

Hyper Productive Knowledge Work Performance The Tameflow Approach And Its Application To Scrum And Kanban The Tameflow Hyper Productivity

Landmarks of Tomorrow forecasts changes in three major areas of human life and experience. The first part of the book treats the philosophical shift from a Cartesian universe of mechanical cause to a new universe of pattern, purpose, and process. Drucker discusses the power to organize men of knowledge and high skill for joint effort and performance as a key component of this change. The second part of the book sketches four realities that challenge the people of the free world: an educated society, economic development, the decline of government, and the collapse of Eastern culture. The final section of the book is concerned with the spiritual reality of human existence. These are seen as basic elements in late twentieth-century society. In his new introduction, Peter Drucker revisits the main findings of Landmarks of Tomorrow and assesses their validity in relation to today's concerns. It is a book that will be of interest to sociologists, economists, and political theorists.

Available through bookstores for the first time, the internationally acclaimed time management system that has been used by millions, written by Francesco Cirillo, creator of the Pomodoro Technique. Francesco Cirillo developed his famed system for improving productivity as a college student thirty years ago. Using a kitchen timer shaped like a pomodoro (Italian for tomato), Cirillo divided the time he spent working on a project into 25-minute intervals, with 5-minute breaks in between, in order to get more done, without interruptions. By grouping a number of pomodoros together, users can tackle a project of any length, and drastically improve their productivity, enhance their focus, and better achieve their goals. Originally self-published, and shared virally online, this new publication of The Pomodoro Technique includes several new chapters on how teams can use the pomodoro method to save time and increase productivity. The process underlying Cirillo's technique includes five stages: planning the day's tasks, tracking your efforts, recording your daily activities, processing what you have done, and visualizing areas for improvement. With this tried and tested method, readers can simplify their work, find out how much time and effort a task really requires, and improve their focus so they can get more done in the same amount of time each day.

A fresh, personal, and entertaining exploration of a topic that concerns all of us: how to be more productive at work and in every facet of our lives. Chris Bailey turned down lucrative job offers to pursue a lifelong dream—to spend a year performing a deep dive experiment into the pursuit of productivity, a subject he had been enamored with since he was a teenager. After obtaining his business degree, he created a blog to chronicle a year-long series of productivity experiments he conducted on himself, where he also continued his research and interviews with some of the world's foremost experts, from Charles Duhigg to David Allen. Among the experiments that he tackled: Bailey went several weeks with getting by on little to no sleep; he cut out caffeine and sugar; he lived in total isolation for 10 days; he used his smartphone for just an hour a day for three months; he gained ten pounds of muscle mass; he stretched his work week to 90 hours; a late riser, he got up at 5:30 every morning for three months—all the while monitoring the impact of his experiments on the quality and quantity of his work. The Productivity Project—and the lessons Chris learned—are the result of that year-long journey. Among the counterintuitive insights Chris Bailey will teach you: · slowing down to work more deliberately; · shrinking or eliminating the unimportant; · the rule of three; · striving for imperfection; · scheduling less time for important tasks; · the 20 second rule to distract yourself from the inevitable distractions; · and the concept of productive procrastination. In an eye-opening and thoroughly engaging read, Bailey offers a treasure trove of insights and over 25 best practices that will help you accomplish more.

THESE HABITS WILL MAKE YOU EXTRAORDINARY. Twenty years ago, author Brendon Burchard became obsessed with answering three questions: 1. Why do some individuals and teams succeed more quickly than others and sustain that success over the long term? 2. Of those who pull it off, why are some miserable and others consistently happy on their journey? 3. What motivates people to reach for higher levels of success in the first place, and what practices help them improve the most After extensive original research and a decade as the world's leading high performance coach, Burchard found the answers. It turns out that just six deliberate habits give you the edge. Anyone can practice these habits and, when they do, extraordinary things happen in their lives, relationships, and careers. Which habits can help you achieve long-term success and vibrant well-being no matter your age, career, strengths, or personality? To become a high performer, you must seek clarity, generate energy, raise necessity, increase productivity, develop influence, and demonstrate courage. The art and science of how to do all this is what this book is about. Whether you want to get more done, lead others better, develop skill faster, or dramatically increase your sense of joy and confidence, the habits in this book will help you achieve it faster. Each of the six habits is illustrated by powerful vignettes, cutting-edge science, thought-provoking exercises, and real-world daily practices you can implement right now. If you've ever wanted a science-backed, heart-centered plan to living a better quality of life, it's in your hands. Best of all, you can measure your progress. A link to a free professional assessment is included in the book.

Mike Burrows vermittelt in diesem Buch einen neuen Ansatz, Kanban zu verstehen und einzusetzen. Er beschreibt die Methode von innen heraus anhand von neun Werten, wodurch er den Prinzipien und Praktiken Kanbans ein starkes Gerüst verleiht. Die Werte bieten ein effizientes Instrument, um die Umsetzung der Kanban-Vorgehensweise zu beurteilen und so anhaltende Veränderungen zu erzielen. Die neun Werte der Kanban-Methode sind im ersten Teil des Buches mit vielen Praxisbeispielen beschrieben: Transparenz, Balance, Zusammenarbeit, Kundenfokus, Arbeitsfluss (Flow), Führung (Leadership), Verständnis, Einverständnis und Respekt. Abschließend werden zwei jüngere Konzepte vorgestellt: die drei Agenden und die Kanban-Linse. Teil II befasst sich mit verwandten Methoden, die dabei helfen, die Kanban-Methode noch effektiver einzusetzen: Systems Thinking, Lean Development, agile Vorgehensweisen und die Engpassstheorie. Der letzte Teil ist eine Schritt-für-Schritt-Anleitung zur Implementierung von Kanban mittels STATIK (Systems Thinking Approach to Introducing Kanban). Aufgezeigt werden praktische Wege, wie Sie Anforderungen und Bedürfnissen aus der Organisation, von Kollegen und Kunden noch besser gerecht werden können. Das Buch gibt einen umfassenden Einblick in den aktuellen Stand der Kanban-Methode. Einsteiger werden verstehen, warum und wie Kanban funktioniert, sodass sie es wirksam in ihre bestehenden Strukturen und Teams integrieren können. Erfahrene Anwender lernen neue Werkzeuge sowie Vorgehensweisen kennen und gewinnen einen neuen Blick auf Kanban. 'This book is now the recommended text book for the

