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Bad Bosses Dealing With Bullies Idiots Back
Stabbers And Other Managers From Hell By Gini
Graham Scott Phd 2005 11 25

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A Survival Guide for Working with Bad Bosses Dealing with Bullies, Idiots, Back-stabbers, and Other Managers from Hell Amacom Books

"Insight, hope, and strategies for building a business and a family at the same time"--Jacket.

Do you have a hard time paying attention or staying still? Do you sometimes get yelled at for talking in class or moving around? Do you often zone out? Lose assignments? Fall behind in school? Have trouble controlling your behavior? Maybe you have ADD or ADHD. These are labels grown-ups use to understand and help kids with these types of challenges. If you've been labeled ADD or ADHD, this book is for you. Look inside to find: What ADD and ADHD mean - and don't mean. Ways to make each day go better at home, at school, and with friends. How to deal with strong feelings like anger, worry, and sadness. The lowdown on medicine many kids take for ADD or ADHD. The dish on foods that can help you manage your ADD or ADHD. Fun quizzes that will help you remember what you're learning. And much more This book was written especially for you. But you might want to share it with a parent or another caring adult. Talk it over together and try some of the activities. Meanwhile, know you're not alone. Lots of kids have ADD or ADHD. With a little effort, they have learned to succeed. So can you!

Hey Dad! Ever felt torn between advancing in your career and

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spending quality time with family? The Working Dad's Survival Guide is for you. The first book of its kind- the advice and encouragement you need to achieve success at work while ALSO being the involved, loving dad you always wanted to be. Written from the unique perspective of Scott Behson, a busy working dad who also happens to be a national expert in work-family issues, The Working Dad's Survival Guide is chock full of concrete time and life management strategies you can use right now.

Discusses how to lessen the chance of being laid off, search for a new job, manage finances if unemployed, create job opportunities, and get promoted

Every day, working mothers encounter and overcome new challenges large and small at home, at the office, and on the road. From the editors of Working Mother, veteran working moms themselves, this book offers clear, straightforward solutions and practical shortcuts. From the experts at Working Mother magazine, Working Mom Survival Guide answers your most basic and trickiest questions: Are you addicted to your BlackBerry? How do you get your toddler, or your co-workers, to listen? How do you get on or off a mommy track? Access quickly the information every working mom needs to know—from how to keep tabs on your teen's online time to how to ask for a flexible schedule—and get back to your busy day, better prepared and more confident. With humor and practicality, Working Mom Survival Guide collects the wisdom and experience of working moms who have been there, too, giving you a head start when you need it most. Subscription to Working Mother magazine included with purchase (details inside book). "As a busy professional and mom of three kids, I know it's not possible to achieve total balance, but the Working Mom Survival Guide definitely makes juggling all these roles more manageable. This book is rich with practical advice on how to organize and prioritize and make life's

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difficult decisions, so you can be your best self in the boardroom and in the playground!" -Joy Bauer MS, RD, Today show nutritionist and The New York Times bestselling author

"Three cheers for the Working Mom Survival Guide! One cheer for its common sense approach, one cheer for its thoroughness, and one big cheer for its sense of humor. Working moms need backup, and this book provides "been there, done that" advice that really resonates for everyday issues. The authors, Suzanne Riss and Teresa Palagano, write with authority and empathy for the millions of us trying to manage a career, kids, and the occasional ill-advised e-mail rant! This is a must-read for moms trying to raise independent, well-adjusted children in a crazy-busy world."

-Lian Dolan Parenting expert at oprah.com; creator of The Chaos Chronicles magazine column, podcast, and blog; and mom to Brookes, 16, and Colin, 13. "All moms have eighteen things to do at once. Make room for nineteen: reading this clever, cheerful, empathetic guide to streamlining your priorities as a working parent." -Aline Brosh McKenna Screenwriter (The Devil Wears Prada, 27 Dresses, and Morning Glory) and mom to Charlie, 11 and Leo, 8. "A terrific resource for working moms who, like me, welcome fresh, realistic advice on juggling kids and career." -Kristi Yamaguchi Figure skater, Olympic Gold Medal winner, author, and mom to Keara, 7, and Emma, 5.

Chances are, you already know what it's like to work for a toxic boss. You know they suck the air out of a room and the life out of their employees, and you don't need a research report to tell you that working for one is a nightmare. If this sounds like your current reality, and you want help, this book is for you. The Toxic Boss Survival Guide can help you analyze your immediate situation, create a workable survival plan that fits your situation, and carry it out (including abandoning the situation, if that is what it takes to survive).

