

Simplify How The Best Businesses In The World Succeed

New tools for managing complexity Does your organization manage complexity by making things more complicated? If so, you are not alone. According to The Boston Consulting Group's fascinating Complexity Index, business complexity has increased sixfold during the past sixty years. And, all the while, organizational complicatedness—that is, the number of structures, processes, committees, decision-making forums, and systems—has increased by a whopping factor of thirty-five. In their attempt to respond to the increasingly complex performance requirements they face, company leaders have created an organizational labyrinth that makes it more and more difficult to improve productivity and to pursue innovation. It also disengages and demotivates the workforce. Clearly it's time for leaders to stop trying to manage complexity with their traditional tools and instead better leverage employees' intelligence. This book shows you how and explains the implications for designing and leading organizations. The way to manage complexity, the authors argue, is neither with the hard solutions of another era nor with the soft solutions—such as team building and feel-good “people initiatives”—that often follow in their wake. Based on social sciences (notably economics, game theory, and organizational sociology) and The Boston Consulting Group's work with more than five hundred companies in more than forty countries and in various industries, authors Yves Morieux and Peter Tollman recommend six simple rules to manage complexity without getting complicated. Showing why the rules work and how to put them into practice, Morieux and Tollman give managers a much-needed tool to reinvigorate people in the face of seemingly endless complexity. Included are detailed examples from companies that have achieved a multiplicative effect on performance by using them. It's time to manage complexity better. Employ these six simple rules to foster autonomy and cooperation and to effectively handle business complexity. As a result, you will improve productivity, innovate more, reengage your workforce, and seize opportunities to create competitive advantage. Modern life is complicated, much more so than it used to be. Acclaimed author and social entrepreneur, Julia Hobsbawm, shows you a simpler way. The Simplicity Principle challenges the assumption that all things that are complex have to stay that way. It helps keep things as lean, simple and focused as possible. Smartphone users experience concentration interruptions every 12 minutes of the day, there are over 250 billion emails sent every 24 hours and by 2021 the internet will have created more than 3.3 zettabytes of data. Yet complexity doesn't have to dominate, complicate or clutter our lives. Based on a hexagonal model, this book shows you that it's easy to streamline and simplify both your professional and personal lives with lessons based on the natural world. For anyone who feels that life can be too much, The Simplicity Principle will help you break free of the endless choices and complexities that we face in the world today. It's time to gain control of your focus and productivity, and most importantly, KEEP IT SIMPLE.

How best to adapt established companies to a rapidly changing economy has long been a topic of debate in both the corporate and academic worlds. This challenge is especially pressing for large organizations that may have grown top-heavy and rigid with time but now need to be light on their feet to stay relevant and profitable. Until now, the best attempts have consisted of plucking

tools and methods from the world of start-ups and applying them wholesale in large corporate environments. Most of these efforts have either fizzled or failed outright because they lacked a framework for a comprehensive corporation-sized rollout. The Loop Approach introduces a new series of methods that could help change the course of operations for even the most colossal organizations. Sebastian Klein and Ben Hughes provide a wide-ranging set of guidelines for achieving corporate agility, complete with checklists and worksheets that should prove instantly applicable. Want proof? The methods outlined in The Loop Approach have already been successfully implemented at such European corporate giants as Audi, Deutsche Bahn, and Telekom.

