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HBR's 10 Must Reads On Managing Yourself

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Synopsis

The path to your professional success starts with a critical look in the mirror. If you listen to nothing else on managing yourself, you should at least hear these 10 articles (plus the bonus article "How Will You Measure Your Life?" by Clayton M. Christensen). We've combed through hundreds of Harvard Business Review articles to select the most important ones to help you maximize yourself. HBR's 10 Must Reads on Managing Yourself will inspire you to: Stay engaged throughout your 50+-year work life Tap into your deepest values Solicit candid feedback Replenish physical and mental energy Balance work, home, community, and self Spread positive energy throughout your organization Rebound from tough times Decrease distractibility and frenzy Delegate and develop employees' initiative This collection of best-selling articles includes: bonus article "How Will You Measure Your Life?" by Clayton M. Christensen, "Managing Oneself", "Management Time: Who's Got the Monkey?", "How Resilience Works", "Manage Your Energy, Not Your Time", "Overloadeded Circuits: Why Smart People Underperform", "Be a Better Leader, Have a Richer Life", "Reclaim Your Job", "Moments of Greatness: Entering the Fundamental State of Leadership", "What to Ask the Person in the Mirror", and "Primal Leadership: The Hidden Driver of Great Performance."

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Customer Reviews

Thales was an ancient Greek philosopher and one of the group of philosophers known as the Seven Sages. When he was asked what was easy, he replied, "To give advice." And when asked what was difficult, he said, "To know thyself." I would add that even after you have a fairly good idea of who you are, actually managing yourself still requires quite a bit of effort. But if you are looking for a

great resource to assist you in knowing yourself and then managing yourself, this is one of the best you will find.It is so appropriate that the first chapter On Managing Yourself is written by Peter Drucker and the focus is on knowing yourself. "One cannot build performance on weaknesses, let alone on something one cannot do at all." You need to understand your strengths - what you are good at - and focus your efforts on improving your strengths."Do not try to change yourself - you are unlikely to succeed. But work to improve the way you perform. And try not to take on work you cannot perform or will only perform poorly."The book contains ten chapters - a collection of articles written by world renown thought leaders - on what it takes to effectively manage yourself. Each chapter covers a different lesson or concept. In each chapter there is a summary of the concept, called "Idea in Brief" and a short summary of how to implement the idea, called "Idea in Practice." Both summaries are very helpful as refresher but should not be used in lieu of reading the entire chapter.The ten chapters cover everything you need to know/do to effectively manage yourself. Chapter two deals with time management. Chapter three covers resilience and chapter four makes the distinction between managing time and managing energy.

This is one in a series of volumes that anthologize what the editors of the Harvard Business Review consider to be the "must reads" in a given business subject area, in this instance self-management. I have no quarrel with any of their selections, each of which is eminently deserving of inclusion. Were all of these article purchased separately as reprints, the total cost would be $60 and the value of any one of them exceeds that. Given the fact that now sells this one for only $15.14, that’s quite a bargain. The same is true of volumes in other series such as "Harvard Business Review on...." and "Harvard Business Essentials." I also think there is great benefit derived from the convenience of having a variety of perspectives and insights available together in a single source.Authors of several articles about self-management later developed their concepts in much greater depth. They include Stewart Friedman ("Be a Better Leader, Have a Richer Life" was followed by Total Leadership: Be a Better Leader, Have a Richer Life) and Daniel Goleman, Richard Boyatzis, and Annie McKee ("Primal Leadership: The Hidden Driver of Great Performance" was followed by Primal Leadership: Learning to Lead with Emotional Intelligence). "Management Time: Who’s Got the Monkey"?" co-authored by William Oncken, Jr. and Donald L. Wass continues to be the second most popular HBR article ever published.The first article, Peter Drucker’s "Managing Yourself," serves as an excellent introduction to the other nine in which their authors also address issues that remain compelling relevant to those who now struggle to manage themselves effectively. For example, "How Resilience Works" (Diane L. Coutu), "Overloaded Circuits" (Edward M. Hallowell),

and "What to Ask the Person in the Mirror" (Robert S.

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