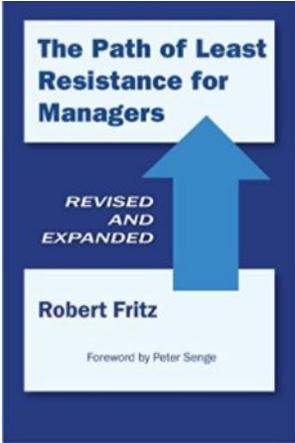
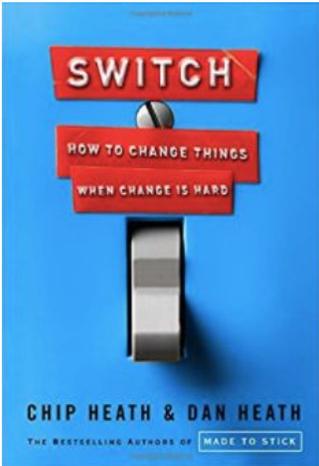
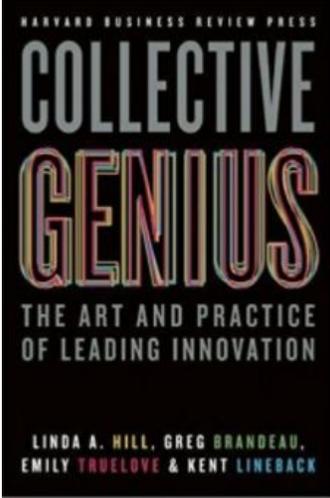
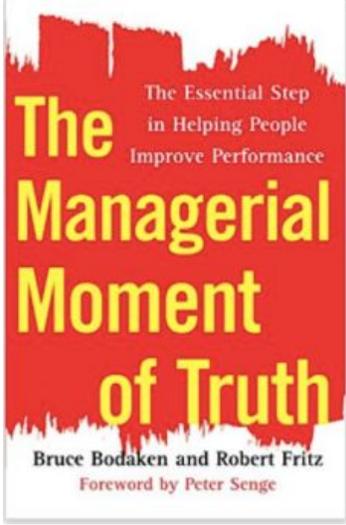
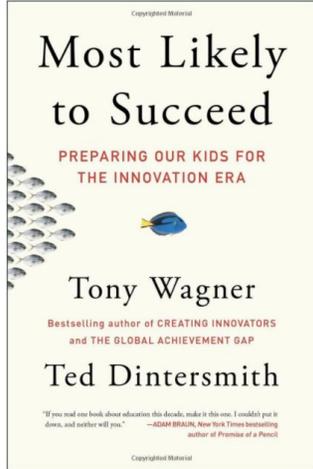


Book List 2017-18

Book	Description
 <p><u>The Path of Least Resistance for Managers</u></p> <p>by Robert Fritz</p>	<p>How to design your organization for success . . . Science tells us that energy travels where it is easiest to go. Drawing on this concept, Robert Fritz adds a missing piece to management literature the structural causes of success and failure and explains how to redesign the organization or team for success. The Path of Least Resistance for Managers teaches readers to take structural laws into account when they restructure their own organizations so the changes they attempt to make do succeed, and they can achieve their highest goals. Fritz examines four crucial elements that contribute to an organization’s success: How to move the organization from wasteful oscillating patterns to successful advancement How a management strategy can best support the business strategy How to compose the organization so that all the parts support each other How people can align to the spiritual purpose of the organization This revolutionary guide prescribes a direct approach that managers can use immediately to develop the paths of least resistance that will lead to success for their organizations.</p>
	<p>Why is it so hard to make lasting changes in our companies, in our communities, and in our own lives?</p> <p>The primary obstacle is a conflict that’s built into our brains, say Chip and Dan Heath, authors of the critically acclaimed bestseller <i>Made to Stick</i>. Psychologists have discovered that our minds are ruled by two different systems—the rational mind and the emotional mind—that compete for control. The rational mind wants a great beach body; the emotional mind wants that Oreo cookie. The rational mind wants to change something at work; the emotional mind loves the comfort of the existing routine. This tension can doom a change effort—but if it is overcome, change can come quickly.</p> <p>In <i>Switch</i>, the Heaths show how everyday people—employees</p>