A practical, easy-to-use guide to transform business communications into memorable narratives that drive conversations—and your career—forward In *Everyday Business Storytelling: Create, Simplify, and Adapt A Visual Narrative for Any Audience*, visual storytelling experts Janine Kurnoff and Lee Lazarus leverage decades of experience helping executives at the world's top brands—including Facebook, Nestle, Accenture, and Marriot—bring clarity and meaning to their business communications. Whether you're building a presentation, crafting a high-stakes email, or need to influence decisions in your next meeting with an executive, *Everyday Business Storytelling* offers an insightful exploration of how to develop compelling business narratives. You'll discover how to use a simple, repeatable framework to choreograph your ideas, data, and insights into an authentic, persuasive story. You'll also find clever visual techniques to help humanize your stories and build an emotional connection with your audience. Just a few of the things you'll learn include: The science behind why storytelling is the most effective way to trigger emotion in an audience and how to craft a business narrative that makes your ideas engaging The four signposts of storytelling and how to identify and weave in your BIG idea to capture attention How to craft expert headlines that guide your audience and advance your story *Everyday Business Storytelling* is an indispensable guide to making your communications stick in the minds of your audience and drive change. If you're a busy, talented businessperson responsible for presentations, one-pagers, emails, or virtual meetings, this book is for you.

Lose weight, lower cholesterol, significantly reduce the risk of disease, and become physically fit--in just 4 weeks. Professional athlete-turned-firefighter Rip Esselstyn is used to responding to emergencies. So, when he learned that some of his fellow Engine 2 firefighters in Austin, TX, were in dire physical condition-several had dangerously high cholesterol levels (the highest was 344!)-he sprang into action and created a life-saving plan for the firehouse. By following Rip's program, everyone lost weight (some more than 20 lbs.), lowered their cholesterol (Mr. 344's dropped to 196), and improved their overall health. Now, Rip outlines his proven plan in this book. With Rip as your expert coach and motivator, you'll transform your body and lifestyle in a month. His plant-powered eating plan is based on a diet of whole foods, including whole grains, fresh fruits, vegetables, legumes, nuts, and seeds. This invaluable guide features: Dozens of easy, mouthwatering recipes-from pancakes to pizza, Tex-Mex favorites to knockout chocolate desserts-that will keep you looking forward to every bite Pantry-stocking tips will take the panic out of inevitable cravings and on-the-fly meals Guidelines on menu choices that will allow you to eat out, wherever and whenever you want Rip's simple, firefighter-inspired exercise program that will boost your metabolism and melt your fat away. Medically

approved, easy-to-follow, and amazingly effective, this diet is designed for anyone who wants to make heroic strides in his or her health, weight, and well-being—all without heroic effort. "Want to be as strong as a Texas firefighter? Or as healthy as a professional triathlete? Then follow the wonderful advice of Rip Esselstyn, who is both. His book can save your life—whether you're a man or a woman. Highly recommended!" -Dean Ornish, M.D., Founder and President, Preventive Medicine Research Institute, Clinical Professor of Medicine, U of California, SF, author, Dr. Dean Ornish's Program for Reversing Heart Disease

Elevate your personal style, trim your belongings, and transform your life, one room at a time, with this visionary lifestyle and home organization book from professional organizing expert, Shira Gill. "Warm, funny, and direct, Shira builds you up while helping you edit down to the best version of yourself."—Stacy London, New York Times bestselling author of *The Truth About Style*

As a professional home organizer with clients ranging from students to multi-millionaires, Shira Gill observed that clutter is a universal stress trigger. Over the years she created a signature decluttering and organization process that promotes sustainability, achieves lasting results, and can be applied to anyone, regardless of their space or lifestyle. Rather than imposing strict rules and limitations, Shira redefines minimalism as having the perfect amount of everything—for you—based on your personal values and the limitations of your space. Now, in *Minimalista*, Shira shares her complete toolkit for the first time, built around five key steps: Clarify, Edit, Organize, Elevate, and Maintain. Once you learn the methodology you'll dive into the hands-on work, choose-your-own-adventure style: knock out a room, or even a single drawer; style a bookshelf; donate a sweater. Shira teaches that the most important thing you can do is start, and that small victories, achieved one at a time, will snowball into massive transformation. Broken into small, bite-sized chunks, *Minimalista* makes it clear that if the process is fun and easy to follow, anyone can learn the principles of editing and organization.

