

Hbrs 10 Must Reads On Strategy

Position yourself for success. Get more of the management ideas you want, from the authors you trust, with HBR's 10 Must Reads on Managing Yourself (Vol. 2). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you stay engaged, be productive, and continue to grow throughout your working life. With insights from leading experts including Susan David, Joseph Badaracco, and Laura Morgan Roberts, this book will inspire you to:

- Identify your purpose and translate it into action
- Make time to learn—and stay relevant in a world of rapid change
- Turn your strengths into superpowers
- Spend more time on the work that matters
- Tackle even your toughest decisions with confidence
- Reduce burnout from collaboration
- Take a stand for yourself and for others

This collection of articles includes "From Purpose to Impact," by Nick Craig and Scott A. Snook; "Learning to Learn," by Erika Andersen; "Making Yourself Indispensable," by John H. Zenger, Joseph R. Folkman, and Scott K. Edinger; "Make Time for the Work That Matters," by Julian Birkinshaw and Jordan Cohen; "Collaboration Without Burnout," by Rob Cross, Scott Taylor, and Deb Zehner; "Emotional Agility," by Susan David and Christina Congleton; "How to Tackle Your Toughest Decisions," by Joseph L. Badaracco; "How Dual-Career Couples Make It Work," by Jennifer Petriglieri; "Cultivating Everyday Courage," by James R. Detert; "Be Your Own Best Advocate," by Deborah M. Kolb; "Building an Ethical Career," by Maryam Kouchaki

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and Isaac H. Smith; "When and How to Respond to Microaggressions," by Ella F. Washington, Alison Hall Birch, and Laura Morgan Roberts. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

Help your team excel. Go from being a good practitioner to being an extraordinary leader of healthcare professionals. If you read nothing else on leadership, read these articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones for healthcare leaders to help you and your team excel, maximize performance, and live into your mission. Leading experts, such as Thomas H. Lee, Daniel Goleman, Peter F. Drucker, John P. Kotter, and Amy C. Edmondson, provide the insights and advice you need to: Understand the difference between managers and leaders Motivate others to excel Create successful cross-functional teams on the fly Maintain your identity and values as a clinician as you move into an organizational leadership role Have an impact not only on your organization but on the surrounding system

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Work in complex environments where authority is diffuse
Lead effectively in times of rapid change This collection of articles includes "What Makes a Leader?," by Daniel Goleman; "What Makes an Effective Executive," by Peter F. Drucker; "What Leaders Really Do," by John P. Kotter; "Level 5 Leadership: The Triumph of Humility and Fierce Resolve," by Jim Collins; "The Work of Leadership," by Ronald A. Heifetz and Donald L. Laurie; "Teamwork on the Fly," by Amy C. Edmondson; "Who Has the D? How Clear Decision Roles Enhance Organizational Performance," by Paul Rogers and Marcia Blenko; "In Praise of the Incomplete Leader," by Deborah Ancona, Thomas W. Malone, Wanda J. Orlikowski, and Peter M. Senge; "Using the Balanced Scorecard as a Strategic Management System," by Robert S. Kaplan and David P. Norton; "Health Care's Service Fanatics," by James I. Merlino and Ananth Raman; and "Engaging Doctors in the Health Care Revolution," by Thomas H. Lee and Toby Cosgrove.

Do you have the right strategy to lead your company into the future? More of the ideas you want, from the authors you trust. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you combat new competitors and ensure that you can define--and execute--the best strategy for your company. With insights from leading experts, this book will inspire you to: Choose a strategy that best meets the demands of your competitive environment Generate economic value for your company, while also producing value for society Create and capture new markets--and break free of old ones

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See the growing relevance of data analytics in your organization Transform your products and services into platforms Identify the signals of future disruption and take steps to avoid it HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

Revitalize your company and roar out of the recession. We're facing the second major global downturn in a decade. To survive, companies must balance managing the crisis in the short term with innovation and reinvention to return to growth in a changed world. HBR's 10 Must Reads for the Recession Collection offers the ideas and strategies you need to lead your company on the path to renewal. Included in this set are: HBR's 10 Must Reads on Managing in a Downturn (Expanded Edition) HBR's 10 Must Reads on Organizational Resilience HBR's 10 Must Reads on Managing Risk HBR's 10 Must Reads on Innovation HBR's 10 Must Reads on Business Model Innovation HBR's 10 Must Reads on Change Management It includes 60 articles selected by HBR's editors from

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renowned thought leaders such as Clayton Christensen, John Kotter, Rita Gunther McGrath, W. Chan Kim, and Renee Mauborgne, and features the indispensable articles "Global Supply Chains in a Post-Pandemic World" by Willy Shih and "Roaring Out of Recession" by Nitin Nohria and Ranjay Gulati. It's time for companies to be bold in the face extraordinary headwinds. HBR's 10 Must Reads for the Recession Collection will help you face them. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

NEW from the bestselling HBR's 10 Must Reads series. The best leaders know how to communicate clearly and persuasively. How do you stack up? If you read nothing else on communicating effectively, read these 10 articles. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you express your ideas with clarity and impact—no matter what the situation. Leading experts such as Deborah Tannen, Jay Conger, and Nick Morgan provide the insights and advice you need to: •

