

100 MUST READ BUSINESS BOOKS

MARIKE FICHARDT

📖 **THE 100 BEST BUSINESS BOOKS OF ALL TIME** JACK COVERT, TODD SATTERSTEN, SALLY HALDORSON, 2016-08-02
THOUSANDS OF BUSINESS BOOKS ARE PUBLISHED EVERY YEAR— HERE ARE THE BEST OF THE BEST AFTER YEARS OF READING, EVALUATING, AND SELLING BUSINESS BOOKS, JACK COVERT AND TODD SATTERSTEN ARE AMONG THE MOST RESPECTED EXPERTS ON THE CATEGORY. NOW THEY HAVE CHOSEN AND REVIEWED THE ONE HUNDRED BEST BUSINESS TITLES OF ALL TIME—THE ONES THAT DELIVER THE BIGGEST PAYOFF FOR TODAY’S BUSY READERS. THE 100 BEST BUSINESS BOOKS OF ALL TIME PUTS EACH BOOK IN CONTEXT SO THAT READERS CAN QUICKLY FIND SOLUTIONS TO THE PROBLEMS THEY FACE, SUCH AS HOW BEST TO SPEND THE FIRST 90 DAYS IN A NEW JOB OR HOW TO TAKE THEIR COMPANY FROM GOOD TO GREAT. MANY OF THE CHOICES ARE SURPRISING—YOU’LL FIND REVIEWS OF MONEYBALL AND ORBITING THE GIANT HAIRBALL, BUT NOT JACK WELCH’S MEMOIR. AT THE END OF EACH REVIEW, JACK AND TODD DIRECT READERS TO OTHER BOOKS BOTH INSIDE AND OUTSIDE THE 100 BEST. AND SPRINKLED THROUGHOUT ARE SIDEBARS TAKING THE READER BEYOND BUSINESS BOOKS, SUGGESTING MOVIES, NOVELS, AND EVEN CHILDREN’S BOOKS THAT OFFER EQUALLY RELEVANT INSIGHTS. THIS GUIDE WILL APPEAL TO ANYONE, FROM ENTRY-LEVEL TO CEO, WHO WANTS TO CUT THROUGH THE CLUTTER AND DISCOVER THE BRILLIANT BOOKS THAT ARE TRULY WORTH THEIR INVESTMENT OF TIME AND MONEY.

📖 *THE 100 BEST BUSINESS BOOKS OF ALL TIME* JACK COVERT, TODD SATTERSTEN, 2011-11-01
THOUSANDS OF BUSINESS BOOKS ARE PUBLISHED EVERY YEAR— HERE ARE THE BEST OF THE BEST AFTER YEARS OF READING, EVALUATING, AND SELLING BUSINESS BOOKS, JACK COVERT AND TODD SATTERSTEN ARE AMONG THE MOST RESPECTED EXPERTS ON THE CATEGORY. NOW THEY HAVE CHOSEN AND REVIEWED THE ONE HUNDRED BEST BUSINESS TITLES OF ALL TIME—THE ONES THAT DELIVER THE BIGGEST PAYOFF FOR TODAY’S BUSY READERS. THE 100 BEST BUSINESS BOOKS OF ALL TIME PUTS EACH BOOK IN CONTEXT SO THAT READERS CAN QUICKLY FIND SOLUTIONS TO THE PROBLEMS THEY FACE, SUCH AS HOW BEST TO SPEND THE FIRST 90 DAYS IN A NEW JOB OR HOW TO TAKE THEIR COMPANY FROM GOOD TO GREAT. MANY OF THE CHOICES ARE SURPRISING—YOU’LL FIND REVIEWS OF MONEYBALL AND ORBITING THE GIANT HAIRBALL, BUT NOT JACK WELCH’S MEMOIR. AT THE END OF EACH REVIEW, JACK AND TODD DIRECT READERS TO OTHER BOOKS BOTH INSIDE AND OUTSIDE THE 100 BEST. AND SPRINKLED THROUGHOUT ARE SIDEBARS TAKING THE READER BEYOND BUSINESS BOOKS, SUGGESTING MOVIES, NOVELS, AND EVEN CHILDREN’S BOOKS THAT OFFER EQUALLY RELEVANT INSIGHTS. THIS GUIDE WILL APPEAL TO ANYONE, FROM ENTRY-LEVEL TO CEO, WHO WANTS TO CUT THROUGH THE CLUTTER AND DISCOVER THE BRILLIANT BOOKS THAT ARE TRULY WORTH THEIR INVESTMENT OF TIME AND MONEY.

📖 *THE BEST BUSINESS BOOKS EVER* BASIC BOOKS, 2011-04-05 EVERY MANAGER COULD BENEFIT FROM A SOLID GROUNDING IN THE HISTORY AND EVOLUTION OF BUSINESS THINKING. THE BEST BUSINESS BOOKS EVER IS A UNIQUELY ORGANIZED GUIDE AND AN ILLUMINATING COLLECTION OF KEY IDEAS FROM THE 130 MOST INFLUENTIAL BUSINESS BOOKS OF ALL TIME. IT PLACES BOTH HISTORICAL AND CONTEMPORARY WORKS IN CONTEXT AND DRAWS FASCINATING PARALLELS AND POINTS OF CONNECTION. NOW FULLY REVISED AND MORE THAN 30 PERCENT BIGGER, THIS ONE BOOK HIGHLIGHTS THE INFORMATION YOU NEED TO KNOW AND WHY IT'S IMPORTANT TO KNOW IT, AND DOES IT ALL IN A SUCCINCT, TIME-SAVING FASHION. BUSINESS MOVES FASTER THAN EVER THESE DAYS. FOR THE BUSINESSPERSON WHO HAS A GROWING LIST OF TOMES THAT THEY CAN NEVER QUITE SEEM TO GET TO, THE BEST BUSINESS BOOKS EVER IS A MUST-HAVE.