The authoritative account of the rise of Amazon and its intensely driven founder, Jeff Bezos, praised by the *Seattle Times* as "the definitive account of how a tech icon came to life." Amazon.com started off delivering books through the mail. But its visionary founder, Jeff Bezos, wasn't content with being a bookseller. He wanted Amazon to become the everything store, offering limitless selection and seductive convenience at disruptively low prices. To do so, he developed a corporate culture of relentless ambition and secrecy that's never been cracked. Until now. Brad Stone enjoyed unprecedented access to current and former Amazon employees and Bezos family members, giving readers the first in-depth, fly-on-the-wall account of life at Amazon. Compared to tech's other elite innovators -- Jobs, Gates, Zuckerberg -- Bezos is a private man. But he stands out for his restless pursuit of new markets, leading Amazon into risky new ventures like the Kindle and cloud computing, and transforming retail in the same way Henry Ford revolutionized manufacturing. *The Everything Store* is the revealing, definitive biography of the company that placed one of the first and largest bets on the Internet and forever changed the way we shop and read.

Marketer Perry Marshall converts the widely known 80/20 principle into a master framework that multiplies the power of everything you do in sales and marketing and makes scary-accurate predictions. It's the ultimate secret to selling more while working less. Guided by famed marketing consultant and best-selling author Perry Marshall, sales and marketing professionals save 80

percent of their time and money by zeroing in on the right 20 percent of their market - then apply 80/202 and 80/203 to gain 10X, even 100X the success. With a powerful 80/20 software tool (online, included with the book), sellers and marketers uncover how to slash time-wasters; advertise to hyper-responsive buyers and avoid tire-kickers; gain coveted positions on search engines; differentiate themselves from competitors and gain esteem in their marketplace. With the included tools they'll see exactly how much money they're leaving on the table, and how to put it back in their pockets. Sellers will identify untapped markets, high-profit opportunities and incremental improvements, gaining time and greater profit potential. Supported by online tools from Marshall, including The 80/20 Power Curve, a tool that helps you see invisible money, and a Marketing DNA Test, a personal assessment that zeroes in on one's natural selling assets, this timeless guide promises to change the game for seasoned and novice marketers and sellers.

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.

For readers of Outliers or The Wisdom of Crowds — or internationally bestselling author Richard Koch's many followers — this entertaining book draws on the latest in network science research to show how any of us can increase the chances of success in our personal and work lives. What's so special about the rich and famous? Unusually successful people often think they've done well because of their talent or luck — or simple grit and hard work. But individual characteristics matter far less than the social connections we exploit. And counterintuitively, it's our weak links — your neighbour's landscaper or that ad agency guy you happened to meet at your sister's birthday party last year — that matter most of all. Drawing on research from the fields of sociology, math, and physics, internationally bestselling author and entrepreneur

Richard Koch and his co-author Greg Lockwood show how networks impact our everyday lives. Rich with entertaining anecdotes and written in Richard Koch's trademark conversational style, Superconnect reveals the hidden patterns behind everyday events. Most importantly, it shows how any of us can increase the chances of happy outcomes in our own lives, careers, or businesses.

Complexity and uncertainty are two increasingly important factors in the modern business world, in which the random element contributes to complicate things, generating events that have a great impact on our companies. Although there is no magic formula, we have a well-defined strategic approach that allows us a wide "margin of manoeuvre" and allows companies to maintain their position in the market. This approach implies "flexibility" and "propensity for change", and Smart Working is one of the "modus operandi" of this flexible approach that cannot be ignored in a 21st century enterprise. In this book, the authors Raffaele D'Apolito and Alessio Fratini will go "to the heart of the matter", showing a 360° approach to the correct implementation of Smart Working in companies, in particular SMEs, thereby breaking down some misconceptions that have now spread in our sector. We will not only talk about Smart Working. We will go further, because in order to implement Smart Working correctly it is necessary for the company to go through "strategic checkpoints", which can only be overcome if certain conditions are achieved and maintained. So this book is for you, entrepreneur of SMEs, who recognizes how important it is to undertake a path of "corporate paradigm shift" to face increasing uncertainties and complexity. A path that includes the transition, total or partial, to Smart Working. Enjoy the book!