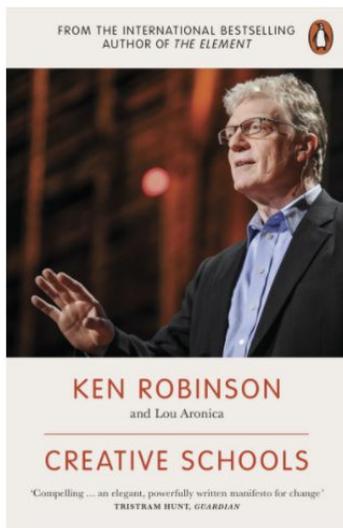
<p style="text-align: center;"><u>Switch</u></p> <p style="text-align: center;">by Chip and Dan Heath</p>	<p>and managers, parents and nurses—have united both minds and, as a result, achieved dramatic results:</p> <ul style="list-style-type: none"> ● The lowly medical interns who managed to defeat an entrenched, decades-old medical practice that was endangering patients. ● The home-organizing guru who developed a simple technique for overcoming the dread of housekeeping. ● The manager who transformed a lackadaisical customer-support team into service zealots by <i>removing</i> a standard tool of customer service <p>In a compelling, story-driven narrative, the Heaths bring together decades of counterintuitive research in psychology, sociology, and other fields to shed new light on how we can effect transformative change. <i>Switch</i> shows that successful changes follow a pattern, a pattern you can use to make the changes that matter to you, whether your interest is in changing the world or changing your waistline.</p>
 <p style="text-align: center;"><u>Collective Genius: The Art and Practice of Leading Innovation</u></p> <p style="text-align: center;">By Linda A. Hill, Greg Brandeau, Emily Truelove, Kent Lineback</p>	<p><i>Why can some organizations innovate time and again, while most cannot?</i></p> <p>You might think the key to innovation is attracting exceptional creative talent. Or making the right investments. Or breaking down organizational silos. All of these things may help—but there’s only one way to ensure sustained innovation: you need to <i>lead</i> it—and with a special kind of leadership. <i>Collective Genius</i> shows you how.</p> <p>Preeminent leadership scholar Linda Hill, along with former Pixar tech wizard Greg Brandeau, MIT researcher Emily Truelove, and <i>Being the Boss</i> coauthor Kent Lineback, found among leaders a widely shared, and mistaken, assumption: that a “good” leader in all other respects would also be an effective leader of innovation. The truth is, leading innovation takes a distinctive kind of leadership, one that unleashes and harnesses the “collective genius” of the people in the organization.</p> <p>Using vivid stories of individual leaders at companies like Volkswagen, Google, eBay, and Pfizer, as well as nonprofits and international government agencies, the authors show how successful leaders of innovation don’t create a vision and try to make innovation happen themselves. Rather, they create and sustain a culture where innovation is allowed to happen again and again—an environment where people are both <i>willing</i> and <i>able</i> to do the hard work that innovative problem solving requires.</p> <p><i>Collective Genius</i> will not only inspire you; it will give you the concrete, practical guidance you need to build innovation into</p>

