

Focus The Hidden Driver Of Excellence Daniel Goleman

Emotional Intelligence was an international phenomenon, appearing on the New York Times bestseller list for over a year and selling more than five million copies worldwide. Now, once again, Daniel Goleman has written a groundbreaking synthesis of the latest findings in biology and brain science, revealing that we are “wired to connect” and the surprisingly deep impact of our relationships on every aspect of our lives. Far more than we are consciously aware, our daily encounters with parents, spouses, bosses, and even strangers shape our brains and affect cells throughout our bodies—down to the level of our genes—for good or ill. In *Social Intelligence*, Daniel Goleman explores an emerging new science with startling implications for our interpersonal world. Its most fundamental discovery: we are designed for sociability, constantly engaged in a “neural ballet” that connects us brain to brain with those around us. Our reactions to others, and theirs to us, have a far-reaching biological impact, sending out cascades of hormones that regulate everything from our hearts to our immune systems, making good relationships act like vitamins—and bad relationships like poisons. We can “catch” other people’s emotions the way we catch a cold, and the consequences of isolation or relentless social stress can be life-shortening. Goleman explains the surprising accuracy of first impressions, the basis of charisma and emotional power, the complexity of sexual attraction, and how we detect lies. He describes the “dark side” of social intelligence, from narcissism to Machiavellianism and psychopathy. He also reveals our astonishing capacity for “mindsight,” as well as the tragedy of those, like autistic children, whose mindsight is impaired. Is there a way to raise our children to be happy? What is the basis of a nourishing marriage? How can business leaders and teachers inspire the best in those they lead and teach? How can groups divided by prejudice and hatred come to live together in peace? The answers to these questions may not be as elusive as we once thought. And Goleman delivers his most heartening news with powerful conviction: we humans have a built-in bias toward empathy, cooperation, and altruism—provided we develop the social intelligence to nurture these capacities in ourselves and others.

Become a Better Leader by Improving Your Emotional Intelligence Bestselling author DANIEL GOLEMAN first brought the concept of emotional intelligence (EI) to the forefront of business through his articles in *Harvard Business Review*, establishing EI as an indispensable trait for leaders. The *Emotionally Intelligent Leader* brings together three of Goleman's bestselling HBR articles. In "What Makes a Leader?" Goleman explores research that found that truly effective leaders are distinguished by high levels of self-awareness and sharp social skills. In "The Focused Leader," Goleman explains neuroscience research that proves that "being focused" is more than filtering out distractions while concentrating on one thing. In "Leadership That Gets Results," Goleman draws on research to outline six distinct leadership styles, each one springing from different components of emotional intelligence. Together, these three articles guide leaders to recognize the direct ties between EI and measurable business results.

In *Focus*, Psychologist and journalist Daniel Goleman, author of the #1 international bestseller *Emotional Intelligence*, offers a groundbreaking look at today’s scarcest resource and the secret to high performance and fulfillment: attention. Combining cutting-

edge research with practical findings, Focus delves into the science of attention in all its varieties, presenting a long overdue discussion of this little-noticed and under-rated mental asset. In an era of unstoppable distractions, Goleman persuasively argues that now more than ever we must learn to sharpen focus if we are to survive in a complex world. Goleman boils down attention research into a threesome: inner, other, and outer focus. Drawing on rich case studies from fields as diverse as competitive sports, education, the arts, and business, he shows why high-achievers need all three kinds of focus, and explains how those who rely on Smart Practices—mindfulness meditation, focused preparation and recovery, positive emotions and connections, and mental “prosthetics” that help them improve habits, add new skills, and sustain greatness—excel while others do not.