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Without question, you love your bride-to-be and want to spend the rest of your life with her. Ever since you popped the question, however, she's seemed somewhat different--more anxious, more neurotic, and more fixated on the "little things" like flowers, bridal registry china, and why the bridesmaids hate their dresses. Before you head for the back door, take a deep breath--help is on the way. The Everything Groom Book is here to help you keep your sanity while your fiancé loses hers. Get no-nonsense advice on how to: Handle the emotional roller coaster Choose a wedding location and date Narrow down the guest list Know when to give your opinion--and when to hold back Smooth over disagreements From timing the engagement to enjoying your honey-moon, The Everything Groom Book is your ticket to a hassle-free wedding.

This is a comprehensive guide for those going to France to live, work, study or just to spend time in the country. Chapters describe working conditions, finance and insurance, public transport, accommodation and how to find a job.

In this easily accessible manual, discover a few simple rules to finding success in your career. From an author who climbed to the top of the corporate ladder before reaching age forty, this book takes the guesswork out of career success and breaks down what it takes to excel at your job. It covers the basics, like the universal requirements of every workplace—working with other people, making stellar presentations, communicating effectively over email. And it also goes into how to get promoted sooner, impress the people high up on the corporate ladder, and do it all while maintaining your personal life and without working crazy hours. With helpful tips and simple advice, this professional guidebook is just right for someone new to the workplace or for a mid-life career changer.

Jenna Fischer's Hollywood journey began at the age of 22

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when she moved to Los Angeles from her hometown of St. Louis. With a theater degree in hand, she was determined, she was confident, she was ready to work hard. So, what could go wrong? Uh, basically everything. The path to being a professional actor was so much more vast and competitive than she'd imagined. It would be eight long years before she landed her iconic role on *The Office*, nearly a decade of frustration, struggle, rejection and doubt. If only she'd had a handbook for the aspiring actor. Or, better yet, someone to show her the way—an established actor who could educate her about the business, manage her expectations, and reassure her in those moments of despair. Jenna wants to be that person for you. With amusing candor and wit, Fischer spells out the nuts and bolts of getting established in the profession, based on her own memorable and hilarious experiences. She tells you how to get the right headshot, what to look for in representation, and the importance of joining forces with other like-minded artists and creating your own work—invaluable advice personally acquired from her many years of struggle. She provides helpful hints on how to be gutsy and take risks, the tricks to good auditioning and callbacks, and how not to fall for certain scams (auditions in a guy's apartment are probably not legit—or at least not for the kind of part you're looking for!). Her inspiring, helpful guidance feels like a trusted friend who's made the journey, and has now returned to walk beside you, pointing out the pitfalls as you blaze your own path towards the life of a professional actor.

When you decided to stay at home, you probably thought about the quality time you'd spend with your kids and the wonderful meals you would cook. Maybe you even thought you would do some decorating or take up yoga. Later you realized things would be different. Your house is messier. You still have days where the kids drive you crazy. And then you

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wonder - what did I get myself into? Relax. Domestically Challenged can help. Written as a humorous guidebook, this book will show new stay at home moms how to: . Keep the kids entertained without hiring a circus . Find ways to keep up with housework, short of hiring a housekeeper (though we'd like to!) . Deal with the emotional aspects of her new job (including boredom and every mom's favorite - guilt) . And do such outlandish things such as finding time for herself. No, it's not just you, and you're not tripping! Let's be honest; the majority of the corporations we're working for weren't founded with us in mind. It is no secret how stressful, challenging, and difficult working in corporate America can be, especially for women of color. But guess what, Sis? You made it, and most of us had to fight really hard to get here. We've worked long hours, continued our education, moved across the country, and made countless sacrifices. Now, wouldn't it be nice to feel respected, valued, and be equally compensated? Wouldn't it be nice to create more significant contributions toward our careers while navigating the corporate beatdown more effectively? Look no further; help is in your hand. ? But, first, let's take a deep breath and woosah. Woosah: A Survival Guide for Women of Color Working in Corporate is guaranteed to help you better navigate the workplace while keeping your confidence, cool, and peace of mind. ? Packed with down-to-earth commentary, unfiltered and relatable stories, points to ponder, exercises, and practical tools in it, Rahkal provides invaluable advice for tackling thorny topics like discrimination, wage gaps, biases, toxic environments, self-worth, boundary setting, and community building. This humorous and energetic guide is for the woman who's ready to thrive. This book is an essential guide for students contemplating or embarking upon work placements. Using comments from students, employers and tutors, it includes guidelines on how