Where To Download Hyper Productive Knowledge Work Performance The Tameflow Approach And Its Application To Scrum And Kanban TheTameflow Hyper Productivity

LeanKanban Foundation level training 'Getting Started with Kanban'. Mike's Kanban from the Inside has by far the most extensive and up-to-date coverage of Kanban used in creative and knowledge work businesses in the 21st Century than anything published to date. David J. Anderson zur englischen Ausgabe

By some estimates, knowledge workers outnumber all other workers in North America alone by a four to one margin. Knowledge work and knowledge workers vary with each profession, depending on the industry - from software developers to engineers, architects to pharmaceutical researchers, and so forth. They are usually responsible for exploring and creating ideas, new products, new designs or perhaps new models for doing business to help their organization achieve or maintain a competitive advantage. As much of this type of work is intangible, productivity is a mystery to most business executives, managers and team leaders. This unique reference shows how to lead knowledge workers, manage knowledge work and build a hyper-productive knowledge work organization, by taming and managing the four flows of organizational performance (psychology, information, work and finance) to produce spectacular operational and financial throughput results. Inspired by his experience and knowledge gained at Borland International, where a hyper-productive level of performance was achieved resulting in the most productive software project ever documented, author Steve Tendon devised TameFlow. TameFlow is an approach that can be superimposed on any preexisting process, method, and practice to enable performance improvement by several orders of magnitude and a state of hyper-productivity. It is adaptable to nearly every industry, and can be applied to any knowledge work domain or organization that generates business value through knowledge. TameFlow blends and merges different ideas from a variety of schools of thought. It is founded in pattern theory and organizational performance patterns which are used to analyze and decompose processes, methodologies, and management practices into constituent parts to observe productivity patterns, and then they are recombined in new configurations to enable hyper-productive levels of performance. In this volume of The TameFlow Hyper-Productivity Series, the TameFlow approach is explained within the context of knowledge work performed in a software development organization. Mr. Tendon teams up with author, Wolfram Müller, a thought-leader and expert in Critical Chain and Advanced Agile Project Management to illustrate its application to Scrum, the most widely used Agile software project management framework, and to Kanban, a method used for knowledge work with an emphasis on just-in-time delivery and change management. Key Features ...

An easy-to-follow guide to understanding some of business's most important ideas and best practices Most business readers don't have time to read every book they'd like for inspiration and guidance. This follow-up to the sleeper success, The Guru Guide(TM), makes it possible to sample the best ideas of leading business thinkers. The Guru Guide(TM) to the New Economy is a clear, concise, and informative guide to the business topics that relate to the new business environment, including electronic commerce, customer relationship management, knowledge management, globalization, and business ethics. Gurus to be profiled include Stan Davis and Chris Meyer, authors of Blur: The Speed of Change in the Connected Economy; Rosabeth Moss Kanter, author of World Class: Thriving Locally in the Global Economy; and Don Pepper, coauthor of The One-to-One Future and Enterprise One-to-One. Joseph H. Boyett and Jimmie T. Boyett (Alpharetta, GA) are cofounders of Boyett & Associates, a consulting and research firm that specializes in helping companies implement state-of-the-art management and organizational practices. Joseph and Jimmie Boyett are the coauthors of Beyond Workplace 2000 and The Guru Guide(TM) (0-471-38054-7) (Wiley).

"Will help those committed to learning how to embed knowledge through HR systems and it will help those committed to HR to recognize and deliver knowledge as the outcome of their work." - cover.

This book is for senior executives who are on a mission to jack up the performance of their information-technology (IT) project portfolios, and who are no longer satisfied that established "best practices" are sufficient to achieve their organizations' business objectives. The authors cut through the confusion and zealotry of leading improvement approaches, and distill them down to a practical set of specific techniques you can apply for maximum benefit to your IT project portfolio.

New York Times bestseller! From New York Times bestselling author Cal Newport comes a bold vision for liberating workers from the tyranny of the inbox--and unleashing a new era of productivity. Modern knowledge workers communicate constantly. Their days are defined by a relentless barrage of incoming messages and back-and-forth digital conversations--a state of constant, anxious chatter in which nobody can disconnect, and so nobody has the cognitive bandwidth to perform substantive work. There was a time when tools like email felt cutting edge, but a thorough review of current evidence reveals that the "hyperactive hive mind" workflow they helped create has become a productivity disaster, reducing profitability and perhaps even slowing overall economic growth. Equally worrisome, it makes us miserable. Humans are simply not wired for constant digital communication. We have become so used to an inbox-driven workday that it's hard to imagine alternatives. But they do exist. Drawing on years of investigative reporting, author and computer science professor Cal Newport makes the case that our current approach to work is broken, then lays out a series of principles and concrete instructions for fixing it. In A World without Email, he argues for a workplace in which clear processes--not haphazard messaging--define how tasks are identified, assigned and reviewed. Each person works on fewer things (but does them better), and aggressive investment in support reduces the ever-increasing burden of administrative tasks. Above all else, important communication is streamlined, and inboxes and chat channels are no longer central to how work unfolds. The knowledge sector's evolution beyond the hyperactive hive mind is inevitable. The question is not whether a world without email is coming (it is), but whether you'll be ahead of this trend. If you're a CEO seeking a competitive edge, an entrepreneur convinced your productivity could be higher, or an employee exhausted by your inbox, A World Without Email will convince you that the time has come for bold changes, and will walk you through exactly how to make them happen.

