

Say Yes To Your Potential

Big Potential Say Yes to Yourself Year of Yes Saying Yes Ego Is the Enemy The 15 Invaluable Laws of Growth Minding Your Own Business Say Yes to What's Next How To Win Friends And Influence People Self-Confidence Hero Maker 10 Seconds of Insane Courage Sorry I'm Late, I Didn't Want to Come Presence Writing to Be Understood Boundaries The Coaching Habit Getting to Yes The Joseph Campbell Companion Ask Again, Yes Say Yes Summer The Five Levels of Attachment How To Win Friends and Influence People The Disease to Please: Curing the People-Pleasing Syndrome Be Water, My Friend How to Say No Without Feeling Guilty Unstoppable Success The 5 Levels of Leadership Big Magic Know My Name The Artist's Journey Yes! Saying Yes to No Forget a Mentor, Find a Sponsor Understanding Your Potential Expanded Edition Perfectly Imperfect Say Yes to Your Potential Daily Disciplines Getting Everything You Can Out of All You've Got The ONE Thing

Big Potential

Perfect for fans of Morgan Matson and Netflix/Hallmark Channel rom-coms, this is the story of a girl who decides to give in to the universe and just say yes to everything, bringing her friendship, new experiences, and, if she lets her guard down, true love. The perfect book to kick off summer! For as long as Rachel Brooks

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can remember, she's had capital-G Goals: straight As, academic scholarship, college of her dreams. And it's all paid off--after years of following the rules and acing every exam, Rachel is graduating at the top of her class and ready to celebrate by . . . doing absolutely nothing. Because Rachel Brooks has spent most of high school saying no. No to dances, no to parties, and most especially, no to boys. Now, for the first time in her life, there's nothing stopping Rachel from having a little fun--nothing, that is, except herself. So when she stumbles on a beat up old self-help book--A SEASON OF YES!--a crazy idea pops into her head: What if she just said yes to . . . everything? And so begins a summer of yes. Yes to new experiences and big mistakes, yes to rekindled friendships and unexpected romances, yes to seeing the world in a whole new way. This book is a fresh and fun take on the coming-of-age novel that explores the quintessential themes of growing up: taking risks, making mistakes, and, of course, love. And who knows? Lindsey Roth Culli's hilarious and heartwarming debut may just inspire your own SAY YES SUMMER.

Say Yes to Yourself

Coaching is an essential skill for leaders. But for most busy, overworked managers, coaching employees is done badly, or not at all. They're just too busy, and it's too hard to change. But what if managers could coach their people in 10 minutes or less? In Michael Bungay Stanier's *The Coaching Habit*, coaching becomes a regular,

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informal part of your day so managers and their teams can work less hard and have more impact. Coaching is an art and it's far easier said than done. It takes courage to ask a question rather than offer up advice, provide an answer, or unleash a solution. Giving another person the opportunity to find their own way, make their own mistakes, and create their own wisdom is both brave and vulnerable. It can also mean unlearning our "fix it" habits. In this practical and inspiring book, Michael shares seven transformative questions that can make a difference in how we lead and support. And, he guides us through the tricky part - how to take this new information and turn it into habits and a daily practice. -Brené Brown, author of *Rising Strong* and *Daring Greatly* Drawing on years of experience training more than 10,000 busy managers from around the globe in practical, everyday coaching skills, Bungay Stanier reveals how to unlock your peoples' potential. He unpacks seven essential coaching questions to demonstrate how---by saying less and asking more--you can develop coaching methods that produce great results. - Get straight to the point in any conversation with The Kickstart Question - Stay on track during any interaction with The AWE Question - Save hours of time for yourself with The Lazy Question, and hours of time for others with The Strategic Question - Get to the heart of any interpersonal or external challenge with The Focus Question and The Foundation Question - Finally, ensure others find your coaching as beneficial as you do with The Learning Question A fresh, innovative take on the traditional how-to manual, the book combines insider information with research based in neuroscience and behavioural economics,

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together with interactive training tools to turn practical advice into practiced habits. Dynamic question-and-answer sections help identify old habits and kick-start new behaviour, making sure you get the most out of all seven chapters. Witty and conversational, *The Coaching Habit* takes your work--and your workplace--from good to great.

