图书基本信息

书名:《自学领导》

13位ISBN编号:9780470512807

10位ISBN编号:0470512806

出版时间:2007-1

出版社: John Wiley & Sons Inc

作者: Angus I. McLeod Ph.D.

页数:292

版权说明:本站所提供下载的PDF图书仅提供预览和简介以及在线试读,请支持正版图书。

更多资源请访问:www.tushu000.com

内容概要

在线阅读本书

Generally, leadership is about influencing people to make big things happen. Management is a process of organizing people to get things done. They are different skills, but equally critical to success in today 's workplace. The key is to know which approach works best in which situation. Written in a clear, simple style, Self — Coaching Leadership redefines and demystifies the journey to leadership. Angus McLeod 's no — nonsense thinking, straightforward approach and practical tools enable readers to more easily identify when a leader is needed — and coach themselves toward improved influence, performance and effectiveness.

书籍目录

List of Illustrations. About the Author. Preface. Acknowledgments. PART ONE: LEADERSHIP OF SELF. Chapter 1. Time. Chapter 2. Life Balance. Chapter 3. Personal Goals. Chapter 4. Wheel of Work. Chapter 5. Solution Thinking. Chapter 6. Applying Personal Changes. PART TWO: INFLUENCE: LEADERSHIP OF OTHERS. Chapter 7. Widening and Narrowing Attention. Chapter 8. Rapport Skills and Chapter 9. Relationship Building: Putting it Together. Chapter 10. Leadership Qualities. Chapter 13. Chapter 11. Other Influencing Skills of the Leader. Chapter 12. Mindsets for Leaders. Chapter 15. Influencing Peers and Bosses. Motivation. Chapter 14. My Own 1-2-1. Chapter 16. Strategic Chapter 17. Managing Meetings. Chapter 18. Developing talent. PART THREE: Influence. Chapter 19. The Real Thing at Work. SELF-LEARNING FOR LEADERS. Chapter 20. Self-Awareness for Chapter 21. Emotional Intelligence. Epilogue. References. Index. Leaders.

版权说明

本站所提供下载的PDF图书仅提供预览和简介,请支持正版图书。

更多资源请访问:www.tushu000.com