Read the Wall Street Journal Bestseller for "cultivating intense focus" for fast, powerful performance results for achieving success and true meaning in one's professional life (Adam Grant, author of Give and Take). Deep work is the ability to focus without distraction on a cognitively demanding task. It's a skill that allows you to quickly master complicated information and produce better results in less time. Deep Work will make you better at what you do and provide the sense of true fulfillment that comes from craftsmanship. In short, deep work is like a super power in our increasingly competitive twenty-first century economy. And yet, most people have lost the ability to go deep--spending their days instead in a frantic blur of e-mail and social media, not even realizing there's a better way. In Deep Work, author and professor Cal Newport flips the narrative on impact in a connected age. Instead of arguing distraction is bad, he instead celebrates the power of its opposite. Dividing this book into two parts, he first makes the case that in almost any profession, cultivating a deep work ethic will produce massive benefits. He then presents a rigorous training regimen, presented as a series of four "rules," for transforming your mind and habits to support this skill. 1. Work Deeply 2. Embrace Boredom 3. Quit Social Media 4. Drain the Shallows A mix of cultural criticism and actionable advice, Deep Work takes the reader on a journey through memorable stories--from Carl Jung building a stone tower in the woods to focus his mind, to a social media pioneer buying a round-trip business class ticket to Tokyo to write a book free from distraction in the air--and no-nonsense advice, such as the claim that most serious professionals should quit social media and that you should practice being bored. Deep Work is an indispensable guide to

Where To Download Hyper Productive Knowledge Work Performance The Tameflow Approach And Its Application To Scrum And Kanban TheTameflow Hyper Productivity

anyone seeking focused success in a distracted world. An Amazon Best Book of 2016 Pick in Business & Leadership Wall Street Journal Business Bestseller A Business Book of the Week at 800-CEO-READ Improve your understanding of Scrum through the proven experience and collected wisdom of experts around the world. Based on real-life experiences, the 97 essays in this unique book provide a wealth of knowledge and expertise from established practitioners who have dealt with specific problems and challenges with Scrum. You'll find out more about the rules and roles of this framework, as well as tactics, strategies, specific patterns to use with Scrum, and stories from the trenches. You'll also gain insights on how to apply, tune, and tweak Scrum for your work. This guide is an ideal resource for people new to Scrum and those who want to assess and improve their understanding of this framework. "Scrum Is Simple. Just Use It As Is.," Ken Schwaber "The 'Standing Meeting,'" Bob Warfield "Specialization Is for Insects," James O. Coplien "Scrum Events Are Rituals to Ensure Good Harvest," Jasper Lamers "Servant Leadership Starts from Within," Bob Galen "Agile Is More than Sprinting," James W. Grenning THE BESTSELLING CLASSIC ON 'FLOW' – THE KEY TO UNLOCKING MEANING, CREATIVITY, PEAK PERFORMANCE, AND TRUE HAPPINESS Legendary psychologist Mihaly Csikszentmihalyi's famous investigations of "optimal experience" have revealed that what makes an experience genuinely satisfying is a state of consciousness called flow. During flow, people typically experience deep enjoyment, creativity, and a total involvement with life. In this new edition of his groundbreaking classic work, Csikszentmihalyi ("the leading researcher into 'flow states'" —Newsweek) demonstrates the ways this positive state can be controlled, not just left to chance. Flow: The Psychology of Optimal Experience teaches how, by ordering the information that enters our consciousness, we can discover true happiness, unlock our potential, and greatly improve the quality of our lives. "Explores a happy state of mind called flow, the feeling of complete engagement in a creative or playful activity." —Time InfoWorld is targeted to Senior IT professionals. Content is segmented into Channels and Topic Centers. InfoWorld also celebrates people, companies, and projects.

Great leaders are driven to win. Yet career wins can come at great cost to your health, relationships, and personal well-being. Why does it seem impossible to both win at work and succeed at life? Michael Hyatt and Megan Hyatt Miller know we can do better because he's seen it in his more than four decades as a successful executive and a loving and present husband and father. Today Michael and his daughter, Megan Hyatt Miller, coach leaders to live the double win. Backed by scholarly research from organizational science and psychology, and illustrated with eye-opening case studies from across the business spectrum and their own coaching clients. Win at Work and Succeed at Life is their manifesto on how you can achieve work-life balance and restore your sanity. With clarity, humor, and plenty of motivation, Win at Work and Succeed at Life gives you - an understanding of the historical and cultural forces that have led to overworking - 5 principles to rethink work and productivity from the ground up - simple but proven practices that enable you to slow down and reclaim your life - and more Refuse the false choice of career versus family. You can achieve the double win in life.