Named one of the best strategy books of 2021 by strategy+business Get to better, more effective strategy. In nearly every business segment and corner of the world economy, the most successful companies dramatically outperform their rivals. What is their secret? In Better, Simpler Strategy, Harvard Business School professor Felix Oberholzer-Gee shows how these companies achieve more by doing less. At a time when rapid technological change and global competition conspire to upend traditional ways of doing business, these companies pursue radically simplified strategies. At a time when many managers struggle not to drown in vast seas of projects and initiatives, these businesses follow simple rules that help them select the few ideas that truly make a difference. Better, Simpler Strategy provides readers with a simple tool, the value stick, which every organization can use to make its strategy more effective and easier to execute. Based on proven financial mechanics, the value stick helps executives decide where to focus their attention and how to deepen the competitive advantage of their business. How does the value stick work? It provides a way of measuring the two fundamental forces that lead to value creation and increased financial success—the customer's willingness-to-pay and the employee's willingness-to-sell their services to the business. Companies that win, Oberholzer-Gee shows, create value

for customers by raising their willingness-to-pay, and they provide value for talent by lowering their willingness-to-sell. The approach, proven in practice, is entirely data driven and uniquely suited to be cascaded throughout the organization. With many useful visuals and examples across industries and geographies, Better, Simpler Strategy explains how these two key measures enable firms to gauge and improve their strategies and operations. Based on the author's sought-after strategy course, this book is your must-have guide for making better strategic decisions.

“The newbie investor will not find a better guide to personal finance.” —Burton Malkiel, author of A RANDOM WALK DOWN WALL STREET TV analysts and money managers would have you believe your finances are enormously complicated, and if you don't follow their guidance, you'll end up in the poorhouse. They're wrong. When University of Chicago professor Harold Pollack interviewed Helaine Olen, an award-winning financial journalist and the author of the bestselling Pound Foolish, he made an offhand suggestion: everything you need to know about managing your money could fit on an index card. To prove his point, he grabbed a 4" x 6" card, scribbled down a list of rules, and posted a picture of the card online. The post went viral. Now, Pollack teams up with Olen to explain why the ten simple rules of the index card outperform more complicated financial strategies. Inside is an easy-to-follow action plan that works in good times and bad, giving you the tools, knowledge, and confidence to seize control of your financial life.

For the past 40 years Richard Koch has wanted to uncover the simple, elemental, elegant and parsimonious principles that are needed to create great new businesses. To qualify, a principle must be so overwhelmingly powerful that anyone can reliably use it towards extraordinary results. Is there any principle that can tell you how to do that consistently and with a high chance of success? Working with venture capitalist Greg Lockwood, his co-author on SUPERCONNECT, and supported by research from the elite firm of OC&C Strategy Consultants, Koch has the answer. The principle Koch and Lockwood have discovered behind extraordinarily successful businesses is simplifying. Some simplify on price - take Ryanair's budget flights which still take you from A to B, but so cheaply that nearly everyone can afford them, multiplying the size of their market - and some simplify on proposition, such as Apple's decision to cut down on the number of their product lines and focus on perfecting only a few devices. With case studies of famous companies in all different industries from finance to fast food, the authors show how anyone can analyse their business's potential to become a simplifier, and which route they should take to maximise the impact.

Can We Map Success? Successful people typically don't plan their success. Instead they develop a unique philosophy or attitude that works for them. They stumble across strategies which are shortcuts to success, and latch onto them. Events hand them opportunities they could not have anticipated. Often their peers with equal or greater talent fail while they succeed. It is too easy to attribute success to inherent, unstoppable genius. Bestselling author and serial

entrepreneur Richard Koch charts a map of success, identifying the nine key attitudes and strategies can propel anyone to new heights of accomplishment: Self-belief Olympian Expectations Transforming Experiences One Breakthrough Achievement Make Your Own Trail Find and Drive Your Personal Vehicle Thrive on Setbacks Acquire Unique Intuition Distort Reality With this book, you can embark on a journey towards a new, unreasonably successful future.