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Pitch your brilliant idea—successfully • Connect with your audience • Establish credibility • Inspire others to carry out your vision • Adapt to stakeholders' decision-making styles • Frame goals around common interests • Build consensus and win support Looking for more Must Read articles from Harvard Business Review? Check out these titles in the popular series: HBR's 10 Must Reads: The Essentials HBR's 10 Must Reads on Collaboration HBR's 10 Must Reads on Innovation HBR's 10 Must Reads on Leadership HBR's 10 Must Reads on Making Smart Decisions HBR's 10 Must Reads on Managing Yourself HBR's 10 Must Reads on Strategic Marketing HBR's 10 Must Reads on Teams

Contains six selected articles on leadership from the Harvard Business Review. Includes writings on the importance of emotional intelligence in leadership; argues that management is about coping with complexity; and questions what the crucial characteristics of good leaders are, including debunking common myths.

Use design thinking for competitive advantage. If you read nothing else on design thinking, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you use design thinking to produce breakthrough innovations and transform your organization. This book will inspire you to: Identify customers' "jobs to be done" and build products people love Fail small, learn quickly, and win big Provide the support design-thinking teams need to flourish Foster a culture of experimentation Sharpen your own skills as a

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design thinker Counteract the biases that perpetuate the status quo and thwart innovation Adopt best practices from design-driven powerhouses This collection of articles includes "Design Thinking," by Tim Brown; "Why Design Thinking Works," by Jeanne M. Liedtka; "The Right Way to Lead Design Thinking," by Christian Bason and Robert D. Austin; "Design for Action," by Tim Brown and Roger L. Martin; "The Innovation Catalysts," by Roger L. Martin; "Know Your Customers' 'Jobs to Be Done,'" by Clayton M. Christensen, Taddy Hall, Karen Dillon, and David S. Duncan; "Engineering Reverse Innovations," by Amos Winter and Vijay Govindarajan; "Strategies for Learning from Failure," by Amy C. Edmondson; "How Indra Nooyi Turned Design Thinking into Strategy," by Indra Nooyi and Adi Ignatius, and "Reclaim Your Creative Confidence," by Tom Kelley and David Kelley. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment. Learn to be a better negotiator--and achieve the outcomes you want. If you read nothing else on how to

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negotiate successfully, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you avoid common mistakes, find hidden opportunities, and win the best deals possible. This book will inspire you to:

- Control the negotiation before you enter the room
- Persuade others to do what you want--for their own reasons
- Manage emotions on both sides of the table
- Understand the rules of negotiating across cultures
- Set the stage for a healthy relationship long after the ink has dried
- Identify what you can live with and when to walk away

This collection of articles includes: "Six Habits of Merely Effective Negotiators" by James K. Sebenius; "Control the Negotiation Before It Begins" by Deepak Malhotra; "Emotion and the Art of Negotiation" by Alison Wood Brooks; "Breakthrough Bargaining" by Deborah M. Kolb and Judith Williams; "15 Rules for Negotiating a Job Offer" by Deepak Malhotra; "Getting to Si, Ja, Oui, Hai, and Da" by Erin Meyer; "Negotiating Without a Net: A Conversation with the NYPD's Dominick J. Misino" by Diane L. Coutu; "Deal Making 2.0: A Guide to Complex Negotiations" by David A. Lax and James K. Sebenius; "How to Make the Other Side Play Fair" by Max H. Bazerman and Daniel Kahneman; "Getting Past Yes: Negotiating as if Implementation Mattered" by Danny Ertel; "When to Walk Away from a Deal" by Geoffrey Cullinan, Jean-Marc Le Roux, and Rolf-Magnus Weddigen.

Is your message getting through? The right communication tactics can motivate your people—and fuel your business. Get more of the ideas you want, from the authors you trust, with

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HBR's 10 Must Reads on Communication (Vol. 2). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you get your message across—whether you're speaking face-to-face or connecting with someone across the world. With insights from leading experts including Erin Meyer, Heidi Grant, and Douglas Stone, this book will inspire you to: Power your organization through conversation Unlock value in your organization by asking better questions Improve your ability to give—and receive—advice Achieve better outcomes in cross-cultural negotiations Create smart, effective data visualizations Spark collaboration, learning, and innovation using digital tools This collection of articles includes: "Leadership Is a Conversation," by Boris Groysberg and Michael Slind; "The Surprising Power of Questions," by Alison Wood Brooks and Leslie K. John; "A Second Chance to Make the Right Impression," by Heidi Grant; "The Art of Giving and Receiving Advice," by David A. Garvin and Joshua D. Margolis; "Find the Coaching in Criticism," by Sheila Heen and Douglas Stone; "Visualizations That Really Work," by Scott Berinato; "What Managers Need to Know About Social Tools," by Paul Leonardi and Tsedal Neeley; "Be Yourself, But Carefully," by Lisa Rosh and Lynn Offermann; "How to Preempt Team Conflict," by Ginka Toegel and Jean-Louis Barsoux; "Getting to Si, Ja, Oui, Hai, and Da," by Erin Meyer; and "Cultivating Everyday Courage," by James R. Detert. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted

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through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