Year of Yes

Bestselling author Shawn Achor shows how to unlock hidden sources of potential in ourselves and others. In a world that thrives on competition and individual achievement, we are measuring and pursuing potential all wrong. By pursuing success in isolation - pushing others away as we push ourselves too hard - we are not just limiting our potential, we are becoming more stressed and disconnected than ever. In his highly anticipated follow-up to *The Happiness Advantage*, Achor reveals a better approach. Drawing on his work in 50 countries, he shows that success and happiness are not competitive sports. Rather, they depend almost entirely on how well we connect with, relate to, and learn from each other. Just as happiness is contagious, every dimension of human potential - performance, intelligence, creativity, leadership ability and health - is influenced by those around us. So when we help others become better, we reach new levels of potential, as well. Rather than fighting over scraps of the pie, we can expand the pie instead. Small Potential is the limited success we can attain alone. BIG Potential is what we

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can achieve together. Here, Achor offers five strategies - the SEEDS of Big Potential--for lifting the ceiling on what we can achieve while returning happiness and meaning to our lives. The dramatic shifts in how we approach work today demand an equally dramatic shift in our approach to success. Big Potential offers a new path to thriving in the modern world.

Saying Yes

Unstoppable Success inspires the uninspired and challenges the already motivated to dream bigger and demand more of themselves. Get a behind-the-scenes look at how the ultra-successful think in order to create their own future. Begin to think like they think and your personal vision will be expanded and the limits will be removed from your current ideas of what is possible. Begin doing what the ultra-successful do, and you'll make these elevated possibilities a reality. Dr. Mike Mason's personal experience and expertise in motivation offers a unique perspective on how to establish your goals, set your priorities and develop a personalized plan for the daily motivation needed to achieve your potential. Learn how to govern your daily agenda by prioritizing the events that will bring you closer to reaching your goals. You will learn about the 2 most powerful influences in your life, how to harness the power of these 2 influences from your past and how to utilize them to help shape your future. You can be, do and have more from this day forward by implementing this easy-to-use approach for creating your own

roadmap to success. "Unstoppable Success" will fill you with hope for a better tomorrow by giving you the tools you need to create virtually any future that you choose. This system teaches you how to get everything you could ever want out of life by giving everything you have to it. If your goal is to reach the top 1% in sports, scholastics, business or finances, then the methods contained in these pages will help pave your way. Discover the greatest motivational tool that you will ever have and follow this secret formula to become unstoppable in every facet of your life.

Ego Is the Enemy

Fuel success and grow your team at every level of leadership. True leadership isn't a matter of having a certain job or title. In fact, being chosen for a position is only the first of the five levels every effective leader achieves. To become more than "the boss" people follow only because they are required to, you have to master the ability to invest in people and inspire them. To grow further in your role, you must achieve results and build a team that produces. You need to help people to develop their skills to become leaders in their own right. And if you have the skill and dedication, you can reach the pinnacle of leadership-where experience will allow you to extend your influence beyond your immediate reach and time for the benefit of others. The 5 Levels of Leadership are: 1. Position - People follow because they have to. 2. Permission - People follow because they want to. 3.

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Production - People follow because of what you have done for the organization. 4. People Development - People follow because of what you have done for them personally. 5. Pinnacle - People follow because of who you are and what you represent. Through humor, in-depth insight, and examples, internationally recognized leadership expert John C. Maxwell describes each of these stages of leadership. He shows you how to master each level and rise up to the next to become a more influential, respected, and successful leader.

The 15 Invaluable Laws of Growth

The creator of "Grey's Anatomy" and "Scandal" details the one-year experiment with saying "yes" that transformed her life, revealing how accepting unexpected invitations she would have otherwise declined enabled powerful benefits.

Minding Your Own Business

Say Yes to What's Next

Learn how small changes can make a big difference in your powers of persuasion with this New York Times bestselling introduction to fifty scientifically proven

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techniques for increasing your persuasive powers in business and life. Every day we face the challenge of persuading others to do what we want. But what makes people say yes to our requests? Persuasion is not only an art, it is also a science, and researchers who study it have uncovered a series of hidden rules for moving people in your direction. Based on more than sixty years of research into the psychology of persuasion, *Yes!* reveals fifty simple but remarkably effective strategies that will make you much more persuasive at work and in your personal life, too. Cowritten by the world's most quoted expert on influence, Professor Robert Cialdini, *Yes!* presents dozens of surprising discoveries from the science of persuasion in short, enjoyable, and insightful chapters that you can apply immediately to become a more effective persuader. Often counterintuitive, the findings presented in *Yes!* will steer you away from common pitfalls while empowering you with little known but proven wisdom. Whether you are in advertising, marketing, management, on sales, or just curious about how to be more influential in everyday life, *Yes!* shows how making small, scientifically proven changes to your approach can have a dramatic effect on your persuasive powers.