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to find an appropriate placement; audit skills; construct a strong CV and application; prepare for an interview and derive maximum benefit from the work placement experience. The book identifies common problems facing students, together with remedial strategies, and offers suggestions for tackling written and oral assignments. Finally, it shows how to create and implement a successful job-search strategy. A down-to-earth, practical approach to making work and business relationships more successful.

The Psychology Student's Career Survival Guide is designed to aid students in identifying their ideal career pathway and imbue them with the right tools and skills to not only achieve their desired job but to progress and thrive within the workplace. The first half of the book focuses on how to find and get a suitable job. The remaining chapters explore gaining success in the workplace in terms of personal growth, navigating criticism, workplace relations and the critical job assignments that every graduate should pursue. Forsythe, an experienced organisational psychologist, helps students recognise and apply the acquired psychological skill set to develop a personal brand, increase personal visibility and develop professional networks. This smooths the transition from university into the world of work by developing effective working practices that will support personal performance and that of the workplace. This book can also serve as a practical guide for academics looking to bridge the gap between the developing student at university and demands of their future employers. It explicitly calls for vocational elements such as communication, team-working, goal setting and planning within the curriculum. This engaging book comes with an abundance of resources to support students' individual development and to help academics run workshops. These resources include tool kits which include self-diagnostic tools and strengths finders, networking skill development, job

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search strategies, difficult interview questions, personal branding and so on. This is an essential text for psychology students at all levels looking for employability guidance and for psychology academics who are seeking supportive resources and guidance on helping students achieve their career ambitions.

Chris Webster's handy, informative guide outlines what it takes to become an archaeological technician, a field worker in cultural resource management (CRM) archaeology. Based on his popular blog feature, Shovelbums Guide, Webster offers young archaeologists useful advice about CRM work, including writing, cooking in hotel rooms, hand-mapping, surviving unemployment, life after archaeology, and more. It provides tools new CRM archaeologists need to get hired and to live life on the road in a fluctuating job market, as well as details on how to succeed as a field archaeologist.

Appendices cover sample job hunting documents and checklists for fieldwork. If you will be pursuing a position in this dynamic, challenging field, this book is a must-read both before you apply for that first job and once you get one.

Anyone who opts for self-employment quickly learns that succeeding as your own boss is no walk in the park. While professional freedom has many, many joys, it also involves significant risks. If you're considering self-employment, or you're already self-employed, *The Self-Employment Survival Guide: Proven Strategies to Succeed as Your Own Boss* alerts you to the challenges involved and provides proven strategies for surmounting these obstacles and succeeding. You'll also learn what you need to put in place before taking the leap to being your own boss to help assure your success. Working for yourself offers personal freedoms and rewards, but the road can curve or travel uphill at times. Here, Jeanne Yocum shares eight key behaviors that impede success and provides proven solutions for the various obstacles that might

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cross your path, including unreasonable client demands, slow payers, unexpected client defections, daily schedules, health and financial planning, and the feelings of isolation that can sometimes accompany working on your own. Unlike many books that provide only a rose-colored view of self-employment, this book gives a full, realistic view of what being your own boss is actually like. By learning about the ups and downs that come with being in charge of your own livelihood, you will be better able to handle the demands of self-employment and succeed on your own terms.

Collectively, both authors compared work experiences and found that there are many similarities in behavior in different work places. Many articles have been written about stress at work. These stresses impact the behavior of people and their productivity. Both authors saw the need to write this book to enable individuals to relate to situations they may encounter on a daily basis. Some guidelines and lessons learned are offered to cope with (and laugh at) some of the situations they may experience. Research was done by the authors, and it was found that almost all of the individuals questioned were able to relate to the topics. The book is written for the average person with short sections to enable the reader to put the book down at the end of short chapters. The material for this kind of book is everywhere and begs to be told.

The sad fact is that the majority of people in the workforce have a less than perfect relationship with their supervisor and many of them consider themselves to be working for "a bad boss". But what can they do about it, short of leaving their job? "A Survival Guide for Working with Bad Bosses" gives readers all the guidance they so desperately need not just to survive, but thrive while reporting to someone incompetent, mean, unethical, or even worse.