📖 *BUSINESS ADVENTURES* JOHN BROOKS, 2015-05-14 'THE BEST BUSINESS BOOK I'VE EVER READ.' BILL GATES, WALL STREET JOURNAL 'THE MICHAEL LEWIS OF HIS DAY.' NEW YORK TIMES WHAT DO THE \$350 MILLION FORD MOTOR COMPANY DISASTER KNOWN AS THE EDSSEL, THE FAST AND INCREDIBLE RISE OF XEROX, AND THE UNBELIEVABLE SCANDALS AT GENERAL ELECTRIC AND TEXAS GULF SULPHUR HAVE IN COMMON? EACH IS AN EXAMPLE OF HOW AN ICONIC COMPANY WAS DEFINED BY A PARTICULAR MOMENT OF FAME OR NOTORIETY. THESE NOTABLE AND FASCINATING ACCOUNTS ARE AS RELEVANT TODAY TO UNDERSTANDING THE INTRICACIES OF CORPORATE LIFE AS THEY WERE WHEN THE EVENTS HAPPENED. STORIES ABOUT WALL STREET ARE INFUSED WITH DRAMA AND ADVENTURE AND REVEAL THE MACHINATIONS AND VOLATILE NATURE OF THE WORLD OF FINANCE. JOHN BROOKS'S INSIGHTFUL REPORTAGE IS SO FULL OF PERSONALITY AND CRITICAL DETAIL THAT WHETHER HE IS LOOKING AT THE ASTOUNDING MARKET CRASH OF 1962, THE COLLAPSE OF A WELL-KNOWN BROKERAGE FIRM, OR THE BOLD ATTEMPT BY AMERICAN BANKERS TO SAVE THE BRITISH POUND, ONE GETS THE SENSE THAT HISTORY REALLY DOES REPEAT ITSELF. THIS BUSINESS CLASSIC WRITTEN BY LONGTIME NEW YORKER CONTRIBUTOR JOHN BROOKS IS AN INSIGHTFUL AND ENGAGING LOOK INTO CORPORATE AND FINANCIAL LIFE IN AMERICA.

📖 *HOW TO WIN FRIENDS AND INFLUENCE PEOPLE* DALE CARNEGIE, 2020-10-12 DO YOU FEEL STUCK IN LIFE, NOT KNOWING HOW TO MAKE IT MORE SUCCESSFUL? DO YOU WISH TO BECOME MORE POPULAR? ARE YOU CRAVING TO EARN MORE? DO YOU WISH TO EXPAND YOUR HORIZON, EARN NEW CLIENTS AND WIN PEOPLE OVER WITH YOUR IDEAS? HOW TO WIN FRIENDS AND INFLUENCE PEOPLE IS A WELL-RESEARCHED AND COMPREHENSIVE GUIDE THAT WILL HELP YOU THROUGH THESE EVERYDAY PROBLEMS AND MAKE SUCCESS LOOK EASIER. YOU CAN LEARN TO EXPAND YOUR SOCIAL CIRCLE, POLISH YOUR SKILL SET, FIND WAYS TO PUT FORWARD YOUR THOUGHTS MORE CLEARLY, AND BUILD MENTAL STRENGTH TO COUNTER ALL HURDLES THAT YOU

MAY COME ACROSS ON THE PATH TO SUCCESS. HAVING HELPED MILLIONS OF READERS FROM THE WORLD OVER ACHIEVE THEIR GOALS, THE CLEARLY LISTED TECHNIQUES AND PRINCIPLES WILL BE THE ANSWERS TO ALL YOUR QUESTIONS.

📖 THE BEST BUSINESS BOOKS EVER PERSEUS PUBLISHING, 2003-07-10 FROM THE ART OF WAR TO BEING DIGITAL-THE 100 BOOKS THAT HAVE SHAPED MANAGEMENT THINKING AND PRACTICE

📖 THE BEST BUSINESS BOOKS EVER BASIC BOOKS, 2011-04-05 EVERY MANAGER COULD BENEFIT FROM A SOLID GROUNDING IN THE HISTORY AND EVOLUTION OF BUSINESS THINKING. THE BEST BUSINESS BOOKS EVER IS A UNIQUELY ORGANIZED GUIDE AND AN ILLUMINATING COLLECTION OF KEY IDEAS FROM THE 130 MOST INFLUENTIAL BUSINESS BOOKS OF ALL TIME. IT PLACES BOTH HISTORICAL AND CONTEMPORARY WORKS IN CONTEXT AND DRAWS FASCINATING PARALLELS AND POINTS OF CONNECTION. NOW FULLY REVISED AND MORE THAN 30 PERCENT BIGGER, THIS ONE BOOK HIGHLIGHTS THE INFORMATION YOU NEED TO KNOW AND WHY IT'S IMPORTANT TO KNOW IT, AND DOES IT ALL IN A SUCCINCT, TIME-SAVING FASHION. BUSINESS MOVES FASTER THAN EVER THESE DAYS. FOR THE BUSINESSPERSON WHO HAS A GROWING LIST OF TOMES THAT THEY CAN NEVER QUITE SEEM TO GET TO, THE BEST BUSINESS BOOKS EVER IS A MUST-HAVE.