Do you keep flitting from one goal to another? Do you hustle without having much to show for your efforts? If so, it's time for you to develop laser-sharp focus and achieve concrete results that will make a real difference in your life. Author and coach, Thibaut Meurisse, wants you to reclaim your focus. In his latest book, you'll learn exactly how to develop laser-sharp focus so that you can complete your key projects and achieve your major goals. Master Your Focus is a clear and concise walkthrough that demonstrates how to use the power of focus to achieve tangible results. Using Thibaut's straightforward instructions, you'll learn how to zero-in on key tasks and stick to them until you complete them 100%. In Master Your Focus, you'll discover: What true productivity really is (and how to master it) The 3 types of focus and how exactly you can develop each of them How to stop jumping from one thing to the next and finally complete your key tasks (and why this is so critical) How to dramatically reduce your learning curve by finding the right information and applying it effectively How to achieve more by doing less The 17 simple strategies to boost your focus And much more. Master Your Focus is your must-read guide to help you sharpen your focus and skyrocket your results long term. If you like easy-to-understand strategies, practical exercises, and no-nonsense teaching, you will love this book. Buy Master Your Focus to sharpen your focus today! This book is the third book in the "Mastery Series" below:
Book 1 - Master Your Emotions A Practical Guide to Overcome Negativity and Better Manage Your Feelings
Book 2 - Master Your Motivation A Practical Guide to Unstick Yourself, Build Momentum and Sustain Long-Term Motivation

Drawing on cutting-edge research, friends and Harvard collaborators Daniel Goleman and Richard Davidson expertly reveal what we can learn from a one-of-a-kind data pool that includes world-class meditators. They share for the first time remarkable findings that show how meditation - without drugs or high expense - can cultivate qualities such as selflessness, equanimity, love and compassion, and redesign our neural circuitry. Demonstrating two master thinkers at work, The Science of Meditation explains precisely how mind training benefits us. More than daily doses or sheer hours, we need smart practice, including crucial ingredients such as targeted feedback from a master teacher and a more spacious worldview. These two bestselling authors sweep away the misconceptions around these practices and show how smart practice can change our personal traits and even our genome for the better. Gripping in its storytelling and based on a lifetime of thought and action, this is one of those rare books that has the power to change us at the deepest level.

This special 10th anniversary edition of an enduring classic provides a crystal clear picture of why focus is even more vital today in

determining future success.

A penetrating analysis of the dark corners of human deception, enlivened by intriguing case histories and experiments.

The behavioral scientist author of *Just the Way You Are* presents a provocative argument that the quality of one's life is directly related to the focus of one's attention, drawing on the latest findings in neuroscience and psychology to cover such topics as the human capacity for training concentration, the ways in which the creative mind thinks, and why people deliberate on the wrong factors when making big decisions.

Controversial and iconoclastic, a veteran corporate manager and business school professor exposes the dangerous myths, fantasies, and delusions that pervade much of the business world today.

A 25th anniversary edition of the number one, multi-million copy international bestseller that taught us how emotional intelligence is more important than IQ - 'a revolutionary, paradigm-shattering idea' (Harvard Business Review) Featuring a new introduction from the author Does IQ define our destiny? In his groundbreaking bestseller, Daniel Goleman argues that our view of human intelligence is far too narrow. It is not our IQ, but our emotional intelligence that plays a major role in thought, decision-making and individual success. Self-awareness, impulse control, persistence, motivation, empathy and social deftness: all are qualities that mark people who excel, whose relationships flourish, who can navigate difficult conversations, who become stars in the workplace. With new insights into the brain architecture underlying emotion and rationality, Goleman shows precisely how emotional intelligence can be nurtured and strengthened in all of us.

For more than two decades, psychologist and journalist Daniel Goleman has been scouting the leading edge of the human sciences for what's new, surprising, and important. In *Focus*, he delves into the science of attention in all its varieties, presenting a long overdue discussion of this little-noticed and under-rated mental asset that matters enormously for how we navigate life. Goleman boils down attention research into a three parts: inner, other, and outer focus. Goleman shows why high-achievers need all three kinds of focus, as demonstrated by rich case studies from fields as diverse as competitive sports, education, the arts, and business. Those who excel rely on what Goleman calls Smart Practices such as mindfulness meditation, focused preparation and recovery, positive emotions and connections, and mental 'prosthetics' that help them improve habits, add new skills, and sustain excellence. Combining cutting-edge research with practical findings, *Focus* reveals what distinguishes experts from amateurs and stars from average performers.