Bring balance to your days with these smart, sensible tips—and stop your job from taking over your life. Elaine St. James' million-selling Simplify series has taught the world how to start doing less and enjoying it more. Now Elaine teaches us to balance one of life's most difficult areas: the work world. Filled with helpful advice and profoundly smart suggestions, this book shows us big and small ways to scale down and simplify life on the job, such as: · Breaking the habit of bringing work home from the office · Estimating the time it will take to complete a project, then doubling the estimate · Cutting back on the amount of time you spend working · Learning how to make the right decisions quickly Written in the same upbeat, relaxed, and matter-of-fact tone that won millions of readers to the simplicity movement, Simplify Your Work Life comes from the syndicated weekly columnist carried in 50 newspapers nationwide and read by more than two million fans each week. "Plenty of sound advice." —Booklist

Making Big Decisions Better is leading a global movement to equip present and next generation leaders with proven strategy tools that enable agile thinking that ignites stronger, more predictable, direct paths to profit. No more academic theories. These are real tools and a system that enables improved strategic thinking and leadership. This book bridges an unspoken gap in strategy thinking that until now, only provided leaders with just SWOT and Porter's 5 Forces as the language of strategy. By using the decision making tools in Making Big Decisions Better, you'll finally remove the mystique of those you manage up to, and lead those that report to you. You will stand out and have a transportable set of tools for any role or industry. There's never been a better time to break away from the outdated, mainstream strategy planning process that misused scarce resources, burned out its leaders and never delivered the results. It's your turn to learn and lead!

Charan has seen the business world from both ends of the spectrum. While growing up in India, working in his family shoe business, he came to understand how a business works and the critical elements of success. A powerful lesson in what is really important in business, this remarkable book takes the lessons of the peddler and reveals how they can be used by the rest of us.

Simplify Your Strategy and Magnify Your Results. Can your business strategy fit on an index card? Can you run your sales job from an index card? Can it really be that simple? Yes, yes, and yes ... eventually. Achieving simplicity isn't easy, but the rewards are extraordinary. The good news is the hard work has already been done. The blueprint for

simplifying your strategy has been created. The Index Card Business Plan lays out a proven system (the Pillar System) to develop a simple strategy - a strategy to cut through the clutter and move you toward clarity, simplicity and most importantly ... results.

Richard Koch has made over £100 million from spotting 'Star' businesses. In his new book, he shares the secrets of his success - and shows how you too can identify and enrich yourself from 'Stars'. Star businesses are ventures operating in a high-growth sector - and are the leaders in their niche of the market. Stars are rare. But with the help of this book and a little patience, you can find one, or create one yourself. THE STAR PRINCIPLE is a vital book for any budding entrepreneur or investor (of grand or modest means). It is also invaluable for any ambitious employee who realises the benefits of working for a Star venture - real responsibility, fast personal development, better pay, great bonuses and valuable share options. Whoever you are, identifying and investing in Stars will make your life much sweeter and richer in every way.

High performance in sport can feel like a complex puzzle that requires years of experimentation with no guarantee of a successful outcome. The options are overwhelming with so much advice available on high performance, training, mindset and nutrition etc etc. How is this book different? With decades of experience as an athlete, coach and researcher, Richard Young knows that medals aren't won on the day; they are the result of consistent principles and a personal performance system you have practiced for months and years. Unless you are clear about your system and what works best, you will be in motion without progress. You need a system you can carry into any environment. Simplify starts with your decision to be a high performer and takes you on the path to winning the long game. Throughout the book, you will explore principles and systems to uncover and simplify your own performance picture. Are you ready?