A year's worth of management wisdom, all in one place. We've reviewed the ideas, insights, and best practices from the past year of Harvard Business Review to keep you up-to-date on the most cutting-edge, influential thinking driving business today. With authors from Thomas H. Davenport to Michael E. Porter and company examples from Facebook to DHL, this volume brings the most current and important management conversations right to your fingertips. This book will inspire you to:

- Make stronger connections and build greater trust among people who work on multiple teams
- Engage customers and employees alike with the help of artificial intelligence
- Channel your outrage about sexual harassment in the workplace into effective action
- Consider how CEO activism can generate goodwill for your company--and weigh its risks
- Pair data with qualitative research to increase diversity in your organization
- Remain competitive in a hub economy by using your company's assets and capabilities differently

This collection of articles includes: "The Overcommitted Organization," by Mark Mortensen and Heidi K. Gardner; "Why Do We Undervalue Competent Management?" by Raffaella Sadun, Nicholas Bloom, and John Van Reenen; "Numbers Take Us Only So Far," by Maxine Williams; "The New CEO Activists," by Aaron K. Chatterji and Michael W. Toffel; "Artificial Intelligence for the Real World," by Thomas H. Davenport and Rajeev Ronanki; "Why Every Organization Needs an Augmented Reality Strategy," by Michael E. Porter and James E. Heppelmann; "Thriving in the Gig Economy," by Gianpiero Petriglieri, Susan Ashford, and Amy Wrzesniewski; "Managing Our Hub Economy," by Marco Iansiti and Karim R.

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Lakhani; "The Leader's Guide to Corporate Culture," by Boris Groysberg, Jeremiah Lee, Jesse Price, and J. Yo-Jud Cheng; "The Error at the Heart of Corporate Leadership," by Joseph L. Bower and Lynn S. Paine; and "Now What?" by Joan C. Williams and Suzanne Lebsack.

Most teams underperform. Yours can beat the odds. If you read nothing else on building better teams, read these 10 articles. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you assemble and steer teams that get results. Leading experts such as Jon Katzenbach, Teresa Amabile, and Tamara Erickson provide the insights and advice you need to: Boost team performance through mutual accountability Motivate large, diverse groups to tackle complex projects Increase your teams' emotional intelligence Prevent decision deadlock Extract results from a bunch of touchy superstars Fight constructively with top-management colleagues

Managing people is fraught with challenges- even if you are a seasoned manager. Here's how to handle them. If you read nothing else on managing people, read these articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you maximize your employee's performance. This book will inspire you to: tailor your management styles to fit your people; motivate with more responsibility, not more money; support first-time managers; build trust by soliciting input; teach smart people how to learn from failure; build high-performing teams; and manage your boss. -- from Back Cover

To innovate profitably, you need more than just creativity. Do you have what it takes? If you read nothing else on inspiring and executing innovation, read these 10 articles. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help

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you innovate effectively. Leading experts such as Clayton Christensen, Peter Drucker, and Rosabeth Moss Kanter provide the insights and advice you need to: Decide which ideas are worth pursuing Innovate through the front lines—not just from the top Adapt innovations from the developing world to wealthier markets Tweak new ventures along the way using discovery-driven planning Tailor your efforts to meet customers' most pressing needs Avoid classic pitfalls such as stifling innovation with rigid processes

If you read nothing else on leadership, read these definitive articles from Harvard Business Review. Leadership skills are not innate--they can be acquired and honed. HBR's 10 Must Reads on Leadership 2-Volume Collection provides enduring ideas and practical advice on how to harness inspiring, transformational leadership qualities and spearhead change. Bringing together HBR's 10 Must Reads on Leadership, Vol. 1 and HBR's 10 Must Reads on Leadership, Vol. 2, this collection includes twenty articles selected by HBR's editors and features the indispensable article "What Makes an Effective Executive" by Peter F. Drucker. From timeless classics to the latest game-changing ideas from thought leaders Jim Collins, Daniel Goleman, John Kotter, and more, HBR's 10 Must Reads on Leadership 2-Volume Collection will inspire you to: Identify areas for personal growth Develop a more dynamic and sophisticated communication style Transform yourself from a problem solver to an agenda setter Embrace the challenges of adaptive work Draw strength from adversity Build trust with and among your fellow employees Inspire others to give their all HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that

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every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

Come back from every setback a stronger and better leader If you read nothing else on mental toughness, read these ten articles by experts in the field. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you build your emotional strength and resilience--and to achieve high performance. This book will inspire you to:

- Thrive on pressure like an Olympic athlete
- Manage and overcome negative emotions by acknowledging them
- Plan short-term goals to achieve long-term aspirations
- Surround yourself with the people who will push you the hardest
- Use challenges to become a better leader
- Use creativity to move past trauma
- Understand the tools your mind uses to recover from setbacks.

This collection of articles includes "How the Best of the Best Get Better and Better," by Graham Jones; "Crucibles of Leadership," by Warren G. Bennis and Robert J. Thomas; "Building Resilience," by Martin E.P. Seligman; "Cognitive Fitness," by Roderick Gilkey and Clint Kilts; "The Making of a Corporate Athlete," by Jim Loehr and Tony Schwartz; "Stress Can Be a Good Thing If You Know How to Use It," by Alla Crum and Thomas Crum; "How to Bounce Back from Adversity," by Joshua D. Margolis and Paul G. Stoltz; "Rebounding from Career Setbacks," by Mitchell Lee Marks, Philip Mirvis, and Ron Ashkenas; "Realizing What You're Made Of," by Glenn E. Mangurian; "Extreme Negotiations," by Jeff Weiss, Aram Donigian, and Jonathan Hughes; and "Post-Traumatic Growth and Building Resilience," by Martin Seligman and Sarah Green Carmichael.