"Reading Hyper-Productive Knowledge Work Performance has influenced my thinking more than any other recent book I have read about how to transform my company's culture to achieve higher levels of productivity. It's like the perfect mix of Fred Brooks, W. Edwards Deming, Donald Reinertsen, David Anderson, and Jeff Sutherland all rolled into one approachable and pragmatic book. I recognized a lot of what I already knew and then was pleasantly surprised with how the authors used hyper-productivity to show how it all interconnected. All in all, it is an eye opening book that provides a concrete path to hyper-productivity." —Curt Hibbs, Chief Agile Evangelist, Boeing This unique reference shows how to lead knowledge workers, manage knowledge work and build a hyper-productive knowledge work organization, by taming and managing the four flows of organizational performance (psychology, information, work and finance) to produce spectacular operational and financial throughput results. Inspired by his experience and knowledge gained at Borland International, where a hyper-productive level of performance was achieved resulting in the most productive software project ever documented, author Steve Tendon devised TameFlow. TameFlow is an approach that can be superimposed on any preexisting process, method, and practice to enable performance improvement by several orders of magnitude and a state of hyper-productivity. It is adaptable to nearly every industry, and can be applied to any knowledge work domain or organization that generates business value through knowledge. TameFlow blends and merges different ideas from a variety of schools of thought. It is founded in pattern theory and organizational performance patterns which are used to analyze and decompose processes, methodologies, and management practices into constituent parts to observe productivity patterns, and then they are recombined in new configurations to enable hyper-productive levels of performance. In this volume of The TameFlow Hyper-Productivity Series, the TameFlow approach is explained within the context of knowledge work performed in a software development organization. Mr. Tendon teams up with author, Wolfram Müller, a thought-leader and expert in Critical Chain and Advanced Agile Project Management to illustrate its application to Scrum, the most widely used Agile software project management framework, and to Kanban, a method used for knowledge work with an emphasis on just-in-time delivery and change management. The authors demonstrate how constraints management (TOC) can improve Scrum and Kanban in powerful ways, bringing more predictability of behavior of the system as a whole, as well as to the individuals involved. Their combination becomes a breeding ground for the development of Unity of Purpose and Community of Trust. Both Scrum and Kanban can be extended with features of the TOC, and help create a hyper-productive organization.

Teams are everywhere - business, industry, schools, hospitals and government. There are executive, management and cross-functional teams, as well as teams formed for specific tasks and projects. But when a team can succeed or fail on the quality and effectiveness of its leader, everyone will have a view on the leadership qualities that are most important. So what makes a successful team? And what can leaders do to ensure that their teams collaborate effectively and are committed to the right goals? The Leadership of Teams examines some of the most common challenges facing both teams and leaders, including: · interpersonal challenges; · working in a global context; · different roles in different teams; · multicultural teams; and · coaching and developing team members. Written by experienced academics and practitioners, The Leadership of Teams incorporates results from specially-commissioned surveys on team-working, organized by Ashridge Business School. Using examples from sport, the military, business and the charity sector, this book shows how the best leaders successfully inspire, support and work with their teams in order to produce peak performance.

There are four distinct types of managers. One performs much worse than the rest, and one performs far better. Which type are you? Based on a first-of-its-kind, wide-ranging global study of over 9,000 people, analysts at the global research and advisory firm Gartner were able to classify all managers into one of four types: • Teacher managers, who develop employees' skills based on their own expertise and direct their development along a similar track to their own. • Cheerleader managers, who give positive feedback while taking a general hands-off approach to employee development. • Always-on managers, who provide constant, frequent feedback and coaching on all aspects of the employee's performance. • Connector managers, who provide feedback in their area of expertise while connecting employees to others in the team or organization who are better suited to address specific needs. Although the four types of managers are more or less evenly distributed, the Connector manager consistently outperforms the others by a significant margin. Meanwhile, Always-on managers tend to see their employees struggle to grow within the organization. Why is that? Drawing on their groundbreaking data-driven research, as well as in-depth case studies and extensive interviews with managers and employees at companies like IBM, Accenture, and eBay, the authors show what behaviors define a Connector manager, and why they are able to build powerhouse teams. They also show why other types of managers fail to be equally effective, and how they can incorporate behaviors of Connector managers in order to be more effective at building teams.

Recover wasted time and start living your fullest life Most of us wouldn't dare give away our money, but when it comes to time, we let it go without a second thought. Business and creative professionals often dedicate long hours to their work, with little to show for it. We take on more than we should, we treat everything as urgent, and we attend

pointless meetings. This book can help you see where you might be sabotaging your own goals. Time Rich helps you identify where you're losing personal time and mismanaging career time. Through practical productivity tools and techniques, author and entrepreneur Steve Glaveski will show you how to be more productive at work, have more time to pursue your personal and life goals, and build a culture that supports achieving objectives without risking burnout. Learn how to:

- Identity how you are wasting time
- Manage your attention, get into the zone and stay there longer
- Prioritise, automate and outsource tasks
- Optimise your mind and body

Time Rich is a blueprint for recovering your work hours, achieving more and spending time where it matters most. 'Steve Glaveski understands something that few leaders have figured out: it's possible to do less and get more done. This book offers a blueprint for working smarter.' Adam Grant, New York Times best-selling author of *Originals* and *Give and Take*, and host of the chart-topping TED podcast *WorkLife* 'Time isn't money; it's something of far more value. Glaveski makes the case that we ought to be protecting our time much more than we product other resources. And best of all, he shows you how.' David Burkus, author of *Under New Management* 'Steve Glaveski offers countless ways to get more out of each day by being Time Rich.' Nir Eyal, best-selling author of *Hooked* and *Indistractable* 'Time Rich by Steve Glaveski makes a compelling argument for abandoning the archaic historical artefact of an 8 hour work-day (or any other arbitrary sum of time) as outmoded and irrelevant to the way we live and do our best work today. Glaveski offers both big ideas and specific techniques to contain or eliminate such time-snatching demons as meetings, email and social media. Reclaim the value of your time by forsaking the management of it and learning instead to manage energy, efficiency and attention — inputs with far greater impact on output and outcomes, not to mention quality of life.' Whitney Johnson, award-winning author of *Disrupt Yourself* and *Build an A-Team* 'Time Rich is a fascinating look into why we're all so 'busy' — and how to gain back our most precious resource. Whether you're a beginner or a seasoned productivity geek, this book will change your life.' Jonathan Levi, author, podcaster, and founder of SuperHuman Academy 'A very worthwhile read for ambitious professionals to achieve that elusive work-life holy grail: being present and engaged at home without sacrificing anything on the work front — and even, perhaps, becoming more productive than you ever thought you could be.' Andy Molinsky, award-winning author of *Global Dexterity* and *Reach*