The Wall Street Journal business bestseller with over 50,000 copies sold! The true secret of high achievers is that they know how to find their "focal point" - the one thing they should do, at any given moment, to get the best possible results in each area of their lives. In Focal Point, Tracy brings together the very best ideas on personal management into a simple, easy-to-use plan. Focal Point helps readers analyze their lives in seven key areas and shows them how to develop focused goals and plans in each. This best-selling guide provides timeless truths that have been discovered by the most effective people throughout the ages, answering questions like: * How can I get control of my time and my life? * How can I achieve maximum career success and still balance my personal life? * How can I accelerate the achievement of all my goals? Focal Point shows readers how to develop absolute clarity about what they want, and how they can achieve supreme satisfaction, both personally and professionally.

More than 1,000,000 copies in print! The more complex life becomes, the more people crave simplicity. Whether it's in

your work, relationships, health, finances, or leisure time, North America's simplicity expert Elaine St. James can help you learn to unwind and improve the quality of your life. If you're feeling over-powered, overextended, and overwhelmed, SIMPLIFY YOUR LIFE is the antidote, providing one hundred proven, practical steps for creating a simple and satisfying way of life.

If you've ever found yourself spinning your wheels, asking questions like: Where do I start? What do I focus on first? Which idea do I pursue next? You aren't alone. Most entrepreneurs find themselves stuck because they are overwhelmed with too many tips, tricks, or tactics to grow their business. You don't have to do #allthethings, be everywhere, or follow all the rules to be successful. You can create success on your terms. And it all starts with one thing - strategy. Your Business Sweet Spot reveals your unique secret sauce and walks you through a process to strategically grow your business with more freedom, ease, and abundance.

Practical wisdom on work, money, health, and relationships The international bestseller How to Simplify Your Life offers concrete advice on achieving happiness in a time of economic contraction and uncertainty. The book explains, in seven steps, how to get rid of unnecessary stuff and unload the burdens of modern life--and points the way back to what we know is important but have forgotten. By following the path outlined in the book, readers will learn to organize their time (and their desks), change the way they think about money, improve their health and relationships, and find meaning in their lives. The book shows readers how to: Eliminate chaos in the workplace Cut back on activities and slow down Get rid of money hang-ups and get out of debt Balance private life with career life Make room for relationships

The lifeblood of your business is repeat customers. But customers can be fickle, markets shift, and competitors are ruthless. So how do you ensure a steady flow of repeat business? The secret—no matter what industry you're in—is finding and keeping automatic customers. These days virtually anything you need can be purchased through a subscription, with more convenience than ever before. Far beyond Spotify, Netflix, and New York Times subscriptions, you can sign up for weekly or monthly supplies of everything from groceries (AmazonFresh) to cosmetics (Birchbox) to razor blades (Dollar Shave Club). According to John Warrillow, this emerging subscription economy offers huge opportunities to companies that know how to turn customers into subscribers. Automatic customers are the key to increasing cash flow, igniting growth, and boosting the value of your company. Consider Whatsapp, the internet-based messaging service that was purchased by Facebook for \$19 billion. While other services bombarded users with invasive ads in order to fund a free messaging platform, Whatsapp offered a refreshingly private tool on a subscription platform, charging just \$1 per year. Their business model enabled the kind of service that customers wanted and ensured automatic customers for years to come. As Warrillow shows, subscriptions aren't limited to technology or media

businesses. Companies in nearly any industry, from start-ups to the Fortune 500, from home contractors to florists, can build subscriptions into their business. Warrillow provides the essential blueprint for winning automatic customers with one of the nine subscription business models, including:

- The Membership Website Model: Companies like The Wood Whisperer Guild, ContractorSelling, and DanceStudioOwner offer access to highly specialized, high quality information, recognizing that people will pay for good content. This model can work for any business with a tightly defined niche market and insider information.
- The Simplifier Model: Companies like Mosquito Squad (pest control) and Hassle Free Homes (home maintenance) take a recurring task off your to-do list. Any business serving busy consumers can adopt this model not only to create a recurring revenue stream, but also to take advantage of the opportunity to cross-sell or bundle their services.
- The Surprise Box Model: Companies like BarkBox (dog treats) and Standard Cocoa (craft chocolate) send their subscribers curated packages of goodies each month. If you can handle the logistics of shipping, giving customers joy in something new can translate to sales on your larger e-commerce site.

