
Hbr Guide To Persuasive Presentations Pdf

*Hbr Guide To
Persuasive
Presentations Pdf*

*Downloaded from
derivid.route1.com by
Jada & Lyons*

WELCOME TO DERIVID.ROUTE1.COM BOOKSTORE!

At our book shop, our team believe that **Hbr Guide To Persuasive Presentations Pdf** have the power to deliver us to new worlds and spark our interests. That's why we offer a **wide array** of **books** that deal with all

passions and **analysis levels**. Whether you're a skilled visitor or simply starting your literary trip, we have something for everyone.

Our collection consists of both physical and **Hbr Guide To Persuasive Presentations Pdf digital books**, along with **audiobooks**, so you can pick the style that finest suits your choices. We likewise provide **personalized publication referrals** based on your **interests** and past analysis

experiences.

Join our area of **book enthusiasts** and **link** with similar individuals that share your interest for literature. We take satisfaction in showcasing brand-new skill and **emerging voices** in the literary globe, so you can uncover appealing authors that are pressing boundaries and redefining styles.

Shop with us today and find the happiness and understanding that **Hbr Guide To Persuasive Presentations Pdf books** bring.

Trick Takeaways

of Hbr Guide To Persuasive Presentations Pdf

- Our shop provides a **wide variety** of Hbr Guide To Persuasive Presentations Pdf in numerous layouts, consisting of physical and **digital publications** and **audiobooks**.
- We offer **personalized publication referrals** based on your **passions** and past reading experiences.
- Join our community of **Hbr Guide To Persuasive Presentations**

Pdf publication fans to **link** with similar people and broaden your literary horizons.

- We showcase new talent and **arising voices** in the literary world, so you can uncover appealing authors that are pressing borders and redefining styles.
- **Discover** our collection and uncover the joy and expertise that Hbr Guide To Persuasive Presentations Pdf publications bring.

EXPLORE OUR WIDE RANGE OF HBR GUIDE TO PERSUASIVE PRESENTATIONS PDF!

At our store, we satisfaction ourselves available an extensive series of

publications in different categories. Our company believe that every person must have accessibility to literary works that speaks to them and enriches their lives. That's why we make every effort to have something for every person in our collection.

Whether you're a fan of fiction, non-fiction, love, enigma, or any other style, we have something to satisfy your analysis cravings. Our shelves are equipped with both timeless and modern titles, and our well-informed staff is constantly available to assist assist you in the ideal direction.

We believe that analysis is a trip of exploration, and we want to aid you embark on that trip in the very best feasible way. That's why we provide a **wide range** of Hbr Guide To Persuasive

Presentations Pdf to pick from, so you can locate the ideal suit for your rate of interests and checking out preferences.

Discover our wide variety of this Hbr Guide To Persuasive Presentations Pdf books!

- Discover a wide range of categories

- Locate the **best publication** for your rate of interests
- Study **exciting storytelling of Hbr Guide To Persuasive Presentations Pdf**
- **Discover brand-new authors** and **arising voices**
- Discover books for **every ages** and **reading degrees**

So whether you're seeking an awesome page-turner or a thought-provoking literary work of art, we have something for every person. Come **check out** our variety of publications and allow us aid you uncover your next great read!

STUDY FASCINATING STORYTELLING

At our store, our company believe that

Hbr Guide To Persuasive Presentations Pdf are more than just ink theoretically - they're a gateway to new globes and experiences. That's why we thoroughly curate our option to include books with **captivating narration** that will move you to different places and times.

From sprawling legendaries to heartwarming romances, our publications are full of well-developed characters and provocative motifs that will maintain you involved from beginning to end. Whether you're seeking a retreat from reality or a deeper understanding of the world around you, our Hbr Guide To Persuasive Presentations Pdf publications provide something for everybody.

Our authors are masters of their craft, utilizing language and images to create

dazzling worlds that feel real. With every turn of the web page, you'll be drawn deeper right into the story, excited to discover what takes place next.

Experience the power of exciting storytelling of Hbr Guide To Persuasive

Presentations Pdf

Our team believe that reading is a transformative experience that can transform your life. By diving right into a **Hbr Guide To Persuasive Presentations Pdf book** with **fascinating narration**, you have the power to learn brand-new things, obtain new viewpoints, and **link** with characters and situations that may be various from your own.

Whether you're a skilled reader or just getting going, our selection of publications with exciting storytelling makes certain to leave a lasting impression. We welcome you to **discover** our shop and discover the magic of narration for yourself.

DISCOVER BRAND-NEW AUTHORS AND EMERGING VOICES

At our store, we take pride in showcasing brand-new ability and emerging voices in the literary world. Our company believe that every fantastic story is worthy of to be informed which the power of literary works hinges on its capacity to amplify diverse perspectives and voices.

By exploring our selection, you'll have the chance to uncover and sustain appealing authors that are pushing borders and redefining styles. From provocative memoirs to awesome debut stories, our collection spans a variety of categories and designs, making certain that there's something for everybody.

So why not step outdoors your analysis comfort area and uncover a new writer

or emerging voice today? You never know what literary treasures you could uncover!

DELIGHT IN THE BENEFIT OF PHYSICAL AND HBR GUIDE TO PERSUASIVE PRESENTATIONS PDF DIGITAL BOOKS

At our store, we comprehend that every viewers has their own preferences when it involves the layout they pick to review their books. That's why we provide both physical and **digital publications of Hbr Guide To Persuasive Presentations Pdf** for your **comfort**.

The Benefit of Physical Books

For those who like the feeling of a **Hbr Guide To Persuasive Presentations Pdf book** in their hands and the experience of flipping through the pages, we provide a wide range of **physical books**. From hardcovers to books, our option consists of all categories and **reading levels**. You can search our racks and take your time picking the ideal publication to contribute to your collection.