How To Win Friends And Influence People

Having clear boundaries is essential to a healthy, balanced lifestyle. A boundary is a personal property line that marks those things for which we are responsible. In

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other words, boundaries define who we are and who we are not. Boundaries impact all areas of our lives: Physical boundaries help us determine who may touch us and under what circumstances -- Mental boundaries give us the freedom to have our own thoughts and opinions -- Emotional boundaries help us to deal with our own emotions and disengage from the harmful, manipulative emotions of others -- Spiritual boundaries help us to distinguish God's will from our own and give us renewed awe for our Creator -- Often, Christians focus so much on being loving and unselfish that they forget their own limits and limitations. When confronted with their lack of boundaries, they ask: - Can I set limits and still be a loving person? - What are legitimate boundaries? - What if someone is upset or hurt by my boundaries? - How do I answer someone who wants my time, love, energy, or money? - Aren't boundaries selfish? - Why do I feel guilty or afraid when I consider setting boundaries? Dr. Henry Cloud and Dr. John Townsend offer biblically-based answers to these and other tough questions, showing us how to set healthy boundaries with our parents, spouses, children, friends, co-workers, and even ourselves.

Self-Confidence

From the star of Say Yes to the Dress: Atlanta, now filming its eleventh season for TLC, comes a book and a life-makeover movement for women approaching fifty and beyond. Move over, girlfriend, Lori Allen is here to help you say yes to what's

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next! Star of Say Yes to the Dress: Atlanta, Lori Allen uses her confidence, wisdom, and signature humor not only to help young brides on their most important day ever but also to model to them and their mothers how to live out the coming years as the best of their lives. Lori Allen is owner/operator of one of the biggest and busiest bridal mega-salons in the country, Atlanta's Bridals by Lori. But she's also a wife, mother, grandmother, and breast cancer survivor. Whether you're feeling invisible, disappearing into the fabric of your couch a little more every year, or simply being indecisive about what's next, Lori offers herself as the poster child of what to do, not do, and how to see your way through the unexpected. In Say Yes to What's Next she addresses essential issues, such as don't let yourself go, marriage is awesome, but it's no fairytale, keep your mouth shut and your heart open to your kids (and they'll bring you grandkids), make time to parent your parents, maintain a close circle of girlfriends, get off the couch and live your passion, take charge of your money, and what to do when life gives you a faceplant. Say Yes to What's Next is a life makeover and therapy session from a relatable you-can-and-you-should-do-this straight-shooter as Lori helps women shape their own futures with confidence, style, and sass.

Hero Maker

Over a course of a decade Patrick O'Connell went from being a non-leader and non-believer to leading a whole network of reproducing churches. Patrick became a

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Christ follower at Community Christian Church and on the evening he was baptized someone asked him to be an apprentice in a small group. Two years later he began raising support, moving to Kansas City, and serving a residency there to learn how to reproduce sites and churches. Every church has a different story, but all churches need a clear leadership development track for leaders, volunteer and paid. What is often missing is a path that leads to multiplication. Drawing directly from the practices of Jesus, this book focuses on helping your church outline and refine its leadership path. It helps leaders identify their starting points, and then walks them forward from there with guidance and specific examples from many different churches for points all along the way. The Hero Maker shows church leaders how to become a "Level 5" church led by "Level 5" leaders, redefining a church's success as more than growth - as reproducing and multiplying. Included are illustrations and field guide exercises on how to develop apprentices, lead small groups, and coach leaders.

10 Seconds of Insane Courage

The instant Wall Street Journal, USA Today, and international bestseller “While the history books are filled with tales of obsessive visionary geniuses who remade the world in their image with sheer, almost irrational force, I’ve found that history is also made by individuals who fought their egos at every turn, who eschewed the spotlight, and who put their higher goals above their desire for recognition.” —from

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the prologue Many of us insist the main impediment to a full, successful life is the outside world. In fact, the most common enemy lies within: our ego. Early in our careers, it impedes learning and the cultivation of talent. With success, it can blind us to our faults and sow future problems. In failure, it magnifies each blow and makes recovery more difficult. At every stage, ego holds us back. Ego Is the Enemy draws on a vast array of stories and examples, from literature to philosophy to history. We meet fascinating figures such as George Marshall, Jackie Robinson, Katharine Graham, Bill Belichick, and Eleanor Roosevelt, who all reached the highest levels of power and success by conquering their own egos. Their strategies and tactics can be ours as well. In an era that glorifies social media, reality TV, and other forms of shameless self-promotion, the battle against ego must be fought on many fronts. Armed with the lessons in this book, as Holiday writes, “you will be less invested in the story you tell about your own specialness, and as a result, you will be liberated to accomplish the world-changing work you’ve set out to achieve.”