For more than half a century, in such books as *The Art of Happiness* and *The Dalai Lama's Little Book of Inner Peace*, the Dalai Lama has guided us along the path to compassion and taught us how to improve our inner lives. In *A Force for Good*, with the help of his longtime friend Daniel Goleman, the New York Times bestselling author of *Emotional Intelligence*, the Dalai Lama explains how to turn our compassionate energy outward. This revelatory and inspiring work provides a singular vision for transforming the world in practical and positive ways. Much more than just the most prominent exponent of Tibetan Buddhism, the Fourteenth Dalai Lama is also a futurist who possesses a profound understanding of current events and a remarkable caniness for modern social issues. When he takes the stage worldwide, people listen. *A Force for Good* combines the central concepts of the Dalai Lama, empirical evidence that supports them, and true stories of people who are putting his ideas into action—showing how harnessing positive energies and directing them outward has lasting and meaningful effects.

Goleman details the science of compassion and how this singular guiding motivation has the power to • break such destructive social forces as corruption, collusion, and bias • heal the planet by refocusing our concerns toward our impact on the systems that support all life • reverse

the tendency toward systemic inequity through transparency and accountability • replace violence with dialogue • counter us-and-them thinking by recognizing human oneness • create new economic systems that work for everyone, not just the powerful and rich • design schooling that teaches empathy, self-mastery, and ethics Millions of people have turned to the Dalai Lama for his unparalleled insight into living happier, more purposeful lives. Now, when the world needs his guidance more than ever, he shows how every compassion-driven human act—no matter how small—is integral for a more peaceful, harmonious world, building a force for a better future. Revelatory, motivating, and highly persuasive, *A Force for Good* is arguably the most important work from one of the world's most influential spiritual and political figures. Praise for *A Force for Good* “*A Force for Good* offers ideas that every individual can work with and build on, ranging from things that help the environment to things that help the less fortunate. [It's] a long-range, global plan from a brilliant futuristic thinker, so this is a book that can be of value to any human living on Earth. When you're ready for a jolt of optimism, pick up this book.”—Pop Culture Nerd “Far from being a self-help book, this examines specific ideas espoused by the Dalai Lama, such as emotional hygiene, compassionate economy, and education of the heart that can make the world a better place. An optimistic and thoughtful primer with practical applications.”—Booklist

*Why do seemingly rational, intelligent people commit acts of cruelty and violence? *What are the root causes of destructive behavior? *How can we control the emotions that drive these impulses? *Can we learn to live at peace with ourselves and others? Imagine sitting with the Dalai Lama in his private meeting room with a small group of world-class scientists and philosophers. The talk is lively and fascinating as these leading minds grapple with age-old questions of compelling contemporary urgency. Daniel Goleman, the internationally bestselling author of *Emotional Intelligence*, provides the illuminating commentary—and reports on the breakthrough research this historic gathering inspired. Destructive Emotions Buddhist philosophy tells us that all personal unhappiness and interpersonal conflict lie in the “three poisons”: craving, anger, and delusion. It also provides antidotes of astonishing psychological sophistication—which are now being confirmed by modern neuroscience. With new high-tech devices, scientists can peer inside the brain centers that calm the inner storms of rage and fear. They also can demonstrate that awareness-training strategies such as meditation strengthen emotional stability—and greatly enhance our positive moods. The distinguished panel members report these recent findings and debate an exhilarating range of other topics: What role do destructive emotions play in human evolution? Are they “hardwired” in our bodies? Are they universal, or does culture determine how we feel? How can we nurture the compassion that is also our birthright? We learn how practices that reduce negativity have also been shown to bolster the immune system. Here, too, is an enlightened proposal for a school-based program of social and emotional learning that can help our children increase self-awareness, manage their anger, and become more empathetic. Throughout, these provocative ideas are brought to life by the play of personalities, by the Dalai Lama's probing questions, and by his surprising sense of humor. Although there are no easy answers, the dialogues, which are part of a series sponsored by the Mind and Life Institute, chart an ultimately hopeful course. They are sure to spark discussion among educators, religious and political leaders, parents—and all people who seek peace for themselves and the world. The Mind and Life Institute sponsors cross-cultural dialogues that bring together the Dalai Lama and other Buddhist scholars with Western scientists and philosophers. Mind and Life VIII, on which this book is based, took place in Dharamsala, India, in March 2000.

