

Power And Impact Hbr Emotional Intelligence Serie

Leadership Presence (HBR Emotional Intelligence Series) Harvard Business Review, Amy J.C. Cuddy, Deborah Tannen, Amy Jen Su, John Beeson. 2018-04-17 Lead with charisma and confidence. Many leaders consider executive presence a make-or-break factor in high-powered promotions. But what is this elusive quality, and how do you develop it? This book explains how to build the charisma, confidence, and decisiveness that top leaders project. Whether you're delivering a critical presentation or managing a hectic meeting, you'll be inspired to approach the situation with new strength. This volume includes the work of: Deborah Tannen Amy J. C. Cuddy Amy Jen Su This collection of articles includes Deconstructing Executive Presence, by John Beeson; How New Managers Can Send the Right Leadership Signals, by Amy Jen Su; To Sound Like a Leader, Think About What You Say, and How and When You Say It, by Rebecca Shambaugh; Connect, Then Lead, by Amy J. C. Cuddy, Matthew Kohut, and John Neffinger; The Power of Talk: Who Gets Heard and Why, by Deborah Tannen; and Too Much Charisma Can Make Leaders Look Less Effective, by Jasmine Vergauwe, Bart Wille, Joeri Hofmans, Robert B. Kaiser, and Filip De Fruyt. HOW TO BE HUMAN AT WORK. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for

managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Virtual EI (HBR Emotional Intelligence Series) Harvard Business Review, Amy C. Edmondson, Mark Mortensen, Heidi K. Gardner, Amanda Sinclair. 2022-04-26 Be mindful, empathetic, and authentic—even on-screen. Managing your team, building relationships and trust, and facilitating effective meetings in a hybrid or fully remote workforce is challenging. Virtual EI explores how to develop, practice, and demonstrate your emotional intelligence and social skills in a virtual or hybrid setting. You'll learn how to make your team feel heard, draw everyone's voice into the conversation, and make real connections. This volume includes the work of: Amy C. Edmondson Mark Mortensen Heidi K. Gardner Amanda Sinclair How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Authentic Leadership (HBR Emotional Intelligence Series) Harvard Business Review, Bill George, Herminia Ibarra, Rob Goffee, Gareth Jones. 2017-11-14 What does it mean to be yourself at work? As a leader, how do you strike the right balance between vulnerability and authority? This book explains the role of authenticity in emotionally intelligent leadership. You'll learn how to discover your authentic self, when emotional responses are appropriate, how conforming to specific standards can hurt you, and when you need to feel like a fake. This volume includes the work of: Bill

George Herminia Ibarra Rob Goffee Gareth Jones This collection of articles includes: Discovering Your Authentic Leadership by Bill George, Peter Sims, Andrew N. McLean, and Diana Mayer; The Authenticity Paradox by Herminia Ibarra; What Bosses Gain by Being Vulnerable by Emma Seppala; Practice Tough Empathy by Rob Goffee and Gareth Jones; Cracking the Code That Stalls People of Color by Sylvia Ann Hewitt; For a Corporate Apology to Work, the CEO Should Look Sad by Sarah Green Carmichael; and Are Leaders Getting Too Emotional? an interview with Gautam Mukunda and Gianpiero Petriglieri by Adi Ignatius and Sarah Green Carmichael. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

HBR's 10 Must Reads on Emotional Intelligence (with featured article "What Makes a Leader?" by Daniel Goleman)(HBR's 10 Must Reads) Harvard Business Review, Daniel Goleman, Richard E. Boyatzis, Annie McKee, Sydney Finkelstein. 2015-04-07 In his defining work on emotional intelligence, bestselling author Daniel Goleman found that it is twice as important as other competencies in determining outstanding leadership. If you read nothing else on emotional intelligence, read these 10 articles by experts in the field. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you boost your emotional skills—and your professional success. This book will inspire you to: Monitor and channel your moods and emotions Make smart, empathetic people decisions Manage conflict

and regulate emotions within your team React to tough situations with resilience Better understand your strengths, weaknesses, needs, values, and goals Develop emotional agility This collection of articles includes: “What Makes a Leader” by Daniel Goleman, “Primal Leadership: The Hidden Driver of Great Performance” by Daniel Goleman, Richard Boyatzis, and Annie McKee, “Why It’s So Hard to Be Fair” by Joel Brockner, “Why Good Leaders Make Bad Decisions” by Andrew Campbell, Jo Whitehead, and Sydney Finkelstein, “Building the Emotional Intelligence of Groups” by Vanessa Urch Druskat and Steve B. Wolff, “The Price of Incivility: Lack of Respect Hurts Morale—and the Bottom Line” by Christine Porath and Christine Pearson, “How Resilience Works” by Diane Coutu, “Emotional Agility: How Effective Leaders Manage Their Negative Thoughts and Feelings” by Susan David and Christina Congleton, “Fear of Feedback” by Jay M. Jackman and Myra H. Strober, and “The Young and the Clueless” by Kerry A. Bunker, Kathy E. Kram, and Sharon Ting.