The Ease of Digital Books

We likewise recognize that some readers choose the **convenience** of continuing reading a tablet or e-reader. That's why we provide a substantial selection of electronic books that you can purchase and download with ease. You can take your library with you anywhere you go and delight in the advantages of having your favored books at your fingertips.

Whichever style you favor, we've got you covered. Our objective is to offer you with the very best reading experience while additionally remembering your **benefit**. Shop with us today and uncover the **happiness of checking**

out Hbr Guide To Persuasive Presentations Pdf in your recommended layout.

ENHANCE YOUR REVIEWING WITH AUDIOBOOKS

At our shop, our team believe that reading must be a hassle-free and satisfying experience for everybody. That's why we provide a vast selection of **audiobooks** that you can pay attention to on-the-go or while relaxing in the house. With our audiobook collection, you can boost your reading experience and immerse yourself in captivating narratives.

Our audiobooks are thoroughly curated to offer the exact same degree of enjoyment and knowledge as our physical and digital publications.

Whether you're paying attention to a thrilling enigma or a thought-provoking narrative, our audiobooks will certainly move you to brand-new globes and give you a fresh point of view.

The Benefits of Audiobooks

Audiobooks provide a special way to enjoy Hbr Guide To Persuasive Presentations Pdf and boost your analysis experience. Here are some of the benefits of audiobooks:

- Useful for people who have difficulty reading as a result of visual impairment or learning impairments.

- Great for multitasking while driving, working out, or doing housework.
- Can boost pronunciation, vocabulary, and language comprehension abilities.
- Handy for people who deal with holding a book or reading for an extensive amount of time.

Our audiobook collection includes a range of styles and authors, so you can locate something that straightens with your analysis rate of interests. Whether you're a fan of love, sci-fi, historical fiction, or self-help books, we have choices that accommodate every taste.

Exactly how to Gain access to Hbr Guide To Persuasive Presentations Pdf Audiobook Collection

You can access our audiobook collection via our site or by visiting our physical store. We offer both physical and

electronic audiobooks to fit your choices. If you choose to purchase Hbr Guide To Persuasive Presentations Pdf electronic audiobooks, you can download them quickly and begin listening today. Conversely, if you like physical audiobooks, you can get them on the internet and we'll supply them to your front door.

Improve your analysis experience with our audiobook collection today and discover the delight of paying attention to exciting narrations that will certainly transport you to new worlds.

DISCOVER BOOKS FOR EVERY AGES AND ANALYSIS LEVELS

As a reader, you know that books can be enjoyed by people of **every ages** and reading levels. That is why our collection

consists of publications that satisfy individuals of numerous ages and analysis skills.

For the kids, we have a considerable series of kids's publications, consisting of picture publications, storybooks, and task books. Our selection of young person books comprises the current trends and classic standards that young adults can enjoy.

If you choose books for fully grown viewers, we have a broad series of literary works that makes sure to pique your rate of interest. You can take your pick from modern jobs or explore classic stories from popular authors.

Whether you are a skilled book lover or simply beginning on your analysis journey, we have a book for every taste

and ability level. Our group of educated staff can assist you locate a Hbr Guide To Persuasive Presentations Pdf publication that matches your interests and checking out proficiency.

Find the Perfect Book for Your Reviewing Level

At our shop, we take satisfaction in dealing with viewers of **any ages** and skill levels. We comprehend that choosing the ideal book can be an overwhelming task, specifically for newbies. That is why we provide tailored recommendations based upon your

analysis level and passions.

We desire you to feel great in your publication options, and our group of experts is below to make that occur. From children's publications to adult literature, you can rely on that we will assist you discover the best book that matches your reading abilities and interests.

Individualized Recommendations

Our team is right here to aid you find your next literary adventure. Get in touch with us and obtain personalized

suggestions based on your interests and reading choices. We'll deal with you to find the excellent publication that matches your tastes and leaves you wanting extra.

Join our community of Hbr Guide To Persuasive Presentations Pdf book fans today and connect with like-minded people who share your interest for literature. We can't wait to embark on brand-new literary trips with you!

RECEIVE PERSONALIZED PUBLICATION REFERRALS

At our store, we understand that picking the perfect book can be frustrating. That's why we provide customized publication referrals based on your interests and reviewing choices. Our experienced personnel is constantly

PRESENT THE HAPPINESS OF If you are looking for customized pointers to help you find your following terrific read.

Whether you're looking for a details style, writer, or design, we'll aid you limit your options and discover a book that fits your preferences. We take the time to learn more about our customers and their analysis habits, making sure that each recommendation is distinctly tailored to their demands.

With our personalized publication recommendations, you'll never have to lose your time or money on a book that doesn't reverberate with you. Allow us aid you discover your next literary adventure and improve your reading experience.

READING HBR GUIDE TO PERSUASIVE PRESENTATIONS PDF

Books make remarkable gifts for any kind of celebration. At our shop, we provide a broad selection of books for any ages and passions, making sure that you'll discover the best publication for your liked ones.

Absolutely nothing beats the feeling of giving a person the **joy of checking out Hbr Guide To Persuasive Presentations Pdf**. Whether it's an awesome mystery, a heartwarming romance, or a fascinating bio, publications have the power to carry visitors to brand-new globes and stimulate their imaginations.

RECENT LAUNCHES AND With our efficient service, we can assist you pick the best publication for your recipient. Our educated staff will certainly think about their interests and reviewing choices to provide customized tips that make certain to delight.

Uncertain which book to pick? Think about one of our **gift** cards, which enables the recipient to discover our collection and choose a book that speaks with them personally.