Bestselling author Sherman Alexie tells the story of Junior, a budding cartoonist growing up on the Spokane Indian Reservation. Determined to take his future into his own hands, Junior leaves his troubled school on the rez to attend an all-white farm town high school where the only other Indian is the school mascot. Heartbreaking, funny, and beautifully written, *The Absolutely True Diary of a Part-Time Indian*, which is based on the author's own experiences, coupled with poignant drawings by Ellen Forney that reflect the character's art, chronicles the

contemporary adolescence of one Native American boy as he attempts to break away from the life he was destined to live. With a forward by Markus Zusak, interviews with Sherman Alexie and Ellen Forney, and four-color interior art throughout, this edition is perfect for fans and collectors alike.

This wonderful picture book for children and adults alike introduces the powerful practice of mindfulness in a fun and exciting way. With the delightful Monkey and his serene friend Happy Panda guiding readers to a calmer and more attentive mind, this whimsical yet warm presentation will delight all readers. As our story begins, Monkey is not so mindful - his Monkey Mind constantly jumping from one thing to another - but he encounters a mysterious and playful friend in Happy Panda. Panda helps Monkey recognize the simple joy of doing what you're doing while you're doing it.

Leading scientists and science writers reflect on the life-changing, perspective-changing, new science of human goodness. In these pages you will hear from Steven Pinker, who asks, "Why is there peace?"; Robert Sapolsky, who examines violence among primates; Paul Ekman, who talks with the Dalai Lama about global compassion; Daniel Goleman, who proposes "constructive anger"; and many others. Led by renowned psychologist Dacher Keltner, the Greater Good Science Center, based at the University of California in Berkeley, has been at the forefront of the positive psychology movement, making discoveries about how and why people do good. Four times a year the center publishes its findings with essays on forgiveness, moral inspiration, and everyday ethics in Greater Good magazine. The best of these writings are collected here for the first time. A collection of personal stories and empirical research, *The Compassionate Instinct* will make you think not only about what it means to be happy and fulfilled but also about what it means to lead an ethical and compassionate life. When asked to define the ideal leader, many would emphasize traits such as intelligence, toughness, determination, and vision—the qualities traditionally associated with leadership. Often left off the list are softer, more personal qualities—but they are also essential. Although a certain degree of analytical and technical skill is a minimum requirement for success, studies indicate that emotional intelligence may be the key attribute that distinguishes outstanding performers from those who are merely adequate. Psychologist and author Daniel Goleman first brought the term "emotional intelligence" to a wide audience with his 1995 book of the same name, and Goleman first applied the concept to business with a 1998 classic Harvard Business Review article. In his research at nearly 200 large, global companies, Goleman found that truly effective leaders are distinguished by a high degree of emotional intelligence. Without it, a person can have first-class training, an incisive mind, and an endless supply of good ideas, but he or she still won't be a great leader. The chief components of emotional intelligence—self-awareness, self-regulation, motivation, empathy, and social skill—can sound unbusinesslike, but Goleman found direct ties between emotional intelligence and measurable business results. The Harvard Business Review Classics series offers you the opportunity to make seminal Harvard Business Review articles 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—and will have a direct impact on you today and for years to come.

Discover the revolutionary antidote to overload and exhaustion Have you tried everything to become more productive—but you're still too busy and stressed? That's because the old approaches to productivity just don't work in today's fast-paced, tech-driven

workplaces. What does work? Time management is outdated. Attention management is the solution you need. Attention management is the most essential skill you need to live a life of choice rather than a life of reaction and distraction. It's a collection of behaviors, including focus, mindfulness, control, presence, flow, and other skills, that will support your success. Productivity speaker, trainer, and author Maura Nevel Thomas shows you how to master attention management with practical strategies that make an immediate impact.

