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### HBR's 10 Must Reads

#### The Essentials

*Harvard Business Press Change is the one constant in business, and we must adapt or face obsolescence. Yet certain challenges never go away. That's what makes this book "must read." These are the 10 seminal articles by management's most influential experts, on topics of perennial concern to ambitious managers and leaders hungry for inspiration--and ready to run with big ideas to accelerate their own and their companies' success. If you read nothing else - full stop - read: Michael Porter on creating competitive advantage and distinguishing your company from rivals John Kotter on leading change through eight critical stages Daniel Goleman on using emotional intelligence to maximize performance Peter Drucker on managing your career by evaluating your own strengths and weaknesses Clayton Christensen on orchestrating innovation within established organizations Tom Davenport on using analytics to determine how to keep your customers loyal Robert Kaplan and David Norton on measuring your company's strategy with the Balanced Scorecard Rosabeth Moss Kanter on avoiding common mistakes when pushing innovation forward Ted Levitt on understanding who your customers are and what they really want C. K. Prahalad and Gary Hamel on identifying the unique, integrated systems that support your strategy*

### HBR's 10 Must Reads Boxed Set (6 Books) (HBR's 10 Must Reads)

*Harvard Business Press You want the most important ideas on management all in one place. Now you can have them—in a set of HBR's 10 Must Reads. We've combed through hundreds of Harvard Business Review articles on strategy, change leadership, managing people, and managing yourself and selected the most important ones to help you maximize your performance. This six-title collection includes only the most critical articles from the world's top management experts, curated from Harvard Business Review's rich archives. We've done the work of selecting them so you won't have to. These books are packed with enduring advice from the best minds in business such as: Michael Porter, Clayton Christensen, Peter Drucker, John Kotter, Daniel Goleman, Jim Collins, Ted Levitt, Gary Hamel, W. Chan Kim, Renée Mauborgne and much more. The HBR's 10 Must Reads Boxed Set includes: HBR's 10 Must Reads: The Essentials This book brings together the best thinking from management's most influential experts. Once you've read these definitive articles, you can delve into each core topic the series explores: managing yourself, managing people, leadership, strategy, and change management. HBR's 10 Must Reads on Managing Yourself The path to your professional success starts with a critical look in the mirror. Here's how to stay engaged throughout your 50-year work life, tap into your deepest values, solicit candid feedback, replenish your physical and mental energy, and rebound from tough times. This book includes the bonus article "How Will You Measure Your Life?" by Clayton M. Christensen. HBR's 10 Must Reads on Managing People Managing your employees is fraught with challenges, even if you're a seasoned pro. Boost their performance by tailoring your management styles to their temperaments, motivating with responsibility rather than money, and fostering trust through solicited input. This book includes the bonus article "Leadership That Gets Results," by Daniel Goleman. HBR's 10 Must Reads on Leadership Are you an extraordinary leader—or just a good manager? Learn how to motivate others to excel, build your team's confidence, set direction, encourage smart risk-taking, credit others for your success, and draw strength from adversity. This book includes the bonus article "What Makes an Effective Executive," by Peter F. Drucker. HBR's 10 Must Reads on Strategy Is your company spending too much time on strategy development, with too little to show for it? Discover what it takes to distinguish your company from rivals, clarify what it will (and won't) do, create blue oceans of uncontested market space, and make your priorities explicit so employees can realize your vision. This book includes the bonus article "What Is Strategy?" by Michael E. Porter. HBR's 10 Must Reads on Change Management Most companies' change initiatives fail—but yours can beat the odds. Learn how to overcome addiction to the status quo, establish a sense of urgency, mobilize commitment and resources, silence naysayers, minimize the pain of change, and motivate change even when business is good. This book includes the bonus article "Leading Change," by John P. Kotter. About the HBR's 10 Must Reads Series: HBR's 10 Must Reads series is the definitive collection of ideas and best practices for aspiring and experienced leaders alike. These books offer essential reading selected from the pages of Harvard Business Review on topics critical to the success of every manager. Each book is packed with advice and inspiration from the best minds in business.*

### HBR's 10 Must Reads

*Business.*

### 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 LeBsock.*

### HBR's 10 Must Reads Ultimate Boxed Set (14 Books)

*Harvard Business Press You want the most important ideas on management all in one place. Now you can have them—in a set of HBR's 10 Must Reads, available as a 14-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 Ultimate Boxed Set includes 14 bestselling collections: HBR's 10 Must-Reads on Leadership; HBR's 10 Must-Reads on Emotional Intelligence; HBR's 10 Must-Reads on Managing Yourself; HBR's 10 Must-Reads on Strategy; HBR's 10 Must-Reads on Change Management; HBR's 10 Must-Reads on Managing People; HBR's 10 Must Reads: The Essentials; HBR's 10 Must-Reads on Communication; HBR's 10 Must-Reads on Managing Across Cultures; HBR's 10 Must-Reads on Strategic Marketing; HBR's 10 Must-Reads on Teams; HBR's 10 Must-Reads on Innovation; HBR's 10 Must-Reads on Making Smart Decisions; and HBR's 10 Must-Reads on Collaboration. The HBR's 10 Must Reads Ultimate Boxed Set makes a smart gift for your team, colleagues, or clients. HBR's 10 Must Reads series is the definitive collection of ideas and best practices for aspiring and experienced leaders alike. These books offer essential reading selected from the pages of Harvard Business Review on topics critical to the success of every manager. Each book is packed with advice and inspiration from leading experts such as Clayton Christensen, Peter Drucker, Rosabeth Moss Kanter, John Kotter, Michael Porter, Daniel Goleman, Theodore Levitt, and Rita Gunther McGrath.*