	<p>the fabric of your business.</p>
 <p><u>The Managerial Moment of Truth</u></p> <p>By Bruce Bodaken and Robert Fritz</p>	<p>One of the most difficult problems for managers to address is substandard work, where performance is weak enough to warrant improvement but not so bad as to justify termination. Too often, managers react by developing "workarounds," such as shifting the workload to the high performers. After all, they don't have time to supply corrections in the face of every minor mistake or ineffective work habit, right? Wrong. As CEO Bruce Bodaken and bestselling author Robert Fritz demonstrate, it's precisely by facing reality early that managers can have the most impact. When they ignore small slip-ups, to avoid confrontation or simply save time, managers sow the seeds for far bigger confrontations and overreactions down the line, by which time real change is almost impossible. Bodaken applied these methods to his company, Blue Shield of California, with astounding results, helping it grow from a \$3 billion company five years ago to a \$7 billion company today. This commonsense yet revolutionary book, which includes a foreword by Peter Senge, author of the mega bestseller THE FIFTH DISCIPLINE (Random House), will enable every manager to set up a fairer and more efficient organization - one in which employees learn to rely on each other and become committed to helping the company succeed, grow and win.</p>
 <p><u>Most Likely to Succeed</u></p> <p>By Tony Wagner and Ted Dintersmith</p>	<p>The basis for a major documentary, two leading experts sound an urgent call for the radical reimagining of American education so we can equip students for the realities of the twenty-first-century economy. "If you read one book about education this decade, make it this one" (Adam Braun, bestselling author and founder of Pencils of Promise).</p> <p>Today more than ever, we prize academic achievement, pressuring our children to get into the "right" colleges, have the highest GPAs, and pursue advanced degrees. But while students may graduate with credentials, by and large they lack the competencies needed to be thoughtful, engaged citizens and to get good jobs in our rapidly evolving economy. Our school system was engineered a century ago to produce a workforce for a world that no longer exists. Alarming, our methods of schooling crush the creativity and initiative young people really need to thrive in the twenty-first century.</p> <p>Now bestselling author and education expert Tony Wagner and venture capitalist Ted Dintersmith call for a complete overhaul of the function and focus of American schools, sharing insights and stories from the front lines, including profiles of successful students, teachers, parents, and business leaders. Their powerful, urgent message identifies the growing gap between</p>

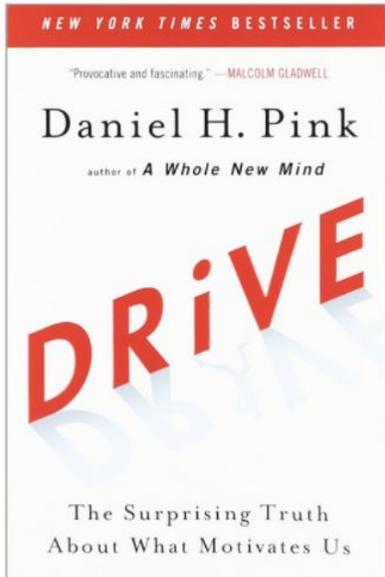
credentials and competence—and offers a framework for change.

Most Likely to Succeed presents a new vision of American education, one that puts wonder, creativity, and initiative at the very heart of the learning process and prepares students for today's economy. "In this excellent book...Wagner and Dintersmith argue...that success and happiness will depend increasingly on having the ability to innovate" (*Chicago Tribune*), and this crucial guide offers policymakers and opinion leaders a roadmap for getting the best for our future entrepreneurs.

Creative Schools



Ken Robinson is one of the world's most influential voices in education, and his 2006 TED Talk on the subject is the most viewed in the organization's history. Now, the internationally recognized leader on creativity and human potential focuses on one of the most critical issues of our time: how to transform the nation's troubled educational system. At a time when standardized testing businesses are raking in huge profits, when many schools are struggling, and students and educators everywhere are suffering under the strain, Robinson points the way forward. He argues for an end to our outmoded industrial educational system and proposes a highly personalized, organic approach that draws on today's unprecedented technological and professional resources to engage all students, develop their love of learning, and enable them to face the real challenges of the twenty-first century. Filled with anecdotes, observations and recommendations from professionals on the front line of transformative education, case histories, and groundbreaking research—and written with Robinson's trademark wit and engaging style—*Creative Schools* will inspire teachers, parents, and policy makers alike to rethink the real nature and purpose of education.