Confidence Tomas Chamorro-Premuzic.2014-11-27 This startling re-evaluation of the role of self-belief in success, from a leading professor of business psychology and based on the latest scientific research, explores why increasing your confidence is less important than building your competence.

Mindful Listening (HBR Emotional Intelligence Series) Harvard Business Review,Jack Zenger,Rasmus Hougaard,Jacqueline Carter,Peter Bregman.2019-03-05 Become a mindful listener at work. Listening is a critical skill that leaders and managers often take for granted. By learning to listen mindfully, you can keep your employees more engaged, foster the discovery of new ideas, and hear what you need to hear in a discussion rather than what you expect to hear. The book will teach you what great listeners do, how to stay fully present in challenging conversations, and how empathic listening can help others learn and grow. This volume includes the work of: Peter Bregman Jack Zenger and Joseph Folkman Rasmus Hougaard and Jacqueline Carter Amy Jen Su and Muriel

Maignan Wilkins How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Purpose, Meaning, and Passion (HBR Emotional Intelligence Series) Harvard Business Review, Morten T. Hansen, Teresa M. Amabile, Scott A. Snook, Nick Craig. 2018-04-17 Find your purpose at work. In an ideal world, our work lives would be completely fulfilling and intrinsically motivating. But what if you're stuck in a job and your heart isn't in it anymore? Or what if your company's mission seems unrelated to the work you do day in and day out? This book showcases the power of passion--and how you and your team can find it at work. This volume includes the work of: Morten T. Hansen Teresa M. Amabile Scott A. Snook Nick Craig This collection of articles includes Finding Meaning at Work, Even When Your Job Is Dull, by Morten Hansen and Dacher Keltner; What to Do When Your Heart Isn't in Your Work Anymore, by Andy Molinsky; You Don't Find Your Purpose--You Build It, by John Coleman; How to Find Meaning in a Job That Isn't Your True Calling, by Emily Esfahani Smith; You're Never Done Finding Purpose at Work, by Dan Pontefract; From Purpose to Impact, by Nick Craig and Scott A. Snook; Five Questions to Help Your Employees Find Their Inner Purpose, by Kristi Hedges; How to Make Work More Meaningful for Your Team, by Lewis Garrad and Tomas Chamorro-Premuzic; The Power of Small Wins, by Teresa M. Amabile and Steven J. Kramer; and The Founder of TOMS on Reimagining the Company's Mission, by Blake Mycoskie. HOW TO BE HUMAN AT WORK. The HBR Emotional Intelligence Series features smart,

essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Dealing with Difficult People (HBR Emotional Intelligence Series) Harvard Business Review, Tony Schwartz, Mark Gerzon, Holly Weeks, Amy Gallo. 2018-04-17 Learn how to deal with difficult colleagues and clients. At the heart of dealing with difficult people is handling their--and your own--emotions. How do you stay calm in a tough conversation? How do you stay unruffled in the face of passive-aggressive comments? And how do you know if you're difficult to work with? This book explains the research behind our emotional response to awful colleagues and shows how to build the empathy and resilience to make those relationships more productive. Books in this series are based on the work of experts including: Daniel Goleman Tony Schwartz Nick Morgan Daniel Gilbert This collection of articles includes To Resolve a Conflict, First Decide: Is It Hot or Cold? by Mark Gerzon; Taking the Stress Out of Stressful Conversations, by Holly Weeks; The Secret to Dealing with Difficult People: It's About You, by Tony Schwartz; How to Deal with a Mean Colleague, by Amy Gallo; How To Deal with a Passive-Aggressive Colleague, by Amy Gallo; How to Work with Someone Who's Always Stressed Out, by Rebecca Knight; How to Manage Someone Who Thinks Everything Is Urgent, by Liz Kislik; and Do You Hate Your Boss? by Manfred F. R. Kets de Vries. HOW TO BE HUMAN AT WORK. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical

advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

12 Power Principles for Success Bob Proctor. 2019-11-19 There are very few people alive who have invested more time studying success than Bob Proctor. He has spent almost all day, every day, for thirty-three years analyzing success. Over the years, he has had many failures, but has also had numerous exciting wins on many continents around the world with millions of dollars involved. The wins and the failures have both proven to be extraordinary personal learning experiences. These are the core lessons that Bob has learned and mastered throughout his illustrious career of dedicated study, rigorous application, trial and error, and, of course, BIG wins. When it comes to systematizing life, no one else can touch him. He is simply the best. Let Bob lead you through his 12 principles for finding success. Instantly apply them to your own life. It will begin to impact you long before you reach the last chapter. Let Bob teach you about: CONFIDENCE PERSISTENCE GOALS SUCCESS ATTITUDE COMMUNICATION ACTION DECISION RISK RESPONSIBILITY MONEY CREATIVITY There are a few people who are truly successful and many others who work hard all of their lives attempting to be successful. As a result, the average person believes that success is hard to obtain and that those who do achieve it are either lucky or extremely brilliant. Most people are so busy attempting to make ends meet that they never take the time to really study the highly successful people. Every person who has made such a study has arrived at the same shocking conclusion: success is merely a decision. You must decide what you want and then begin moving toward it. You decide where you are, and you begin with whatever you have. That's it. The only limits in our life are those that we impose on ourselves. - BOB PROCTOR