So why not share the magic of checking out with those you like? Give the **Hbr Guide To Persuasive Presentations Pdf** of a publication and make their day a little brighter!

STAY UPGRADED WITH THE MOST

BESTSELLERS

At our shop, we satisfaction ourselves on keeping our collection up-to-date with the **Hbr Guide To Persuasive Presentations Pdf latest releases** and **bestsellers**. We understand just how vital it is to remain in the loophole with the literary globe and have the most recent titles at your fingertips.

Whether you're a follower of mystery books, self-help overviews, or love tales, we have the **latest releases** and **bestsellers** in every genre. Our team remains on top of brand-new launches and preferred titles, so you can constantly discover something to check out that's fresh and exciting.

Seeking something specific? Our well-

informed team can assist you track down hard-to-find titles and recommend comparable writers and titles you may take pleasure in. Whether you're a skilled viewers or new to the literary world, we have something for everyone.

What is actually New

Several of our recent enhancements to the collection consist of:

These titles are quickly becoming brand-new fan faves and make sure to mesmerize you with their gripping narration and distinct point of views.

Do not miss out on the **Hbr Guide To Persuasive Presentations Pdf**

newest releases and bestsellers - shop with us today and uncover your following favored read!

TAKE PLEASURE IN EXCLUSIVE DISCOUNT RATES AND PROMOTIONS

At our shop, our company believe that everybody ought to have access to fantastic publications at economical prices. That's why we offer **Hbr Guide To Persuasive Presentations Pdf unique discounts** and **promos** to our valued consumers.

Register for our e-newsletter to get updates on the most recent **promos** and price cuts available. You can also follow us on social media, where we regularly introduce special offers and limited-time

offers.

As a part of our commitment program, you'll get even more **exclusive price cuts** and incentives, including free delivery and special grant acquisition.

Whether you're a brand-new client or a devoted buyer, we wish to make sure that you have access to the most effective feasible bargains on our publications. Shop with us today and make use of our **special discounts** and **promotions!**

CONVENIENT ONLINE PURCHASING AND QUICK DELIVERY

Buying your preferred books has never been easier! At our shop, we provide a **hassle-free on-line ordering** system

that permits you to browse our extensive collection from the comfort of your home. Simply include your wanted publications to your cart, enter your delivery info, and proceed to check out. It's that very easy!

Yet the benefit doesn't stop there. We likewise provide **quick delivery** choices that ensure you obtain your publications in a timely fashion. Whether you require them for a publication club conference or simply can not wait to study a brand-new tale, we have actually got you covered.

Shipping Choices

- Requirement delivery: Our typical distribution choice generally takes 3-7 company days to get here.

- Expedited shipment: Need your publications earlier? Our expedited delivery option assures delivery within 1-3 service days.
- Curbside pick-up: If you like to grab your publications face to face, we likewise use curbside pick-up at pick areas.

Our team strives to ensure your Hbr Guide To Persuasive Presentations Pdf orders are processed and delivered as quickly as possible. Plus, with our simple online tracking system, you can watch on your plan's progression every step of the method.

Experience the convenience and rate of our on the internet ordering and shipment system. Position your order today and take the very first step on

your following literary journey!

CONSUMER FULFILLMENT ENSURED

At our store, we take terrific pride in guaranteeing that our clients are pleased with their shopping experience. From the minute you start searching our website to the final shipment of your order, we are dedicated to providing exceptional solution.

If you have any kind of inquiries or concerns concerning your order, please don't think twice to reach out to our client service group. We are here to assist you and make sure that you are entirely satisfied with your acquisition.

We offer a hassle-free return plan for any kind of products that do not satisfy

your expectations. We additionally offer a protected repayment entrance, so you can patronize confidence, knowing that your personal information is protected.

We guarantee the high quality of Hbr Guide To Persuasive Presentations Pdf books and are confident that you will certainly be satisfied with your acquisition. If you are not entirely happy with your order, we will certainly do everything we can to make it right.

Our commitment to customer satisfaction is undeviating, and we strive to surpass your assumptions in every way possible. Shop with us today and experience the distinction!

CONCLUSION

We hope you're as delighted about the

world of Hbr Guide To Persuasive Presentations Pdf publications as we are! Our shop is committed to giving an exceptional analysis experience for all. With our variety of publications, from brand-new releases to timeless standards, there is something for every person. Our commitment to consumer contentment means that you can shop with confidence, knowing that your order is in excellent hands.

Do not forget to connect with us and fellow publication lovers in our dynamic area. Share your favorite reads, participate in thoughtful discussions, and find brand-new literary prizes. And if you ever require help locating the ideal publication, our experienced team is here to provide customized suggestions.

HBR Guide to Persuasive Presentations *Harvard Business Press*

Discusses how readers can make persuasive presentations that inspire action, engage the audience, and sell ideas.

Harvard Business Review Guides Ultimate Boxed Set (16 Books)

Harvard Business Press

The perfect gift for aspiring leaders: 16 volumes of HBR Guide. 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*, and *Managing Up and Across*. Arm yourself with the advice you need to succeed on the job, from 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. Also available as an ebook set.