The importance of achieving focus goes well beyond your own productivity. Deep focus allows you to lead others successfully, find clarity amid uncertainty, and heighten your sense of professional fulfillment. Yet the forces that challenge sustained focus range from dingy phones to office politics to life's everyday worries. This book explains how to strengthen your ability to focus, manage your team's attention, and break the cycle of distraction. This volume includes the work of: Daniel Goleman Heidi Grant Amy Jen Su Rasmus Hougaard HOW TO BE HUMAN AT WORK. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

This gothic classic, "The Turn of the Screw" is one of the most famous ghost stories of all time. On Christmas Eve, Douglas reads a manuscript written by a former acquaintance, the governess, whom Douglas claims to have known and who is now dead. The manuscript tells the story of how the young governess is hired by a man who has become responsible for his young nephew and niece after the tragic deaths of their parents. He is uninterested in raising the children. The governess's new employer gives her full responsibility for the young siblings and explicitly states that he is not to be bothered with communications of any sort. Set in a remote estate this critically acclaimed novella tells the tale of a governess who, looking after two children, becomes convinced that the grounds are haunted. This story has been adapted many times for film and television, most recently in *The Turning* (2020). Famed for its ability to create an intimate sense of confusion and suspense, this novella is a must-read for all horror and ghost story fans.

NATIONAL BESTSELLER • A stunning "portrait of the enduring grace of friendship" (NPR) about the families we are born into, and those that we make for ourselves. A masterful depiction of love in the twenty-first century. A NATIONAL BOOK AWARD FINALIST • A MAN BOOKER PRIZE FINALIST • WINNER OF THE KIRKUS PRIZE A Little Life follows four college classmates—broke, adrift, and buoyed only by their friendship and ambition—as they move to New York in search of fame and fortune. While their relationships, which are tinged by addiction, success, and pride, deepen over the decades, the men are held together by their devotion to the brilliant, enigmatic Jude, a man scarred by an unspeakable childhood trauma. A hymn to brotherly bonds and a masterful depiction of love in the twenty-first century, Hanya Yanagihara's stunning novel is about the families we are born into, and those that we make for ourselves. Look for Hanya Yanagihara's new novel, *To Paradise*, coming in January 2022.

Goleman and Davidson sweep away the misconceptions around mindfulness and other brands of meditation, and show how smart practice can change our personal traits and even our genome for the better. Drawing on cutting-edge research, they share findings that show how meditation-- without drugs or high expense-- can cultivate qualities such as selflessness, equanimity, love and compassion, and redesign our neural circuitry.

Do you have what it takes to succeed in your career? The secret of success is not what they taught you in school. What matters most is not IQ, not a business school degree, not even technical know-how or years of expertise. The single most important factor in job performance and advancement is emotional intelligence. Emotional intelligence is actually a set of skills that anyone can acquire, and in this practical guide, Daniel Goleman identifies them, explains their importance, and shows how they can be fostered. For leaders, emotional intelligence is almost 90 percent of what sets stars apart from the mediocre. As Goleman documents, it's the essential ingredient for reaching and staying at the top in any field, even in high-tech careers. And organizations that learn to operate in emotionally intelligent ways are the companies that will remain vital and dynamic in the competitive marketplace of today—and the future.

Identifying the underlying reasons why people really lose their ability to focus at work and drawing on case studies, a leading authority on ADD and ADHD presents a set of reliable techniques that will help anyone regain control of their attention and most productive mental state in the workplace. By the best-selling author of *Driven to Distraction*. 25,000 first printing.

One of Bookpage's Most Anticipated Nonfiction Books of 2021 Join "America's funniest science writer" (Peter Carlson, Washington Post), Mary Roach, on an irresistible investigation into the unpredictable world where wildlife and humans meet. What's to be done about a jaywalking moose? A bear caught breaking and entering? A murderous tree? Three hundred years ago, animals that broke the law would be assigned legal representation and put on trial. These days, as New York Times best-selling author Mary Roach discovers, the answers are best found not in jurisprudence but in science: the curious science of human-wildlife conflict, a discipline at the crossroads of human behavior and wildlife biology. Roach tags along with animal-attack forensics investigators, human-elephant conflict specialists, bear managers, and "danger tree" faller blasters. Intrepid as ever, she travels from leopard-terrorized hamlets in the Indian Himalaya to St. Peter's Square in the early hours before the pope arrives for Easter Mass, when vandal gulls swoop in to destroy the elaborate floral display. She taste-tests rat bait, learns how to install a vulture effigy, and gets mugged by a macaque. Combining little-known forensic science and conservation genetics with a motley cast of laser scarecrows, langur impersonators, and trespassing squirrels, Roach reveals as much about humanity as about nature's lawbreakers. When it comes to "problem" wildlife, she finds, humans are more often the problem—and the solution. Fascinating, witty, and humane, *Fuzz* offers hope for compassionate coexistence in our ever-expanding human habitat.