Mindful Leadership: Emotional Intelligence Collection (4 Books) Harvard Business Review, Daniel Goleman, Richard E. Boyatzis, Annie McKee, Fran Johnston. 2015-10-13 This digital collection, curated by Harvard Business Review, offers four books on the topic of emotional intelligence, found by bestselling author Daniel Goleman to be twice as important as other competencies in determining outstanding leadership. In *Primal Leadership*, With a New Preface by the Authors, the authors show that great leaders excel not just through skill and smarts, but by connecting with others using emotional intelligence competencies like empathy and self-awareness. The best leaders are “resonant” leaders—individuals who manage their own and others’ emotions in ways that drive success. In *Resonant Leadership*, Richard Boyatzis and Annie McKee provide an indispensable guide to overcoming the vicious cycle of stress, sacrifice, and dissonance that afflicts many leaders and offer a field-tested framework for creating the resonance that fuels great leadership. And in *Becoming a Resonant Leader*, Annie McKee, Richard Boyatzis, and Frances Johnston share vivid, real-life stories illuminating how people can develop emotional intelligence, build resonance, and renew themselves. Finally, HBR’s 10 Must Read on Emotional Intelligence presents 10 articles by experts in the field of emotional intelligence, all of which will inspire you to monitor and channel your moods and emotions; make smart, empathetic people decisions; manage conflict and regulate emotions within your team; react to tough situations with resilience; better understand your strengths, weaknesses, needs, values, and goals; and develop emotional agility.

People Skills for a Virtual World Collection (6 Books) (HBR Emotional Intelligence Series) Harvard Business Review. 2022-11-16 How to be human at work. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions

impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master and demonstrate in a virtual or hybrid workplace. This specially priced, six-volume set includes the EI series books: Virtual EI Leadership Presence Mindful Listening Focus Empathy Dealing with Difficult People.

The Mood Elevator Larry Senn.2017-08-22 Urging us to cultivate mental attitudes like curiosity and gratitude that will keep us on the higher floors, this practical book explains how to quiet the mind and nurture positive thoughts without succumbing to Pollyannaish denial. --

Willpower Roy F. Baumeister,John Tierney.2011-09-01 One of the world's most esteemed and influential psychologists, Roy F. Baumeister, teams with New York Times science writer John Tierney to reveal the secrets of self-control and how to master it. Deep and provocative analysis of people's battle with temptation and masterful insights into understanding willpower: why we have it, why we don't, and how to build it. A terrific read. —Ravi Dhar, Yale School of Management, Director of Center for Customer Insights Pioneering research psychologist Roy F. Baumeister collaborates with New York Times science writer John Tierney to revolutionize our understanding of the most coveted human virtue: self-control. Drawing on cutting-edge research and the wisdom of real-life experts, Willpower shares lessons on how to focus our strength, resist temptation, and redirect our lives. It shows readers how to be realistic when setting goals, monitor their progress, and how to keep faith when they falter. By blending practical wisdom with the best of recent research science, Willpower makes it clear that whatever we seek—from happiness to good health to financial security—we won't reach our goals without first learning to harness self-control.

Managing With Power Jeffrey Pfeffer.1993-11-12 Although much as been written about how to make better decisions, a decision by itself changes nothing. The big problem facing managers and their organizations today is one of implementation--how to get things done in a timely and effective way. Problems of implementation are really issues of how to influence behavior, change the course of events, overcome resistance, and get people to do things they would not otherwise do. In a word, power. **Managing With Power** provides an in-depth look at the role of power and influence in organizations. Pfeffer shows convincingly that its effective use is an essential component of strong leadership. With vivid examples, he makes a compelling case for the necessity of power in mobilizing the political support and resources to get things done in any organization. He provides an intriguing look at the personal attributes—such as flexibility, stamina, and a high tolerance for conflict—and the structural factors—such as control of resources, access to information, and formal authority—that can help managers advance organizational goals and achieve individual success.