Managing Your Scarcest Resources Business leaders know that the key to competitive success is smart management of scarce resources. That's why companies allocate their financial capital so carefully. But capital today is cheap and abundant, no longer a source of advantage. The truly scarce resources now are the time, the talent, and the energy of the people in your organization--resources that are too often squandered. There's plenty of advice about how to manage them, but most of it focuses on individual actions. What's really needed are organizational solutions that can unleash a company's full productive power and enable it to outpace competitors. Building off of the popular Harvard Business Review article "Your Scarcest Resource," Michael Mankins and Eric Garton, Bain & Company experts in organizational design and effectiveness, present new research into how you can liberate people's time, talent, and energy and unleash your organization's productive power. They identify the specific causes of organizational drag--the collection of institutional factors that slow things down, decrease output, and drain people's energy--and then offer a pragmatic framework for how managers can overcome it. With practical advice for using the framework and in-depth examples of how the best companies manage their people's time, talent, and energy with as much discipline as they do their financial capital, this book shows managers how to create a virtuous circle of high performance.

It's no secret that you can't improve your organization's performance without measuring it. In fact, every function, unit, process, and the organization as a whole, is built and run according to the parameters and expectations of its measurement system. So you'd better make sure you're doing it right. All too often, performance measurement creates dysfunction, whether among individuals, teams, or across entire divisions and companies. Most traditional measurement systems actually encourage unhealthy competition for personal gain, creating internal conflict and breeding distrust of performance measurement. *Transforming Performance Measurement* presents a breakthrough approach that will not only significantly reduce those dysfunctions, but also promote alignment with business strategy, maximize cross-enterprise integration, and help everyone to work collaboratively to drive value throughout your organization. Performance improvement thought leader Dean Spitzer explains why performance measurement should be less about calculations and analysis and more about the crucial social factors that determine how well the measurements get used. His "socialization of measurement" process focuses on learning and improvement from measurement, and on the importance of asking such questions as: How well do our measures reflect our business model? How successfully are they driving our strategy? What should we be measuring and not measuring? Are the right people having the right measurement discussions? Performance measurement is a dynamic process that calls for an awareness of the balance necessary between seemingly disparate ideas: the technical and the social aspects of performance measurement. For example, you need technology to manage the flood of data, but you must make sure that it supports the people who will be making decisions and taking action crucial to your organization's success. This book shows you how to design that technical-social balance into your measurement system. While it is urgent to start taking action now, transforming your organization's performance measurement system will take time. *Transforming Performance Measurement* gives you assessment tools to gauge where you are now and a roadmap for moving, with little or no disruption, to a more "transformational" and mature measurement system. The book also provides 34 TMAPs, Transformational Measurement Action Plans, which suggest both well-accepted and "emergent" measures (in areas such as marketing, human resources, customer service, knowledge management, productivity, information technology, research and development, costing, and more) that you can use right away. In the end, you get what you measure. If you measure the wrong things, you will take your company farther and farther away from its mission and strategic goals. *Transforming Performance Measurement* tells you not only what to measure, but how to do it -- and in what context -- to make a truly transformational difference in your enterprise.

Total quality management (TQM), reengineering, the workplace of the twenty-first century--the 1990s have brought a sense of urgency to organizations to change or face stagnation and decline, according to *Enhancing Organizational Performance*. Organizations are adopting popular management techniques, some scientific, some faddish, often without introducing them properly or adequately measuring the outcome. *Enhancing Organizational Performance* reviews the most popular current approaches to organizational change--total quality management, reengineering, and downsizing--in terms of how they affect organizations and people, how performance improvements can be measured, and what questions remain to be answered by researchers. The committee explores how theory, doctrine, accepted wisdom, and personal experience have all served as sources for organization design. Alternative organization structures such as teams, specialist networks, associations, and virtual organizations are examined. *Enhancing Organizational Performance* looks at the influence of the organization's norms, values, and beliefs--its culture--on people and their performance, identifying cultural "levers" available to organization leaders. And what is leadership? The committee sorts through a wealth of research to identify behaviors and skills related to leadership effectiveness. The volume examines techniques for developing these skills and suggests new competencies that will become required with globalization and other trends. Mergers, networks, alliances, coalitions--organizations are increasingly turning to new intra- and inter-organizational structures. *Enhancing Organizational Performance* discusses how organizations cooperate to maximize outcomes. The committee explores the changing missions of the U.S. Army as a case study that has relevance to any organization. Noting that a musical greeting card contains more computing power than existed in the entire world before 1950, the committee addresses the impact of new technologies on performance. With examples, insights, and practical criteria, *Enhancing Organizational Performance* clarifies the nature of organizations and the prospects for performance improvement. This book will be important to corporate leaders, executives, and managers; faculty and students in organizational performance and the social sciences; business journalists; researchers; and interested individuals.