Sorry I'm Late, I Didn't Want to Come

- More than 500 appearances on national bestseller lists
- #1 Wall Street Journal, New York Times, and USA Today
- Won 12 book awards
- Translated into 35 languages
- Voted Top 100 Business Book of All Time on Goodreads

People are using this simple, powerful concept to focus on what matters most in their personal and work lives. Companies are helping their employees be more productive with

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study groups, training, and coaching. Sales teams are boosting sales. Churches are conducting classes and recommending for their members. By focusing their energy on one thing at a time people are living more rewarding lives by building their careers, strengthening their finances, losing weight and getting in shape, deepening their faith, and nurturing stronger marriages and personal relationships. YOU WANT LESS. You want fewer distractions and less on your plate. The daily barrage of e-mails, texts, tweets, messages, and meetings distract you and stress you out. The simultaneous demands of work and family are taking a toll. And what's the cost? Second-rate work, missed deadlines, smaller paychecks, fewer promotions--and lots of stress. AND YOU WANT MORE. You want more productivity from your work. More income for a better lifestyle. You want more satisfaction from life, and more time for yourself, your family, and your friends. NOW YOU CAN HAVE BOTH — LESS AND MORE. In The ONE Thing, you'll learn to * cut through the clutter * achieve better results in less time * build momentum toward your goal* dial down the stress * overcome that overwhelmed feeling * revive your energy * stay on track * master what matters to you The ONE Thing delivers extraordinary results in every area of your life--work, personal, family, and spiritual. WHAT'S YOUR ONE THING?

Presence

New York Times bestseller Wall Street Journal bestseller USA Today bestseller

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Publishers Weekly bestseller Forbes "15 Best Business Books of the Year" People "Book of the Week" AARP Editor's Pick Translated into 34 languages and counting "Presence feels at once concrete and inspiring, simple but ambitious--above all, truly powerful." -- New York Times Book Review Have you ever left a nerve-racking challenge and immediately wished for a do over? Maybe after a job interview, a performance, or a difficult conversation? The very moments that require us to be genuine and commanding can instead cause us to feel phony and powerless. Too often we approach our lives' biggest hurdles with dread, execute them with anxiety, and leave them with regret. By accessing our personal power, we can achieve "presence," the state in which we stop worrying about the impression we're making on others and instead adjust the impression we've been making on ourselves. As Harvard professor Amy Cuddy's revolutionary book reveals, we don't need to embark on a grand spiritual quest or complete an inner transformation to harness the power of presence. Instead, we need to nudge ourselves, moment by moment, by tweaking our body language, behavior, and mind-set in our day-to-day lives. Amy Cuddy has galvanized tens of millions of viewers around the world with her TED talk about "power poses." Now she presents the enthralling science underlying these and many other fascinating body-mind effects, and teaches us how to use simple techniques to liberate ourselves from fear in high-pressure moments, perform at our best, and connect with and empower others to do the same. Brilliantly researched, impassioned, and accessible, Presence is filled with stories of individuals who learned how to flourish during the stressful moments that

once terrified them. Every reader will learn how to approach their biggest challenges with confidence instead of dread, and to leave them with satisfaction instead of regret.

Writing to Be Understood

What would happen if a shy introvert lived like a gregarious extrovert for one year? If she knowingly and willingly put herself in perilous social situations that she'd normally avoid at all costs? Writer Jessica Pan intends to find out. With the help of various extrovert mentors, Jessica sets up a series of personal challenges (talk to strangers, perform stand-up comedy, host a dinner party, travel alone, make friends on the road, and much, much worse) to explore whether living like an extrovert can teach her lessons that might improve the quality of her life. Chronicling the author's hilarious and painful year of misadventures, this book explores what happens when one introvert fights her natural tendencies, takes the plunge, and tries (and sometimes fails) to be a little bit braver.

Boundaries

"To this book I say yes, yes, yes!" —from the Foreword by Richard Carlson, author of *Don't Sweat the Small Stuff* Find more time and energy for the things you love to

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do—learn to say no without feeling guilty! The simple word "no" is often the most difficult to say. Yet anyone can develop the skills to say no with confidence, kindness, and peace of mind. And the benefits are enormous. You'll spend less time doing things you don't want to do with people you don't want to see, and move closer to your own priorities and passions. *How to Say No Without Feeling Guilty* shows you the five simple techniques that will help you say no with finesse in nearly any situation and how to apply two basic principles to minimize guilt about saying no and reduce the likelihood of personal conflicts. In addition, authors Patti Breitman and Connie Hatch provide specific language and practical strategies for defending your boundaries against life's many intrusions and distractions, including:

- Demanding friends and family members
- Unwelcome invitations, dates, and romantic entanglements
- Requests for money, whether from friends, relatives, organizations, or panhandlers
- Unreasonable assignments at work
- Pushy people who ask for too many favors
- Junk mail, annoying phone calls, and buddies with something to sell
- High-maintenance people
- And much more

Ultimately, "no" can be one of the most positive words in your vocabulary. Whether you crave more family time, more time for yourself, or more time to pursue a dream, saying no frees up room for the "yeses" in your life.