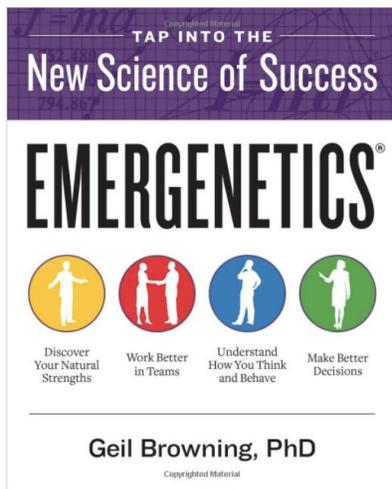


Drive

By Daniel H. Pink

Most people believe that the best way to motivate is with rewards like money—the carrot-and-stick approach. That's a mistake, says Daniel H. Pink (author of *To Sell Is Human: The Surprising Truth About Motivating Others*). In this provocative and persuasive new book, he asserts that the secret to high performance and satisfaction—at work, at school, and at home—is the deeply human need to direct our own lives, to learn and create new things, and to do better by ourselves and our world.

Drawing on four decades of scientific research on human motivation, Pink exposes the mismatch between what science knows and what business does—and how that affects every aspect of life. He examines the three elements of true motivation—autonomy, mastery, and purpose—and offers smart and surprising techniques for putting these into action in a unique book that will change how we think and transform how we live.



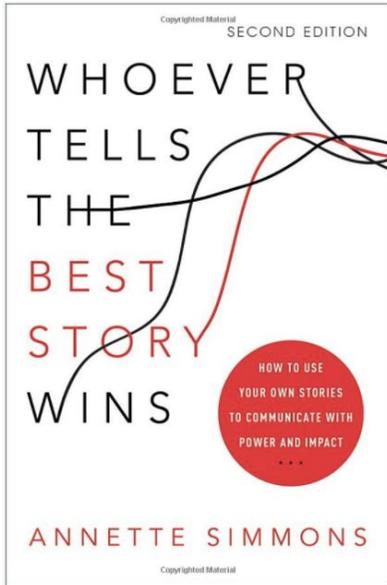
Emergenetics

By Geil Browning

Who you are today is a result of certain characteristics that have *emerged* from your life experiences, plus the *genetics* with which you were born. This interplay between nature and nurture is the foundation of *Emergenetics*[®], a brain-based approach to personality profiling that gives you the keys you need to discover not only your own natural strengths and talents, but also those of others. You will discover your thinking style (Conceptual, Social, Analytical, or Structural) and your behavioral set points (your degree of Expressiveness, Assertiveness, and Flexibility). These insights will help you recognize how you approach new situations, how you get things done, how others see you, how to enhance relationships, and how to communicate with people who are not like you.

Applying *Emergenetics*[®] to the workplace will enable you to make optimal career decisions, boost your creativity and performance, increase profits, make better decisions, assemble "brain trust" teams, write effective performance reviews, make presentations that appeal to everyone, sell to all kinds of customers, and motivate all kinds of employees.

Emergenetics[®] offers invaluable insights instantly, and paves the way to personal growth, satisfaction, and success.



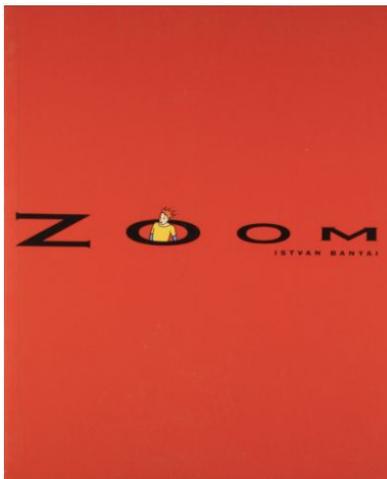
Whoever Tells the Best Story Wins

By Annette Simmons

Stories have tremendous power. They can persuade, promote empathy, and provoke action. Better than any other communication tool, stories explain who you are, what you want...and why it matters. In presentations, department meetings, over lunch--any place you make a case for new customers, more business, or your next big idea--you'll have greater impact if you have a compelling story to relate. *Whoever Tells the Best Story Wins* will teach you to narrate personal experiences as well as borrowed stories in a way that demonstrates authenticity, builds emotional connections, inspires perseverance, and stimulates the imagination. Fully updated and more practical than ever, the second edition reveals how to use storytelling to:

