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HBR Guide to Critical Thinking Harvard Business Review,2023-01-31 Tackle complex situations with critical thinking You re facing a problem at work There are many ways you can approach the situation but each comes with its own pros and cons How do you sort through all the information so that you know you re taking the right path The answer is in how you think The HBR Guide to Critical Thinking will help you navigate your most challenging issues from difficult problems to tough decisions to complex scenarios By carefully observing the situation gathering information inviting other perspectives and analyzing what s in front of you you can move forward with confidence while building this crucial leadership skill You ll learn how to Question your assumptions Keep an open mind to opposing viewpoints Sidestep cognitive biases Use data when appropriate Grow comfortable with ambiguity Find innovative and creative solutions Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges

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HBR Guide to Making Better Decisions Harvard Business Review,2020-02-11 Learn how to make better faster decisions You make decisions every day from prioritizing your to do list to choosing which long term innovation projects to pursue But most decisions don t have a clear cut answer and assessing the alternatives and the risks involved can be overwhelming You need a smarter approach to making the best choice possible The HBR Guide to Making Better Decisions provides practical tips and advice to help you generate more creative ideas evaluate your alternatives fairly and make the final call with confidence You ll learn how to Overcome the cognitive biases that can skew your thinking Look at problems in new ways Manage the trade offs between options Balance data with your own judgment React appropriately when you ve made a bad choice Communicate your decision and overcome any resistance Arm yourself with the advice you need to succeed on the job from a source you trust Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges

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

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HBR's 10 Must Reads on Teams (with featured article "The Discipline of Teams," by Jon R. Katzenbach and Douglas K. Smith) Harvard Business Review, Jon R. Katzenbach, Kathleen M. Eisenhardt, Lynda Gratton, 2013-03-05. Most teams underperform. Yours can beat the odds. If you read nothing else on building better teams, read these 10 articles. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you assemble and steer teams that get results. Leading experts such as Jon Katzenbach, Teresa Amabile, and Tamara Erickson provide the insights and advice you need to boost team performance through mutual accountability. Motivate large, diverse groups to tackle complex projects. Increase your team's emotional intelligence. Prevent decision deadlock. Extract results from a bunch of touchy superstars. Fight constructively with top management colleagues.

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

Leader by Daniel Goleman **HBR Guide to Executing Your Strategy** Harvard Business Review,2023-08-29 Put your strategy into action Even the best competitive strategies mean nothing if they aren't executed well Yet many organizations struggle when they move from defining a strategy to actually applying it Somehow all the careful planning falls apart initiatives fail and leaders are left wondering how to pick up the pieces The HBR Guide to Executing Your Strategy is here to help This book offers leaders and managers tips and advice for sharing the strategy with your employees making the shift toward the right objectives and seeing your strategy come to fruition You'll learn how to Understand the why behind your strategy Identify the capabilities you have and the ones you need Communicate objectives and priorities effectively to your team Prioritize strategic projects and let go of outdated ones Encourage cross-silo collaboration toward organizational goals Adjust course when necessary Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how-to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges [The Harvard Business Review Manager's Handbook](#) Harvard Business Review,2016-12-13 The one primer you need to develop your managerial and leadership skills Whether you're a new manager or looking to have more influence in your current management role the challenges you face come in all shapes and sizes a direct report's anxious questions your boss's last-minute assignment of an important presentation or a blank business case staring you in the face To reach your full potential in these situations you need to master a new set of business and personal skills Packed with step-by-step advice and wisdom from Harvard Business Review's management archive the HBR Manager's Handbook provides best practices on topics from understanding key financial statements and the fundamentals of strategy to emotional intelligence and building your employees' trust The book's brief sections allow you to home in quickly on the solutions you need right away or take a deeper dive if you need more context Keep this comprehensive guide with you throughout your career and be a more impactful leader in your organization In the HBR Manager's Handbook you'll find Step-by-step guidance through common managerial tasks Short sections and chapters that you can turn to quickly as a need arises Self-assessments throughout Exercises and templates to help you practice and apply the concepts in the book Concise explanations of the latest research and thinking on important management skills from Harvard Business Review experts such as Dan Goleman Clayton Christensen John Kotter and Michael Porter Real-life stories from working managers Recaps and action items at the end of each chapter that allow you to reinforce or review the ideas quickly The skills covered in the book include Transitioning into a leadership role Building trust and credibility Developing emotional intelligence Becoming a person of influence Developing yourself as a leader Giving effective feedback Leading teams Fostering creativity Mastering the basics of strategy Learning to use financial tools Developing a business case *HBR's 10 Must Reads on AI, Analytics, and the New Machine Age (with bonus article "Why Every Company Needs an Augmented Reality Strategy" by Michael E. Porter and James E. Heppelmann)* Harvard Business Review,Michael E. Porter,Thomas H. Davenport,Paul Daugherty,H. James