### Harvard Business Review Ten Must-read Articles

## HBR's 10 Must Reads on Strategic Marketing (with featured article "Marketing Myopia," by Theodore Levitt)

*Harvard Business Review Press NEW from the bestselling HBR's 10 Must Reads series. Stop pushing products—and start cultivating relationships with the right customers. If you read nothing else on marketing that delivers competitive advantage, 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 reinvent your marketing by putting it—and your customers—at the center of your business. Leading experts such as Ted Levitt and Clayton Christensen provide the insights and advice you need to:*

- Figure out what business you're really in
- Create products that perform the jobs people need to get done
- Get a bird's-eye view of your brand's strengths and weaknesses
- Tap a market that's larger

than China and India combined • Deliver superior value to your B2B customers • End the war between sales and marketing Looking for more Must Read articles from Harvard Business Review? Check out these titles in the popular series: [HBR's 10 Must Reads: The Essentials](#) [HBR's 10 Must Reads on Communication](#) [HBR's 10 Must Reads on Collaboration](#) [HBR's 10 Must Reads on Innovation](#) [HBR's 10 Must Reads on Leadership](#) [HBR's 10 Must Reads on Making Smart Decisions](#) [HBR's 10 Must Reads on Managing Yourself](#) [HBR's 10 Must Reads on Teams](#)

## HBR's 10 Must Reads on Business Model Innovation (with featured article "Reinventing Your Business Model" by Mark W. Johnson, Clayton M. Christensen, and Henning Kagermann)

Harvard Business Press Rethink how your organization creates, delivers, and captures value—or risk becoming irrelevant. If you read nothing else on business model innovation, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you reach new customers and stay ahead of your competitors by reinventing your business model. This book will inspire you to: Assess whether your core business model is going strong or running out of gas Fend off free and discount entrants to your market Reinvigorate growth by adding a second business model Adopt the practices of lean startups Develop a platform around your key products Make business model innovation an ongoing discipline within your organization This collection of articles includes "Why Business Models Matter," by Joan Magretta; "Reinventing Your Business Model," by Mark W. Johnson, Clayton M. Christensen, and Henning Kagermann; "When Your Business Model Is in Trouble," an interview with Rita Gunther McGrath by Sarah Cliffe; "Four Paths to Business Model Innovation," by Karan Girotra and Serguei Netessine; "The Transformative Business Model," by Stelios Kavadias, Kostas Ladas, and Christoph Loch; "Competing Against Free," by David J. Bryce, Jeffrey H. Dyer, and Nile W. Hatch; "Why the Lean Start-Up Changes Everything," by Steve Blank; "Finding the Platform in Your Product," by Andrei Hagiu and Elizabeth J. Altman; "Pipelines, Platforms, and the New Rules of Strategy," by Marshall W. Van Alstyne, Geoffrey G. Parker, and Sangeet Paul Choudary; "When One Business Model Isn't Enough," by Ramon Casadesus-Masanell and Jorge Tarzijan; and "Reaching the Rich World's Poorest Consumers," by Muhammad Yunus, Frederic Dalsace, David Menasce, and Benedicte Favre-Tavignot. 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.

## Strategy

### Create and Implement the Best Strategy for Your Business

Harvard Business Review Press Strategic execution drives business success. This book covers strategy from the ground up, explaining what strategy is, how to put together a strategic plan, what tools and resources are necessary to execute it, and how to measure results. The Harvard Business Essentials series is designed to provide comprehensive advice, personal coaching, background information, and guidance on the most relevant topics in business. Whether you are a new manager seeking to expand your skills or a seasoned professional looking to broaden your knowledge base, these solution-oriented books put reliable answers at your fingertips.

## HBR's 10 Must Reads on Managing Yourself (with bonus article "How Will You Measure Your Life?" by Clayton M. Christensen)

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

## The Clayton M. Christensen Reader

Harvard Business Review Press The best of Clayton Christensen's seminal work on disruptive innovation, all in one place. No business can afford to ignore the theory of disruptive innovation. But the nuances of Clayton Christensen's foundational thinking on the subject are often forgotten or misinterpreted. To achieve continuing growth in your business while defending against upstarts, you need to understand clearly what disruption is and how it works, and know how it applies to your industry and your company. In this collection of Christensen's most influential articles—carefully selected by Harvard Business Review's editors—his incisive arguments, clear theories, and readable stories give you the tools you need to understand disruption and what to do about it. The collection features Christensen's newest article looking back on 20 years of disruptive innovation: what it is, and what it isn't. Covering a broad spectrum of topics—business model innovation, mergers and acquisitions, value-chain shifts, financial incentives, product development—these articles illuminate the impact and implications of disruptive innovation as well as Christensen's broader thinking on management theory and its application in business and in life. This collection of best-selling articles includes: "Disruptive Technologies: Catching the Wave," by Joseph L. Bower and Clayton M. Christensen, "Meeting the Challenge of Disruptive Change," by Clayton M. Christensen and Michael Overdorf, "Marketing Malpractice: The Cause and the Cure," by Clayton M. Christensen, Scott Cook, and Taddy Hall, "Innovation Killers: How Financial Tools Destroy Your Capacity to Do New Things," by Clayton M. Christensen, Stephen P. Kaufman, and Willy C. Shih, "Reinventing Your Business Model," by Mark W. Johnson, Clayton M. Christensen, and Henning Kagermann, "The New M&A Playbook," by Clayton M. Christensen, Richard Alton, Curtis Rising, and Andrew Waldeck, "Skate to Where the Money Will Be," by Clayton M. Christensen, Michael E. Raynor, and Matthew Verlinden, "Surviving Disruption," by Maxwell Wessel and Clayton M. Christensen, "What Is Disruptive Innovation?" by Clayton M. Christensen, Michael E. Raynor, and Rory McDonald, "Why Hard-Nosed Executives Should Care About Management Theory," by Clayton M. Christensen and Michael E. Raynor, and "How Will You Measure Your Life?" by Clayton M. Christensen.