HBR's 10 Must Reads on Public Speaking and Presenting (with featured article "How to Give a Killer Presentation" By Chris Anderson) Harvard Business Review,Chris Anderson,Amy J.C. Cuddy,Nancy Duarte,Herminia Ibarra.2020-05-12 Command the room--whether you're speaking to an audience of one or one hundred. If you read nothing else on public speaking and presenting, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you find your voice, persuade your listeners, and connect with audiences of any size. This book will inspire you to: Win hearts and minds--and approval for your ideas Conquer your nerves and speak with confidence Focus your message so that people really listen Establish trust with your audience by being your authentic self Use data and visuals to persuade more effectively Master the art of storytelling This collection of articles includes How to

Give a Killer Presentation, by Chris Anderson; How to Become an Authentic Speaker, by Nick Morgan; Storytelling That Moves People: A Conversation with Screenwriting Coach Robert McKee, by Bronwyn Fryer; Connect, Then Lead, by Amy J.C. Cuddy, Matthew Kohut, and John Neffinger; The Necessary Art of Persuasion, by Jay A. Conger; The Science of Pep Talks, by Daniel McGinn; Get the Boss to Buy In, by Susan J. Ashford and James R. Detert; The Organizational Apology, by Maurice E. Schweitzer, Alison Wood Brooks, and Adam D. Galinsky; What's Your Story?" by Herminia Ibarra and Kent Lineback; Visualizations That Really Work, by Scott Berinato; and Structure Your Presentation Like a Story, by Nancy Duarte. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

Harvard Business Review Everyday Emotional Intelligence Harvard Business Review, Daniel Goleman, Richard E. Boyatzis, Annie McKee, Sydney Finkelstein. 2017-10-17 Fundamental frameworks for emotional intelligence and how to apply them every day. According to research by Daniel Goleman, emotional intelligence has proved to be twice as important as other competencies in determining outstanding leadership. It is now one of the crucial criteria in hiring and promotion processes, performance evaluations, and professional development courses. And it's not innate—it's a skill that all of us can improve. With this double volume you'll get HBR's 10 Must Reads on

Emotional Intelligence and the HBR Guide to Emotional Intelligence. That's 10 definitive HBR articles on emotional intelligence by Goleman and other leaders in the field, curated by our editors--paired with smart, focused advice from HBR experts about how to implement those ideas in your daily work life. With *Everyday Emotional Intelligence*, you'll learn how to: Recognize your own EQ strengths and weaknesses Regulate your emotions in tough situations Manage difficult people Build the social awareness of your team Motivate yourself through ups and downs Write forceful emails people won't misinterpret Make better, less emotionally biased decisions Help an employee develop emotional intelligence Handle specific situations like crying at work and tense communications across different cultures

The Progress Principle Teresa Amabile, Steven Kramer. 2011-07-19 What really sets the best managers above the rest? It's their power to build a cadre of employees who have great inner work lives—consistently positive emotions; strong motivation; and favorable perceptions of the organization, their work, and their colleagues. The worst managers undermine inner work life, often unwittingly. As Teresa Amabile and Steven Kramer explain in *The Progress Principle*, seemingly mundane workday events can make or break employees' inner work lives. But it's forward momentum in meaningful work—progress—that creates the best inner work lives. Through rigorous analysis of nearly 12,000 diary entries provided by 238 employees in 7 companies, the authors explain how managers can foster progress and enhance inner work life every day. The book shows how to remove obstacles to progress, including meaningless tasks and toxic relationships. It also explains how to activate two forces that enable progress: (1) catalysts—events that directly facilitate project work, such as clear goals and autonomy—and (2) nourishers—interpersonal events that uplift workers, including encouragement and demonstrations of respect and collegiality. Brimming with

honest examples from the companies studied, *The Progress Principle* equips aspiring and seasoned leaders alike with the insights they need to maximize their people's performance.

Getting to Yes Roger Fisher, William Ury, Bruce Patton. 1991 Describes a method of negotiation that isolates problems, focuses on interests, creates new options, and uses objective criteria to help two parties reach an agreement.

What Makes a Leader? (Harvard Business Review Classics) Daniel Goleman. 2017-06-06 When asked to define the ideal leader, many would emphasize traits such as intelligence, toughness, determination, and vision—the qualities traditionally associated with leadership. Often left off the list are softer, more personal qualities—but they are also essential. Although a certain degree of analytical and technical skill is a minimum requirement for success, studies indicate that emotional intelligence may be the key attribute that distinguishes outstanding performers from those who are merely adequate. Psychologist and author Daniel Goleman first brought the term emotional intelligence to a wide audience with his 1995 book of the same name, and Goleman first applied the concept to business with a 1998 classic Harvard Business Review article. In his research at nearly 200 large, global companies, Goleman found that truly effective leaders are distinguished by a high degree of emotional intelligence. Without it, a person can have first-class training, an incisive mind, and an endless supply of good ideas, but he or she still won't be a great leader. The chief components of emotional intelligence—self-awareness, self-regulation, motivation, empathy, and social skill—can sound unbusinesslike, but Goleman found direct ties between emotional intelligence and measurable business results. The Harvard Business Review Classics series offers you the opportunity to make seminal Harvard Business Review articles a part of your permanent management library. Each highly readable volume contains a groundbreaking idea that continues to

shape best practices and inspire countless managers around the world—and will have a direct impact on you today and for years to come.