Good Charts for Persuasive Presentations**How to Use the Best Data**

Visualizations for Great Presentations (2 Books) *Harvard Business Press*

The right visual revealed at the right time can turn an unremarkable presentation into a resonant, emotional experience. This two-book collection provides you with the tools you need to craft and deliver presentations that will impress your audience, increase your influence in your organization, and advance your career. *Good Charts: The HBR Guide to Making Smarter, More Persuasive Data Visualizations* shows how a good visualization can communicate the nature and potential impact of information and ideas more powerfully than any other form of communication. For a long time "dataviz" was left to specialists--data

scientists and professional designers. No longer. A new generation of tools and massive amounts of available data make it easy for anyone to create visualizations that communicate ideas far more effectively than generic spreadsheet charts ever could. What's more, building good charts is quickly becoming a need-to-have skill for managers. If you're not doing it, other managers are, and they're getting noticed for it and getting credit for contributing to your company's success. In *Good Charts*, dataviz maven Scott Berinato provides an essential guide to how visualization works and how to use this new language to impress and persuade. Dataviz today is where spreadsheets and word processors were in the early 1980s—on the cusp of

changing how we work. Berinato lays out a system for thinking visually and building better charts through a process of talking, sketching, and prototyping. This book is much more than a set of static rules for making visualizations. It taps into both well-established and cutting-edge research in visual perception and neuroscience, as well as the emerging field of visualization science, to explore why good charts (and bad ones) create "feelings behind our eyes." Along the way, Berinato also includes many engaging vignettes of dataviz pros, illustrating the ideas in practice. Good Charts will help you turn plain, uninspiring charts that merely present information into smart, effective visualizations that powerfully convey ideas. HBR Guide to Persuasive

Presentations will teach you to how to take the pain out of presentations. Terrified of speaking in front of a group? Or simply looking to polish your skills? No matter where you are on the spectrum, this guide will give you the confidence and the tools you need to get results. Written by presentation expert Nancy Duarte, the HBR Guide to Persuasive Presentations will help you: (1) Win over tough crowds, (2) Organize a coherent narrative, (3) Create powerful messages and visuals, (4) Connect with and engage your audience, (5) Show people why your ideas matter to them, and (6) Strike the right tone, in any situation.

Good Charts

The HBR Guide to Making Smarter, More Persuasive Data Visualizations

Harvard Business Review Press

Dataviz—the new language of business. A good visualization can communicate the nature and potential impact of information and ideas more powerfully than any other form of communication. For a long time “dataviz” was left to specialists—data scientists and professional designers. No longer. A new generation of tools and massive amounts of available data make it easy for anyone to create visualizations that communicate ideas far more effectively than generic spreadsheet charts ever could. What’s more, building good charts is quickly becoming a need-to-have skill for managers. If you’re not doing it, other managers are, and they’re getting

noticed for it and getting credit for contributing to your company’s success. In *Good Charts*, dataviz maven Scott Berinato provides an essential guide to how visualization works and how to use this new language to impress and persuade. Dataviz today is where spreadsheets and word processors were in the early 1980s—on the cusp of changing how we work. Berinato lays out a system for thinking visually and building better charts through a process of talking, sketching, and prototyping. This book is much more than a set of static rules for making visualizations. It taps into both well-established and cutting-edge research in visual perception and neuroscience, as well as the emerging field of visualization science, to explore why good charts (and

bad ones) create “feelings behind our eyes.” Along the way, Berinato also includes many engaging vignettes of dataviz pros, illustrating the ideas in practice. Good Charts will help you turn plain, uninspiring charts that merely present information into smart, effective visualizations that powerfully convey ideas.

HBR Guide to Better Business Writing (HBR Guide Series) *Harvard Business Review Press*

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

HBR's 10 Must Reads on Public Speaking and Presenting (with featured article "How to Give a Killer Presentation" By Chris Anderson) *Harvard Business Press*

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.

HBR Guide to Building Your Business Case *Harvard Business Press*
"You've got a great idea that will

increase revenue or productivity--but how do you get approval to make it happen? By building a business case that clearly shows its value. Maybe you struggle to win support for projects because you're not sure what kind of data your stakeholders will trust, or naysayers always seem to shoot your ideas down at the last minute. Or perhaps you're intimidated by analysis and number crunching, so you just take a stab at estimating costs and benefits, with little confidence in your accuracy. To get any idea off the ground at your company you'll have to make a strong case for it. This guide gives you the tools to do that"--

HBR Guide to Finance Basics for Managers (HBR Guide Series)

Harvard Business Review Press
 DON'T LET YOUR FEAR OF FINANCE GET
 IN THE WAY OF YOUR SUCCESS Can you
 prepare a breakeven analysis? Do you
 know the difference between an income
 statement and a balance sheet? Or
 understand why a business that's
 profitable can still go belly-up? Has your
 grasp of your company's numbers
 helped—or hurt—your career? Whether
 you're new to finance or you just need a
 refresher, this go-to guide will give you
 the tools and confidence you need to
 master the fundamentals, as all good
 managers must. The HBR Guide to
 Finance Basics for Managers will help
 you: Learn the language of finance
 Compare your firm's financials with
 rivals' Shift your team's focus from
 revenues to profits Assess your

vulnerability to industry downturns Use
 financial data to defend budget requests
 Invest smartly through cost/benefit
 analysis

**HBR's 10 Must Reads on
 Communication (with featured
 article "The Necessary Art of
 Persuasion," by Jay A. Conger)**
Harvard Business Press

The best leaders know how to
 communicate clearly and persuasively.
 How do you stack up? If you read nothing
 else on communicating effectively, 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
 express your ideas with clarity and
 impact—no matter what the situation.

Leading experts such as Deborah Tannen, Jay Conger, and Nick Morgan provide the insights and advice you need to: Pitch your brilliant idea—successfully Connect with your audience Establish credibility Inspire others to carry out your vision Adapt to stakeholders' decision-making style Frame goals around common interests Build consensus and win support

Resonate

Present Visual Stories that Transform Audiences *John Wiley & Sons*

Reveals the underlying story form of all great presentations that will not only create impact, but will move people to action Presentations are meant to

inform, inspire, and persuade audiences. So why then do so many audiences leave feeling like they've wasted their time? All too often, presentations don't resonate with the audience and move them to transformative action. Just as the author's first book helped presenters become visual communicators, *Resonate* helps you make a strong connection with your audience and lead them to purposeful action. The author's approach is simple: building a presentation today is a bit like writing a documentary. Using this approach, you'll convey your content with passion, persuasion, and impact. Author has a proven track record, including having created the slides in Al Gore's Oscar-winning *An Inconvenient Truth* Focuses on content development methodologies that are not

only fundamental but will move people to action. Upends the usual paradigm by making the audience the hero and the presenter the mentor. Shows how to use story techniques of conflict and resolution. Presentations don't have to be boring ordeals. You can make them fun, exciting, and full of meaning. Leave your audiences energized and ready to take action with *Resonate*.