## HBR's 10 Must Reads on Design Thinking (with featured article "Design Thinking" By Tim Brown)

Harvard Business Press Use design thinking for competitive advantage. If you read nothing else on design thinking, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you use design thinking to produce breakthrough innovations and transform your organization. This book will inspire you to: Identify customers' "jobs to be done" and build products people love Fail small, learn quickly, and win big Provide the support design-thinking teams need to flourish Foster a culture of experimentation Sharpen your own skills as a design thinker Counteract the biases that perpetuate the status quo and thwart innovation Adopt best practices from design-driven powerhouses This collection of articles includes "Design Thinking," by Tim Brown; "Why Design Thinking Works," by Jeanne M. Liedtka; "The Right Way to Lead Design Thinking," by Christian Bason and Robert D. Austin; "Design for Action," by Tim Brown and Roger L. Martin; "The Innovation Catalysts," by Roger L. Martin; "Know Your Customers' Jobs to Be Done," by Clayton M. Christensen, Taddy Hall, Karen Dillon, and David S. Duncan; "Engineering Reverse Innovations," by Amos Winter and Vijay Govindarajan; "Strategies for Learning from Failure," by Amy C. Edmondson; "How Indra Nooyi Turned Design Thinking into Strategy," by Indra Nooyi and Adi Ignatius, and "Reclaim Your Creative Confidence," by Tom Kelley and David Kelley. 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 Collection (12 Books)

Harvard Business Review Press This essential, comprehensive digital collection delivers the entire 12 books of the HBR's 10 Must Reads series with over 120 Harvard Business Review articles. With this essential collection from Harvard Business Review, you'll have the best management ideas and advice all in one place. Now offered as a comprehensive digital compilation, this set includes the entire library of Harvard Business Review articles (more than 120 of them) found in the HBR 10 Must Reads book series. From leadership and strategy to innovation and marketing, no other collection offers the top thinking from global experts on today's most essential management topics. The collection includes must-have articles on the following topics: Leadership, Managing Yourself, Strategy, Managing People, Change Management, Communication, Innovation, Making Smart Decisions, Teams, Collaboration, and Strategic Marketing. In addition, you'll get articles from the foundational HBR's 10 Must Reads: The Essentials, which offers seminal pieces chosen by the editorial team at Harvard Business Review. Each book is packed with enduring advice from the best minds in business such as: Michael Porter, Clayton Christensen, Peter Drucker, John Kotter, Daniel Goleman, Jim Collins, Ted Levitt, Gary Hamel, W. Chan Kim, Renée Mauborgne and much more. The HBR's 10 Must Reads Collection includes: HBR's 10 Must Reads: The Essentials This book brings together the best thinking from management's most influential experts. Once you've read these definitive articles, you can delve into each core topic the series explores: managing yourself, managing people, leadership, strategy, and change management. HBR's 10 Must Reads on Managing Yourself The path to your professional success starts with a critical look in the mirror. Here's how to stay engaged throughout your 50-year work life, tap into your deepest values, solicit candid feedback, replenish your physical and mental energy, and rebound from tough times. This book includes the bonus article "How Will You Measure Your Life?" by Clayton M. Christensen. HBR's 10 Must Reads on Managing People Managing your employees is fraught with challenges, even if you're a seasoned pro. Boost their performance by tailoring your management styles to their temperaments, motivating with responsibility rather than money, and fostering trust