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

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In his defining work on emotional intelligence, bestselling author Daniel Goleman found that it is twice as important as other competencies in determining outstanding leadership. If you read nothing else on emotional intelligence, read these 10 articles by experts in the field. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you boost your emotional skills—and your professional success. This book will inspire you to:

- Monitor and channel your moods and emotions
- Make smart, empathetic people decisions
- Manage conflict and regulate emotions within your team
- React to tough situations with resilience
- Better understand your strengths, weaknesses, needs, values, and goals
- Develop emotional agility

This collection of articles includes: “What Makes a Leader” by Daniel Goleman, “Primal Leadership: The Hidden Driver of Great Performance” by Daniel Goleman, Richard Boyatzis, and Annie McKee, “Why It’s So Hard to Be Fair” by Joel Brockner, “Why Good Leaders Make Bad Decisions” by Andrew Campbell, Jo Whitehead, and Sydney Finkelstein, “Building the Emotional Intelligence of Groups” by Vanessa Urch Druskat and Steve B. Wolff, “The Price of Incivility: Lack of Respect Hurts Morale—and the Bottom Line” by Christine Porath and Christine Pearson, “How Resilience Works” by Diane Coutu, “Emotional Agility: How Effective Leaders Manage Their Negative Thoughts and Feelings” by Susan David and Christina Congleton, “Fear of Feedback” by Jay M. Jackman and Myra H. Strober, and “The Young and the Clueless” by Kerry A. Bunker,

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Kathy E. Kram, and Sharon Ting.

Intelligent machines are revolutionizing business. Machine learning and data analytics are powering a wave of groundbreaking technologies. Is your company ready? If you read nothing else on how intelligent machines are revolutionizing business, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you understand how these technologies work together, how to adopt them, and why your strategy can't ignore them. In this book you'll learn how: Data science, driven by artificial intelligence and machine learning, is yielding unprecedented business insights Blockchain has the potential to restructure the economy Drones and driverless vehicles are becoming essential tools 3-D printing is making new business models possible Augmented reality is transforming retail and manufacturing Smart speakers are redefining the rules of marketing Humans and machines are working together to reach new levels of productivity This collection of articles includes "Artificial Intelligence for the Real World," by Thomas H. Davenport and Rajeev Ronanki; "Stitch Fix's CEO on Selling Personal Style to the Mass Market," by Katrina Lake; "Algorithms Need Managers, Too," by Michael Luca, Jon Kleinberg, and Sendhil Mullainathan; "Marketing in the Age of Alexa," by Niraj Dawar; "Why Every Organization Needs an Augmented Reality Strategy," by Michael E. Porter and James E. Heppelmann; "Drones Go to Work," by Chris Anderson; "The Truth About Blockchain," by Marco Iansiti and Karim R. Lakhani; "The 3-D Printing

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Playbook," by Richard A. D'Aveni; "Collaborative Intelligence: Humans and AI Are Joining Forces," by H. James Wilson and Paul R. Daugherty; "When Your Boss Wears Metal Pants," by Walter Frick; and "Managing Our Hub Economy," by Marco Iansiti and Karim R. Lakhani. Business.

What will it take to create a more gender-balanced workplace? If you read nothing else on leadership and gender at work, read these 10 articles by experts in the field. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you understand where gender equality is today--and how far we still have to go. This book will inspire you to: Better understand the path women must take to leadership Learn the root causes of the barriers that exist for women in the workplace Check your own gender biases and distinguish between confidence and competence in your colleagues Manage a more effective gender-diversity program Recognize the issues women face when speaking up about bias or harassment Help women reenter the workforce after taking time off--and create opportunities for them to reach their ambitions. This collection of articles includes "Women and the Labyrinth of Leadership," by Alice H. Eagly and Linda L. Carli; "Do Women Lack Ambition?" by Anna Fels; "Women Rising: The Unseen Barriers," by Herminia Ibarra, Robin Ely, and Deborah Kolb; "Women and the Vision Thing," by Herminia Ibarra and Otilia Obodaru; "The Power of Talk: Who Gets Heard and Why," by Deborah Tannen; "The Memo Every Woman Keeps in Her Desk," by Kathleen Reardon; "Why