📖 HBR AT 100 HARVARD BUSINESS REVIEW, MICHAEL E. PORTER, CLAYTON M. CHRISTENSEN, W. CHAN KIM, RENEE A. MAUBORGNE, 2022-06-14 THE MOST DEFINITIVE MANAGEMENT IDEAS OF THE CENTURY, ALL IN ONE PLACE. HARVARD BUSINESS REVIEW IS THE FOREMOST DESTINATION FOR SMART MANAGEMENT THINKING. NOW, AT ITS 100TH ANNIVERSARY, THIS COMMEMORATIVE VOLUME BRINGS TOGETHER THE MOST INFLUENTIAL IDEAS SINCE ITS INCEPTION. WITH AN INTRODUCTION WRITTEN BY EDITOR IN CHIEF ADI IGNATIUS, HBR AT 100 FEATURES BUSINESS PUBLISHING'S MOST INFLUENTIAL VOICES ON INNOVATIVE TOPICS, INCLUDING: MICHAEL E. PORTER ON COMPETITIVE STRATEGY CLAYTON M. CHRISTENSEN ON DISRUPTIVE INNOVATION TIM BROWN ON DESIGN THINKING LINDA A. HILL ON BEING A FIRST-TIME MANAGER DANIEL GOLEMAN ON EMOTIONAL INTELLIGENCE ERIK BRYNJOLFSSON AND ANDREW MCAFEE ON ARTIFICIAL INTELLIGENCE ROBERT LIVINGSTON ON RACIAL EQUITY AT WORK AMY C. EDMONDSON AND MARK MORTENSEN ON PSYCHOLOGICAL SAFETY ROBERT B. CIALDINI ON THE SCIENCE OF PERSUASION W. CHAN KIM AND RENEE MAUBORGNE ON BLUE OCEAN STRATEGY GARY HAMEL AND C.K. PRAHALAD ON STRATEGIC INTENT PETER F. DRUCKER ON MANAGING YOURSELF WHETHER YOU'RE A LONGTIME READER OR YOU'RE PICKING UP AN HBR VOLUME FOR THE FIRST TIME, THIS BOOK OFFERS ALL YOU NEED TO UNDERSTAND THE MOST CRITICAL IDEAS IN MANAGEMENT.

📖 100 MUST-READ BOOKS FOR WOMEN IN BUSINESS MARIKE FICHARDT, 2020-11-07 I PUT THIS BOOK TOGETHER AFTER

ASKING 20,000 FEMALE ENTREPRENEURS: WHICH BOOK HAD THE BIGGEST IMPACT ON YOUR BUSINESS OR YOUR SELF-DEVELOPMENT? FOR ALMOST ALL OF THESE 100 BOOKS YOU'LL FIND A REVIEW WHICH READS 'THIS BOOK HAS CHANGED MY LIFE'. THEY INCLUDE -DECADES OLD BESTSELLERS AND 2020 NEWCOMERS -BUSINESS STRATEGY AND SELF-DEVELOPMENT BOOKS -FOR BEGINNERS, AND FOR THOSE WHO ARE READY TO SCALE THIS BOOK WILL GUIDE YOU TO THE BEST BUSINESS AND SELF-DEVELOPMENT BOOKS EVER PUBLISHED. -TEST DRIVE BOOKS TO FIND YOUR NEXT READ. -DISCOVER THE BOOKS WHICH LEAD US TO THE MOST POWERFUL INSIGHTS INTO OURSELVES. -THE WORLD'S BEST BUSINESS COACHES SHOW US THE BREAKTHROUGHS TO GET TO THE NEXT LEVEL