Illuminate

Ignite Change Through Speeches, Stories, Ceremonies, and Symbols

Penguin

"THE PEOPLE WHO ARE CRAZY ENOUGH TO THINK THEY CAN CHANGE THE WORLD ARE THE ONES WHO DO." With these words, Apple Inc., and its leader,

Steve Jobs, catalyzed a movement. Whenever Jobs took the stage to talk about new Apple products, the whole world seemed to stop and listen. That's because Jobs was offering a vision of the future. He wanted you to feel what the world might someday be like, and trust him to take you there. As a leader, you have the same potential to not only anticipate the future and invent creative initiatives, but to also inspire those around you to support and execute your vision. In *Illuminate*, acclaimed author Nancy Duarte and communications expert Patti Sanchez equip you with the same communication tools that great leaders like Jobs, Howard Schultz, and Dr. Martin Luther King Jr. used to move people. Duarte and Sanchez lay out a plan to help you lead people through the

five stages of transformation using speeches, stories, ceremonies, and symbols. This visual and accessible communication guidebook will show you how Apple, Starbucks, IBM, charity: water, and others have mobilized people to embrace bold changes. To envision the future is one thing, getting others to go there with you is another. By harnessing the power of persuasive communication you, too, can turn your idea into a movement.

Slide:ology

The Art and Science of Creating Great Presentations "O'Reilly Media, Inc."

Presents practical approaches for developing an effective presentation,

covering such topics as creating diagrams, displaying data, arranging elements, creating movement, and interacting with slides.

HBR Guide to Negotiating (HBR Guide Series) *Harvard Business Review Press*

Forget about the hard bargain. Whether you're discussing the terms of a high-stakes deal, forming a key partnership, asking for a raise, or planning a family event, negotiating can be stressful. One person makes a demand, the other concedes a point. In the end, you settle on a subpar solution in the middle—if you come to any agreement at all. But these discussions don't need to be win-or-lose situations. Written by negotiation expert Jeff Weiss, the HBR Guide to

Negotiating provides a disciplined approach to finding a solution that works for everyone involved. Using a seven-part framework, this book delivers tips and advice to move you from a game of concessions and compromises to one of collaboration and creativity, resulting in better outcomes and better working relationships. You'll learn how to:

- Prepare for your conversation
- Understand everyone's interests
- Craft the right message
- Work with multiple parties
- Disarm aggressive negotiators
- Choose the best solution

HBR Guide to Emotional Intelligence (HBR Guide Series) *Harvard Business Press*

Managing the human side of work
Research by Daniel Goleman, a

psychologist and coauthor of *Primal Leadership*, has shown that emotional intelligence is a more powerful determinant of good leadership than technical competence, IQ, or vision. Influencing those around us and supporting our own well-being requires us to be self-aware, know when and how to regulate our emotional reactions, and understand the emotional responses of those around us. No wonder emotional intelligence has become one of the crucial criteria in hiring and promotion. But luckily it's not just an innate trait: Emotional intelligence is composed of skills that all of us can learn and improve on. In this guide, you'll learn how to:

- Determine your emotional intelligence strengths and weaknesses
- Understand and manage your emotional reactions

Deal with difficult people Make smarter decisions Bounce back from tough times Help your team develop emotional intelligence 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 Persuasive Presentations (HBR Guide Series)

Developing a Business Case *Harvard Business Press*

How do you decide on the best course of action for your company to take advantage of new opportunities? By building a business case. This book

provides a framework for building a business case. You'll learn how to: Clearly define the opportunity you'll want to address in your business case Identify and analyze a range of alternatives Recommend one option and assess its risks Create a high-level implementation plan for your proposed alternative Communicate your case to key stakeholders

HBR Guide to Office Politics (HBR Guide Series) *Harvard Business Review Press*

Don't let destructive drama sideline your career. Every organization has its share of political drama: Personalities clash. Agendas compete. Turf wars erupt. But you need to work productively with your colleagues—even difficult ones—for the

good of your organization and your career. How can you do that without compromising your personal values? By acknowledging that power dynamics and unwritten rules exist—and navigating them constructively. The HBR Guide to Office Politics will help you succeed at work without being a power grabber or a corporate climber. Instead you'll cultivate a political strategy that's authentic to you. You'll learn how to: Gain influence without losing your integrity Contend with backstabbers and bullies Work through tough conversations Manage tensions when resources are scarce Get your share of choice assignments Accept that not all conflict is bad 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.