Hyper-productive Knowledge Work PerformanceThe TameFlow Approach and Its Application to Scrum and Kanban

This book gathers a selection of the best papers presented at the joint international conference ICIEOM-CIO-IIE 2015, offering recent research on industrial engineering, management and operations from an international and interdisciplinary perspective. It includes contributions from different fields, such as operations research, modeling and simulation, production and service management and logistics, information systems and quality, and as such is of interest to both researchers and practitioners. Reflecting the interconnected nature of today's production systems, characterized by intense flows of goods, information and individuals between companies and nations, it is a valuable resource for anyone wanting an in-depth understanding of the field to guide managerial practice in order to take full advantage of existing opportunities.

"When will it be done?" That is probably the first question your customers ask you once you start working on something for them. Think about how many times you have been asked that question. How many times have you ever actually been right? We can debate all we want whether this is a fair question to ask given the tremendous amount of uncertainty in knowledge work, but the truth of the matter is that our customers are going to inquire about completion time whether we like it or not. Which means we need to come up with an accurate way to answer them. The problem is that the forecasting tools that we currently utilize have made us ill-equipped to provide accurate answers to reasonable customer questions. Until now. Topics Include Why managing for flow is the best strategy for predictability-including an introduction to Little's Law and its implications for flow. A definition of the basic metrics of flow and how to properly visualize those metrics in analytics like Cumulative Flow Diagrams and Scatterplots. Why your process policies are the potentially the biggest reason that you are unpredictable.

Who should read this Book? This book is written for anyone who is interested in agility or needs to be agile. It is for those who seek deeper knowledge about what keeps the agile world together. You can read it from the perspective of a top manager or decision maker who feels the urge to be more agile. But you can also take the book and just follow it from the perspective of a user. What do you get? - A systemic picture of agility - to enable you to analyse your system (your team, your department, your company or your business network) and identify fields of agile application and the specific need for agility. - The ingredients of an Agile Mindset - this allows you to transform your organization and develop an agile culture for your organization. - The theoretical foundation of agile principles - so that you can really understand and assess the value of all the expert ideas for you and your organization. You will get the necessary skills to tailor organization specific agile frameworks without losing essential ingredients. - Input for your own reflections - you will be capable of innovating agility and be ahead of the main stream.

A practical guide to managing your attention--the most powerful resource you have to get stuff done, become more creative, and live a meaningful life Our attention has never been as overwhelmed as it is today. Many of us recognize that our brains struggle to multitask. Despite this, we feel compelled to do so anyway while we fill each moment of our lives to the brim with mindless distraction. Hyperfocus provides profound insights into how you can best take charge of your attention to achieve a greater sense of purpose and productivity throughout the day. The most recent neuroscientific research reveals that our brain has two powerful modes that can be unlocked when we use our attention effectively: a focused mode (hyperfocus), which is the foundation for being highly productive, and a creative mode (scatterfocus), which enables us to connect ideas in novel ways. Hyperfocus helps you access each of the two mental modes so you can concentrate more deeply, think more clearly, and work and live more deliberately every day. Chris Bailey examines such topics such as: • identifying and dealing with the four key types of distraction and interruption; • establishing a clear physical and mental environment in which to work; • controlling motivation and working fewer hours to become more productive; • taking time-outs with intention; • multitasking strategically; and • learning when to

pay attention and when to let your mind wander wherever it wants to. By transforming how you think about your attention, Hyperfocus reveals that the more effectively you learn to take charge of it, the better you'll be able to manage every aspect of your life.

This book shows how to lead knowledge workers, manage knowledge work and build a hyper-productive knowledge work organization, by taming and managing the four flows of organizational performance (psychology, information, work and finance) to produce spectacular operational and financial throughput results. TameFlow is adaptable to nearly every industry, and can be applied to any knowledge work domain or organization that generates business value through knowledge. The TameFlow approach is explained within the context of knowledge work performed in a software development organization. The authors illustrate its application to Scrum and Kanban and demonstrate how constraints management (TOC) can improve them in powerful ways, bringing more predictability of behavior of the system as a whole, as well as to the individuals involved. Both Scrum and Kanban can be extended with features of the TOC, and help create a hyper-productive organization. --

Mirroring a worldwide phenomenon in industrialized nations, the U.S. is experiencing a change in its demographic structure known as population aging. Concern about the aging population tends to focus on the adequacy of Medicare and Social Security, retirement of older Americans, and the need to identify policies, programs, and strategies that address the health and safety needs of older workers. Older workers differ from their younger counterparts in a variety of physical, psychological, and social factors. Evaluating the extent, causes, and effects of these factors and improving the research and data systems necessary to address the health and safety needs of older workers may significantly impact both their ability to remain in the workforce and their well being in retirement. Health and Safety Needs of Older Workers provides an image of what is currently known about the health and safety needs of older workers and the research needed to encourage social policies that guarantee older workers a meaningful share of the nation's work opportunities.

As online distractions increasingly colonize our time, why has productivity become such a vital demonstration of personal and professional competence? When corporate profits are soaring but worker salaries remain stagnant, how does technology exacerbate the demand for ever greater productivity? In Counterproductive Melissa Gregg explores how productivity emerged as a way of thinking about job performance at the turn of the last century and why it remains prominent in the different work worlds of today. Examining historical and archival material alongside popular self-help genres—from housekeeping manuals to bootstrapping business gurus, and the growing interest in productivity and mindfulness software—Gregg shows how a focus on productivity isolates workers from one another and erases their collective efforts to define work limits. Questioning our faith in productivity as the ultimate measure of success, Gregg's novel analysis conveys the futility, pointlessness, and danger of seeking time management as a salve for the always-on workplace.