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

HBR's 10 Must Reads for the Recession Collection (6 Books) Harvard Business Review, 2020-11-24 Revitalize your company and roar out of the recession We're facing the second major global downturn in a decade To survive companies must balance managing the crisis in the short term with innovation and reinvention to return to growth in a changed world HBR's 10 Must Reads for the Recession Collection offers the ideas and strategies you need to lead your company on the path to renewal Included in this set are HBR's 10 Must Reads on Managing in a Downturn Expanded Edition HBR's 10 Must Reads on Organizational Resilience HBR's 10 Must Reads on Managing Risk HBR's 10 Must Reads on Innovation HBR's 10 Must Reads on Business Model Innovation HBR's 10 Must Reads on Change Management It includes 60 articles selected by HBR's editors from renowned thought leaders such as Clayton Christensen John Kotter Rita Gunther McGrath W Chan Kim and Renee Mauborgne and features the indispensable articles Global Supply Chains in a Post-Pandemic World by Willy Shih and Roaring Out of Recession by Nitin Nohria and Ranjay Gulati It's time for companies to be bold in the face of extraordinary headwinds HBR's 10 Must Reads for the Recession Collection will help you face them 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

HBR's 10 Must Reads for HR Leaders Collection (5 Books) Harvard Business Review, Marcus Buckingham, W. Chan Kim, Renee Mauborgne, John Kotter, 2019-12-10 Build the workforce of the future In our volatile and complex era which boasts a competitive market for top talent HR's traditional model will fail Your company needs to adopt the latest skills to successfully manage performance and evaluate potential

HBR's 10 Must Reads for HR Leaders Collection features innovative ideas on how to foster a vibrant high performing company culture spearhead constructive change and reap the benefits of a diverse workforce Included in this five book set are HBR's 10 Must Reads on Reinventing HR HBR's 10 Must Reads on Change Management HBR's 10 Must Reads on Building a Great Culture HBR's 10 Must Reads on Diversity and HBR's 10 Must Reads on Managing People The collection includes fifty articles selected by HBR's editors from renowned thought leaders including Marcus Buckingham W Chan Kim Renee Mauborgne and Sylvia Ann Hewlett plus the indispensable article People Before Strategy by Ram Charan Dominic Barton and Dennis Carey With HBR's 10 Must Reads for HR Leaders Collection break free from the traditional HR mindset and learn how to build the workforce of the future

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HBR's 10 Must Reads for Executives 8-Volume Collection Harvard Business Review, 2021-08-17 You want the most important ideas for executives all in one place Now you can have them in a set of HBR's 10 Must Reads available as an 8 volume paperback boxed set or as an ebook set We've combed through hundreds of Harvard Business Review articles on topics such as emotional intelligence communication change leadership strategy managing people and managing yourself and selected the most important ones to help you maximize your own and your organization's performance The HBR's 10 Must Reads for Executives Boxed Set includes 8 bestselling collections HBR's 10 Must Reads for CEOs HBR's 10 Must Reads on Boards HBR's 10 Must Reads on Leadership HBR's 10 Must Reads on Strategy Vol 1 HBR's 10 Must Reads on Strategy Vol 2 HBR's 10 Must Reads on Change Management HBR's 10 Must Reads on Risk HBR's 10 Must Reads on Organizational Resilience The HBR's 10 Must Reads for Executives Boxed Set makes a smart gift for your team colleagues clients or yourself The ebook set is available in PDF ePub and Mobi formats