through solicited input. This book includes the bonus article “Leadership That Gets Results,” by Daniel Goleman. HBR’s 10 Must Reads on Leadership Are you an extraordinary leader—or just a good manager? Learn how to motivate others to excel, build your team’s confidence, set direction, encourage smart risk-taking, credit others for your success, and draw strength from adversity. This book includes the bonus article “What Makes an Effective Executive,” by Peter F. Drucker. HBR’s 10 Must Reads on Strategy Is your company spending too much time on strategy development, with too little to show for it? Discover what it takes to distinguish your company from rivals, clarify what it will (and won’t) do, create blue oceans of uncontested market space, and make your priorities explicit so employees can realize your vision. This book includes the bonus article “What Is Strategy?” by Michael E. Porter. HBR’s 10 Must Reads on Change Management Most companies’ change initiatives fail—but yours can beat the odds. Learn how to overcome addiction to the status quo, establish a sense of urgency, mobilize commitment and resources, silence naysayers, minimize the pain of change, and motivate change even when business is good. This book includes the bonus article “Leading Change,” by John P. Kotter. HBR’s 10 Must Reads on Innovation To innovate profitably, you need more than just creativity. Learn how to decide which ideas are worth pursuing, innovate through the front lines, tailor your efforts to meet customer’s needs, and avoid classic pitfalls. This book includes the bonus article “The Discipline of Innovation” by Peter F. Drucker. HBR’s 10 Must Reads on Communication The best leaders know how to communicate clearly and persuasively. From connecting with the audience and establishing credibility to inspiring others to carry out your vision, get the skills you need to express your ideas with clarity and impact—no matter what the situation. This book includes the bonus article “The Necessary Art of Persuasion” by Jay A. Conger. HBR’s 10 Must Reads on Collaboration Join forces with others inside and outside your organization to solve your toughest problems. Learn how to forge strong relationships, build a collaborative culture, and manage conflict wisely. This book includes the bonus article “Social Intelligence and the Biology of Leadership” by Daniel Goleman and Richard Boyatzis. HBR’s 10 Must Reads on Strategic Marketing Reinvent your marketing by putting it—and your customers—at the center of your business. Leading experts provide the insights and advice you need to figure out what business you’re really in, uncover your brand’s strengths and weaknesses, and end the war between sales and marketing. This book includes the bonus article “Marketing Myopia” by Theodore Levitt. HBR’s 10 Must Reads on Making Smart Decisions Discover why bad decisions happen to good managers—and how to make better ones. Get the skills you need to make bold decisions that challenge the status quo, support your decisions with data, and foster and address constructive criticism. This book includes the bonus article “Before You Make that Big Decision ...” by Daniel Kahneman, Dan Lovallo, and Olivier Sibony. HBR’s 10 Must Reads on Teams Most teams underperform. Yours can beat the odds. Learn how to boost team performance through mutual accountability, motivate large, diverse groups to tackle complex projects, and increase your teams’ emotional intelligence. This book includes the bonus article “The Discipline of Teams” by John R. Katzenbach and Douglas K. Smith. About the HBR’s 10 Must Reads Series: HBR’s 10 Must Reads series is the definitive collection of ideas and best practices for aspiring and experienced leaders alike. These books offer essential reading selected from the pages of Harvard Business Review on topics critical to the success of every manager. Each book is packed with advice and inspiration from the best minds in business.

## HBR's 10 Must Reads on Change

Harvard Business Press Business.

## How Will You Measure Your Life? (Harvard Business Review Classics)

Harvard Business Review Press In the spring of 2010, Harvard Business School’s graduating class asked HBS professor Clay Christensen to address them—but not on how to apply his principles and thinking to their post-HBS careers. The students wanted to know how to apply his wisdom to their personal lives. He shared with them a set of guidelines that have helped him find meaning in his own life, which led to this now-classic article. Although Christensen’s thinking is rooted in his deep religious faith, these are strategies anyone can use. Since 1922, Harvard Business Review has been a leading source of breakthrough ideas in management practice. The Harvard Business Review Classics series now offers you the opportunity to make these seminal pieces 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.

## HBR's 10 Must Reads Leadership Collection (4 Books) (HBR's 10 Must Reads)

Harvard Business Review Press Becoming a great leader takes work. This collection from Harvard Business Review offers the ideas and strategies to help get you there. The HBR’s 10 Must Reads Leadership Collection (4 Books) includes the popular books HBR’s 10 Must Reads on Leadership, HBR’s 10 Must Reads on Managing Yourself, HBR’s 10 Must Reads on Strategy, and HBR’s 10 Must Reads on Emotional Intelligence. This unique compilation offers insights from world-class experts on the topics most important to your success as a leader—how to inspire others and improve team performance, how to galvanize your organization’s strategy development and execution, and the best ways to chart your own path to professional success. The collection includes forty articles selected by HBR’s editors from renowned thought leaders including Michael Porter, Peter Drucker, John Kotter, Daniel Goleman, W. Chan Kim, and Renée Mauborgne, as well as the bonus award-winning article “How Will You Measure Your Life?” by Clayton Christensen. It’s time to transform yourself from a good manager into a great leader. The HBR’s 10 Must Reads Leadership Collection will help you do just that—and will become an invaluable addition to your management toolkit. HBR’s 10 Must Reads series is the definitive collection of ideas and best practices for aspiring and experienced leaders alike. These books offer essential reading selected from the pages of Harvard Business Review on topics critical to the success of every manager. Each book is packed with advice and inspiration from leading experts such as Clayton Christensen, Peter Drucker, Rosabeth Moss Kanter, John Kotter, Michael Porter, Daniel Goleman, Theodore Levitt, and Rita Gunther McGrath.

## HBR's 10 Must Reads 2018

## The Definitive Management Ideas of the Year from Harvard Business Review (with bonus article “Customer Loyalty Is Overrated”) (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 Michael E. Porter to Daniel Kahneman and company examples from P&G to Adobe, this volume brings the most current and important management conversations to your fingertips. This book will inspire you to: Reconsider what keeps your customers coming back Create visualizations that send a clear message Assess how quickly disruptive change is coming to your industry Boost engagement by giving your employees the freedom to break the rules Understand what blockchain is and how it will affect your industry Get your product in customers’ hands faster by accelerating your research and development phase This collection of articles includes “Customer Loyalty Is Overrated,” by A.G. Lafley and Roger L. Martin; “Noise: How to Overcome the High, Hidden Cost of Inconsistent Decision Making,” by Daniel Kahneman, Andrew M. Rosenfield, Linnea Gandhi, and Tom Blaser; “Visualizations That Really Work,” by Scott Berinato; “Right Tech, Wrong Time,” by Ron Adner and Rahul Kapoor; “How to Pay for Health Care,” by Michael E. Porter and Robert S. Kaplan; “The Performance Management Revolution,” by Peter Cappelli and Anna Tavis; “Let Your Workers Rebel,” by Francesca Gino; “Why Diversity Programs Fail,” by Frank Dobbin and Alexandra Kalev; “What So Many People Don’t Get About the U.S. Working Class,” by Joan C. Williams; “The Truth About Blockchain,” by Marco Iansiti and Karim R. Lakhani; and “The Edison of Medicine,” by Steven Prokesch.