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Diversity Programs Fail," by Frank Dobbin and Alexandra Kalev; "Now What?" by Joan C. Williams and Suzanne LeBsock; "The Battle for Female Talent in Emerging Markets," by Sylvia Ann Hewlett and Ripa Rashid; "Off-Ramps and On-Ramps: Keeping Talented Women on the Road to Success," by Sylvia Ann Hewlett and Carolyn Buck Luce; and "Sheryl Sandberg: The HBR Interview," by Sheryl Sandberg and Adi Ignatius. Change is the one constant in business, and we must adapt or face obsolescence. Yet certain challenges never go away. That's what makes this book "must read." These are the 10 seminal articles by management's most influential experts, on topics of perennial concern to ambitious managers and leaders hungry for inspiration--and ready to run with big ideas to accelerate their own and their companies' success. If you read nothing else - full stop - read: Michael Porter on creating competitive advantage and distinguishing your company from rivals John Kotter on leading change through eight critical stages Daniel Goleman on using emotional intelligence to maximize performance Peter Drucker on managing your career by evaluating your own strengths and weaknesses Clay Christensen on orchestrating innovation within established organizations Tom Davenport on using analytics to determine how to keep your customers loyal Robert Kaplan and David Norton on measuring your company's strategy with the Balanced Scorecard Rosabeth Moss Kanter on avoiding common mistakes when pushing innovation forward Ted Levitt on understanding who your customers are and what they really want C. K. Prahalad and Gary Hamel on

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identifying the unique, integrated systems that support your strategy

In his defining work on emotional intelligence, bestselling author Daniel Goleman found that it is twice as important as other competencies in determining outstanding leadership. If you read nothing else on emotional intelligence, read these 10 articles by experts in the field. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you boost your emotional skills--and your professional success. This book will inspire you to:

- * Monitor and channel your moods and emotions
- * Make smart, empathetic people decisions
- * Manage conflict and regulate emotions within your team
- * React to tough situations with resilience
- * Better understand your strengths, weaknesses, needs, values, and goals
- * Develop emotional agility

Five years' worth of management wisdom, all in one place. Get the latest, most significant thinking from the pages of Harvard Business Review in *5 Years of Must Reads: 2021 Edition*. Every year, HBR editors examine the ideas, insights, and best practices from the past twelve months to select the definitive articles that have provoked the most conversation, the most inspiration, and the most change. From how you can lead with authenticity by moving past your comfort zone, to understanding how blockchain will affect your industry, to creating a workplace where gender equity can thrive, the articles in this five-book collection will help you manage your daily challenges and meet the changing competitive landscape head-on. Books in the HBR 10 Must Reads

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series offer essential reading selected from the pages of Harvard Business Review on topics critical to the success of every manager. Each book is packed with advice and inspiration from leading experts such as Clayton Christensen, Michael Porter, W. Chan Kim, Renee Mauborgne, Herminia Ibarra, Marcus Buckingham, Joan C. Williams, Roger Martin, Adam Grant, and Katrina Lake. Company examples range from Pepsico, DHL, and Deloitte to Alibaba, Adobe, and Stitch Fix. 5 Years of Must Reads: 2021 Edition brings the most current and important business conversations to your fingertips.

HBR's 10 Must Reads

Help your company adapt to the new rules of competition. If you read nothing else on creating value with business platforms and ecosystems, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you reap the rewards of multisided platforms (MSPs)—or defend your company against these formidable opponents. This book will inspire you to:

- Assess the threat of disruption from platforms in your industry
- Decide whether and how to play with increasingly powerful platform businesses
- Choose the right strategy for transforming your product into a platform
- Harness network effects to maximize value for the partners in your ecosystem
- Shift from managing products to managing interactions
- Learn when moving first and growing fast will work—and when it won't
- Manage winner-take-all dynamics

This collection of articles includes "Pipelines, Platforms, and the New

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Rules of Strategy," by Marshall W. Van Alstyne, Geoffrey G. Parker, and Sangeet Paul Choudary; "Strategies for Two-Sided Markets," Thomas R. Eisenmann, Geoffrey Parker, and Marshall W. Van Alstyne; "Finding the Platform in Your Product," by Andrei Hagiu and Elizabeth Altman; "What's Your Google Strategy?," by Andrei Hagiu and David B. Yoffie; "In the Ecosystem Economy, What's Your Strategy?," by Michael G. Jacobides; "Right Tech, Wrong Time," by Ron Adner and Rahul Kapoor; "Managing Our Hub Economy," by Marco Iansiti and Karim R. Lakhani; "Why Some Platforms Thrive and Others Don't," by Feng Zhu and Marco Iansiti; "Spontaneous Deregulation," by Benjamin Edelman and Damien Geradin; "Alibaba and the Future of Business," by Ming Zeng; and "Fixing Discrimination in Online Marketplaces," by Ray Fisman and Michael Luca. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

If you read nothing else on strategy, read these definitive articles from Harvard Business Review. Defining--and

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executing--the best strategy for your company is fraught with challenge. Do you have the right strategy to lead your company into the future? HBR's 10 Must Reads on Strategy 2-Volume Collection provides enduring ideas and practical advice on how to accelerate your organization's strategy development and execution. Bringing together HBR's 10 Must Reads on Strategy, Vol. 1 and HBR's 10 Must Reads on Strategy, Vol. 2, this collection includes twenty articles selected by HBR's editors and features the indispensable article "What is Strategy?" by Michael E. Porter. From timeless classics to the latest game-changing ideas from thought leaders W. Chan Kim, Renee Mauborgne, Jim Collins, and more, HBR's 10 Must Reads on Strategy 2-Volume Collection will inspire you to: Distinguish your companies from your rivals Reinvent your business model to keep you on the competitive map Craft a vision for an uncertain future Create and capture new markets--and break free from overcrowded ones Clarify decision roles for faster decision making See the growing relevance of data analytics in your organization Transform your products and services into platforms Identify the signals of future disruption and take steps to avoid it HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business