Empathy (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Annie McKee, Adam Waytz. 2017-04-18 Empathy is credited as a factor in improved relationships and even better product development. But while it's easy to say "just put yourself in someone else's shoes," the reality is that understanding the motivations and emotions of others often proves elusive. This book helps you understand what empathy is, why it's important, how to surmount the hurdles that make you less empathetic—and when too much empathy is just too much. This volume includes the work of: Daniel Goleman Annie McKee Adam Waytz This collection of articles includes "What Is Empathy?" by Daniel Goleman; "Why Compassion Is a Better Managerial Tactic Than Toughness" by Emma Seppala; "What Great Listeners Actually Do" by Jack Zenger and Joseph Folkman; "Empathy Is Key to a Great Meeting" by Annie McKee; "It's Harder to Empathize with People If You've Been in Their Shoes" by Rachel Rutton, Mary-Hunter McDonnell, and Loran Nordgren; "Being Powerful Makes You Less Empathetic" by Lou Solomon; "A Process for Empathetic Product Design" by Jon Kolko; "How Facebook Uses Empathy to Keep User Data Safe" by Melissa Luu-Van; "The Limits of Empathy" by Adam Waytz; and "What the Dalai Lama Taught Daniel Goleman About Emotional Intelligence" an interview with Daniel Goleman by Andrea Ovans. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious

professionals to master.

Mindfulness (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Ellen Langer, Susan David, Christina Congleton. 2017-04-18 The benefits of mindfulness include better performance, heightened creativity, deeper self-awareness, and increased charisma—not to mention greater peace of mind. This book gives you practical steps for building a sense of presence into your daily work routine. It also explains the science behind mindfulness and why it works and gives clear-eyed warnings about the pitfalls of the fad. This volume includes the work of: Daniel Goleman Ellen Langer Susan David Christina Congleton This collection of articles includes “Mindfulness in the Age of Complexity,” an interview with Ellen Langer by Alison Beard; “Mindfulness Can Literally Change Your Brain,” by Christina Congleton, Britta K. Hölzel, and Sara W. Lazar; “How to Practice Mindfulness Throughout Your Work Day,” by Rasmus Hougaard and Jacqueline Carter; “Resilience for the Rest of Us,” by Daniel Goleman; “Emotional Agility: How Effective Leaders Manage Their Thoughts and Feelings,” by Susan David and Christina Congleton; “Don’t Let Power Corrupt You,” by Dacher Keltner; “Mindfulness for People Who Are Too Busy to Meditate,” by Maria Gonzalez; “Is Something Lost When We Use Mindfulness as a Productivity Tool?” by Charlotte Lieberman; and “There Are Risks to Mindfulness at Work,” by David Brendel. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Self-Awareness (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Robert Steven Kaplan, Susan David, Tasha Eurich. 2018-11-13 Self-awareness is the bedrock of emotional intelligence that enables you to see your talents, shortcomings, and potential. But you won't be able to achieve true self-awareness with the usual quarterly feedback and self-reflection alone. This book will teach you how to understand your thoughts and emotions, how to persuade your colleagues to share what they really think of you, and why self-awareness will spark more productive and rewarding relationships with your employees and bosses. This volume includes the work of: Daniel Goleman Robert Steven Kaplan Susan David HOW TO BE HUMAN AT WORK. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

HBR Emotional Intelligence Boxed Set (6 Books) (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Annie McKee, Bill George, Herminia Ibarra. 2018-03-27 How to be human at work. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master. The specially priced six-volume set includes, Mindfulness,

Resilience, Influence and Persuasion, Authentic Leadership, Happiness, and Empathy.

Hybrid Workplace: The Insights You Need from Harvard Business Review Harvard Business Review, Amy C. Edmondson, Joan C. Williams, Bob Frisch, Liane Davey. 2022-03-15 Reinvent your organization for the hybrid age. Hybrid work is here to stay—but what will it look like at your company? If your organization is holding on to inflexible, pre-pandemic policies about where—and when—your people work, it may be risking a mass exodus of talent. Designing a hybrid workplace that furthers your business goals while staying true to your culture requires balancing experimentation with rigorous planning. Hybrid Workplace: The Insights You Need from Harvard Business Review will help you adopt the best technological, cultural, and new management practices to seize the benefits and avoid the pitfalls of the hybrid age. Business is changing. Will you adapt or be left behind? Get up to speed and deepen your understanding of the topics that are shaping your company's future with the Insights You Need from Harvard Business Review series. Featuring HBR's smartest thinking on fast-moving issues—blockchain, cybersecurity, AI, and more—each book provides the foundational introduction and practical case studies your organization needs to compete today and collects the best research, interviews, and analysis to get it ready for tomorrow. You can't afford to ignore how these issues will transform the landscape of business and society. The Insights You Need series will help you grasp these critical ideas—and prepare you and your company for the future.