This book also shows you how to master the psychology of selling subscriptions and how to reduce churn and provides a road map for the essential statistics you need to measure the health of your subscription business. Whether you want to transform your entire business into a recurring revenue engine or just pick up an extra 5 percent of sales growth, The Automatic Customer will be your secret weapon.

The most common thing that keeps organizations from succeeding is a lack of clear goals and an overabundance of busywork. How can employees innovate and be effective if they are unfocused and bogged down in daily functions that they have no control over? Steve Epner is the master of keeping it simple. In Simplify Everything, he presents three effective steps to improve outcomes, keep employees engaged, and provide a better daily experience in your organization. The program is as easy as 1-2-3: 1. Document ONE goal or objective 2. Ask TWO simple questions 3. Live the THREE principles Help your team stop doing busywork for good!

Shares examples and anecdotes and offers a framework to successfully develop new business.

Using practical techniques that lead to real change, the authors help readers examine their values and prioritize their goals through a series of exercises ranging from simple tasks to soul-searching.

SimplifyHow the Best Businesses in the World SucceedPiatkus

For the past forty years, Richard Koch has worked to uncover simple and elegant principles which govern business success. To qualify, a principle must be so overwhelmingly powerful that anyone can reliably apply it to generate extraordinary results. Working with venture capitalist Greg Lockwood and supported by specially commissioned research from OC&C Strategy Consultants, Koch has now found one elemental principle that unites extraordinarily valuable

companies: simplifying. Some firms simplify on price - consider budget flights stripped of all extras that still take you from A to B - creating new, huge mass markets for their wares. Others, such as Apple, simplify their proposition, bringing a beautifully easy-to-use product or service to a large premium market. How can your business become a simplifier? With case studies of some of the most famous firms of the last hundred years, from finance to fast food, this enlightening book shows how to analyse any company's potential to simplify, and enrich the world.

Imagine what you could do with the time you spend writing emails every day. Complexity is killing companies' ability to innovate and adapt, and simplicity is fast becoming the competitive advantage of our time. Why Simple Wins helps leaders and their teams move beyond the feelings of frustration and futility that come with so much unproductive work in today's corporate world to create a corporate culture where valuable, essential, meaningful work is the norm. By learning how to eliminate redundancies, communicate with clarity, and make simplification a habit, individuals and companies can begin to recognize which activities are time-sucks and which create lasting value. Lisa Bodell's simplification method has several unique principles: Simplification is a skill that's available to us all, yet very few leaders use it. Simplification is the right thing to do--for our customers, for our company, and for each other. Operating with simplification as our core business model will make it easier to be respectful of each other's time. Simplification drives culture, and culture in turn drives employee engagement, customer relations, and overall productivity. This book is inspired by Bodell's passion for eliminating barriers to innovation and productivity. In it, she explains why change and innovation are so hard to achieve--and it's not what you might expect. The reality is this: we spend our days drowning in mundane tasks like meetings, emails, and reports. These are often self-created complexities that prevent us from getting to the meaningful work that truly matters. Using simple stories and techniques, Why Simple Wins shows that by using simplicity as an operating principle, we can eliminate the busy work that puts a chokehold on us every day, and instead spend time on the work that we value.

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.

Do you have a grip on your business, or does your business have a grip on you? All entrepreneurs and business leaders face similar frustrations—personnel conflict, profit woes, and inadequate growth. Decisions never seem to get made, or, once made, fail to be properly implemented. But there is a solution. It's not complicated or theoretical. The Entrepreneurial Operating System® is a practical method for achieving the business success you have always envisioned. More than 80,000 companies have discovered what EOS can do. In *Traction*, you'll learn the secrets of strengthening the six key components of your business. You'll discover simple yet powerful ways to run your company that will give you and your leadership team more focus, more growth, and more enjoyment. Successful companies are applying *Traction* every day to run profitable, frustration-free businesses—and you can too. For an illustrative, real-world lesson on how to apply *Traction* to your business, check out its companion book, *Get A Grip*.