📖 **ATOMIC HABITS** JAMES CLEAR, 2018-10-16 THE #1 NEW YORK TIMES BESTSELLER. OVER 10 MILLION COPIES SOLD! TINY CHANGES, REMARKABLE RESULTS NO MATTER YOUR GOALS, ATOMIC HABITS OFFERS A PROVEN FRAMEWORK FOR IMPROVING--EVERY DAY. JAMES CLEAR, ONE OF THE WORLD'S LEADING EXPERTS ON HABIT FORMATION, REVEALS PRACTICAL STRATEGIES THAT WILL TEACH YOU EXACTLY HOW TO FORM GOOD HABITS, BREAK BAD ONES, AND MASTER THE TINY BEHAVIORS THAT LEAD TO REMARKABLE RESULTS. IF YOU'RE HAVING TROUBLE CHANGING YOUR HABITS, THE PROBLEM ISN'T YOU. THE PROBLEM IS YOUR SYSTEM. BAD HABITS REPEAT THEMSELVES AGAIN AND AGAIN NOT BECAUSE YOU DON'T WANT TO CHANGE, BUT BECAUSE YOU HAVE THE WRONG SYSTEM FOR CHANGE. YOU DO NOT RISE TO THE LEVEL OF YOUR GOALS. YOU FALL TO THE LEVEL OF YOUR SYSTEMS. HERE, YOU'LL GET A PROVEN SYSTEM THAT CAN TAKE YOU TO NEW HEIGHTS. CLEAR IS KNOWN FOR HIS ABILITY TO DISTILL COMPLEX TOPICS INTO SIMPLE BEHAVIORS THAT CAN BE EASILY APPLIED TO DAILY LIFE AND WORK. HERE, HE DRAWS ON THE MOST PROVEN IDEAS FROM BIOLOGY, PSYCHOLOGY, AND NEUROSCIENCE TO CREATE AN EASY-TO-UNDERSTAND GUIDE FOR MAKING GOOD HABITS INEVITABLE AND BAD HABITS IMPOSSIBLE. ALONG THE WAY, READERS WILL BE INSPIRED AND ENTERTAINED WITH TRUE STORIES FROM OLYMPIC GOLD MEDALISTS, AWARD-WINNING ARTISTS, BUSINESS LEADERS, LIFE-SAVING PHYSICIANS, AND STAR COMEDIANS WHO HAVE USED THE SCIENCE OF SMALL HABITS TO MASTER THEIR CRAFT AND VAULT TO THE TOP OF THEIR FIELD. LEARN HOW TO: MAKE TIME FOR NEW HABITS (EVEN WHEN LIFE GETS CRAZY); OVERCOME A LACK OF MOTIVATION AND WILLPOWER; DESIGN YOUR ENVIRONMENT TO MAKE SUCCESS EASIER; GET BACK ON TRACK WHEN YOU FALL OFF COURSE; ...AND MUCH MORE. ATOMIC HABITS WILL RESHAPE THE WAY YOU THINK ABOUT PROGRESS AND SUCCESS, AND GIVE YOU THE TOOLS AND STRATEGIES YOU NEED TO TRANSFORM YOUR HABITS--WHETHER YOU ARE A TEAM LOOKING TO WIN A CHAMPIONSHIP, AN ORGANIZATION HOPING TO REDEFINE AN INDUSTRY, OR SIMPLY AN INDIVIDUAL WHO WISHES TO QUIT SMOKING, LOSE WEIGHT, REDUCE STRESS, OR ACHIEVE ANY OTHER GOAL.

📖 THE BETTER BUSINESS BOOK AUTHORS UNITE, TYLER WAGNER, 2017-05-16 IF YOU'RE LIKE ME, YOU PROBABLY HAVE 100+ BUSINESS BOOKS ON YOUR SHELF COLLECTING DUST. SOME OF THEM YOU'VE READ, SOME OF THEM YOU HAD HOPES OF READING, BUT LIFE JUST GOT IN THE WAY. EACH OF THOSE BOOKS PROBABLY FOLLOWED A THEME AND HAD ONE IMPORTANT UNDERLYING MESSAGE TO SHARE WITH YOU. HUNDREDS OF PAGES, THOUSANDS OF WORDS, BUT ONLY ONE GOLDEN NUGGET OF UNDERLYING WISDOM. ALL THAT READING FOR JUST ONE GOLDEN NUGGET. IMAGINE IF YOU COULD HAVE ONE BOOK THAT GAVE YOU 100 GOLDEN NUGGETS. LESS DUST. LESS CLUTTER. JUST ONE BOOK TO ALWAYS HAVE BY YOUR SIDE AND REFERENCE WHENEVER YOU NEED TO. WELL, THAT'S THE BETTER BUSINESS BOOK. IT'S YOUR ONE-STOP SHOP FOR CRYSTAL-CLEAR BUSINESS ADVICE THAT YOU CAN USE TO GROW YOUR BUSINESS AND LIVE THE LIFE YOU'VE ALWAYS WANTED. THE BETTER BUSINESS BOOK IS BETTER THAN YOUR AVERAGE BUSINESS BOOK. THAT'S HOW WE CAME UP WITH THE TITLE. IT CONSISTS OF 100 PEOPLE EACH SHARING THEIR MOST VALUABLE BUSINESS LESSON. A REAL STORY FROM THEIR BUSINESS EXPERIENCE AND THE LESSON THEY LEARNED FROM IT. EACH TIME YOU READ IT, YOU WILL LEARN SOMETHING NEW. GUARANTEED. WE HOPE YOU ENJOY READING THIS BOOK HALF AS MUCH AS WE ENJOYED CREATING IT FOR YOU. AUTHORS UNITE