Working from home: the blessing and the curse. While watching TV during lunch or laptop jockeying in your pajamas

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may sound like bliss, the "WFH" lifestyle comes with a set of demons and bugaboos all its own. Procrastination lurks around every corner. Productivity proves elusive. And have we even considered "The Most Important Thing of All?" Whether you're a writer, raider, craftsmen, kingpin, artist, or tech guru, this funny but poignant companion changes the game, equipping you with a toolkit specifically designed for the WFH set. For those who would venture into the belly of the beast and come out the other side, this little gem is just what the doctor ordered. 'Don't be home without it!'

The practical, relatable, and humorous guide to surviving the difficult, awkward, and rewarding job of being a breastfeeding, working mom. Meet the frenemy of every working, breastfeeding mother: the breast pump. Many women are beyond "breast is best" and on to figuring out how to make milk while returning to demanding jobs. Work. Pump. Repeat. is the first book to give women what they need to know beyond the noise of the "Mommy Wars" and judgment on breastfeeding choices. Jessica Shortall shares the nitty-gritty basics of surviving the working world as a breastfeeding mom, offering a road map for negotiating the pumping schedule with colleagues, navigating business travel, and problem-solving when forced to pump in less-than-desirable locales. Drawing on the war stories, hacks, and humor of working moms, and on her own stories from her demanding job and travel in developing countries, she gives women moral support for dealing with the stress and guilt that come with juggling working and breastfeeding. As she tells the reader in her witty, inspiring manifesto, "Your worth as a mother is not measured in ounces." 2015 Axiom Business Book Award Winner (Silver) in the category of Women/Minorities

The essential guide for work from home moms everywhere! More than half of kids across the United States are learning

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virtually from home. There are fewer daycare spots than ever before. And more and more moms are clocking into their jobs from the kitchen table. The coronavirus pandemic has erased the lines between work and home, and made balancing the two more challenging than ever. This book, chock full of wisdom from the writers and editors at Working Mother, provides solutions for moms tasked with filling the role of employee, teacher and parent, all while attempting to maintain a semblance of sanity. Some of the many topics that this practical compendium addresses include: How to manage your mental health. Tips for taking care of an infant while working from home. A plan to balance work and family. How to create a workspace and a playspace under the same roof. And much more!

Being around assholes, whether at work or elsewhere, can damage performance and affect wellbeing- having one asshole in a team has been shown to reduce performance by 30 to 40 percent, and research shows that rudeness spreads like a common cold. In *The Asshole Survival Guide*, Stanford professor Robert Sutton offers practical advice on identifying and tackling any kind of asshole - based on research into groups from uncivil civil servants to French bus drivers, and 8,000 emails that he has received on asshole behaviour. With expertise and humour, he provides a cogent and methodical game-plan to fight back. First, he sets out the asshole audit, to find out what kind of asshole needs dealing with, and asshole detection strategies. Then he reveals field-tested, sometimes surprising techniques, from asshole avoidance and asshole taxes, to mind-tricks and the art of love bombing. Finally, he explains the dangers of asshole blindness - when the problem might be yours truly.

A Survival Guide to Working with Students in Pain This book provides a wide range of appropriate interventions and fundamental people-helping skills, as well as critical help for

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youth workers to recognize their limitations and learn the principles of effective referral. This practical and informative book is essential for any untrained youth worker, and will be a vital tool for any youth pastor to share with their staff.

Offers advice on hiring, motivating, and retaining employees, including tips on effective discipline, structuring job packages, and setting realistic expectations.

This work draws from entertaining real-life stories to illustrate real-world solutions. It shows readers how to handle a wide range of difficult types, including: The Impossible "I"s: Incompetents, Idiots, and Imbeciles - clueless employees who simply don't know what they're doing, I've Got a Problem - employees whose work is compromised by any of a range of personal demons, from drug and alcohol problems to emotional issues, The Party-Time Performer - the employee who, although great with people, constantly turns work-time into fun-time.

More women than ever before are going back to work soon after having a baby. And no matter what their job, making the transition from home to work can be really challenging.