In this humorous and perceptive exchange between two devils, C. S. Lewis delves into moral questions about good vs.

evil, temptation, repentance, and grace. Through this wonderful tale, the reader emerges with a better understanding of what it means to live a faithful life.

How do some people bounce back with vigor from daily setbacks, professional crises, or even intense personal trauma? This book reveals the key traits of those who emerge stronger from challenges, helps you train your brain to withstand the stresses of daily life, and presents an approach to an effective career reboot. This volume includes the work of: Daniel Goleman Jeffrey A. Sonnenfeld Shawn Achor This collection of articles includes “How Resilience Works,” by Diane Coutu; “Resilience for the Rest of Us,” by Daniel Goleman; “How to Evaluate, Manage, and Strengthen Your Resilience,” by David Kopans; “Find the Coaching in Criticism,” by Sheila Heen and Douglas Stone; “Firing Back: How Great Leaders Rebound After Career Disasters,” by Jeffrey A. Sonnenfeld and Andrew J. Ward; and “Resilience Is About How You Recharge, Not How You Endure,” by Shawn Achor and Michelle Gielan. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Empathy is credited as a factor in improved relationships and even better product development. But while it’s easy to say “just put yourself in someone else’s shoes,” the reality is that understanding the motivations and emotions of others often proves elusive. This book helps you understand what empathy is, why it’s important, how to surmount the hurdles that make you less empathetic—and when too much empathy is just too much. This volume includes the work of: Daniel Goleman Annie McKee Adam Waytz This collection of articles includes “What Is Empathy?” by Daniel Goleman; “Why Compassion Is a Better Managerial Tactic Than Toughness” by Emma Seppala; “What Great Listeners Actually Do” by Jack Zenger and Joseph Folkman; “Empathy Is Key to a Great Meeting” by Annie McKee; “It’s Harder to Empathize with People If You’ve Been in Their Shoes” by Rachel Rutton, Mary-Hunter McDonnell, and Loran Nordgren; “Being Powerful Makes You Less Empathetic” by Lou Solomon; “A Process for Empathetic Product Design” by Jon Kolko; “How Facebook Uses Empathy to Keep User Data Safe” by Melissa Luu-Van; “The Limits of Empathy” by Adam Waytz; and “What the Dalai Lama Taught Daniel Goleman About Emotional Intelligence” an interview with Daniel Goleman by Andrea Ovens. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations,

and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

Imagine what you could achieve if you could only clear your mind The Little Book of Clarity shows you how to clear your head and get things done. Based on bestselling book, Clarity, this new edition has been distilled to the essentials, getting right to the point. With no vague theory or superfluous anecdotes, this book gets you right to work reducing stress and boosting productivity by uncovering your mind's in-built "self-clearing" capacity. As you begin to understand the concept of innate thinking, the benefits will start emerging in every corner of your life. As you think less, you'll win more — at work, at home, and at the game of life as a whole. You'll rid your mind of clutter for good as you focus on what matters, and finally free up the time you need to pursue your dreams. Life's constant bombardment of "to-do" and "urgent" pushes your own priorities clear off the radar. Before you know it, you're always busy, but not getting very much accomplished. Personal goals fall by the wayside as you struggle just to keep up with day-to-day life. This book shows you how to cut the noise and clear the fog, and start working on what matters to you. Harness the power of insight and principles Discover your true identity and innate wisdom Build better relationships and stronger connections Discard toxic goals and pursue authentic desires Clarity is the mind's natural state, a state to which it will always return if given the chance. Although it's evident in children, most adults have had this ability conditioned out of them by our "go-go-go" society, leaving them mentally muddy, stressed, and ineffectual. The Little Book of Clarity helps you erase that conditioning and gain the peace of mind to live a life you love — permanently.