The Coaching Habit

A reflection journal crafted to nudge you to explore the inner landscape of your

creativity as well as believe in yourself as an artist. Lessons and creative prompts unfold as poets and writers speak universal truths across the centuries, exhorting you to reflect upon your life and what's what's meaningful to you on your creative journey.

Getting to Yes

With an enduring grasp of human nature, Dale Carnegie's *How to Win Friends and Influence People* teaches his readers how to handle people without letting them feel manipulated, how to make people feel important without inspiring resentment, how win people over to your point of view without causing offence, and how to make a friend out of just about anyone. Published in 1937, Carnegie's *How to Win Friends and Influence People*, was originally written as a companion book to his lectures on how to be a good salesperson. However, what began as a basic sales primer, quickly exploded into an overnight success, eventually selling more than 15 million copies worldwide, and pioneering an entire genre of self-help and personal success books. HarperTorch brings great works of non-fiction and the dramatic arts to life in digital format, upholding the highest standards in ebook production and celebrating reading in all its forms. Look for more titles in the HarperTorch collection to build your digital library.

The Joseph Campbell Companion

NEW YORK TIMES, WALL STREET JOURNAL, AND USA TODAY BESTSELLER "This book will shine new light on your journey, ignite your practice with new power, inspire new possibilities for growth, and infuse your life with the grace and confidence you seek." --Baron Baptiste A little over a decade ago, Baron Baptiste published his seminal book, *Journey into Power*. The first of its kind, it introduced the world to Baptiste Yoga, his signature method that marries a lifetime of studying with some of the world's most renowned yoga masters with his uniquely powerful approach to inner and outer transformation. Since then, yoga has steadily moved into the mainstream in our culture, and Baron's unique contribution has played a key role. As millions of participants incorporate yoga into their daily lives, Baron's teachings have evolved to bring them even deeper into their own transformative possibilities. *Perfectly Imperfect: The Art and Soul of Yoga Practice* takes readers beyond the foundations of the practice by speaking to everything that happens in their bodies and minds after they get into a yoga pose. That is where the true transformation occurs, and where much rich spiritual and emotional growth is available. Readers will learn how to move through their lives with grace and flow, begin again when a situation becomes difficult, "be a yes" for their innermost desires, give up what they must, follow their intuition, and find their truth north. With his signature blend of boldness, insightfulness, humor, and warmth, Baron offers what is destined to be an instant classic in the yoga and meditation world.

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With *Perfectly Imperfect*, he proves once again to be a true yoga master for the modern world.

Ask Again, Yes

What's wrong with being a "people pleaser?" Plenty! "A fascinating book If you struggle with where, when, and how to draw the line between your own desires and the demands of others, buy this book!" Kay Redfield Jamison, bestselling author of *An Unquiet Mind* and *Night Falls Fast* People pleasers are not just nice people who go overboard trying to make everyone happy. Those who suffer from the Disease to Please are people who say "Yes" when they really want to say "No." For them, the uncontrollable need for the elusive approval of others is an addiction. Their debilitating fears of anger and confrontation force them to use "niceness" and "people-pleasing" as self-defense camouflage. Featured on NBC's "Today," *The Disease to Please* explodes the dangerous myth that "people pleasing" is a benign problem. Best-selling author and frequent "Oprah" guest Dr. Harriet Braiker offers clear, positive, practical, and easily do-able steps toward recovery. Begin with a simple but revealing quiz to discover what type of people-pleaser you are. Then learn how making even small changes to any single portion of the Disease to Please Triangle - involving your thoughts, feelings, and behavior - will cause a dramatic, positive and long-lasting change to the overall syndrome. As a recovered peoplepleaser, you will finally see that a balanced way of living that takes others

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into consideration but puts the emphasis first on pleasing yourself and gaining your own approval is the clearest path to health and happiness.

Say Yes Summer

Daily Disciplines is a simple way to commit to a habit pattern of personal growth. A few minutes a day will make a world of difference in the way that you approach projects, business, relationships, parenting, studying, and life. This book contains 90 days worth of distilled truths to ponder, and leaves each day with a specific question to think about for the day. SKIP ROSS is an internationally sought after speaker and leadership trainer. This book was inspired from Skip's most recent podcast series, Daily Disciplines. He is most well known for his Dynamic Living seminar and his book, Say Yes to your Potential. Skip is founder and director of Circle A Ranch, a summer program designed for helping teenagers to find purpose, inspiration, and motivation. He has recently published the study series THRIVE. More information on this material is available at www.thrivestudy.com.