Capture attention - Motivate listeners - Gain trust - Strengthen your argument - Sway decisions - Demonstrate authenticity and encourage transparency - Spark innovation - Manage uncertainty - And more

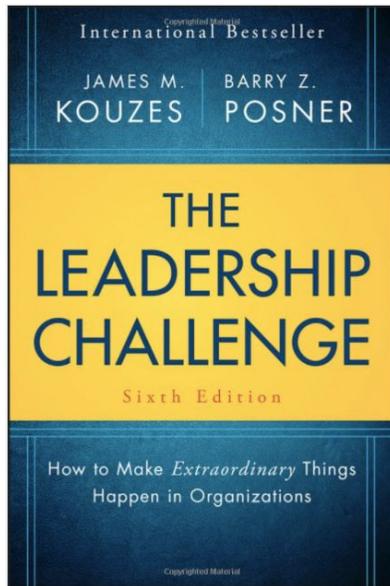
Complete with examples, a proven storytelling process and techniques, innovative applications, and a new appendix on teaching storytelling, *Whoever Tells the Best Story Wins* hands you the tools you need to get your message across--and connect successfully with any audience.



Zoom

By Istvan Banyai

Open this wordless book and zoom from a farm to a ship to a city street to a desert island. But if you think you know where you are, guess again. For nothing is ever as it seems in Istvan Banyai's sleek, mysterious landscapes of pictures within pictures, which will tease and delight readers of all ages.



The Leadership Challenge

By James Kouzes and Barry
Posner

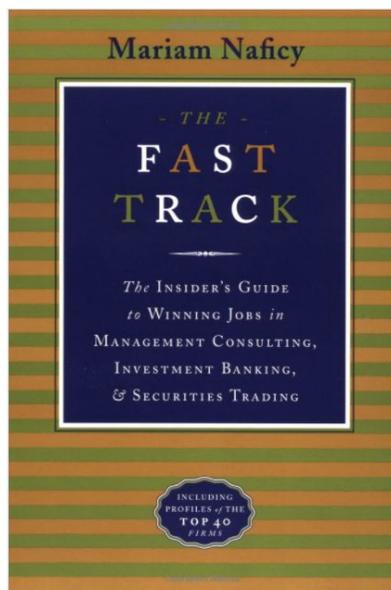
The most trusted source of leadership wisdom, updated to address today's realities

The Leadership Challenge is the gold-standard manual for effective leadership, grounded in research and written by the premier authorities in the field. With deep insight into the complex interpersonal dynamics of the workplace, this book positions leadership both as a skill to be learned, and as a relationship that must be nurtured to reach its full potential. This new sixth edition has been revised to address current challenges, and includes more international examples and a laser focus on business issues; you'll learn how extraordinary leaders accomplish extraordinary things, and how to develop your leadership skills and style to deliver quality results every time. Engaging stories delve into the fundamental roles that great leaders fulfill, and simple frameworks provide a primer for those who seek continuous improvement; by internalizing key insights and putting concepts into action, you'll become a more effective, more impactful leader.

A good leader gets things done; a *great* leader aspires, inspires, and achieves more. This book highlights the differences between good and great, and shows you how to bridge the chasm between getting things done and making things happen.

- Gain deep insight into leadership's critical role in organizational health
- Navigate the shift toward team-oriented work relationships
- Motivate and inspire to break through the pervasive new cynicism
- Leverage the electronic global village to deliver better results

Business is evolving at an increasingly rapid rate, and leaders must keep pace with the changes or risk stagnation. People work differently, are motivated differently, and have different expectations today—business as usual is quickly losing its effectiveness. *The Leadership Challenge* helps you stay current, relevant, and effective in the modern workplace.



The Fast Track

By Mariam Naficy

Get an Insider's Edge on Launching Your Career.