A breakthrough approach to managing agile software development, Agile methods might just be the alternative to outsourcing. However, agile development must scale in scope and discipline to be acceptable in the boardrooms of the Fortune 1000. In Agile Management for Software Engineering, David J. Anderson shows managers how to apply management science to gain the full business benefits of agility through application of the focused approach taught by Eli Goldratt in his Theory of Constraints. Whether you're using XP, Scrum, FDD, or another agile approach, you'll learn how to develop management discipline for all phases of the engineering process, implement realistic financial and production metrics, and focus on building software that delivers maximum customer value and outstanding business results. Coverage includes: Making the business case for agile methods: practical tools and disciplines How to choose an agile method for your next project Breakthrough application of Critical Chain Project Management and constraint-driven control of the flow of value Defines the four new roles for the agile manager in software projects—and competitive IT organizations Whether you're a development manager, project manager, team leader, or senior IT executive, this book will help you achieve all four of your most urgent challenges: lower cost, faster delivery, improved quality, and focused alignment with the business.

Individuals need to survive and grow in changing and sometimes turbulent organizational environments, while organizations and societies want individuals to have the knowledge, skills and abilities that will enable them to prosper and thrive. Personal Knowledge Management (PKM) is a means of coping with complex environmental changes and developments: it is a form of sophisticated career and life management. Personal Knowledge Management is an evolving concept that focuses on the importance of individual growth and learning as much as on the technology and management processes traditionally associated with organizational knowledge management. This book looks at the emergence of PKM from a multi-disciplinary perspective, and its contributors reflect the diverse fields of study that touch upon it. Relatively little research or major conceptual development has so far been focused on PKM, but already significant questions are being asked, such as 'is there an inherent conflict between personal and organizational knowledge management and how best do we harmonize individual and organizational goals?' This book will inform, stimulate and challenge every reader. By delving both deeply and broadly into its subject, the distinguished authors help all those concerned with 'knowledge work' and 'knowledge workers' to see how PKM supports and affects individuals, organizations and society as a whole; to better understand the concepts involved and to benefit from relevant research in this important area.

OUR CULTURE HAS BECOME OBSESSED WITH HUSTLING. As we struggle to keep up in a knowledge economy that never sleeps, we arm ourselves with life hacks, to-do lists, and an inbox-zero mentality, grasping at anything that will help us work faster, push harder, and produce more. There's just one problem: most of these solutions are making things worse. Creativity isn't produced on an assembly line, and endless hustle is ruining our mental and physical health while subtracting from our creative performance. Productivity and Creativity are not compatible; we are stuck between them, and like the opposite poles of a magnet, they are tearing us apart. When we're told to sleep more, meditate, and slow down, we nod our heads in agreement, yet seem incapable of applying this advice in our own lives. Why do we act against our creative best interests? WE HAVE FORGOTTEN HOW TO FLOAT. The answer lies in our history, culture, and biology. Instead of focusing on how we work, we must understand why we work—why we believe that what we do determines who we are. Hustle and Float explores how our work culture creates contradictions between what we think we want and what we actually need, and points the way to a more humane, more sustainable, and, yes, more creative, way of working and living.

This book addresses the concept of knowledge, and its use in the contexts of work and organizations. It provides a critical understanding of current approaches to knowledge management,

Where To Download Hyper Productive Knowledge Work Performance The Tameflow Approach And Its Application To Scrum And Kanban TheTameflow Hyper Productivity

organization and the 'knowledge economy'. The author describes a number of cases of 'knowledge intensive firms', including IT firms, management consultancy firms, advertising agencies and life science companies. He emphasizes the ambiguity of knowledge in the input, process, and output of professional work, and suggests that we should be careful in assuming too much about the nature, role, and effects of 'knowledge' in business life. Instead, we should understand the constructed nature of knowledge and scrutinize knowledge claims carefully. Alvesson looks at several aspects of management and working life, including human resource management issues, client control and the regulation of identity. Rhetoric, symbolism, image, the politics of knowledge claims, and identity are all shown to be crucial for understanding the management of 'knowledge intensive firms'. By challenging key assumptions in current thinking about knowledge and organization, a novel theoretical approach is suggested. The book will be of interest to business and management academics concerned with issues of knowledge and organization and will serve as supplementary reading for graduate and final year undergraduate business and management students.

A plan for conquering collaborative overload to drive performance and innovation, reduce burnout, and enhance well-being. Most organizations have created always-on work contexts that are burning people out and hurting performance rather than delivering productivity, innovation and engagement. Collaborative work consumes 85% of employees' time and is drifting earlier into the morning, later into the night, and deeper into the weekend. The dilemma is that we all need to collaborate more to create effective organizations and vibrant careers for ourselves. But conventional wisdom on teamwork and collaboration has created too much of the wrong kind of collaboration, which hurts our performance, health and overall well-being. In *Beyond Collaboration Overload*, Babson professor Rob Cross solves this paradox by showing how top performers who thrive at work collaborate in a more purposeful way that makes them 18-24% more efficient than their peers. Good collaborators are distinguished by the efficiency and intentionality of their collaboration—not the size of their network or the length of their workday. Through landmark research with more than 300 organizations, in-depth stories, and tools, *Beyond Collaboration Overload* will coach you to reclaim close to a day a week when you:

- Identify and challenge beliefs that lead you to collaborate too quickly
- Impose structure in your work to prevent unproductive collaboration
- Alter behaviors to create more efficient collaboration

It then outlines how successful people invest this reclaimed time to:

- Cultivate a broad network—not a big one—for innovation and scale
- Energize others—a strong predictor of high performance
- Connect with others to reduce micro-stressors and enhance physical and mental well-being

Cross' framework provides relief from the definitive problem of our age—dysfunctional collaboration at the expense of our performance, health and overall well-being.