## HBR's 10 Must Reads for New Managers (with bonus article “How Managers Become Leaders” by Michael D. Watkins) (HBR's 10 Must Reads)

Harvard Business Review Press Develop the mindset and presence to successfully manage others for the first time. If you read nothing else on becoming a new manager, read these 10 articles. We’ve combed through hundreds of Harvard Business Review articles and selected the most important ones to help you transition from being an outstanding individual contributor to becoming a great manager of others. This book will inspire you to: Develop your emotional intelligence Influence your colleagues through the science of persuasion Assess your team and enhance its performance Network effectively to achieve business goals and for personal advancement Navigate relationships with employees, bosses, and peers Get support from above View the big picture in your decision making Balance your team’s work and personal life in a high-intensity workplace This collection of articles includes “Becoming the Boss,” by Linda A. Hill; “Leading the Team You Inherit,” by Michael D. Watkins; “Saving Your Rookie Managers from Themselves,” by Carol A. Walker; “Managing the High-Intensity Workplace,” by Erin Reid and Lakshmi Ramarajan; “Harnessing the Science of Persuasion,” Robert B. Cialdini; “What Makes a Leader?” by Daniel Goleman; “The Authenticity Paradox,” by Herminia Ibarra; “Managing Your Boss,” by John J. Gabarro and John P. Kotter; “How Leaders Create and Use Networks,” by Herminia Ibarra and Mark Lee Hunter; “Management Time: Who’s Got the Monkey?” by William Oncken, Jr., and Donald L. Wass; and BONUS ARTICLE: “How Managers Become Leaders,” by Michael D. Watkins.

## HBR's 10 Must Reads on Innovation (with featured article “The Discipline of Innovation,” by Peter F. Drucker)

Harvard Business Review Press NEW from the bestselling HBR’s 10 Must Reads series. To innovate profitably, you need more than just creativity. Do you have what it takes? If you read nothing else on inspiring and executing innovation, 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 innovate effectively. Leading experts such as Clayton Christensen, Peter Drucker, and Rosabeth Moss Kanter provide the insights and advice you need to: • Decide which ideas are worth pursuing • Innovate through the front lines—not just from the top • Adapt innovations from the developing world to wealthier markets • Tweak new ventures along the way using discovery-driven planning • Tailor your efforts to meet customers’ most pressing needs • Avoid classic pitfalls such as stifling innovation with rigid processes Looking for more Must Read articles from Harvard Business Review? Check out these titles in the popular series: HBR’s 10 Must Reads: The Essentials HBR’s 10 Must Reads on Communication HBR’s 10 Must Reads on Collaboration HBR’s 10 Must Reads on Leadership HBR’s 10 Must Reads on Making Smart Decisions HBR’s 10 Must Reads on Managing Yourself HBR’s 10 Must Reads on Strategic Marketing HBR’s 10 Must Reads on Teams

## HBR at 100

## The Most Influential and Innovative Articles from Harvard Business Review's First Century

*Harvard Business Press* The most definitive management ideas of the century, all in one place. *Harvard Business Review* is the foremost destination for smart management thinking. Now, at its 100th anniversary, this commemorative volume brings together the most influential ideas since its inception. With an introduction written by editor in chief Adi Ignatius, *HBR at 100* features business publishing's most influential voices on innovative topics, including: Michael E. Porter on competitive strategy Clayton M. Christensen on disruptive innovation Tim Brown on design thinking Linda A. Hill on being a first-time manager Daniel Goleman on emotional intelligence Erik Brynjolfsson and Andrew McAfee on artificial intelligence Robert Livingston on racial equity at work Amy C. Edmondson and Mark Mortensen on psychological safety Robert B. Cialdini on the science of persuasion W. Chan Kim and Renée Mauborgne on blue ocean strategy Gary Hamel and C.K. Prahalad on strategic intent Peter F. Drucker on managing yourself Whether you're a longtime reader or you're picking up an *HBR* volume for the first time, this book offers all you need to understand the most critical ideas in management.

### Managing Oneself

*Harvard Business Press* We live in an age of unprecedented opportunity: with ambition, drive, and talent, you can rise to the top of your chosen profession regardless of where you started out. But with opportunity comes responsibility. Companies today aren't managing their knowledge workers careers. Instead, you must be your own chief executive officer. That means it's up to you to carve out your place in the world and know when to change course. And it's up to you to keep yourself engaged and productive during a career that may span some 50 years. In *Managing Oneself*, Peter Drucker explains how to do it. The keys: Cultivate a deep understanding of yourself by identifying your most valuable strengths and most dangerous weaknesses; Articulate how you learn and work with others and what your most deeply held values are; and Describe the type of work environment where you can make the greatest contribution. Only when you operate with a combination of your strengths and self-knowledge can you achieve true and lasting excellence. *Managing Oneself* identifies the probing questions you need to ask to gain the insights essential for taking charge of your career. Peter Drucker was a writer, teacher, and consultant. His 34 books have been published in more than 70 languages. He founded the Peter F. Drucker Foundation for Nonprofit Management, and counseled 13 governments, public services institutions, and major corporations.