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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 *HBR Guide to Better Business Writing (HBR Guide Series)* Bryan A. Garner,2013-01-08 DON T LET YOUR WRITING HOLD YOU BACK When you re fumbling for words and pressed for time you might be tempted to dismiss good business writing as a luxury But it s a skill you must cultivate to succeed You ll lose time money and influence if your e mails proposals and other important documents fail to win people over The HBR Guide to Better Business Writing by writing expert Bryan A Garner gives you the tools you need to express your ideas clearly and persuasively so clients colleagues stakeholders and partners will get behind them This book will help you Push past writer s block Grab and keep readers attention Earn credibility with tough audiences Trim the fat from your writing Strike the right tone Brush up on grammar punctuation and usage Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges **HBR Guide to Collaborative Teams (HBR Guide Series)** Harvard Business Review,2021-08-03 Break down the barriers to effective collaboration For cross functional projects to work you need to bring together diverse ideas and resources from across your organization But office politics conflicting objectives and lack of clear authority can get in the way The HBR Guide to Collaborative Teams provides practical tips and advice to help you collaborate more effectively Whether you re leading your own direct reports or building a talented group from disparate parts of your organization you ll discover how to align others goals and skills so you can solve problems as a team and deliver great results You ll learn to Develop a shared purpose Bust departmental silos Lead employees who don t report to you Overcome conflict and turf wars Prevent collaborative overload and fatigue Use the right tools for virtual information sharing Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges [HBR's 10 Must Reads on Leadership 2-Volume Collection](#) Harvard Business Review,2020-04-07 If you read nothing else on leadership read these definitive articles from Harvard Business Review Leadership skills are not innate they can be acquired and honed HBR s 10 Must Reads on Leadership 2 Volume Collection provides enduring ideas and practical advice on how to harness inspiring transformational leadership qualities and spearhead change Bringing together HBR s 10 Must Reads on Leadership Vol 1 and HBR s 10 Must Reads on Leadership Vol 2 this collection includes twenty articles selected by HBR s editors and features the indispensable article What Makes an Effective Executive by Peter F Drucker From timeless classics to the latest game changing ideas from thought leaders Jim Collins Daniel Goleman John Kotter and more HBR s 10 Must Reads on Leadership 2 Volume Collection will inspire you to Identify areas for personal growth Develop a more dynamic and sophisticated communication style Transform yourself from a problem solver to an agenda setter Embrace the challenges of adaptive work

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spare and you'll have a fresh powerful idea you can immediately put into action. With this handy book as your guide, you'll stand the best chance of succeeding in your role as a manager.

[HBR's 10 Must Reads on Building a Great Culture](#) Harvard Business Review, 2019-11-12

Your organization's culture can feel like something that has a life of its own; it's long standing, inherited, and seemingly impermeable. In fact, a strong culture is often an obstacle to doing new things or going in new directions. But leaders are the stewards of a company's culture and have the power to shape it. The best leaders know that organizational culture is a fundamental and powerful management tool that can drive positive outcomes. If you read nothing else on building a better organizational culture, 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 assess the type and current state of your company's culture, communicate change, do things differently, and anticipate and address implementation challenges. This book will inspire you to:

- Determine what type of culture you have.
- Understand the psychology behind your company's social patterns.
- Gather input on what needs to be fixed or initiated.
- Communicate change.
- Do things differently.
- Deal with implementation roadblocks.

[HBR's 10 Must Reads on Boards \(with bonus article "What Makes Great Boards Great" by Jeffrey A. Sonnenfeld\)](#) Harvard Business Review, Jeffrey A. Sonnenfeld, Linda A. Hill, Robert S. Kaplan, Ram Charan, 2020-07-07

Keep shareholders happy and manage for the long term. Earning a board seat is a rite of passage. But directors must juggle many responsibilities: from steering company strategy, managing risk, and appointing leaders to setting the right incentives, meeting shareholder expectations, and dealing with activist investors. How do you balance it all? If you read nothing else on boards, 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 set your board up for success. This book will inspire you to:

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- Encourage the risk taking that will generate breakthrough innovation.
- Prioritize the health of the enterprise without neglecting shareholders.
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- Take on the world's toughest economic, social, and environmental problems.

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- What Makes Great Boards Great by Jeffrey A. Sonnenfeld
- Building Better Boards by David A. Nadler
- The Error at the Heart of Corporate Leadership by Joseph L. Bower and Lynn S. Paine
- The New Work of the Nonprofit Board by Barbara E. Taylor, Richard P. Chait, and Thomas P. Holland
- Dysfunction in the Boardroom by Boris Groysberg and Deborah Bell
- The Board's New Innovation Imperative by Linda A. Hill and George Davis
- Managing Risks: A New Framework by Robert S. Kaplan and Anette Mikes
- Ending the CEO Succession Crisis by Ram Charan
- Comp Targets That Work by Radhakrishnan Gopalan, John Horn, and Todd Milbourn
- Sustainability in the Boardroom by Lynn S. Paine

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Harvard Business Review, Michael D. Watkins, Clayton M. Christensen, Kenneth L. Kraemer, Michael E. Porter, 2015-10-13. The Harvard Business Review Leadership Library offers the most important leadership ideas from authors such as Michael D. Watkins, Clayton M. Christensen, Michael E. Porter, and John P. Kotter, to name just a few. This must-have digital collection includes: *The First 90 Days* (Updated and Expanded), *Blue Ocean Strategy* (Expanded Edition), *The Innovator's Dilemma* (Leading Change With a New Preface by the Author), *On Competition*, *Playing to Win*, *Remember Who You Are*. HBR's 10 Must Reads on Leadership, HBR's 10 Must Reads on Strategy, HBR's 10 Must Reads on Managing Yourself, HBR's 10 Must Reads on Managing People, and HBR's 10 Must Reads on Emotional Intelligence.

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