📖 CONFRONTING REALITY LARRY BOSSIDY, RAM CHARAN, 2004-10-19 CONFRONTING REALITY WILL CHANGE THE WAY YOU THINK ABOUT AND RUN YOUR BUSINESS. IT IS THE FIRST BOOK THAT SHOWS HOW TO CONNECT THE BIG PICTURE OF THE NEW ERA OF BUSINESS WITH THE NITTY-GRITTY OF WHAT TO DO ABOUT IT. THROUGH A COMPLETELY NEW WAY TO UNDERSTAND AND USE THE BUSINESS MODEL AS THE PRIMARY TOOL FOR CONFRONTING REALITY—A BREAKTHROUGH THAT WILL BECOME THE MANAGEMENT INNOVATION OF THIS DECADE—YOU'LL KNOW SOONER RATHER THAN LATER WHETHER YOUR FUNDAMENTAL BUSINESS PREMISE IS UNDER ASSAULT, WHERE YOUR BEST OPPORTUNITIES LIE, WHAT YOU SHOULD CHANGE AND WHAT YOU SHOULD LEAVE ALONE, AND HOW TO REALISTICALLY PLAN THE FUTURE OF YOUR BUSINESS. THE FUNDAMENTALS OF HOW A BUSINESS MAKES MONEY ARE BEING RAPIDLY AND PERMANENTLY ALTERED BY SWEEPING STRUCTURAL CHANGES. WITH THEIR EXTRAORDINARY DEPTH AND BREADTH OF EXPERIENCE, LARRY BOSSIDY AND RAM CHARAN ARE THE IDEAL GUIDES FOR EVERYONE—ENTREPRENEUR, MID-LEVEL MANAGER, OR CEO—ABOUT WHAT IS TO BE DONE SO YOU CAN GET THINGS RIGHT IN THIS CHALLENGING, RADICALLY CHANGED WORLD. THEY START BY SHOWING YOU HOW TO UNDERSTAND THE MOST FUNDAMENTAL ELEMENT OF ANY BUSINESS: WHETHER YOU CAN REALISTICALLY MAKE THE MONEY YOU HOPE TO IN THE GAME YOU'RE PLAYING. BOSSIDY AND CHARAN SHOW HOW TO USE THE BUSINESS MODEL TO DEVELOP A ROBUST, REALITY-BASED PROCESS FOR THINKING ABOUT THE SPECIFICS OF YOUR BUSINESS IN A HOLISTIC WAY. THEY SHOW HOW TO TIE TOGETHER THE

FINANCIAL TARGETS YOU MUST MEET, THE EXTERNAL REALITIES YOU FACE, AND INTERNAL ACTIVITIES SUCH AS STRATEGY DEVELOPMENT, OPERATING TACTICS, AND SELECTION AND DEVELOPMENT OF PEOPLE. THROUGH THE LENS OF THE BUSINESS MODEL, AS WELL AS THE SKILLFUL USE OF INITIATIVES AND DEVELOPMENT OF PEOPLE WITH THE RIGHT LEADERSHIP CHARACTERISTICS, YOU'LL SEE HOW ROBERT NARDELLI AT HOME DEPOT, JIM MCNERNEY AT 3M, DICK HARRINGTON AT THE THOMSON CORPORATION, MICHAEL WISBRUN AT KLM, JOSEPH TUCCI AT EMC, AND JOHN CHAMBERS AT CISCO CONFRONTED REALITY. WHETHER THEY FACED CRISIS OR OPPORTUNITY, ALL MADE THE RIGHT KINDS OF CHANGES THROUGH A COMBINATION OF BUSINESS SAVVY (THE ART OF UNDERSTANDING THE FUNDAMENTALS DRIVING A BUSINESS) AND BUSINESS MODEL THINKING.

100 Books You Must Read Before You Die - volume 1 [EMMA; JANE EYRE; WUTHERING HEIGHTS; HEART OF DARKNESS; FRANKENSTEIN ...] LEWIS CARROLL, EMILY BRONTË, VICTOR HUGO, EDGAR RICE BURROUGHS, E. M. FORSTER, JOSEPH CONRAD, HOMER, ALDOUS HUXLEY, CHARLES DICKENS, JANE AUSTEN, ALEXANDRE DUMAS, E. E. CUMMINGS, H.P. LOVECRAFT, 2017-03-31 THIS BOOK CONTAINS NOW SEVERAL HTML TABLES OF CONTENTS THE FIRST TABLE OF CONTENTS LISTS THE TITLES OF ALL NOVELS INCLUDED IN THIS VOLUME. BY CLICKING ON ONE OF THOSE TITLES YOU WILL BE REDIRECTED TO THE BEGINNING OF THAT WORK, WHERE YOU'LL FIND A NEW TOC. THIS 1ST VOLUME OF 100 BOOKS YOU MUST READ BEFORE YOU DIE CONTAINS THE FOLLOWING 50 WORKS, ARRANGED ALPHABETICALLY BY AUTHORS' LAST NAMES: ALCOTT, LOUISA MAY: LITTLE WOMEN AUSTEN, JANE: PRIDE AND PREJUDICE, EMMA BALZAC, HONORË DE: FATHER GORIOT BRONTË, ANNE: THE TENANT OF WILDFELL HALL BRONTË, CHARLOTTE: JANE EYRE BRONTË, EMILY: WUTHERING HEIGHTS BURROUGHS, EDGAR RICE: TARZAN OF THE APES BUTLER, SAMUEL: THE WAY OF ALL FLESH CARROLL, LEWIS: ALICE'S ADVENTURES IN WONDERLAND CATHER, WILLA: MY ANTONIA CERVANTES, MIGUEL DE: DON QUIXOTE CHOPIN, KATE: THE AWAKENING CLELAND, JOHN: FANNY HILL COLLINS, WILKIE: THE MOONSTONE CONRAD, JOSEPH: HEART OF DARKNESS, NOSTROMO COOPER, JAMES FENIMORE: THE LAST OF THE MOHICANS CUMMINGS, E. E: THE ENORMOUS ROOM DEFOE, DANIEL: ROBINSON CRUSOE, MOLL FLANDERS DICKENS, CHARLES: BLEAK HOUSE, GREAT EXPECTATIONS DOSTOYEVSKY, FYODOR: CRIME AND PUNISHMENT, THE IDIOT DOYLE, ARTHUR CONAN: THE HOUND OF THE BASKERVILLES DREISER, THEODORE: SISTER CARRIE DUMAS, ALEXANDRE: THE THREE MUSKETEERS, THE COUNT OF MONTE CRISTO ELIOT, GEORGE: MIDDLEMARCH FIELDING, HENRY: TOM JONES FLAUBERT, GUSTAVE: MADAME BOVARY, SENTIMENTAL EDUCATION FORD, FORD MADOX: THE GOOD SOLDIER FORSTER, E. M.: A ROOM WITH A VIEW, HOWARDS END GASKELL, ELIZABETH: NORTH AND SOUTH GOETHE, JOHANN WOLFGANG VON: THE SORROWS OF YOUNG WERTHER GOGOL, NIKOLAI: DEAD SOULS GORKY, MAXIM: THE MOTHER HAGGARD, H. RIDER: KING