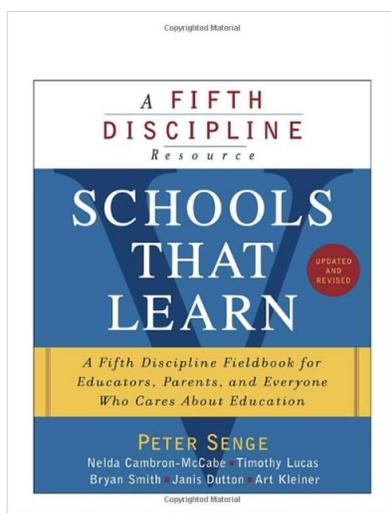
Are you thinking about working for the likes of McKinsey, Merrill Lynch, or Salomon Brothers? Thousands of undergraduates, MBA students, and others are rushing for prestigious entry-level positions in the highly competitive and lucrative fields of management consulting, investment banking, and securities trading. How are you going to compete? In *The Fast Track*, experienced recruiter and fast-track insider Mariam Naficy helps you make the right decisions every step of the way as she guides you through the rigorous, highly specialized recruiting process. The Fast Track includes:

Comprehensive job descriptions of consultants, analysts, and traders, explained in layperson terms.

Over twenty in-depth interviews with people in the business at every level from first-year analysts to CEOs and recruiting managers.

Tips on preparing an irresistible résumé, giving a great interview, and choosing the right firm. Listen in as recruiters at a top firm review candidates they interviewed.

Profiles of the top forty firms across the country with information you can't find anywhere else, including career paths, office culture, and interviews with employees.



Schools That Learn

By Peter Senge

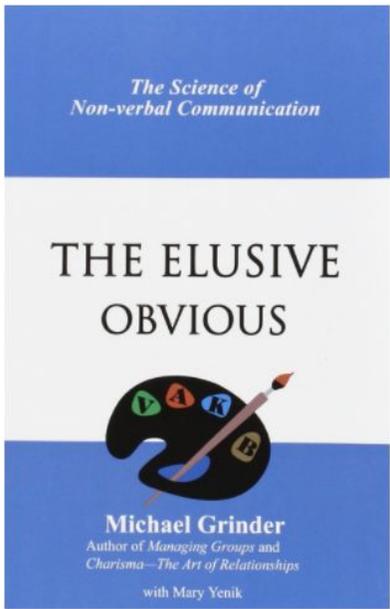
The new revised and updated edition offers practical advice for overcoming the many challenges that face our communities and educational systems today. It shows teachers, administrators, students, parents and community members how to successfully use principles of organizational learning, including systems thinking and shared vision, to address the challenges that face our nation's schools. In a fast-changing world where school populations are increasingly diverse, children live in ever-more-complex social and media environments, standardized tests are applied as overly simplistic "quick fixes," and advances in science and technology continue to accelerate, the pressures on our educational system are inescapable. *Schools That Learn* offers a much-needed way to open dialogue about these problems – and provides pragmatic opportunities to transform school systems into learning organizations.

Drawing on observations and advice from more than 70 writers and experts on schools and education, this book features:

- Methods for implementing organizational learning and explanations of why they work
- Compelling stories and anecdotes from the "field" - classrooms, schools, and communities
- Charts, tables and diagrams to illustrate systems thinking and

- other practices
- Guiding principles for how to apply innovative practices in all types of school systems
- Individual exercises useful for both teachers and students
- Team exercises to foster communication within the classroom, school, or community group
- New essays on topics like educating for sustainability, systems thinking in the classroom, and "the great game of high school."
- New recommendations for related books, articles, videotapes and web sites
- And more

Schools That Learn is the essential guide for anyone who cares about the future of education and keeping our nation's schools competitive in our fast-changing world.