### HBR'S 10 Must Reads: The Essentials

*Harvard Business Review Press* Change is the one constant in business, and we must adapt or face obsolescence. Yet certain challenges never go away. That's what makes this book "must read." These are the 10 seminal articles by management's most influential experts, on topics of perennial concern to ambitious managers and leaders hungry for inspiration—and ready to run with big ideas to accelerate their own and their companies' success. If you read nothing else - full stop - read: Michael Porter on creating competitive advantage and distinguishing your company from rivals John Kotter on leading change through eight critical stages Daniel Goleman on using emotional intelligence to maximize performance Peter Drucker on managing your career by evaluating your own strengths and weaknesses Clay Christensen on orchestrating innovation within established organizations Tom Davenport on using analytics to determine how to keep your customers loyal Robert Kaplan and David Norton on measuring your company's strategy with the Balanced Scorecard Rosabeth Moss Kanter on avoiding common mistakes when pushing innovation forward Ted Levitt on understanding who your customers are and what they really want C. K. Prahalad and Gary Hamel on identifying the unique, integrated systems that support your strategy

### 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 Press* 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.

### HBR's 10 Must Reads on Leadership, Vol. 2 (with bonus article "The Focused Leader" By Daniel Goleman)

*Harvard Business Press* 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's 10 Must Reads on Entrepreneurship and Startups (featuring Bonus Article "Why the Lean Startup Changes Everything" by Steve Blank)

*Harvard Business Press* The best entrepreneurs balance brilliant business ideas with a rigorous commitment to serving their customers' needs. If you read nothing else on entrepreneurship and startups, 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 build your company for enduring success. Leading experts and practitioners such as Clayton Christensen, Marc Andreessen, and Reid Hoffman provide the insights and advice that will inspire you to: Understand what makes entrepreneurial leaders tick Know what matters in a great business plan Adopt lean startup practices such as business model experimentation Be prepared for the race for scale in Silicon Valley Better understand the world of venture capital—and know what you'll get along with VC funding Take an alternative approach to entrepreneurship: buy an existing business and run it as CEO This collection of articles includes "Hiring an Entrepreneurial Leader," by Timothy Butler; "How to Write a Great Business Plan," by William A. Sahlman; "Why the Lean Start-Up Changes Everything," by Steve Blank; "The President of SRI Ventures on Bringing Siri to Life," by Norman Winarsky; "In Search of the Next Big Thing," an interview with Marc Andreessen by Adi Ignatius; "Six Myths About Venture Capitalists," by Diane Mulcahy; "Chobani's Founder on Growing a Start-Up Without Outside Investors," by Hamdi Ulukaya; "Network Effects Aren't Enough," by Andrei Hagiu and Simon Rothman; "Blitzscaling," an interview with Reid Hoffman by Tim Sullivan; "Buying Your Way into Entrepreneurship," by Richard S. Ruback and Royce Yudkoff; and "The Founder's Dilemma," by Noam Wasserman.

### HBR's 10 Must Reads on Technology and Strategy Collection (7 Books)

*Harvard Business Press* Are analytics and technology a strategic part of your business? Artificial intelligence, platforms, algorithms, machine learning. Most business leaders know the value in advanced technologies. But how do you embed them into your business—and make them a key part of your strategy? *HBR's 10 Must Reads Technology and Strategy Collection* features innovative ideas to help you understand what new technologies offer, decide what business models are best for your business, and move forward with new innovations. Included in this seven-book set are: *HBR's 10 Must Reads on AI, Analytics, and the New Machine Age* *HBR's 10 Must Reads on Business Model Innovation* *HBR's 10 Must Reads on Platforms and Ecosystems* *HBR's 10 Must Reads on Innovation* *HBR's 10 Must Reads on Design Thinking* *HBR's 10 Must Reads on Strategy* *HBR's 10 Must Reads on Strategy, Vol. 2* The collection includes seventy articles selected by *HBR's* editors from renowned thought leaders including Clayton M. Christensen, W. Chan Kim, Renee Mauborgne, and Thomas H. Davenport, plus the indispensable article "Why Every Company Needs an Augmented Reality Strategy" by Michael E. Porter and James E. Heppelmann. With *HBR's 10 Must Reads Technology and Strategy Collection*, you can bridge the divide between your digital and strategic efforts, and ensure your business is on the cutting edge. *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 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

## 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.

## HBR's 10 Must Reads on Managing People, Vol. 2 (with bonus article "The Feedback Fallacy" by Marcus Buckingham and Ashley Goodall)

Harvard Business Press Are you a good boss—or a great one? Get more of the management ideas you want, from the authors you trust, with HBR's 10 Must Reads on Managing People (Vol. 2). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you master the innumerable challenges of being a manager. With insights from leading experts including Marcus Buckingham, Michael D. Watkins, and Linda Hill, this book will inspire you to: Draw out your employees' signature strengths Support a culture of honesty and civility Cultivate better communication and deeper trust among global teams Give feedback that will help your people excel Hire, reward, and tolerate only fully formed adults Motivate your employees through small wins Foster collaboration and break down silos across your company This collection of articles includes "Are You a Good Boss—or a Great One?," by Linda A. Hill and Kent Lineback; "Let Your Workers Rebel," by Francesca Gino; "The Feedback Fallacy," by Marcus Buckingham and Ashley Goodall; "The Power of Small Wins," by Teresa M. Amabile and Steven J. Kramer; "The Price of Incivility," by Christine Porath and Christine Pearson; "What Most People Get Wrong About Men and Women," by Catherine H. Tinsley and Robin J. Ely; "How Netflix Reinvented HR," by Patty McCord; "Leading the Team You Inherit," by Michael D. Watkins; "The Overcommitted Organization," by Mark Mortensen and Heidi K. Gardner; "Global Teams That Work," by Tsedal Neeley; "Creating the Best Workplace on Earth," by Rob Goffee and Gareth Jones.