SOLOMON'S MINES HARDY, THOMAS: TESS OF THE D'URBERVILLES HAWTHORNE, NATHANIEL: THE SCARLET LETTER HOMER: THE ILIAD & THE ODYSSEY HUGO, VICTOR: THE HUNCHBACK OF NOTRE DAME, LES MISÉRABLES HUXLEY, ALDOUS: CROMWELL YELLOW JAMES, HENRY: THE PORTRAIT OF A LADY LOVECRAFT, H.P.: THE CALL OF CTHULHU SHELLEY, MARY: FRANKENSTEIN

📖 **BIRD BY BIRD** ANNE LAMOTT, 2007-12-18 NEW YORK TIMES BESTSELLER • AN ESSENTIAL VOLUME FOR GENERATIONS OF WRITERS YOUNG AND OLD. THE TWENTY-FIFTH ANNIVERSARY EDITION OF THIS MODERN CLASSIC WILL CONTINUE TO SPARK CREATIVE MINDS FOR YEARS TO COME. ANNE LAMOTT IS A WARM, GENEROUS, AND HILARIOUS GUIDE THROUGH THE WRITER'S WORLD AND ITS TREACHEROUS SWAMPS (LOS ANGELES TIMES). "SUPERB WRITING ADVICE.... HILARIOUS, HELPFUL, AND PROVOCATIVE." —THE NEW YORK TIMES BOOK REVIEW FOR A QUARTER CENTURY, MORE THAN A MILLION READERS—SCRIBES AND SCRIBBLERS OF ALL AGES AND ABILITIES—HAVE BEEN INSPIRED BY ANNE LAMOTT'S HILARIOUS, BIG-HEARTED, HOMESPUN ADVICE. ADVICE THAT BEGINS WITH THE SIMPLE WORDS OF WISDOM PASSED DOWN FROM ANNE'S FATHER—ALSO A WRITER—IN THE ICONIC PASSAGE THAT GIVES THE BOOK ITS TITLE: "THIRTY YEARS AGO MY OLDER BROTHER, WHO WAS TEN YEARS OLD AT THE TIME, WAS TRYING TO GET A REPORT ON BIRDS WRITTEN THAT HE'D HAD THREE MONTHS TO WRITE. IT WAS DUE THE NEXT DAY. WE WERE OUT AT OUR FAMILY CABIN IN BOLINAS, AND HE WAS AT THE KITCHEN TABLE CLOSE TO TEARS, SURROUNDED BY BINDER PAPER AND PENCILS AND UNOPENED BOOKS ON BIRDS, IMMOBILIZED BY THE HUGENESS OF THE TASK AHEAD. THEN MY FATHER SAT DOWN BESIDE HIM, PUT HIS ARM AROUND MY BROTHER'S SHOULDER, AND SAID, 'BIRD BY BIRD, BUDDY. JUST TAKE IT BIRD BY BIRD.'"

📖 **SOCRATIC SELLING** KEVIN DALEY, 1995-08-22 BUILD A RELATIONSHIP WITH YOUR CUSTOMERS AND CLOSE THE SALE MORE SURELY. THE SOCRATIC APPROACH RESPECTS THE POWER OF THE CUSTOMER. THE CUSTOMER HAS THE NEED, THE POWER, AND THE DECISION-MAKING AUTHORITY. SOCRATIC SELLING SHOWS YOU HOW TO ACCESS THAT POWER, TO COOPERATE WITH IT, AND TO MAKE IT WORK FOR YOU. INSIDE YOU WILL DISCOVER HOW TO: OPEN A SALES DIALOGUE DYNAMICALLY, SO THAT YOU AND YOUR CUSTOMER GO RIGHT TO THE HEART OF THE MATTER GUIDE THE DIALOGUE THROUGH A DISCOVERY OF NEEDS AND NEEDED DECISIONS NEGOTIATE OBJECTIONS, AND CLOSE EFFECTIVELY UNCOVER THE MOTIVATORS THAT MOVE SALES TO MORE PREDICTABLE CLOSURE