Can I Have Your Attention? is not your traditional self-help book that offers 12 simple steps to enhance brainpower. Nor is it a book on Eastern Wisdom, spirituality, or conventional meditation. It is an eye-popping adventure that combines ancient, high-speed attention-building processes with cutting-edge attention research in psychology, neurology, and biology. Through Joseph Cardillo's engaging personal account of the world of human attention—which synthesizes the stories of more than two dozen experts—you will uncover surprising secrets about the workings of your own mind. Did you know that: — You can use your attention to perfect any daily activity—from piano playing to work-related activities to perfecting your golf swing? — In just one-six-hundredth of a second, a random detail you glimpse in the corner of your eye can determine whether you like someone you just met, cause or avoid an accident, make you feel happy or depressed all day, and lead you to succeed or fail at anything you try? — Specifically designed meditation techniques can be used to scan and shift brain waves, altering one's attention as effectively as electrode-packed biofeedback instruments? — Most importantly, you can train your attention to turn such processes on or off on command? This fresh look at ancient attention skills and new science will transform your thinking about what human attention is as well as offer a guide to

incorporating its insights into your daily life. Can I Have Your Attention? even presents a redefinition of attention deficit and reveals a variety of natural, non-medical tools that can significantly amp up anyone's attention!

#1 BESTSELLER • The groundbreaking book that redefines what it means to be smart, with a new introduction by the author "A thoughtfully written, persuasive account explaining emotional intelligence and why it can be crucial."—USA Today Everyone knows that high IQ is no guarantee of success, happiness, or virtue, but until Emotional Intelligence, we could only guess why. Daniel Goleman's brilliant report from the frontiers of psychology and neuroscience offers startling new insight into our "two minds"—the rational and the emotional—and how they together shape our destiny. Drawing on groundbreaking brain and behavioral research, Goleman shows the factors at work when people of high IQ flounder and those of modest IQ do surprisingly well. These factors, which include self-awareness, self-discipline, and empathy, add up to a different way of being smart—and they aren't fixed at birth. Although shaped by childhood experiences, emotional intelligence can be nurtured and strengthened throughout our adulthood—with immediate benefits to our health, our relationships, and our work. The twenty-fifth-anniversary edition of Emotional Intelligence could not come at a better time—we spend so much of our time online, more and more jobs are becoming automated and digitized, and our children are picking up new technology faster than we ever imagined. With a new introduction from the author, the twenty-fifth-anniversary edition prepares readers, now more than ever, to reach their fullest potential and stand out from the pack with the help of EI.

Annotation.

This book is a collection of the author's writings, previously published in the Harvard Business Review and other business journals, on leadership and emotional intelligence. The material has become essential reading for leaders, coaches and educators committed to fostering stellar management, increasing performance, and driving innovation. The collection reflects the evolution of Dr. Goleman's thinking about emotional intelligence, tracking the latest neuroscientific research on the dynamics of relationships, and the latest data on the impact emotional intelligence has on an organization's bottom-line. --

The benefits of mindfulness include better performance, heightened creativity, deeper self-awareness, and increased charisma—not to mention greater peace of mind. This book gives you practical steps for building a sense of presence into your daily work routine. It also explains the science behind mindfulness and why it works and gives clear-eyed warnings about the pitfalls of the fad. This volume includes the work of: Daniel Goleman Ellen Langer Susan David Christina Congleton This collection of articles includes "Mindfulness in the Age of Complexity," an interview with Ellen Langer by Alison Beard; "Mindfulness Can Literally Change Your Brain," by Christina Congleton, Britta K. Hölzel, and Sara W.

Lazar; “How to Practice Mindfulness Throughout Your Work Day,” by Rasmus Hougaard and Jacqueline Carter; “Resilience for the Rest of Us,” by Daniel Goleman; “Emotional Agility: How Effective Leaders Manage Their Thoughts and Feelings,” by Susan David and Christina Congleton; “Don’t Let Power Corrupt You,” by Dacher Keltner; “Mindfulness for People Who Are Too Busy to Meditate,” by Maria Gonzalez; “Is Something Lost When We Use Mindfulness as a Productivity Tool?” by Charlotte Lieberman; and “There Are Risks to Mindfulness at Work,” by David Brendel. How to be human at work. The HBR Emotional Intelligence Series features smart, essential reading on the human side of professional life from the pages of Harvard Business Review. Each book in the series offers proven research showing how our emotions impact our work lives, practical advice for managing difficult people and situations, and inspiring essays on what it means to tend to our emotional well-being at work. Uplifting and practical, these books describe the social skills that are critical for ambitious professionals to master.