## The Harvard Business Review Manager's Handbook

### The 17 Skills Leaders Need to Stand Out

Harvard Business Review Press 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 Strategy (including featured article "What Is Strategy?" by Michael E. Porter)

Harvard Business Press Is your company spending too much time on strategy development—with too little to show for it? If you read nothing else on strategy, read these 10 articles (featuring "What Is Strategy?" by Michael E. Porter). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you catalyze your organization's strategy development and execution. HBR's 10 Must Reads on Strategy will inspire you to: Distinguish your company from rivals Clarify what your company will and won't do Craft a vision for an uncertain future Create blue oceans of uncontested market space Use the Balanced Scorecard to measure your strategy Capture your strategy in a memorable phrase Make priorities explicit Allocate resources early Clarify decision rights for faster decision making This collection of best-selling articles includes: featured article "What Is Strategy?" by Michael E. Porter, "The Five Competitive Forces That Shape Strategy," "Building Your Company's Vision," "Reinventing Your Business Model," "Blue Ocean Strategy," "The Secrets to Successful Strategy Execution," "Using the Balanced Scorecard as a Strategic Management System," "Transforming Corner-Office Strategy into Frontline Action," "Turning Great Strategy into Great Performance," and "Who Has the D? How Clear Decision Roles Enhance Organizational Performance."

## HBR's 10 Must Reads 2021

### The Definitive Management Ideas of the Year from Harvard Business Review (with bonus article "The Feedback Fallacy" by Marcus Buckingham and Ashley Goodall)

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 Marcus Buckingham to Amy Edmondson and company examples from Lyft to Disney, this volume brings the most current and important management conversations right to your fingertips. This book will inspire you to: Rethink whether constant, candid feedback really helps employees thrive Move beyond diversity and inclusion to creating a racially just workplace Adopt connected strategies that anticipate your customers' needs Navigate the challenges of dual-career relationships Understand when data creates competitive advantage—and when it doesn't Break through the organizational barriers that impede AI initiatives Lead in a new era of climate action This collection of articles includes "The Feedback Fallacy," by Marcus Buckingham and Ashley Goodall; "Cross-Silo Leadership," by Tiziana Casciaro, Amy C. Edmondson, and Sujin Jang; "Toward a Racially Just Workplace," by Laura Morgan Roberts and Anthony J. Mayo; "The Age of Continuous Connection," by Nicolaj Siggelkow and Christian Terwiesch; "The Hard Truth about Innovative Cultures," by Gary P. Pisano; "Creating a Trans-Inclusive Workplace," by Christian N. Thoroughgood, Katina B. Sawyer, and Jennica R. Webster; "When Data Creates Competitive Advantage," by Andrei Hagiu and Julian Wright; "Your Approach to Hiring Is All Wrong," by Peter Cappelli; "How Dual-Career Couples Make It Work," by Jennifer Petriglieri; "Building the AI-Powered Organization," by Tim Fountaine, Brian McCarthy, and Tamim Saleh; "Leading a New Era of Climate Action," by Andrew Winston; and "That Discomfort You're Feeling Is Grief," by Scott Brinatto.

## Managing Creativity and Innovation

Harvard Business Press Packed with practical information designed for business readers and managers at all levels, this essential volume offers insights on managing creativity in groups, developing creative conflict, and using technology to help foster innovation.

## HBR's 10 Must Reads Boxed Set with Bonus Emotional Intelligence (7 Books) (HBR's 10 Must Reads)

Harvard Business Press You want the most important ideas on management all in one place. Now you can have them—in a set of HBR's 10 Must Reads, available as a 7-volume paperback boxed set or as an ebook set. We've combed through hundreds of Harvard Business Review articles on 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 Boxed Set includes seven bestselling collections: HBR's 10 Must Reads on Leadership (ways you can transform yourself from a good manager into an extraordinary leader); HBR's 10 Must Reads on Managing Yourself (the path to your own professional success starts with a critical look in the mirror and what you see

there—your greatest strengths and deepest values—are the foundations you must build on); HBR's 10 Must Reads on Strategy (will help galvanize your organization's strategy development and execution); HBR's 10 Must Reads on Change (70% of all change initiatives fail, but the odds turn in your company's favor once you understand that change is a multi-stage process—not an event—and that persuasion is key to establishing a sense of urgency, winning support, and silencing naysayers); HBR's 10 Must Reads on Managing People (will help you determine what really motivates people, how to deal with problem employees, and how to build an effective team); HBR's 10 Must Reads: The Essentials (which brings together the best thinking from management's most influential experts); and HBR's 10 Must Reads on Emotional Intelligence (the trait that is twice as important as other competencies in determining outstanding leadership). HBR's 10 Must Reads Boxed Set with Bonus Emotional Intelligence also makes a smart gift for your team, colleagues, or clients. The ebook set is available in PDF, ePub and mobi formats.