Choosing Courage Jim Detert. 2021-05-18 An inspirational, practical, and research-based guide for standing up and speaking out skillfully at work. Have you ever wanted to disagree with your boss? Speak up about your company's lack of diversity or unequal pay practices? Make a tough decision you knew would be unpopular? We all have opportunities to be courageous at work. But since

courage requires risk—to our reputations, our social standing, and, in some cases, our jobs—we often fail to act, which leaves us feeling powerless and regretful for not doing what we know is right. There's a better way to handle these crucial moments—and *Choosing Courage* provides the moral imperative and research-based tactics to help you become more competently courageous at work. Doing for courage what Angela Duckworth has done for grit and Brene Brown for vulnerability, Jim Detert, the world's foremost expert on workplace courage, explains that courage isn't a character trait that only a few possess; it's a virtue developed through practice. And with the right attitude and approach, you can learn to hone it like any other skill and incorporate it into your everyday life. Full of stories of ordinary people who've acted courageously, *Choosing Courage* will give you a fresh perspective on the power of voicing your authentic ideas and opinions. Whether you're looking to make a mark, stay true to your values, act with more integrity, or simply grow as a professional, this is the guide you need to achieve greater impact at work.

Power and Impact (HBR Emotional Intelligence Series) Harvard Business Review, Dan Cable, Peter Bregman, Harrison Monarth, Dacher Keltner. 2019-11-12 Wield your power for greater influence and impact. With formal authority comes power. But few people realize that informal power--the kind that doesn't come with a title--can have just as much impact. How do you use your power for greater influence? This book explains how power affects our emotions, our behavior, and how we work with others. You'll learn how to use self-awareness to keep your power in check, connect with the right people to create more value, respond to abuses of power, and leave a lasting impression. This volume includes the work of: Dan Cable Peter Bregman Harrison Monarth Dacher Keltner HOW TO BE HUMAN AT WORK. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series

offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Emotional Agility Susan David. 2016-09-06 #1 Wall Street Journal Best Seller USA Today Best Seller Amazon Best Book of the Year TED Talk sensation - over 3 million views! The counterintuitive approach to achieving your true potential, heralded by the Harvard Business Review as a groundbreaking idea of the year. The path to personal and professional fulfillment is rarely straight. Ask anyone who has achieved his or her biggest goals or whose relationships thrive and you'll hear stories of many unexpected detours along the way. What separates those who master these challenges and those who get derailed? The answer is agility—emotional agility. Emotional agility is a revolutionary, science-based approach that allows us to navigate life's twists and turns with self-acceptance, clear-sightedness, and an open mind. Renowned psychologist Susan David developed this concept after studying emotions, happiness, and achievement for more than twenty years. She found that no matter how intelligent or creative people are, or what type of personality they have, it is how they navigate their inner world—their thoughts, feelings, and self-talk—that ultimately determines how successful they will become. The way we respond to these internal experiences drives our actions, careers, relationships, happiness, health—everything that matters in our lives. As humans, we are all prone to common hooks—things like self-doubt, shame, sadness, fear, or anger—that can too easily steer us in the wrong direction. Emotionally agile people are not immune to stresses and setbacks. The key difference is that they know how to adapt, aligning their actions with their values and making small but powerful changes that lead to a lifetime of growth. Emotional

agility is not about ignoring difficult emotions and thoughts; it's about holding them loosely, facing them courageously and compassionately, and then moving past them to bring the best of yourself forward. Drawing on her deep research, decades of international consulting, and her own experience overcoming adversity after losing her father at a young age, David shows how anyone can thrive in an uncertain world by becoming more emotionally agile. To guide us, she shares four key concepts that allow us to acknowledge uncomfortable experiences while simultaneously detaching from them, thereby allowing us to embrace our core values and adjust our actions so they can move us where we truly want to go. Written with authority, wit, and empathy, Emotional Agility serves as a road map for real behavioral change—a new way of acting that will help you reach your full potential, whoever you are and whatever you face.

Energy + Motivation (HBR Emotional Intelligence Series) Harvard Business Review, Annie McKee, Heidi Grant, Shawn Achor, Elizabeth Grace Saunders. 2022-09-06 Push through when procrastination calls. Some days you're on fire at work; other days you're burned out and easily distracted. How can you maintain your drive, make consistent progress, and expend your energy wisely? This book will help you identify what's behind your flagging engagement and productivity—and provide the expert research and advice on what to do about it. This volume includes the work of: Annie McKee Heidi Grant Shawn Achor Elizabeth Grace Saunders How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are

critical for ambitious professionals to master.