Whether dealing with day-to-day dilemmas like spitup on their power suits or big-picture problems like the cost of child care, new moms need relief! Written in a friendly and encouraging tone, this guide is all a stressed-out mother needs to organize her life so everyoneÆs happy—including herself! From prebaby planning to after-baby adjustments, this book covers it all, including: FMLA and maternity leave Temporary schedules and career planning Job changes Child care Responsibilities at home Caring for yourself Considering a new job Choosing to quit Dealing with unexpected or special challenges With this book by their side, new mothers can have their careers—and be great moms, too!

'How to Invent Everything is such a cool book' -- Randall Munroe Get ready to make history better... on the second try.

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Imagine you are stranded in the past (your time machine has broken) and the only way home is to rebuild civilization yourself. But you need to do it better and faster this time round. In this one amazing book, you will learn How to Invent Everything. Ryan North -- bestselling author, programmer and comic book legend -- provides all the science, engineering, mathematics, art, music, philosophy, facts and figures required for this challenge. Thanks to his detailed blueprint, humanity will mature quickly and efficiently - instead of spending 200,000 years stumbling around in the dark without language, not realising that tying a rock to a string would mean we could navigate the entire world. Or thinking disease was caused by weird smells. Fascinating and hilarious, How To Invent Everything is an epic, deeply researched history of the key technologies that made each stage of human history possible (from writing and farming to buttons and birth control) - and it's as entertaining as a great time-travel novel. So if you've ever secretly wondered if you could do history better yourself, now is your chance to find out how.

"This is the Indiana Jones of international business." - Csaba Toth An unvarnished, story-driven, practical guide to working across cultures. The book features real stories of companies going global and highlights the realities of doing business overseas in a post-globalization world. Each story gives fascinating insights and lessons into the cultural realities and unexpected surprises of modern globalization. The Accidental Business Nomad is for anyone working in a more global environment and who is looking to gain critical insights and communications skills needed for a shrinking world. As Managing Director of TSL Marketing's Leadership Nomad group, Kyle Hegarty has deciphered the culture code of doing business in Asia and the fastest growing markets. Hegarty reports on his triumphs and failures, including tales where unexpected lessons abound. The result is a no-holds-barred,

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gritty, and unvarnished guide to doing business across cultures. Readers will learn: Why up to 70 percent of international ventures fail due to cultural issues, and how to avoid becoming a casualty How to navigate the invisible language of cultural misunderstandings Cross-cultural communications skills everyone in business needs to know The art and science of personality profiling and quick shortcuts to understanding people What outsourced call centers can teach us about the future of global communication How to find inspiration and innovation in the most unlikely of places

A nationally recognized expert on professional ethics uses pungent real-world examples to help people new to the work world recognize ethical situations that can lead to career-damaging mistakes—and prevent them. Gunsalus offers questions to ask yourself, sample scripts to use on others, and guidance in handling disputes fairly and diplomatically. Running a business with your spouse is a high-stakes game. You can't afford to lose either one—your business or your marriage. But statistics are not in your favor. More often than not, this journey leads to an endless loop of scraping by with no clear way out. The dream of success fades into disillusionment and resentment. Fortunately, there's a better way. Brad and Sarah Casebier built a simple plumbing and air conditioning company from nothing into \$33 million in annual revenue, dominating the Austin market and sweeping the "Austin's Best" awards year after year. Now Brad shares the key decisions they made along the way, shaping the booming success of their business and deepening their love in the process. Learn how to be co-creators of a thriving business as you build your relationship along with your financial security. The Survival Guide to Working with Your Spouse provides all the tools you need to win in business and still want to share a bed.

Family businesses are vital to the health of a nation's economy, but distresses such as economic downturns and the Covid-19 pandemic can put them at grave existential risk. Drawing from her dynamic experience working with her family-owned company MPIL Steel Structures Ltd, Priyanka Gupta Zielinski presents a unique manual to help family businesses thrive, even in times of crisis. Central to it is a survival toolkit – featuring a metaphorical multipurpose hat, a flashlight, a superhero cape, a Swiss Army knife and a parachute – which prepares business owners to face any challenge head on. The book also reveals how the improvisational style of family enterprises can be leveraged better for sustainability, while identifying in their close-knit structure and community-driven approach avenues for meaningful social change. Replete with anecdotes and effective strategies – with an occasional Haryanvi idiom thrown into the mix – *The Ultimate Family Business Survival Guide* is a must-read for family business and MSME owners everywhere.