The Five Levels of Attachment

The Five Levels of Attachment picks up from where Don Miguel Ruiz, Jr's father's book, The Four Agreements, left off. Building on the principles found in his father's

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international bestseller (2.5 million copies sold in the US), Don Miguel explores the ways in which we attach ourselves inappropriately to beliefs and the world. This is ancient wisdom for finding your true self. Ruiz explores the five levels of attachment that cause suffering in our lives. The five levels are: • Authentic Self • Preference • Identification • Internalization • Fanaticism Accessible and practical, *The Five Levels of Attachment* invites us to look at our own lives and see how an unhealthy level of attachment can keep us trapped in a psychological and spiritual fog. He then teaches us to reclaim our true freedom by cultivating awareness, detaching, and discover our true selves.

How To Win Friends and Influence People

Who's pulling for you? Who's got your back? Who's putting your hat in the ring? Odds are this person is not a mentor but a sponsor. Mentors can build your self-esteem and provide a sounding board—but they're not your ticket to the top. If you're interested in fast-tracking your career, what you need is a sponsor—a senior-level champion who believes in your potential and is willing to advocate for you as you pursue that next raise or promotion. In this powerful yet practical book, economist and thought leader Sylvia Ann Hewlett—author of ten critically acclaimed books, including the groundbreaking *Off-Ramps and On-Ramps*—shows why sponsors are your proven link to success. Mixing solid data with vivid real-life narratives, Hewlett reveals the “two-way street” that makes sponsorship such a

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strong and mutually beneficial alliance. The seven-step map at the heart of this book allows you to chart your course toward your greatest goals. Whether you're looking to lead a company or drive a community campaign, Forget a Mentor, Find a Sponsor will help you forge the relationships that truly have the power to deliver you to your destination.

The Disease to Please: Curing the People-Pleasing Syndrome

Most people, and even Christians, assume that the existence of disagreement in relationships is painful and unproductive. To that end, they either avoid such experiences or they simply fail to express their honest opinions. Author Patrick Webb reveals that expressing disagreement is essential to reaching one's full potential in their relationships. Dr. Webb provides simple and yet effective strategies, from a biblical perspective, that anyone can employ in order to express disagreement in a productive manner. From engaging in truly honest discussions, to creating productive conflict, Dr. Webb will show the way to true communication and ultimately intimacy through the simple act of Saying Yes to No.

Be Water, My Friend

Have you ever wondered what makes your favorite nonfiction books so compelling,

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understandable, or enjoyable to read? They connect with you, as a reader. This book will help you recognize and apply the methods of your favorite writers to your own work. *Writing To Be Understood* is the thinking writer's guide to effective nonfiction writing techniques, such as: - Using analogies effectively to illustrate unseen concepts - Appealing to the reader's innate curiosity - Balancing humility with credibility For each topic, the book combines insights from cognitive science with advice from writers and expert practitioners in fields of psychology, technology, economics, medicine, policy, and more. Whether you're an expert trying to communicate with a mainstream audience or a nonfiction writer hoping to reach more people, *Writing to be Understood* will help you expand the impact of your words. Gold medal winner, 2019 Independent Publisher Book Awards

How to Say No Without Feeling Guilty

Bruce Lee's daughter illuminates her father's most powerful life philosophies—demonstrating how martial arts are a perfect metaphor for personal growth, and how we can practice those teachings every day. "Empty your mind; be formless, shapeless like water." Bruce Lee is a cultural icon, renowned the world over for his martial arts and film legacy. But Lee was also a deeply philosophical thinker, learning at an early age that martial arts are more than just an exercise in physical discipline—they are an apt metaphor for living a fully realized life. Now, in *Be Water, My Friend*, Lee's daughter Shannon shares the concepts at the core of

his philosophies, showing how they can serve as tools of personal growth and self-actualization. Each chapter brings a lesson from Bruce Lee's teachings, expanding on the foundation of his iconic "be water" philosophy. Over the course of the book, we discover how being like water allows us to embody fluidity and naturalness in life, bringing us closer to our essential flowing nature and our ability to be powerful, self-expressed, and free. Through previously untold stories from her father's life and from her own journey in embodying these lessons, Shannon presents these philosophies in tangible, accessible ways. With Bruce Lee's words as a guide, she encourages readers to pursue their essential selves and apply these ideas and practices to their everyday lives—whether in learning new things, overcoming obstacles, or ultimately finding their true path. *Be Water, My Friend* is an inspirational invitation to us all, a gentle call to action to consider our lives with new eyes. It is also a testament to how one man's exploration and determination transcended time and place to ignite our imaginations—and to inspire many around the world to transform their lives.

