you perform. And try not to take on work you cannot perform or will only perform poorly." The book contains ten chapters - a collection of articles written by world renown thought leaders - on what it takes to effectively manage yourself. Each chapter covers a different lesson or concept. In each chapter there is a summary of the concept, called "Idea in Brief" and a short summary of how to implement the idea, called "Idea in Practice." Both summaries are very helpful as refresher but should not be used in lieu of reading the entire chapter. The ten chapters cover everything you need to know/do to effectively manage yourself. Chapter two deals with time management. Chapter three covers resilience and chapter four makes the distinction between managing time and managing energy.

This is one in a series of volumes that anthologize what the editors of the Harvard Business Review consider to be the "must reads" in a given business subject area, in this instance self-management. I have no quarrel with any of their selections, each of which is eminently deserving of inclusion. Were all of these article purchased separately as reprints, the total cost would be \$60 and the value of any one of them exceeds that. Given the fact that now sells this one for only \$15.14, that's guite a bargain. The same is true of volumes in other series such as "Harvard Business Review on...." and "Harvard Business Essentials." I also think there is great benefit derived from the convenience of having a variety of perspectives and insights available together in a single source. Authors of several articles about self-management later developed their concepts in much greater depth. They include Stewart Friedman ("Be a Better Leader, Have a Richer Life" was followed by Total Leadership: Be a Better Leader, Have a Richer Life) and Daniel Goleman. Richard Boyatzis, and Annie McKee ("Primal Leadership: The Hidden Driver of Great Performance" was followed by Primal Leadership: Learning to Lead with Emotional Intelligence). "Management Time: Who's Got the Monkey"?" co-authored by William Oncken, Jr. and Donald L. Wass continues to be the second most popular HBR article ever published. The first article, Peter Drucker's "Managing Yourself," serves as an excellent introduction to the other nine in which their authors also address issues that

remain compelling relevant to those who now struggle to manage themselves effectively. For example, "How Resilience Works" (Diane L. Coutu), "Overloaded Circuits" (Edward M. Hallowell), and "What to Ask the Person in the Mirror" (Robert S.

Download to continue reading...

HBR's 10 Must Reads on Managing Yourself (with bonus article "How Will You Measure Your Life?" by Clayton M. Christensen) HBR's 10 Must Reads on Managing People (with featured article "Leadership That Gets Results," by Daniel Goleman) HBR's 10 Must Reads on Communication (with featured article " The Necessary Art of Persuasion, " by Jay A. Conger) HBR's 10 Must Reads on Strategy (including featured article "What Is Strategy?" by Michael E. Porter) HBR's 10 Must Reads on Change Management (including featured article "Leading Change," by John P. Kotter) HBR's 10 Must Reads on Teams (with featured article "The Discipline of Teams," by Jon R. Katzenbach and Douglas K. Smith) HBR's 10 Must Reads on Managing Yourself HBR's 10 Must Reads on Managing People HBR's 10 Must Reads on Strategy HBR's 10 Must Reads on Change Management HBR's 10 Must Reads on Leadership HBR's 10 Must Reads on Emotional Intelligence HBR's 10 Must Reads on Communication HBR's 10 Must Reads on Strategic Marketing Dorothy Must Die Stories: No Place Like Oz, The Witch Must Burn, The Wizard Returns (Dorothy Must Die Novella) HBR Guide to Project Management (HBR Guide Series) HBR Guide to Persuasive Presentations (HBR Guide Series) (Harvard Business Review Guides) HBR Guide to Better Business Writing (HBR Guide Series) HBR Guide to Getting the Right Work Done (HBR Guide Series) HBR Guide to Persuasive Presentations (HBR Guide Series)

<u>Dmca</u>