📖 **HOW TO THINK LIKE A CEO** D. A. BENTON, 1999-08-04 DRAWING ON IN-DEPTH INTERVIEWS WITH HUNDREDS OF THE NATION'S TOP EXECUTIVES, D. A. BENTON EXPLAINS THE 22 VITAL TRAITS THAT MAKE A CEO - THE LEADER RESPONSIBLE FOR MAKING DECISIONS, GUIDING TEAMS, SELLING IDEAS, MANAGING CRISES, AND CONQUERING THE MOUNTAINS BEFORE THEM. YOU'LL

PENETRATE THE MYSTERY OF WHY SOME PEOPLE MAKE IT TO THE TOP AND SOME DON'T, WHEN THEY'RE ALL EQUALLY GOOD AT THEIR JOBS. YOU'LL LEARN HOW TO AVOID GETTING FIRED AND HOW TO GET PROMOTED MORE QUICKLY, HOW TO ENJOY THE QUALITY OF LIFE YOU WANT AND DESERVE, AND - IF YOU DECIDE YOU WANT TO BE THE BIG BOSS - HOW TO HAVE THE RIGHT CHARACTER TRAITS TO GET THERE. THESE ARE SOME OF THE TRAITS THAT MAKE A CEO. ARE YOU READY TO MAKE THEM YOURS? YOU'RE GUTSY AND A LITTLE WILD - YET MODEST AND IN CONTROL. YOU'RE COMPETITIVE AND TENACIOUS - YET FLEXIBLE AND GENEROUS. YOU'RE WILLING TO ADMIT MISTAKES - YET UNAPOLOGETIC. YOU'RE SECURE IN YOURSELF - YET CONSTANTLY IMPROVING. YOU'RE ORIGINAL AND STRAIGHTFORWARD - YET THINK BEFORE YOU TALK. MAKE YOUR ASCENT NOT ONLY GRATIFYING, BUT ALSO EXHILARATING AND FUN. THIS IS HOW CHIEFS RUN THE SHOW - AND HOW YOU CAN ACT LIKE A CHIEF TO BECOME A CHIEF, EVEN SOONER THAN YOU DREAMED.

❏ POST AND FOUNDER RAND FISHKIN, 2018-04-24 RAND FISHKIN, THE FOUNDER AND FORMER CEO OF MOZ, REVEALS HOW TRADITIONAL SILICON VALLEY WISDOM LEADS FAR TOO MANY STARTUPS ASTRAY, WITH THE TRANSPARENCY AND HUMOR THAT HIS HUNDREDS OF THOUSANDS OF BLOG READERS HAVE COME TO LOVE. EVERYONE KNOWS HOW A STARTUP STORY IS SUPPOSED TO GO: A YOUNG, BRILLIANT ENTREPRENEUR HAS A COOL IDEA, DROPS OUT OF COLLEGE, DEFILES THE DOUBTERS, OVERCOMES ALL ODDS, MAKES BILLIONS, AND BECOMES THE ENVY OF THE TECHNOLOGY WORLD. THIS IS NOT THAT STORY. IT'S NOT THAT THINGS WENT BADLY FOR RAND FISHKIN; THEY JUST WEREN'T QUITE SO ZUCKERBERG-ESQUE. HIS COMPANY, MOZ, MAKER OF MARKETING SOFTWARE, IS NOW A \$45 MILLION/YEAR BUSINESS, AND HE'S ONE OF THE WORLD'S LEADING EXPERTS ON SEO. BUT HIS BUSINESS AND REPUTATION TOOK FIFTEEN YEARS TO GROW, AND HIS STARTUP BEGAN NOT IN A HARVARD DORM ROOM BUT AS A MOTHER-AND-SON FAMILY BUSINESS THAT FELL DEEPLY INTO DEBT. NOW FISHKIN PULLS BACK THE CURTAIN ON TECH STARTUP MYTHOLOGY, EXPOSING THE UPS AND DOWNS OF STARTUP LIFE THAT MOST CEOs WOULD RATHER KEEP SECRET. FOR INSTANCE: A MINIMALLY VIABLE PRODUCT CAN BE DESTRUCTIVE IF YOU LAUNCH AT THE WRONG MOMENT. GROWTH HACKING MAY BE THE BUZZWORD DU JOUR, BUT INITIATIVES CAN FIZZLE QUICKLY. REVENUE AND GROWTH WON'T PROTECT YOU FROM LAYOFFS. AND VENTURE CAPITAL ALWAYS COMES WITH STRINGS ATTACHED. FISHKIN'S HARD-WON LESSONS ARE APPLICABLE TO ANY KIND OF BUSINESS ENVIRONMENT. UP OR DOWN THE CHAIN OF COMMAND, AT BOTH EARLY STAGE STARTUPS AND MATURE COMPANIES, WHETHER YOUR TRAJECTORY IS RIDING HIGH OR DOWN IN THE DUMPS: THIS BOOK CAN HELP SOLVE YOUR PROBLEMS, AND MAKE YOU FEEL LESS ALONE FOR HAVING THEM.

❏ THE LEAN STARTUP ERIC RIES, 2011-09-13 MOST STARTUPS FAIL. BUT MANY OF THOSE FAILURES ARE PREVENTABLE.