This book provides a long-overdue account of online technology and its impact on the work and lifestyles of professional employees. It moves between the offices and homes of workers in the new "knowledge" economy to provide intimate insight into the personal, family, and wider social tensions emerging in today's rapidly changing work environment. Drawing on her extensive research, Gregg shows that new media technologies encourage and exacerbate an older tendency among salaried professionals to put work at the heart of daily concerns, often at the expense of other sources of intimacy and fulfillment. New media technologies from mobile phones to laptops and tablet computers, have been marketed as devices that give us the freedom to work where we want, when we want, but little attention has been paid to the consequences of this shift, which has seen work move out of the office and into cafés, trains, living rooms, dining rooms, and bedrooms. This professional "presence bleed" leads to work concerns impinging on the personal lives of employees in new and unforeseen ways. This groundbreaking book explores how aspiring and established professionals each try to cope with the unprecedented intimacy of technologically-mediated work, and how its seductions seem poised to triumph over the few remaining relationships that may stand in its way.

"Required reading for professionals—and aspiring professionals—of all levels." —Shirley Ann Jackson, President of Rensselaer Polytechnic Institute and Former Chairman of U.S. Nuclear Regulatory Commission

Robert C. Pozen, one of the business world's most successful—and productive—executives, reveals the surprising secrets to workplace productivity and high performance. It's far too easy for working professionals to become overwhelmed by a pile of time-sensitive projects, a backlog of emails, and endless meetings. In order to be truly productive, they must make a critical shift in mindset from hours worked to results produced. With *Extreme Productivity*, Pozen explains how individuals can maximize their time and energy by determining and focusing on their highest priorities. He also provides a toolkit of practical tips and techniques to help professionals at all stages of their careers maximize their time at work. This essential handbook empowers every person with proven methods for prioritizing their time to achieve high-impact results and refine their career goals for long-term success, all while leading a full and meaningful personal life as well.

In urgent response to the epidemic of crippling complexity affecting organizations around the world, *Simplify Work* reveals the common sources of this virus and outlines practical steps that can be taken to liberate innovation, productivity, and engagement. Complexity is like a vine that gradually grows and expands, wreaking havoc in organizations and individual lives. Growing complexity has traditionally been met with added structures, processes, committees and systems. Consequently, organizations often become a complicated mess, clouding strategic focus, slowing innovation and breeding complacency. It is no wonder that large organizations around the world are failing at an increasing rate and employee engagement levels have never been so low. *Simplify Work* reveals the typical drivers of complexity and provides a practical method for simplifying work. Inside, global management consultant Jesse Newton delivers a newfound clarity on the case for simplification and the steps organizations and individuals need to take to unleash its potential. He reveals the common drivers of debilitating complexity and provides a recipe for reducing and removing those things getting in the way of peak performance. Based on the research and experiences of a recognized organization effectiveness expert, *Simplify Work* leaves readers inspired and equipped to create a new liberating reality in both their organization and their life.

"This book details how new technologies can help people living in poverty improve their livelihood, increase productivity, improve the quality of services, and empower them if technologies are used in ways that are appropriate to their context and needs"--Provided by publisher.

"I often talk about the importance of trust when it comes to work: the trust of your employees and building trust with your customers. This book provides a blueprint for how to build and maintain that trust and connection in a digital environment." —Eric S. Yuan, founder and CEO of Zoom

A Harvard Business School professor and leading expert in virtual and global work provides remote workers and leaders with the best practices necessary to perform at the highest levels in their organizations. The rapid and unprecedented changes brought on by Covid-19 have accelerated the transition to remote working, requiring the wholesale migration of nearly entire companies to virtual work in just weeks, leaving managers and employees scrambling to adjust. This massive transition has forced companies to rapidly advance their digital footprint, using cloud, storage, cybersecurity, and device tools to accommodate their new remote workforce. Experiencing the benefits of remote working—including nonexistent commute times, lower operational costs, and a larger pool of global job applicants—many companies, including Twitter and Google, plan to permanently incorporate remote days or give employees the option to work from home full-time. But virtual work has its challenges. Employees feel lost, isolated, out of sync, and out of sight. They want to know how to build trust, maintain connections without in-person interactions, and a proper

Where To Download Hyper Productive Knowledge Work Performance The Tameflow Approach And Its Application To Scrum And Kanban The Tameflow Hyper Productivity

work/life balance. Managers want to know how to lead virtually, how to keep their teams motivated, what digital tools they'll need, and how to keep employees productive. Providing compelling, evidence-based answers to these and other pressing issues, Remote Work Revolution is essential for navigating the enduring challenges teams and managers face. Filled with specific actionable steps and interactive tools, this timely book will help team members deliver results previously out of reach. Following Neeley's advice, employees will be able to break through routine norms to successfully use remote work to benefit themselves, their groups, and ultimately their organizations.

Projects can go over budget, exceed deadlines, or deliver restricted features and quality. This can result in economic damage for companies and their clients. The difficulties arise at source. Established metrics and management methods slow projects down by creating conflicts in operations and decision-making. A radically new approach is needed; one that features? simple, constraint-oriented management,? clear, robust priorities,? company-wide rather than locally focused optimization,? a focus on speed, on ProjectsFlow. Discover how you can:? complete more projects with the same amount of resources,? reliably deliver all projects to specs,? significantly shorten project lead times.

[Copyright: fa8f4f63e4b245b27aadb7674ba824c4](#)