A new and accessible approach to minimalism as a means to unburden your physical and mental space. Minimalism is so much more than decluttering. Find gratitude, richness and value in your everyday life as you create space for contentment, purpose and joy. Minimalism is about living more mindfully. It's about letting your life work smarter, not harder. It's about releasing anything that doesn't serve you, whether that be clutter in your kitchen or your mind. It's about connecting with what you hold as valuable and designing your life around it. In *Simplify Your Life*, Mary Conroy explains how simplicity is the key. This book will help you to make sense of your choices, to put you back in control of your life. Minimalism is not just for nomadic entrepreneurs or burnt out CEOs. It's for you. This practical guide is for anyone who wants to: · liberate themselves from the cost of their clutter · cut down on waste and consume consciously · spend more time with the people they love · stop scrolling aimlessly through the day · return to a point of mental clarity · *Simplify Your Life* will help you to do all that, and more.

The purpose of this book is quite simple: feature extraordinary ways to simplify your life that bring peace and joy. Unlike other helpful books, you won't find any "filler" ways here - only the best of the best (at least in my forty-plus year opinion). It's my hope that these ways - from smelling the flowers to dancing in the rain - will truly be an inspiration to you, wherever you happen to find yourself on life's journey. To peace, joy, and a simplified life.

Do you worry that your business will collapse without your constant presence? Are you sacrificing your family, friendships, and freedom to keep your business alive? What if instead your business could run itself, freeing you to do what you love when you want, while it continues to grow and turn a profit? It's possible. And it's easier than you think. If you're like most entrepreneurs, you started your business so you could be your own boss, make the money you deserve, and live life on your own terms. In reality, you're bogged down in the daily grind, constantly putting out fires, answering an endless stream of questions, and continually hunting for cash. Now, Mike Michalowicz, the author of *Profit First* and other small-business bestsellers, offers a straightforward

step-by-step path out of this dilemma. In Clockwork, he draws on more than six years of research and real life examples to explain his simple approach to making your business ultra-efficient. Among other powerful strategies, you will discover how to:

- Make your employees act like owners: Free yourself from micromanaging by using a simple technique to empower your people to make smart decisions without you.
- Pinpoint your business's most important function: Unleash incredible efficiency by identifying and focusing everyone on the one function that is most crucial to your business.
- Know what to fix next: Most entrepreneurs try to fix every inefficiency at once and end up fixing nothing. Use the "weakest link in the chain" method to find the one fix that will add the most value now. Whether you have a staff of one, one hundred, or somewhere in between, whether you're a new entrepreneur or have been overworked and overstressed for years, Clockwork is your path to finally making your business work for you.

Be more effective with less effort by learning how to identify and leverage the 80/20 principle: that 80 percent of all our results in business and in life stem from a mere 20 percent of our efforts. The 80/20 principle is one of the great secrets of highly effective people and organizations. Did you know, for example, that 20 percent of customers account for 80 percent of revenues? That 20 percent of our time accounts for 80 percent of the work we accomplish? The 80/20 Principle shows how we can achieve much more with much less effort, time, and resources, simply by identifying and focusing our efforts on the 20 percent that really counts. Although the 80/20 principle has long influenced today's business world, author Richard Koch reveals how the principle works and shows how we can use it in a systematic and practical way to vastly increase our effectiveness, and improve our careers and our companies. The unspoken corollary to the 80/20 principle is that little of what we spend our time on actually counts. But by concentrating on those things that do, we can unlock the enormous potential of the magic 20 percent, and transform our effectiveness in our jobs, our careers, our businesses, and our lives.

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