THE LEAN STARTUP IS A NEW APPROACH BEING ADOPTED ACROSS THE GLOBE, CHANGING THE WAY COMPANIES ARE BUILT AND NEW PRODUCTS ARE LAUNCHED. ERIC RIES DEFINES A STARTUP AS AN ORGANIZATION DEDICATED TO CREATING SOMETHING NEW UNDER CONDITIONS OF EXTREME UNCERTAINTY. THIS IS JUST AS TRUE FOR ONE PERSON IN A GARAGE OR A GROUP OF SEASONED PROFESSIONALS IN A FORTUNE 500 BOARDROOM. WHAT THEY HAVE IN COMMON IS A MISSION TO PENETRATE THAT FOG OF UNCERTAINTY TO DISCOVER A SUCCESSFUL PATH TO A SUSTAINABLE BUSINESS. THE LEAN STARTUP APPROACH FOSTERS COMPANIES THAT ARE BOTH MORE CAPITAL EFFICIENT AND THAT LEVERAGE HUMAN CREATIVITY MORE EFFECTIVELY. INSPIRED BY LESSONS FROM LEAN MANUFACTURING, IT RELIES ON “VALIDATED LEARNING,” RAPID SCIENTIFIC EXPERIMENTATION, AS WELL AS A NUMBER OF COUNTER-INTUITIVE PRACTICES THAT SHORTEN PRODUCT DEVELOPMENT CYCLES, MEASURE ACTUAL PROGRESS WITHOUT RESORTING TO VANITY METRICS, AND LEARN WHAT CUSTOMERS REALLY WANT. IT ENABLES A COMPANY TO SHIFT DIRECTIONS WITH AGILITY, ALTERING PLANS INCH BY INCH, MINUTE BY MINUTE. RATHER THAN WASTING TIME CREATING ELABORATE BUSINESS PLANS, THE LEAN STARTUP OFFERS ENTREPRENEURS—IN COMPANIES OF ALL SIZES—A WAY TO TEST THEIR VISION CONTINUOUSLY, TO ADAPT AND ADJUST BEFORE IT’S TOO LATE. RIES PROVIDES A SCIENTIFIC APPROACH TO CREATING AND MANAGING SUCCESSFUL STARTUPS IN A AGE WHEN COMPANIES NEED TO INNOVATE MORE THAN EVER.

📖 *GETTING EVERYTHING YOU CAN OUT OF ALL YOU’VE GOT* JAY ABRAHAM, 2001-10-12 ABRAHAM--TRUSTED ADVISOR TO AMERICA’S TOP CORPORATIONS--HAS WRITTEN HIS FIRST MAJOR BOOK FOR ANYONE SEEKING FRESH IDEAS ON SUPERCHARGING PERSONAL OR BUSINESS SUCCESS.

📖 *THE ANSWER* JOHN ASSARAF, MURRAY SMITH, 2008-05-20 A KEY TEAM MEMBER BEHIND THE SECRET AND HIS BUSINESS PARTNER OFFER THE SPECIFIC TOOLS AND MENTAL STRATEGIES TO HELP READERS LEAP AHEAD IN ANY CAREER OR BUSINESS VENTURE AND ACHIEVE MAJOR FINANCIAL SUCCESS. IN THIS VISIONARY WORK, NEW YORK TIMES BESTSELLING AUTHOR JOHN ASSARAF AND BUSINESS GURU MURRAY SMITH REINVENT THE BUSINESS BOOK FOR THE TWENTY-FIRST CENTURY. TWO OF THE MOST SUCCESSFUL ENTREPRENEURS IN THE WORLD, THEY COMBINE FORCES TO BRING THEIR SPECIAL INSIGHTS AND TECHNIQUES TOGETHER IN A REVOLUTIONARY GUIDE FOR SUCCESS IN THE MODERN BUSINESS ENVIRONMENT. ASSARAF AND SMITH KNOW HOW TO MINIMIZE RISK AND MAXIMIZE SUCCESS, AND THE ANSWER PROVIDES A FRAMEWORK FOR SHARING THEIR WISDOM, EXPERIENCE, AND SKILLS WITH THE MILLIONS OF PEOPLE WHO WANT TO ACCOMPLISH THEIR OWN DREAMS IN LIFE. USING CUTTING-EDGE RESEARCH INTO BRAIN SCIENCE AND QUANTUM PHYSICS, THEY SHOW HOW READERS CAN ACTUALLY REWIRE THEIR BRAINS FOR SUCCESS AND CREATE THE KIND OF EXTRAORDINARY LIVES THEY WANT. BY TEACHING READERS HOW TO ATTRACT AND USE

NEWLY DISCOVERED UNCOMMON SENSES TO ACHIEVE BUSINESS SUCCESS, THE AUTHORS DEMONSTRATE THE BELIEFS, HABITS, THOUGHTS, AND ACTIONS THAT THEY HAVE USED TO BUILD EIGHTEEN MULTIMILLION-DOLLAR COMPANIES. ANY READER WHO FOLLOWS THIS STEP-BY-STEP PROCESS TO BUILD HIS OR HER CAREER WILL EXPERIENCE AN ENORMOUS LIFE TRANSFORMATION AND REACH AN EXCEPTIONAL LEVEL OF LIVING.

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