Happiness (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Gilbert, Annie McKee, Gretchen Spreitzer, Teresa Amabile. 2017-04-18 What is the nature of human happiness, and how do we achieve it in the course of our professional lives? And is it even worth pursuing? This book explores answers to these questions with research into how happiness is measured, frameworks for personal behaviors, management techniques that build happiness in the workplace—and warnings that highlight where the happiness hype has been overblown. This volume includes the work of: Daniel Gilbert Annie McKee Gretchen Spreitzer Teresa M. Amabile This collection of articles includes “Happiness Isn’t the Absence of Negative Feelings” by Jennifer Moss; “Being Happy at Work Matters” by Annie McKee; “The Science Behind the Smile” an interview with Daniel Gilbert by Gardiner Morse; “The Power of Small Wins” by Teresa M. Amabile and Steven J. Kramer; “Creating Sustainable Performance” by Gretchen Spreitzer and Christine Porath; “The Research We’ve Ignored About Happiness at Work” by André Spice and Carl Cedarström; and “The Happiness Backlash” by Alison Beard. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Happiness (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Gilbert, Annie McKee, Teresa Amabile, Gretchen Spreitzer. 2017-05-09 What is the nature of human happiness, and how do we achieve it in the course of our professional lives? And is it even worth pursuing? This

book explores answers to these questions by presenting research into how happiness is measured, frameworks for personal behaviors, management techniques that build happiness in the workplace and warnings that highlight where the happiness hype has been overblown. This volume includes the work of: Daniel Gilbert, Annie McKee, Gretchen Spreitzer, Teresa M. Amabile. How to be human at work. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

The Power Paradox Dacher Keltner. 2016-05-17 A revolutionary and timely reconsideration of everything we know about power. Celebrated UC Berkeley psychologist Dr. Dacher Keltner argues that compassion and selflessness enable us to have the most influence over others and the result is power as a force for good in the world. Power is ubiquitous—but totally misunderstood. Turning conventional wisdom on its head, Dr. Dacher Keltner presents the very idea of power in a whole new light, demonstrating not just how it is a force for good in the world, but how—via compassion and selflessness—it is attainable for each and every one of us. It is taken for granted that power corrupts. This is reinforced culturally by everything from Machiavelli to contemporary politics. But how do we get power? And how does it change our behavior? So often, in spite of our best intentions, we lose our hard-won power. Enduring power comes from empathy and giving. Above all, power is given to us by other people. This is what we all too often forget, and it is the crux of the power paradox: by misunderstanding the behaviors that helped us to gain power in the first place we

set ourselves up to fall from power. We abuse and lose our power, at work, in our family life, with our friends, because we've never understood it correctly—until now. Power isn't the capacity to act in cruel and uncaring ways; it is the ability to do good for others, expressed in daily life, and in and of itself a good thing. Dr. Keltner lays out exactly—in twenty original Power Principles—how to retain power; why power can be a demonstrably good thing; when we are likely to abuse power; and the terrible consequences of letting those around us languish in powerlessness.

Resilience (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Jeffrey A. Sonnenfeld, Shawn Achor. 2017-04-18 How do some people bounce back with vigor from daily setbacks, professional crises, or even intense personal trauma? This book reveals the key traits of those who emerge stronger from challenges, helps you train your brain to withstand the stresses of daily life, and presents an approach to an effective career reboot. This volume includes the work of: Daniel Goleman Jeffrey A. Sonnenfeld Shawn Achor This collection of articles includes “How Resilience Works,” by Diane Coutu; “Resilience for the Rest of Us,” by Daniel Goleman; “How to Evaluate, Manage, and Strengthen Your Resilience,” by David Kopans; “Find the Coaching in Criticism,” by Sheila Heen and Douglas Stone; “Firing Back: How Great Leaders Rebound After Career Disasters,” by Jeffrey A. Sonnenfeld and Andrew J. Ward; and “Resilience Is About How You Recharge, Not How You Endure,” by Shawn Achor and Michelle Gielan. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious

professionals to master.

Being Your Best Collection (6 Books) (HBR Emotional Intelligence Series) Harvard Business Review.2023-01-24 Manage your energy--and your mood. How to be human at work. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books explore the self-awareness and well-being skills that are critical to ambitious professionals who want to sustain their energy and productivity and bring the best version of themselves to work every day--even during difficult times. This specially priced, six-volume set includes: Energy + Motivation Resilience Self-Awareness Purpose Meaning + Passion Happiness Confidence

HBR Emotional Intelligence Ultimate Boxed Set (14 Books) (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Annie McKee, Bill George, Herminia Ibarra.2019-12-17 How to be human at work. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master. This specially priced 14-volume set includes every book in the series: Mindfulness Resilience Influence and Persuasion Authentic Leadership Dealing with Difficult People Focus Self-Awareness Happiness Empathy Leadership