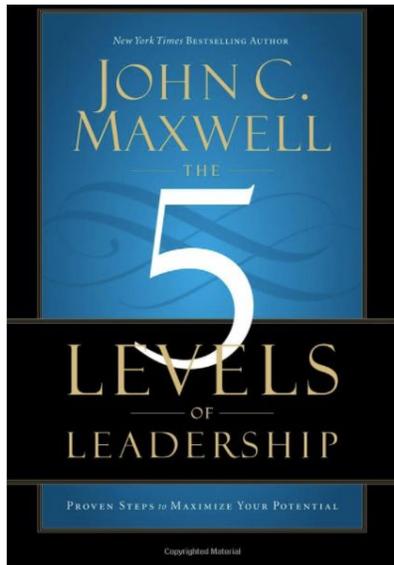
The Elusive Obvious
By Michael Grinder

Research indicates that 80-90% of all communication is nonverbal. Michael's delineation of the 21 patterns of what one can do with one's eyes, voice, body (including gestures and location) and breathing is a major breakthrough. What is amazing is that most of the patterns are cross-culturally accurate.

The work suggests that the difference between the science and the art of nonverbal communication is the following: the science is the acquisition of knowledge (i.e., the what of the communication) and a range of nonverbal strategies and intervention to deliver (i.e., the how of the communication) the knowledge. The art is the perception and timing of when to deliver the what and how of the communication.

Pivotal to Michael's discovery is the emphasis on breathing. He is able to behaviorally answer the perennial conundrum of "How does the practitioner know if one has permission to interact with another person?" If the other person is breathing high/shallow, the person is in stress and the practitioner doesn't have permission. Conversely, if the other person is breathing low/abdominally, the person is relaxed and the practitioner has permission. This work behaviorally substantiates what most of us know intuitively. The second half of the book are some common applications of the nonverbal communication patterns.

The favorite is the adaptation of Fisher and Ury's *Getting to Yes* win-win template to a practical micro level. Just like there are 26 letters that are the foundation of all words so too there are 21 patterns from which all nonverbal communication is comprised.



The 5 Levels of Leadership

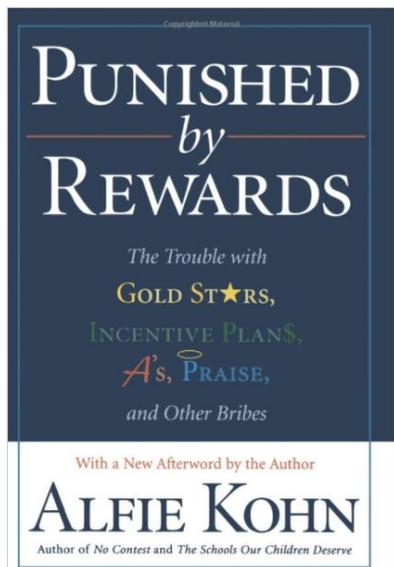
By John C. Maxwell

#1 *New York Times* bestselling author John C. Maxwell explains how true leadership works and makes it accessible to everyone. Leadership does not come from your title. In fact, being named to a position is only the first and lowest of the five levels every effective leader achieves. To become more than a boss people are required to follow, you must master the ability to inspire and build a team that produces not only results, but also future leaders.

The 5 Levels of Leadership are:

1. Position-People follow because they have to.
2. Permission-People follow because they want to.
3. Production-People follow because of what you have done for the organization.
4. People Development-People follow because of what you have done for them personally.
5. Pinnacle-People follow because of who you are and what you represent.

By combining the advice contained in these pages with work and a willingness to learn, anyone can rise to a higher and more effective level of leadership and thus make a greater impact.



Punished by Rewards

By Alfie Kohn

The basic strategy we use for raising children, teaching students, and managing workers can be summarized in six words: Do this and you'll get that. We dangle goodies (from candy bars to sales commissions) in front of people in much the same way we train the family pet. Drawing on a wealth of psychological research, Alfie Kohn points the way to a more successful strategy based on working with people instead of doing things to them. "Do rewards motivate people?" asks Kohn. "Yes. They motivate people to get rewards." Seasoned with humor and familiar examples, *Punished By Rewards* presents an argument unsettling to hear but impossible to dismiss.