HBR Guide to Getting the Right Work Done (HBR Guide Series)

Harvard Business Review Press

IS YOUR WORKLOAD SLOWING YOU—AND YOUR CAREER—DOWN? Your inbox is overflowing. You're paralyzed because you have too much to do but don't know where to start. Your to-do list never seems to get any shorter. You leave work exhausted but have little to show for it. It's time to learn how to get the right work done. In the HBR Guide to Getting the Right Work Done, you'll discover how to focus your time and energy where they will yield the greatest reward. Not only will you end each day

knowing you made progress—your improved productivity will also set you apart from the pack. Whether you're a new professional or an experienced one, this guide will help you: Prioritize and stay focused Work less but accomplish more Stop bad habits and develop good ones Break overwhelming projects into manageable pieces Conquer e-mail overload Write to-do lists that really work

Net Positive

How Courageous Companies Thrive by Giving More Than They Take

Harvard Business Press

Runaway climate change and rampant inequality are ravaging the world and costing a fortune. Who will help lead us

to a better future? Business. These massive dual challenges—and other profound shifts, such as pandemics, resource pressures, and shrinking biodiversity—threaten our very existence. Other megatrends, such as the push for a clean economy and the unprecedented focus on diversity and inclusion, offer exciting new opportunities to heal the world, and prosper by doing so. Government cannot do this alone. Business must step up. In this seminal book, former Unilever CEO Paul Polman and sustainable business guru Andrew Winston explode fifty years of corporate dogma. They reveal, for the first time, key lessons from Unilever and other pioneering companies around the world about how you can profit by fixing the world's problems instead of creating

them. To thrive today and tomorrow, they argue, companies must become "net positive"—giving more to the world than they take. A net positive company: Improves the lives of everyone it touches, from customers and suppliers to employees and communities, greatly increasing long-term shareholder returns in the process. Takes ownership of all the social and environmental impacts its business model creates. This in turn provides opportunities for innovation, savings, and building a more humane, connected, and purpose-driven culture. Partners with competitors, civil society, and governments to drive transformative change that no single group or enterprise could deliver alone. This is no utopian fantasy. Courageous leaders are already making it real—and the stakes

couldn't be higher. With bold vision and compelling stories, Net Positive sets out the principles and practices that will deliver the scale of change and transformation the world so desperately needs. Join the movement now at netpositive.world

Bias Interrupted

Creating Inclusion for Real and for Good *Harvard Business Press*

A cutting-edge, relentless, objective approach to inclusion. Companies spend billions of dollars annually on diversity efforts with remarkably few results. Too often diversity efforts rest on the assumption that all that's needed is an earnest conversation about "privilege." That's not enough. To truly make

progress we need to stop celebrating the problem and instead take effective steps to solve it. In *Bias Interrupted*, Joan C. Williams shows how it's done, and, reassuringly, how easy it is to get started. One of today's preeminent voices on inclusive workplaces, Williams explains how leaders can use standard business tools—data, metrics, and persistence—to interrupt the bias that is continually transmitted through formal systems like performance appraisals, as well as the informal systems that control access to career-enhancing opportunities. The book presents fresh evidence, based on Williams's exhaustive research and work with companies, that interrupting bias helps every group—including white men. Comprehensive, though compact and

straightforward, *Bias Interrupted* delivers real, practical value in an efficient and accessible manner to an audience that has never needed it more. It's possible to interrupt bias. Here's where you start.

Influence and Persuasion (HBR Emotional Intelligence Series)
Harvard Business Press

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.

HBR Guide to Data Analytics Basics for Managers (HBR Guide Series)

Harvard Business Press

Don't let a fear of numbers hold you back. Today's business environment brings with it an onslaught of data. Now more than ever, managers must know

how to tease insight from data--to understand where the numbers come from, make sense of them, and use them to inform tough decisions. How do you get started? Whether you're working with data experts or running your own tests, you'll find answers in the HBR Guide to Data Analytics Basics for Managers. This book describes three key steps in the data analysis process, so you can get the information you need, study the data, and communicate your findings to others. You'll learn how to:

- Identify the metrics you need to measure
- Run experiments and A/B tests
- Ask the right questions of your data experts
- Understand statistical terms and concepts
- Create effective charts and visualizations
- Avoid common mistakes

HBR Guide to Managing Up and Across (HBR Guide Series) *Harvard Business Press*

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

Persuade decision makers to champion your initiatives Collaborate more effectively with colleagues Deal with new, challenging, or incompetent bosses Navigate office politics

Harvard Business Essentials

Business Communication *Harvard Business Press*

With advice and tools for improving a wide array of communication skills--from delivering an effective presentation to drafting proposals to the effective use of e-mail--Business Communication helps managers deliver information effectively.

Successful Writing and Speaking: The Communication Collection (9 Books) *Harvard Business Review Press*

This Harvard Business Review digital collection will give you the confidence and tools you need to write and speak successfully. It includes the HBR Guide to Persuasive Presentations, by presentation expert Nancy Duarte; the HBR Guide to Better Business Writing, by writing expert Bryan A. Garner; the HBR Guide to Negotiating, by negotiation expert Jeff Weiss; Failure to Communicate, by consultant and coach Holly Weeks; as well as HBR's 10 Must Reads on Communication, Giving Effective Feedback, Running Meetings, How to Run a Meeting, and Managing Difficult Interactions.

HBR Guide to Work-Life Balance *Harvard Business Press*

Stop running on empty. Every day you

juggle the many components that fill your life. Between work and family commitments, volunteer work, hobbies, and managing your physical and mental health, it's easy to feel overwhelmed and that you're letting someone down or neglecting some aspect of your life. But you can find ways to honor all of your commitments without collapsing. The HBR Guide to Work-Life Balance will help you:

- Evaluate and adjust your priorities
- Manage expectations
- Set and spend your time budget
- Make plans--and backup plans
- Understand how to make trade-offs
- Prioritize self-care
- Discover what works for you

Presenting Virtually

Plan, Craft and Deliver Online

Presentations That Connect

Provide practical tips that help business communicators address basic problems they run into when creating and delivering presentations in a virtual format. Teach proven principles in short, skimmable chapters and sections that are easy for busy managers and professionals to digest and apply in the moment. Create the content foundation for a supplemental training offering from Duarte TBD, which may be an online course OR a series of short virtual workshops with lessons and simple practice activities drawn from each chapter.