The workplace can be a difficult environment for people with Asperger's Syndrome (AS) and this often impedes their ability to make use of particular skills and sustain meaningful and fulfilling employment. This is the definitive guide to surviving and thriving in the workplace for people with AS. It includes everything from realistic strategies for meeting employer expectations, to how to get along with your colleagues and work as part of a team, multitask and manage projects, and handle anxiety and effectively resolve problems. Common employment challenges are illustrated through examples from the

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author's extensive experience coaching individuals with AS at all job levels, from entry-level to manager and professional positions. The pragmatic recommendations in the book will benefit anyone with AS who is entering the workforce, as well as those who struggle to maintain employment, or who want to improve their performance and advance their careers.

Be punctual, hard-working and honest, but most importantly – be excellent. Written by residents, for interns and residents, the Junior Doctor Survival Guide is a thorough, focused summary of everything you need to know to get through your internship and residency (relatively) intact. It provides advice on seeking help from your senior clinicians, ensuring ethical practice and decision making, conducting an efficient ward round and carrying out emergency assessments and includes a concise overview of the salient features of specialist medical and surgical care in both in- and outpatient settings. Covering both clinical and professional contexts, this guide will support you to build your confidence in applying the principles you learned in medical school to the real world. Scenario boxes – how difficult conversations should be approached Common medications – quick reference tables of common medications and dosages Clinical abbreviations and acronyms – a comprehensive list of common abbreviations and acronyms used throughout clinical settings. Full eBook on ExpertConsult

If a picture is worth a thousand words, then it's a good bet that at least half of those words relate to the picture's copyright status. Art historians, artists, and anyone who

wants to use the images of others will find themselves awash in byzantine legal terms, constantly evolving copyright law, varying interpretations by museums and estates, and despair over the complexity of the whole situation. Here, on a white—not a high—horse, Susan Bielstein offers her decades of experience as an editor working with illustrated books. In doing so, she unsnarls the threads of permissions that have ensnared scholars, critics, and artists for years. Organized as a series of “takes” that range from short sidebars to extended discussions, *Permissions, A Survival Guide* explores intellectual property law as it pertains to visual imagery. How can you determine whether an artwork is copyrighted? How do you procure a high-quality reproduction of an image? What does “fair use” really mean? Is it ever legitimate to use the work of an artist without permission? Bielstein discusses the many uncertainties that plague writers who work with images in this highly visual age, and she does so based on her years navigating precisely these issues. As an editor who has hired a photographer to shoot an incredibly obscure work in the Italian mountains (a plan that backfired hilariously), who has tried to reason with artists' estates in languages she doesn't speak, and who has spent her time in the archival trenches, she offers a snappy and humane guide to this difficult terrain. Filled with anecdotes, asides, and real courage, *Permissions, A Survival Guide* is a unique handbook that anyone working in the visual arts will find invaluable, if not indispensable.

Selected by IBM Competitive Edge Book Club Selection.

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"The beauty of this book on top of its life-saving timeliness is its capacity to give the reader concrete steps to live the good life and enjoy it. The book made me understand that work can be more fun than fun."

–Warren Bennis, Ph.D., University Professor, University of Southern California, coauthor, *Judgment: How Great Leaders Make Winning Calls* and *Transparency: How Leaders Create a Culture of Candor* Change. It's your job. It just won't stop. It's relentless. It keeps coming at you like never-ending rapids in a permanent whitewater river. Change will burn you out if you don't learn how to handle it. This book is not, however, about mere survival. It is about thriving amidst the challenges of your permanent whitewater world at work.

- Protect your career, improve your resilience, and seize the opportunities in turbulent times
- Take charge, learn to pace yourself, set your own course, and lead others in ad-hoc teams
- Ride the rapids and rediscover play and adventure in today's demanding work environment
- Learn from research and the experiences of hundreds of professionals in industries from energy to telecommunications to financial services to health care

There's nothing abstract or cute about the way this book talks about change: This is practical, grounded knowledge for managing your life in a business world that's churning with change. Gregory Shea, Ph.D. and Robert Gunther show how to keep your working life on course instead of being pushed beyond your limits...find fun and fulfillment...regroup and rebound from failure...protect yourself from events you can't predict...take charge of your life, an your future!

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In the modern workplace, corner offices and water coolers have given way to open layouts and office dogs. But while the workplace itself is changing, what it takes to be a good employee and reliable coworker remains steadfast. From maximizing your productivity to navigating office dating and communal kitchens, Work Life is a handbook for the modern office--whatever yours looks like.

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