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Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment. You want the most important ideas on management all in one place. Now you can have them--in a set of HBR's 10 Must Reads, available as a 14-volume paperback boxed set or as an ebook set. We've combed through hundreds of Harvard Business Review articles on topics such as emotional intelligence, communication, change, leadership, strategy, managing people, and managing yourself and selected the most important ones to help you maximize your own and your organization's performance. The HBR's 10 Must Reads Ultimate Boxed Set includes 14 bestselling collections: HBR's 10 Must-Reads on Leadership; HBR's 10 Must-Reads on Emotional Intelligence; HBR's 10 Must-Reads on Managing Yourself; HBR's 10 Must-Reads on Strategy; HBR's 10 Must-Reads on Change Management; HBR's 10 Must-Reads on Managing People; HBR's 10 Must Reads: The Essentials; HBR's 10 Must-Reads on Communication; HBR's 10 Must-Reads on Managing Across Cultures; HBR's 10 Must-Reads on Strategic Marketing; HBR's 10 Must-Reads on Teams; HBR's 10 Must-Reads on Innovation; HBR's 10 Must-Reads on Making Smart Decisions; and HBR's 10 Must-Reads on Collaboration. The HBR's 10 Must Reads Ultimate Boxed Set makes a smart gift for your team, colleagues, or clients. HBR's 10 Must Reads series is the definitive collection of ideas and best practices for aspiring and experienced leaders alike. These books offer essential

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reading selected from the pages of Harvard Business Review on topics critical to the success of every manager. Each book is packed with advice and inspiration from leading experts such as Clayton Christensen, Peter Drucker, Rosabeth Moss Kanter, John Kotter, Michael Porter, Daniel Goleman, Theodore Levitt, and Rita Gunther McGrath.

Keep shareholders happy and manage for the long term. Earning a board seat is a rite of passage. But directors must juggle many responsibilities, from steering company strategy, managing risk, and appointing leaders to setting the right incentives, meeting shareholder expectations, and dealing with activist investors. How do you balance it all? If you read nothing else on boards, read these 10 articles by experts in the field. We've combed through hundreds of articles in the Harvard Business Review archive and selected the most important ones to help you set your board up for success. This book will inspire you to:

- Ensure you have directors who can meet company goals
- Establish a robust succession-planning process
- Encourage the risk-taking that will generate breakthrough innovation
- Prioritize the health of the enterprise without neglecting shareholders
- Provide the critical support a new CEO needs to succeed
- Ignite nonprofit board members by engaging them in work that matters
- Take on the world's toughest economic, social, and environmental problems

This collection of articles includes "What Makes Great Boards Great," by Jeffrey A. Sonnenfeld; "Building Better Boards," by David A. Nadler; "The Error at the Heart of Corporate Leadership," by Joseph L. Bower and Lynn S.

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Paine; "The New Work of the Nonprofit Board," by Barbara E. Taylor, Richard P. Chait, and Thomas P. Holland; "Dysfunction in the Boardroom," by Boris Groysberg and Deborah Bell; "The Board's New Innovation Imperative," by Linda A. Hill and George Davis; "Managing Risks: A New Framework," by Robert S. Kaplan and Anette Mikes; "Ending the CEO Succession Crisis," by Ram Charan; "Comp Targets That Work," by Radhakrishnan Gopalan, John Horn, and Todd Milbourn; and "Sustainability in the Boardroom," by Lynn S. Paine. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

A year's worth of management wisdom, all in one place. We've reviewed the ideas, insights, and best practices from the past year of Harvard Business Review to keep you up-to-date on the most cutting-edge, influential thinking driving business today. With authors from Michael E. Porter to Katrina Lake and company examples from Alibaba to 3M, this volume brings the most current and important management conversations

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right to your fingertips. This book will inspire you to: Ask better questions to boost your learning, persuade others, and negotiate more effectively Create workplace conditions where gender equity can thrive Boost results by allowing humans and AI to enhance one another's strengths Make better connections with your customers by giving them a glimpse inside your company Scale your agile processes from a few teams to hundreds Build a commitment to both economic and social values in your organization Prepare your company for a rapidly aging workforce and society This collection of articles includes "The Surprising Power of Questions," by Alison Wood Brooks and Leslie K. John; "Strategy Needs Creativity," by Adam Brandenburger; "What Most People Get Wrong about Men and Women," by Catherine H. Tinsley and Robin J. Ely; "Collaborative Intelligence: Humans and AI Are Joining Forces," by H. James Wilson and Paul R. Daugherty; "Stitch Fix's CEO on Selling Personal Style to the Mass Market," by Katrina Lake; "Strategy for Start-Ups," by Joshua Gans, Erin L. Scott, and Scott Stern; "Agile at Scale," by Darrell K. Rigby, Jeff Sutherland, and Andy Noble; "Operational Transparency," by Ryan W. Buell; "The Dual-Purpose Playbook," by Julie Battilana, Anne-Claire Pache, Metin Sengul, and Marissa Kimsey; "How CEOs Manage Time," by Michael E. Porter and Nitin Nohria; and "When No One Retires," by Paul Irving.