We live in a challenging, complex, inter-connected and unpredictable world beset by a range of seemingly insoluble problems. But, says Michael Fullan—an internationally acclaimed authority on organizational change—we have an increasing understanding of how to tackle complex change. This involves developing a new kind of leader: one who recognizes what is needed to bring about deep and lasting changes in living systems at all levels. These leaders need a deep understanding of what motivates us as human beings and how we tap into and influence other people's self-motivation. In his previous best-selling books *The Six Secrets of Change*, *Leading in a Culture of Change*, and *Turnaround Leadership*, Michael Fullan examined the concepts and processes of change. In *Change Leader* he turns his focus to the core practices of leadership that are so vital for leading in today's complex world. He reveals seven core practices for today's leaders, all of which appear to be deceptively simple but actually get to the essence of what differentiates a powerful leader from one who is merely competent: Practice Drives Theory Be Resolute Motivate the Masses Collaborate to Compete Learn Confidently Know Your Impact Sustain Simplicity Throughout the book Fullan argues that powerful leaders have built bedrocks of credibility, have learned how to identify the few things that matter most, and know how to leverage their skills in ways that benefit their entire organization. The author shows leaders how to avoid policies and strategies that focus on shallow and short-term goals and develop leadership skills for long-term success. With a wealth of illustrative examples from business, education, nonprofit, and government sectors *Change Leader* provides a much-needed leadership guide for today's turbulent climate.

#1 New York Times bestselling author John C. Maxwell believes that any setback, whether professional or personal, can be turned into a step forward when you possess the right tools to turn a loss into a gain. Drawing on nearly fifty years of leadership experience, Dr. Maxwell provides a roadmap for winning by examining the eleven elements that constitute the

DNA of learners who succeed in the face of problems, failure, and losses. 1. Humility - The Spirit of Learning 2. Reality - The Foundation of Learning 3. Responsibility - The First Step of Learning 4. Improvement - The Focus of Learning 5. Hope - The Motivation of Learning 6. Teachability - The Pathway of Learning 7. Adversity - The Catalyst of Learning 8. Problems - The Opportunities of Learning 9. Bad Experiences - The Perspective for Learning 10. Change - The Price of Learning 11. Maturity - The Value of Learning Learning is not easy during down times, it takes discipline to do the right thing when something goes wrong. As John Maxwell often points out--experience isn't the best teacher; evaluated experience is.

“An invaluable operating manual,” says Tony Hsieh, Zappos CEO and author of *Delivering Happiness*. Using brilliantly simple logic that illuminates the universal truths in common emotional challenges, popular motivational speaker and bestselling author Chip Conley has written “a fresh, original guide to an authentic and fulfilling life.”* With a foreword by Tony Hsieh, CEO of Zappos and author of *Delivering Happiness* When Chip Conley, dynamic author of the bestselling *Peak*, suffered a series of devastating personal and professional setbacks, he began using what he came to call “Emotional Equations” (such as Joy = Love - Fear) to help him focus on the variables in life that he could handle, rather than dwelling on the parts he couldn't, such as the bad economy, death, and taxes. Using brilliantly simple logic that illuminates the universal truths in common emotional challenges, *Emotional Equations* offers a way to identify the elements in our lives that we can change, those we can't, and how to better understand our emotions so they can help us . . . rather than hurt us. Equations like “Despair = Suffering - Meaning” and “Happiness = Wanting What You Have ÷ Having What You Want” have been reviewed for mathematical and psychological accuracy by experts. Now Conley tells his own comeback story and those of other resilient people and inspiring role models who have worked through emotional equations in their own lives. *Emotional Equations* arms you with practical strategies for turbulent times.

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