Good Charts Workbook

Tips, Tools, and Exercises for

Making Better Data Visualizations

You know right away when you see an effective chart or graphic. It hits you with an immediate sense of its meaning and impact. But what actually makes it clearer, sharper, and more effective? If you're ready to create your own "good charts"--data visualizations that powerfully communicate your ideas and research and that advance your career--the Good Charts Workbook is the hands-on guide you've been looking for. The original Good Charts changed the landscape by helping readers understand how to think visually and by laying out a process for creating powerful data visualizations. Now, the Good Charts Workbook provides tools, exercises, and practical insights to help people in all kinds of enterprises gain the

skills they need to get started. Harvard Business Review Senior Editor and dataviz expert Scott Berinato leads you, step-by-step, through the key challenges in creating good charts--controlling color, crafting for clarity, choosing chart types, practicing persuasion, capturing concepts--with warm-up exercises and mini-challenges for each. The Workbook includes helpful prompts and reminders throughout, as well as white space for users to practice the Good Charts talk-sketch-prototype process. Good Charts Workbook is the must-have manual for better understanding the dataviz around you and for creating better charts to make your case more effectively.

HBR Guides to Being an Effective Manager Collection (5 Books) (HBR

Guide Series) Harvard Business Press

Master the most critical professional skills with this five-volume set that covers topics from personal effectiveness to leading others. This specially priced collection includes books from the HBR Guide series on the topics of Getting the Right Work Done, Better Business Writing, Persuasive Presentations, Making Every Meeting Matter, and Project Management. You'll learn how to: Prioritize and stay focused Overcome procrastination Conquer email overload Push past writer's block Create powerful visuals Establish credibility with tough audiences Moderate lively conversations and regain control of wayward meetings Build a strong project team Create a realistic schedule--and stay on track Manage stakeholders'

expectations 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 Project Management (HBR Guide Series) Harvard Business Press

MEET YOUR GOALS—ON TIME AND ON BUDGET. How do you rein in the scope of your project when you've got a group of demanding stakeholders breathing down your neck? And map out a schedule everyone can stick to? And motivate team members who have competing demands on their time and attention? Whether you're managing your first

project or just tired of improvising, this guide will give you the tools and confidence you need to define smart goals, meet them, and capture lessons learned so future projects go even more smoothly. The HBR Guide to Project Management will help you: Build a strong, focused team Break major objectives into manageable tasks Create a schedule that keeps all the moving parts under control Monitor progress toward your goals Manage stakeholders' expectations Wrap up your project and gauge its success

The Presentation Book

How to Create It, Shape It and Deliver It! *FT Press*

Revised edition of the author's The

presentation book, 2013.

The Harvard Business Review Good Charts Collection

Tips, Tools, and Exercises for Creating Powerful Data Visualizations *Harvard Business Press*

A good visualization can communicate the nature and potential impact of ideas more powerfully than any other form of communication. For a long time, "dataviz" was left to specialists--data scientists and professional designers. No longer. A new generation of tools and massive amounts of available data make it easy for anyone to create visualizations that communicate ideas far more effectively than generic spreadsheet charts ever could. The

Harvard Business Review Good Charts Collection brings together two popular books to help you become more sophisticated in understanding and using dataviz to communicate your ideas and advance your career. In Good Charts, dataviz maven and Harvard Business Review editor Scott Berinato provides an essential guide to how visualization works and how to use this new language to impress and persuade. He lays out a system for thinking visually and building better charts through a process of talking, sketching, and prototyping. In Good Charts Workbook, Berinato extends the usefulness of Good Charts by putting theory into practice. He leads readers step-by-step through several example datasets and basic charts, providing space to practice the Good Charts talk-

sketch-prototype process for improving those charts. Examples include a "Discussion Key" showing how to approach the challenge and why. Each challenge focuses on a different, common visualization problem such as simplification, storytelling, creating conceptual charts, and many others. The Harvard Business Review Good Charts Collection is your go-to resource for turning plain, uninspiring charts that merely present information into smart, effective visualizations that powerfully convey ideas.

HBR Guide to Managing Stress at Work *Harvard Business Review Press*

Are you suffering from work-related stress? Feeling overwhelmed, exhausted, and short-tempered at

work—and at home? Then you may have too much stress in your life. Stress is a serious problem that impacts not only your mental and physical health, but also your loved ones and your organization. So what can you do to address it? The HBR Guide to Managing Stress at Work will help you find a sustainable solution. It will help you reach the goal of getting on an even keel—and staying there. You'll learn how to:

- Harness stress so it spurs, not hinders, productivity
- Create realistic and manageable routines
- Aim for progress, not perfection
- Make the case for a flexible schedule
- Ease the physical tension of spending too much time at your computer
- Renew yourself physically, mentally, and emotionally

Mississippi Barking

Hurricane Katrina and a Life That Went to the Dogs *Univ. Press of Mississippi*

On August 29, 2005, the worst natural disaster in the history of the United States devastated the city of New Orleans and the Gulf Coast of Louisiana and Mississippi. Like many others in America and around the world, Chris McLaughlin watched the tragedy of Katrina unfold on a television screen from the comfort of her living room on Cape Cod in Massachusetts. In the devastation afterwards, almost 2,000 people and an estimated 250,000 animals had perished. Miraculously, many pets did manage to survive. But in the months that followed the hurricane,

thousands of them were fending for themselves in the ruins of devastated neighborhoods. They roamed the streets in feral packs or struck out alone. Their plight triggered a grassroots rescue effort unlike any this country had ever seen, and while relief organizations such as the Red Cross were tending to the human survivors, and movie stars and celebrities were airlifting food and endorsing seven-figure checks, a much smaller and meagerly funded effort was underway to save the four-legged victims. With no prior experience in disaster response and no real grasp of the hell that awaited them, scores of animal lovers, including McLaughlin, made their way to the Gulf Coast to help in any way they could. Including photos from four-time Pulitzer Prize-winning

photojournalist Carol Guzy, Mississippi Barking spans the course of two years as McLaughlin and others ventured into the wreckage of the Gulf Coast to rescue the animals left behind. McLaughlin tells the moving stories of the people she met along the way, both those who lost everything to the hurricane and those working beside her rescuing and transporting animals away from the neglected, derelict conditions in which they barely survived. Within this story of tragedy and cruelty, suffering and ignorance, Mississippi Barking also bears witness to selfless acts of bravery and compassion, and the beauty and heroics of those who risked everything to save the animals that could not save themselves.