## HBR's 10 Must Reads on Managing Yourself, Vol. 2 (with bonus article "Be Your Own Best Advocate" by Deborah M. Kolb)

Harvard Business Press Position yourself for success. Get more of the management ideas you want, from the authors you trust, with HBR's 10 Must Reads on Managing Yourself (Vol. 2). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you stay engaged, be productive, and continue to grow throughout your working life. With insights from leading experts including Susan David, Joseph Badaracco, and Laura Morgan Roberts, this book will inspire you to: Identify your purpose and translate it into action Make time to learn—and stay relevant in a world of rapid change Turn your strengths into superpowers Spend more time on the work that matters Tackle even your toughest decisions with confidence Reduce burnout from collaboration Take a stand for yourself and for others This collection of articles includes "From Purpose to Impact," by Nick Craig and Scott A. Snook; "Learning to Learn," by Erika Andersen; "Making Yourself Indispensable," by John H. Zenger, Joseph R. Folkman, and Scott K. Edinger; "Make Time for the Work That Matters," by Julian Birkinshaw and Jordan Cohen; "Collaboration Without Burnout," by Rob Cross, Scott Taylor, and Deb Zehner; "Emotional Agility," by Susan David and Christina Congleton; "How to Tackle Your Toughest Decisions," by Joseph L. Badaracco; "How Dual-Career Couples Make It Work," by Jennifer Petriglieri; "Cultivating Everyday Courage," by James R. Detert; "Be Your Own Best Advocate," by Deborah M. Kolb; "Building an Ethical Career," by Maryam Kouchaki and Isaac H. Smith; "When and How to Respond to Microaggressions," by Ella F. Washington, Alison Hall Birch, and Laura Morgan Roberts. 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.

## Innovation Killers

### How Financial Tools Destroy Your Capacity to Do New Things

Harvard Business Review Press In this seminal article, innovation experts Clayton Christensen, Stephen P. Kaufman, and Willy C. Shih explore the key reasons why companies struggle to innovate. The authors uncover common mistakes companies make—from focusing on the wrong customers to choosing the wrong products to develop—that can derail innovation efforts, and offer a better way forward for management teams who want to avoid these obstacles and get innovation right. Since 1922, Harvard Business Review has been a leading source of breakthrough ideas in management practice. The Harvard Business Review Classics series now offers you the opportunity to make these seminal pieces 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.

## HBR's 10 Must Reads on Creative Teams Collection (7 Books)

Harvard Business Press Ignite the creative spark within your team. For your company to stand out in today's competitive environment, you need to be original. You need to have fresh ideas, exciting products and offerings, and a willingness to experiment. And that starts at the team level. HBR's 10 Must Reads for Creative Teams Collection provides expert advice on how to foster curiosity, encourage better collaboration, and use design thinking to change the way you brainstorm, test, and execute new ideas. Included in this seven-book set are: HBR's 10 Must Reads on Creativity HBR's 10 Must Reads on Teams HBR's 10 Must Reads on Collaboration HBR's 10 Must Reads on Building a Great Culture HBR's 10 Must Reads on Design Thinking HBR's 10 Must Reads on Managing People HBR's 10 Must Reads on Managing People, Vol. 2 The collection includes seventy articles selected by HBR's editors from renowned thought leaders including Marcus Buckingham, Adam Grant, Francesca Gino, and Indra Nooyi, plus the indispensable article "How Pixar Fosters Collective Creativity" by Ed Catmull. With HBR's 10 Must Reads for Creative Teams Collection, you can break free from the usual and capitalize on originality. 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 Managing Strategic Initiatives

Harvard Business Press This big initiative could make or break this fiscal year—or your career. Managing a successful strategic initiative may be the key to transforming your company—and propelling your career forward. Yet running a cross-functional team on a high-profile project can present a multitude of challenges and risks, causing even the most experienced manager to struggle. The HBR Guide to Managing Strategic Initiatives provides practical tips and advice to help you manage all the stages of an initiative's life cycle, from buy-in to launch to scaling up. You'll learn how to: Win—and keep—support for your new initiative Move rapidly from approval to implementation Assemble transformative, high-performing initiative teams Maintain the confidence of sponsors and stakeholders Stay on schedule and within budget Avoid initiative overload by killing projects that aren't meeting business needs Keep multiple initiatives in strategic alignment 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's 10 Must Reads on Making Smart Decisions (with featured article "Before You Make That Big Decision..." by Daniel Kahneman, Dan Lovallo, and Olivier Sibony)

Harvard Business Press Learn why bad decisions happen to good managers—and how to make better ones. If you read nothing else on decision making, 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 and your organization make better choices and avoid common traps. Leading experts such as Ram Charan, Michael Mankins, and Thomas Davenport provide the insights and advice you need to: Make bold decisions that challenge the status quo Support your decisions with diverse data Evaluate risks and benefits with equal rigor Check for faulty cause-and-effect reasoning Test your decisions with experiments Foster and address constructive criticism Defeat indecisiveness with clear accountability

## Harvard Business Review on Aligning Technology with Strategy

Harvard Business Press Most companies waste billions of dollars on technology. Don't be one of them. If you need the best practices and ideas for unleashing technology's strategic potential—but don't have time to find them—this book is for you. Here are eight inspiring and useful perspectives, all in one place. This collection of HBR articles will help you: - Clarify corporate strategy with your IT department - Fund only IT projects that support your strategy - Transform IT investments into profits - Build one technology platform for your entire organization - Adopt new technologies only when their best practices are established - Use analytics to make smart decisions at all levels of your company - Integrate social media into your business