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Grit (HBR Emotional Intelligence Series) Harvard Business Review.2023-09-26 Push through and persevere in the most difficult circumstances. In the face of hardship, you need motivation and determination. You need grit. But how do you build it? This book explores how you can persist in even the most trying of situations. With a mix of psychological research, expert advice, and real-life examples, you'll learn how to convince yourself to do hard things, deal with overwhelming feelings and stay calm in the moment, and identify when needing too much grit means it's time to quit. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Harvard Business Review Emotional Intelligence Collection (4 Books) (HBR Emotional Intelligence Series) Harvard Business Review, Daniel Goleman, Ellen Langer, Christina Congleton, Annie McKee.2017-04-18 How to be human at work. HBR's Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master. This specially priced four-volume set includes Happiness, Resilience, Mindfulness, and Empathy.

Harvard Business Review Guides Ultimate Boxed Set (16 Books) Harvard Business Review, Nancy Duarte, Bryan A. Garner, Mary Shapiro, Jeff Weiss. 2019-02-26 How-to guides to your most pressing work challenges. This 16-volume, specially priced boxed set makes a perfect gift for aspiring leaders looking for trusted advice on such diverse topics as data analytics, negotiating, business writing, and coaching. This set includes: Persuasive Presentations Better Business Writing Finance Basics Data Analytics Building Your Business Case Making Every Meeting Matter Project Management Emotional Intelligence Getting the Right Work Done Negotiating Leading Teams Coaching Employees Performance Management Delivering Effective Feedback Dealing with Conflict Managing Up and Across 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.

Unleashed Frances Frei, Anne Morriss. 2020-06-02 Unleashed is worth an afternoon of your time, whether or not you are already a leader. It is sparkily written and personal, drawing on the experiences of co-authors (and spouses) Frei and Morriss.— Financial Times Leadership isn't easy. It takes grit, courage, and vision, among other things, that can be hard to come by on your toughest days. When leaders and aspiring leaders seek out advice, they're often told to try harder. Dig deeper. Look in the mirror and own your natural-born strengths and fix any real or perceived career-limiting deficiencies. Frances Frei and Anne Morriss offer a different worldview. They argue that this popular leadership advice glosses over the most important thing you do as a leader: build others up. Leadership isn't about you. It's about how effective you are at empowering other people—and making sure this impact endures even in your absence. As Frei and Morriss show through inspiring stories from ancient Rome to present-day Silicon Valley, the origins of great leadership are found,

paradoxically, not in worrying about your own status and advancement, but in the unrelenting focus on other people's potential. Unleashed provides radical advice for the practice of leadership today. Showing how the boldest, most effective leaders use a special combination of trust, love, and belonging to create an environment in which other people can excel, Frei and Morriss offer practical, battle-tested tools—based on their work with companies such as Uber, Riot Games, WeWork, and others—along with interviews and stories from their own personal experience, to make these ideas come alive. This book is your indispensable guide for unleashing greatness in other people . . . and, ultimately, in yourself. To learn more, please visit theleadersguide.com.

Influence and Persuasion (HBR Emotional Intelligence Series) Harvard Business Review, Nick Morgan, Robert B. Cialdini, Linda A. Hill, Nancy Duarte. 2017-11-14 Changing hearts is an important part of changing minds. Research shows that appealing to human emotion can help you make your case and build your authority as a leader. This book highlights that research and shows you how to act on it, presenting both comprehensive frameworks for developing influence and small, simple tactics you can use to convince others every day. This volume includes the work of: Nick Morgan Robert Cialdini Linda A. Hill Nancy Duarte This collection of articles includes Understand the Four Components of Influence, by Nick Morgan; Harnessing the Science of Persuasion, by Robert Cialdini; Three Things Managers Should Be Doing Every Day, by Linda A. Hill and Kent Lineback; Learning Charisma, by John Antonakis, Marika Fenley, and Sue Liechti; To Win People Over, Speak to Their Wants and Needs, by Nancy Duarte; Storytelling That Moves People, an interview with Robert McKee by Bronwyn Fryer; The Surprising Persuasiveness of a Sticky Note, by Kevin Hogan; and When to Sell with Facts and Figures, and When to Appeal to Emotions, by Michael D. Harris. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading

on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Inclusion (HBR Emotional Intelligence Series) Harvard Business Review.2023-08-15 Be empathetic, accepting, and socially aware. We all want our colleagues to feel safe, heard, and free to be their authentic selves at work. But being an inclusive colleague doesn't happen overnight--it's an evolving process that involves growing, learning, and intentional effort. This book will teach you how to address and understand your biases, how to get better at noticing and responding to microaggressions, and why being an inclusive colleague will spark more productive and rewarding relationships with your coworkers and boss. With the latest psychological research and practical advice from leading experts, you'll learn how to make your workplace more inclusive and culturally competent--starting with yourself. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

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