HBR Guide to Coaching Employees

Harvard Business Press

Resource added for the Human Resources program 101161.

Fundamentals of Entrepreneurial Finance *Oxford University Press*

Fundamentals of Entrepreneurial Finance provides a comprehensive introduction to entrepreneurial finance, showing how entrepreneurs and investors jointly turn ideas into valuable high-growth start-ups. Marco Da Rin and Thomas Hellmann examine the challenges entrepreneurs face in obtaining funding and the challenges investors face in attracting promising ventures. They follow the joint journey of entrepreneurs and investors from initial match to the eventual success or failure of the venture. Written

with the goal of making entrepreneurial finance accessible, this book starts with the basics, develops advanced topics, and derives practical insights. Da Rin and Hellmann build on academic foundations from several disciplines and enrich the text with data, mini-cases, examples, and exercises.

Project Financing

Asset-Based Financial Engineering

John Wiley & Sons

HBR's 10 Must Reads 2019

The Definitive Management Ideas of the Year from Harvard Business Review (with bonus article "Now What?" by Joan C. Williams and

Suzanne Lebsock) (HBR's 10 Must Reads) *Harvard Business Press*

A year's worth of management wisdom, all in one place. We've reviewed the ideas, insights, and best practices from the past year of Harvard Business Review to keep you up-to-date on the most cutting-edge, influential thinking driving business today. With authors from Thomas H. Davenport to Michael E. Porter and company examples from Facebook to DHL, this volume brings the most current and important management conversations right to your fingertips. This book will inspire you to: Make stronger connections and build greater trust among people who work on multiple teams Engage customers and employees alike with the help of artificial intelligence Channel your outrage about

sexual harassment in the workplace into effective action Consider how CEO activism can generate goodwill for your company--and weigh its risks Pair data with qualitative research to increase diversity in your organization Remain competitive in a hub economy by using your company's assets and capabilities differently This collection of articles includes: "The Overcommitted Organization," by Mark Mortensen and Heidi K. Gardner; "Why Do We Undervalue Competent Management?" by Raffaella Sadun, Nicholas Bloom, and John Van Reenen; "'Numbers Take Us Only So Far,'" by Maxine Williams; "The New CEO Activists," by Aaron K. Chatterji and Michael W. Toffel; "Artificial Intelligence for the Real World," by Thomas H. Davenport and Rajeev

Ronanki; "Why Every Organization Needs an Augmented Reality Strategy," by Michael E. Porter and James E. Heppelmann; "Thriving in the Gig Economy," by Gianpiero Petriglieri, Susan Ashford, and Amy Wrzesniewski; "Managing Our Hub Economy," by Marco Iansiti and Karim R. Lakhani; "The Leader's Guide to Corporate Culture," by Boris Groysberg, Jeremiah Lee, Jesse Price, and J. Yo-Jud Cheng; "The Error at the Heart of Corporate Leadership," by Joseph L. Bower and Lynn S. Paine; and "Now What?" by Joan C. Williams and Suzanne Lebsack.

HBR Guide to Dealing with Conflict
(HBR Guide Series) *Harvard Business Review Press*

While some of us enjoy a lively debate

with colleagues and others prefer to suppress our feelings over disagreements, we all struggle with conflict at work. Every day we navigate an office full of competing interests, clashing personalities, limited time and resources, and fragile egos. Sure, we share the same overarching goals as our colleagues, but we don't always agree on how to achieve them. We work differently. We rub each other the wrong way. We jockey for position. How can you deal with conflict at work in a way that is both professional and productive—where it improves both your work and your relationships? You start by understanding whether you generally seek or avoid conflict, identifying the most frequent reasons for disagreement, and knowing what approaches work for

what scenarios. Then, if you decide to address a particular conflict, you use that information to plan and conduct a productive conversation. The HBR Guide to Dealing with Conflict will give you the advice you need to: Understand the most common sources of conflict Explore your options for addressing a disagreement Recognize whether you—and your counterpart—typically seek or avoid conflict Prepare for and engage in a difficult conversation Manage your and your counterpart's emotions Develop a resolution together Know when to walk away Arm yourself with the advice you need to succeed on the job, with the most trusted brand in business. Packed with how-to essentials from leading experts, the HBR Guides provide smart answers to your most

pressing work challenges.

HBR Guide to Thinking Strategically (HBR Guide Series) *Harvard Business Press*

Bring strategy into your daily work. It's your responsibility as a manager to ensure that your work--and the work of your team--aligns with the overarching objectives of your organization. But when you're faced with competing projects and limited time, it's difficult to keep strategy front of mind. How do you keep your eye on the long term amid a sea of short-term demands? The HBR Guide to Thinking Strategically provides practical advice and tips to help you see the big-picture perspective in every aspect of your daily work, from making decisions to setting team priorities to

attacking your own to-do list. You'll learn how to: Understand your organization's strategy Align your team around key objectives Focus on the priorities that matter most Spot trends in your

company and in your industry Consider future outcomes when making decisions Manage trade-offs Embrace a leadership mindset