If you read nothing else on sales, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you understand how to create the conditions for

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sales success. This book will inspire you to:

- * Understand your customer's buying center
- * Integrate your sales and marketing operations
- * Assess your business cycle and its impact on your sales force
- * Transition away from solution sales
- * Leverage the power of micromarkets
- * Introduce tiebreaker selling and consensus selling
- * Motivate your sales force properly

Managing people is fraught with challenges—even if you're a seasoned manager. Here's how to handle them. If you read nothing else on managing people, read these 10 articles (featuring "Leadership That Gets Results," by Daniel Goleman). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you maximize your employees' performance. HBR's 10 Must Reads on Managing People will inspire you to:

- Tailor your management styles to fit your people
- Motivate with more responsibility, not more money
- Support first-time managers
- Build trust by soliciting input
- Teach smart people how to learn from failure
- Build high-performing teams
- Manage your boss

This collection of best-selling articles includes: featured article "Leadership That Gets Results" by Daniel Goleman, "One More Time: How Do You Motivate Employees?" "The Set-Up-to-Fail Syndrome," "Saving Your Rookie Managers from Themselves," "What Great Managers Do," "Fair Process: Managing in the Knowledge Economy," "Teaching Smart People How to Learn," "How (Un)ethical Are You?" "The Discipline of Teams," and "Managing Your Boss."

Develop the mindset and presence to successfully manage others for the first time. If you read nothing else

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on becoming a new manager, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you transition from being an outstanding individual contributor to becoming a great manager of others. This book will inspire you to:

- Develop your emotional intelligence
- Influence your colleagues through the science of persuasion
- Assess your team and enhance its performance
- Network effectively to achieve business goals and for personal advancement
- Navigate relationships with employees, bosses, and peers
- Get support from above
- View the big picture in your decision making
- Balance your team's work and personal life in a high-intensity workplace

This collection of articles includes "Becoming the Boss," by Linda A. Hill; "Leading the Team You Inherit," by Michael D. Watkins; "Saving Your Rookie Managers from Themselves," by Carol A. Walker; "Managing the High-Intensity Workplace," by Erin Reid and Lakshmi Ramarajan; "Harnessing the Science of Persuasion," Robert B. Cialdini; "What Makes a Leader?" by Daniel Goleman; "The Authenticity Paradox," by Herminia Ibarra; "Managing Your Boss," by John J. Gabarro and John P. Kotter; "How Leaders Create and Use Networks," by Herminia Ibarra and Mark Lee Hunter; "Management Time: Who's Got the Monkey?" by William Oncken, Jr., and Donald L. Wass; and BONUS ARTICLE: "How Managers Become Leaders," by Michael D. Watkins.

You can change your company's culture. Organizational culture often feels like something that has a life of its own. But leaders are the stewards of a company's

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culture and have the power to shape and even change it. If you read nothing else on building a better organizational culture, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you identify where your culture can be improved, communicate change, and anticipate and address implementation challenges. This book will inspire you to:

- See what your company culture is currently like--and what it could be
- Explore your company's emotional culture
- Gather input on what needs to be fixed or initiated
- Improve collaboration
- Foster a culture of trust
- Articulate the new culture's mission, values, and expectations
- Deal with resistance and roadblocks

This collection of articles includes "The Leader's Guide to Corporate Culture," by Boris Groysberg, Jeremiah Lee, Jesse Price, and J. Yo-Jud Cheng; "Manage Your Emotional Culture," by Sigal Barsade and Olivia A. O'Neill; "The Neuroscience of Trust," by Paul J. Zak; "Creating a Purpose-Driven Organization," by Robert E. Quinn and Anjan V. Thakor; "Creating the Best Workplace on Earth," by Rob Goffee and Gareth Jones; "Cultural Change That Sticks," by Jon R. Katzenbach, Ilona Steffen, and Caroline Kronley; "How to Build a Culture of Originality," by Adam Grant; "When Culture Doesn't Translate," by Erin Meyer; "Culture Is Not the Culprit," by Jay W. Lorsch and Emily Gandhi; "Conquering a Culture of Indecision," by Ram Charan; and "Radical Change, the Quiet Way," by Debra E. Meyerson.

Command the room--whether you're speaking to an

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audience of one or one hundred. If you read nothing else on public speaking and presenting, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you find your voice, persuade your listeners, and connect with audiences of any size. This book will inspire you to: Win hearts and minds--and approval for your ideas Conquer your nerves and speak with confidence Focus your message so that people really listen Establish trust with your audience by being your authentic self Use data and visuals to persuade more effectively Master the art of storytelling This collection of articles includes "How to Give a Killer Presentation," by Chris Anderson; "How to Become an Authentic Speaker," by Nick Morgan; "Storytelling That Moves People: A Conversation with Screenwriting Coach Robert McKee," by Bronwyn Fryer; "Connect, Then Lead," by Amy J.C. Cuddy, Matthew Kohut, and John Neffinger; "The Necessary Art of Persuasion," by Jay A. Conger; "The Science of Pep Talks," by Daniel McGinn; "Get the Boss to Buy In," by Susan J. Ashford and James R. Detert; "The Organizational Apology," by Maurice E. Schweitzer, Alison Wood Brooks, and Adam D. Galinsky; "What's Your Story?" by Herminia Ibarra and Kent Lineback; "Visualizations That Really Work," by Scott Berinato; and "Structure Your Presentation Like a Story," by Nancy Duarte. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look