Unstoppable Success

A trusted advisor to America's top corporations and recognized as one of today's preeminent marketing experts, Jay Abraham has created a program of proven strategies to help you realize undreamed-of success! Unseen opportunities face each of us every day. Using clear examples from his own experience, Jay explains

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just how easy it can be to find and/or create new opportunities for wealth-building in any existing business, enterprise, or venture. And just how easy can it be? One entrepreneur took the concept of the ballpoint pen and refined it into a multimillion-dollar idea: roll-on deodorant. Fred Smith of Federal Express took the methods that banks use for clearing checks to develop an overnight delivery company that has revolutionized the way we do business. Now, what have you seen-- or are going to see-- that you could take and turn to your advantage? In *Getting Everything You Can Out of All You've Got: 21 Ways You Can Out-Think, Out-Perform, and Out-Earn the Competition*, the program focuses on helping you spot the hidden assets, overlooked opportunities, and untapped resources around you, and gives you, and gives you fresh eyes with which to see and capitalize on them. You'll also learn how to adapt and apply these tools to your unique circumstances to maximize your income, influence, power, and success.

The 5 Levels of Leadership

A bestselling motivational author on life's X factor: confidence. Have you ever wondered how different your life would be if you increased your confidence by just 10%? Paul McGee has. And in his latest book, he explains what confidence is, where it comes from, why it's important, and how to develop it in yourself and others. Not only does the book deal with confidence in business, romance, social situations, and all areas of life, it explodes common myths, including why 'over-

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confidence' and 'under-confidence' are both harmful. Loaded with practical tips on bouncing back from a setback and feeling confident in challenging situations, this inspiring, upbeat book will help fill you with life's X factor. Full of practical tips on feeling confident during job interviews, presentations, networking, and social gatherings Written by Paul McGee, bestselling author of S.U.M.O. (Shut Up, Move On) and S.U.M.O. Your Relationships With this indispensable guide, you'll not only learn how to feel confident, but turn confidence into meaningful life-changing action.

Big Magic

Are there tried and true principles that are always certain to help a person grow? John Maxwell says the answer is yes. He has been passionate about personal development for over fifty years, and for the first time, he teaches everything he has gleaned about what it takes to reach our potential. In the way that only he can communicate, John teaches . . . The Law of the Mirror: You Must See Value in Yourself to Add Value to Yourself The Law of Awareness: You Must Know Yourself to Grow Yourself The Law of Modeling: It's Hard to Improve When You Have No One But Yourself to Follow The Law of the Rubber Band: Growth Stops When You Lose the Tension Between Where You are and Where You Could Be The Law of Contribution: Developing Yourself Enables You to Develop Others This third book in John Maxwell's Laws series (following the 2-million seller The 21 Irrefutable Laws of

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Leadership and The 17 Indisputable Laws of Teamwork) will help you become a lifelong learner whose potential keeps increasing and never gets "used up."

Know My Name

A NEW YORK TIMES BESTSELLER Know My Name is a gut-punch, and in the end, somehow, also blessedly hopeful. --Washington Post Universally acclaimed, rapturously reviewed, and an instant New York Times bestseller, Chanel Miller's breathtaking memoir gives readers the privilege of knowing her not just as Emily Doe, but as Chanel Miller the writer, the artist, the survivor, the fighter. (The Wrap). Her story of trauma and transcendence illuminates a culture biased to protect perpetrators, indicting a criminal justice system designed to fail the most vulnerable, and, ultimately, shining with the courage required to move through suffering and live a full and beautiful life. Know My Name will forever transform the way we think about sexual assault, challenging our beliefs about what is acceptable and speaking truth to the tumultuous reality of healing. Entwining pain, resilience, and humor, this memoir will stand as a modern classic.

The Artist's Journey

The instant #1 NEW YORK TIMES Bestseller "A must read for anyone hoping to live

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a creative life I dare you not to be inspired to be brave, to be free, and to be curious.” —PopSugar From the worldwide bestselling author of *Eat Pray Love* and *City of Girls*: the path to the vibrant, fulfilling life you’ve dreamed of. Readers of all ages and walks of life have drawn inspiration and empowerment from Elizabeth Gilbert’s books for years. Now this beloved author digs deep into her own generative process to share her wisdom and unique perspective about creativity. With profound empathy and radiant generosity, she offers potent insights into the mysterious nature of inspiration. She asks us to embrace our curiosity and let go of needless suffering. She shows us how to tackle what we most love, and how to face down what we most fear. She discusses the attitudes, approaches, and habits we need in order to live our most creative lives. Balancing between soulful spirituality and cheerful pragmatism, Gilbert encourages us to uncover the “strange jewels” that are hidden within each of us. Whether we are looking to write a book, make art, find new ways to address challenges in our work, embark on a dream long deferred, or simply infuse our everyday lives with more mindfulness and passion, *Big Magic* cracks open a world of wonder and joy.