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no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

The path to your professional success starts with a critical look in the mirror. If you read nothing else on managing yourself, read these 10 articles (plus the bonus article "How Will You Measure Your Life?" by Clayton M. Christensen). We've combed through hundreds of Harvard Business Review articles to select the most important ones to help you maximize yourself. HBR's 10 Must Reads on Managing Yourself will inspire you to:

- Stay engaged throughout your 50+-year work life
- Tap into your deepest values
- Solicit candid feedback
- Replenish physical and mental energy
- Balance work, home, community, and self
- Spread positive energy throughout your organization
- Rebound from tough times
- Decrease distractibility and frenzy
- Delegate and develop employees' initiative

This collection of best-selling articles includes: bonus article "How Will You Measure Your Life?" by Clayton M. Christensen, "Managing Oneself," "Management Time: Who's Got the Monkey?" "How Resilience Works," "Manage Your Energy, Not Your Time," "Overloaded Circuits: Why Smart People Underperform," "Be a Better Leader, Have a Richer Life," "Reclaim Your Job," "Moments of Greatness: Entering the Fundamental State of Leadership," "What to Ask the

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Person in the Mirror," and "Primal Leadership: The Hidden Driver of Great Performance."

Do you have the right strategy to lead your company into the future? Get more of the management ideas you want, from the authors you trust, with HBR's 10 Must Reads on Strategy (Vol. 2). We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you combat new competitors and define the best strategy for your company. With insights from leading experts including Michael E. Porter, A.G. Lafley, and Clayton M.

Christensen, this book will inspire you to: Choose a strategy that meets the demands of your competitive environment Identify the signals of disruption and take steps to avoid it Understand lean methodology and how it is changing business Transform your products and services into platforms Instill your strategy with creativity and purpose Generate value for your company, while also contributing to society This collection of articles includes "Your Strategy Needs a Strategy," by Martin Reeves, Claire Love, and Philipp Tillmanns; "Transient Advantage," by Rita Gunther McGrath; "Bringing Science to the Art of Strategy," by A.G. Lafley, Roger L. Martin, Jan W. Rivkin, and Nicolaj Siggelkow; "Managing Risks: A New Framework," by Robert S. Kaplan and Anette Mikes; "Surviving Disruption," by Maxwell Wessel and Clayton M. Christensen; "The Great Repeatable Business Model," by Chris Zook and James Allen; 'Pipelines, Platforms, and the New Rules of Strategy,' by Marshall W. Van Alstyne, Geoffrey G. Parker, and Sangeet Paul Choudary; "Why the Lean Start-Up

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Changes Everything," by Steve Blank; "Strategy Needs Creativity," by Adam Brandenburger; "Put Purpose at the Core of Your Strategy," by Thomas W. Malnight, Ivy Buche, and Charles Dhanaraj; "Creating Shared Value," by Michael E. Porter and Mark R. Kramer.

Rethink how your organization creates, delivers, and captures value--or risk becoming irrelevant. If you read nothing else on business model innovation, read these 10 articles. We've combed through hundreds of Harvard Business Review articles and selected the most important ones to help you reach new customers and stay ahead of your competitors by reinventing your business model. This book will inspire you to: Assess whether your core business model is going strong or running out of gas Fend off free and discount entrants to your market Reinvigorate growth by adding a second business model Adopt the practices of lean startups Develop a platform around your key products Make business model innovation an ongoing discipline within your organization This collection of articles includes "Why Business Models Matter," by Joan Magretta; "Reinventing Your Business Model," by Mark W. Johnson, Clayton M. Christensen, and Henning Kagermann; "When Your Business Model Is in Trouble," an interview with Rita Gunther McGrath by Sarah Cliffe; "Four Paths to Business Model Innovation," by Karan Girotra and Serguei Netessine; "The Transformative Business Model," by Stelios Kavadias, Kostas Ladas, and Christoph Loch; "Competing Against Free," by David J. Bryce, Jeffrey H. Dyer, and Nile W. Hatch; "Why the Lean Start-Up Changes Everything," by Steve Blank;

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"Finding the Platform in Your Product," by Andrei Hagiu and Elizabeth J. Altman; "Pipelines, Platforms, and the New Rules of Strategy," by Marshall W. Van Alstyne, Geoffrey G. Parker, and Sangeet Paul Choudary; "When One Business Model Isn't Enough," by Ramon Casadesus-Masanell and Jorge Tarzijan; and "Reaching the Rich World's Poorest Consumers," by Muhammad Yunus, Frederic Dalsace, David Menasce, and Benedicte Faivre-Tavignot. HBR's 10 Must Reads paperback series is the definitive collection of books for new and experienced leaders alike. Leaders looking for the inspiration that big ideas provide, both to accelerate their own growth and that of their companies, should look no further. HBR's 10 Must Reads series focuses on the core topics that every ambitious manager needs to know: leadership, strategy, change, managing people, and managing yourself. Harvard Business Review has sorted through hundreds of articles and selected only the most essential reading on each topic. Each title includes timeless advice that will be relevant regardless of an ever-changing business environment.

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