Yes!

You can go after the job you want—and get it! You can take the job you have—and improve it! You can take any situation—and make it work for you! Dale Carnegie’s rock-solid, time-tested advice has carried countless people up the ladder of

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success in their business and personal lives. One of the most groundbreaking and timeless bestsellers of all time, *How to Win Friends & Influence People* will teach you: -Six ways to make people like you -Twelve ways to win people to your way of thinking -Nine ways to change people without arousing resentment And much more! Achieve your maximum potential—a must-read for the twenty-first century with more than 15 million copies sold!

Saying Yes to No

Stand tall, believe in yourself, and stop apologizing for who you are with these simple, impactful lessons and exercises to empower yourself and become a stronger, more confident you! Feeling empowered to grow, be strong, and live your authentic life—one where you're respected but also respect yourself—is a goal we would all like to achieve. But you don't have to be a superhero to do it! Self-empowerment comes through practicing small exercises every day. In *Say Yes to Yourself* you'll learn to replace words, actions, and interior thoughts that leave you feeling weak and frustrated with positive substitutes to build strength, confidence, and purpose. You'll soon be on your way to a more empowered, positive, confident you—at home, at work, and in your relationships—getting what you want and need with respect and admiration.

Forget a Mentor, Find a Sponsor

Describes a method of negotiation that isolates problems, focuses on interests, creates new options, and uses objective criteria to help two parties reach an agreement

Understanding Your Potential Expanded Edition

Celebrated scholar Joseph Campbell shares his intimate and inspiring reflections on the art of living in this beautifully packaged book, part of a new series to be based on his unpublished writings.

Perfectly Imperfect

Minding Your Own Business! offers practical and inspiring career advice on how to succeed in present or prospective employment using 7 powerful principles for personal profit. In a changing economy and cross-cultural world, these principles offer a proactive, entrepreneurial style for the individual. It is a power book packed with uncommon sense and lots of heart and soul. It defines the new spirit of business for our millennium. Full of advice, quotations, positive affirmations, and personal strategies, you can overcome job dissatisfaction by being your own boss!

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After all, you're not really working for someone else. *Minding Your Own Business!* is about standing up for yourself with dignity, self-respect and being comfortable with your life's work. It is a business handbook to job therapy!

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The triumphant New York Times Bestseller * The Tonight Show Summer Reads Pick * Named one of the best books of the year by People, Vogue, Parade, NPR, and Elle “This is one beautiful book. I was wowed by Keane’s writing and narrative skill—and by what she knows about trouble.” —Stephen King How much can a family forgive? Francis Gleeson and Brian Stanhope, rookie NYPD cops, are neighbors in the suburbs. What happens behind closed doors in both houses—the loneliness of Francis’s wife, Lena, and the instability of Brian’s wife, Anne, sets the stage for the explosive events to come. In Mary Beth Keane's extraordinary novel, a lifelong friendship and love blossoms between Kate Gleeson and Peter Stanhope, born six months apart. One shocking night their loyalties are divided, and their bond will be tested again and again over the next thirty years. Heartbreaking and redemptive, *Ask Again, Yes* is a gorgeous and generous portrait of the daily intimacies of marriage and the power of forgiveness.

Daily Disciplines

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If you are like most people, you are only using about 10 percent of your God-given potential; the other 90 percent falls into the category of "might have been". In this book, businessman and motivational speaker Skip Ross, shares the steps he has discovered for turning that unused potential into a dynamic, exciting quality of life. Not just another book on positive thinking, this is solid, practical help forged from real-life experience. And thousands who have attended Skip's seminars testify: his ideas work! Say Yes To Your Potential is an exciting, usable, life-changing concept for business and professional people, students, homemakers--anyone who is interested in a happier, more productive, more fulfilling way of living.

Getting Everything You Can Out of All You've Got

Using the original words of Smith Wigglesworth edited in simple, easy-to-grasp nuggets - Smith Wigglesworth on Prayer, Power, and Miracles will inspire, motivate and shed insight on the topic of prayer. You will be intrigued to find fresh material that hasn't been available since the 1920s.

The ONE Thing

A columnist and editor for Reason magazine charges that the government and media have exaggerated the public's fears of recreational drugs, calling for better

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educational methods about the actual risks and challenges of addiction so that people can make realistically informed choices. Reprint. 15,000 first printing.

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