

Hbr Office Politics

every organization has its share of political drama personalities clash agendas compete turf wars erupt but you need to work productively with your colleagues even the challenging ones for the good of your organization and your career this quote will

teach you how to build relationships with difficult people gain allies and increase your sphere of influence wrangle resources move up without alienating your colleagues avoid power games and petty rivalries and claim credit when it's due

don't let destructive drama sideline your career every organization has its share of political drama personalities clash agendas compete turf wars erupt but you need to work productively with your colleagues even difficult ones for the good of your organization and your career how can you do that without compromising your personal values by acknowledging that power dynamics and unwritten rules exist and navigating them constructively the hbr guide to office politics will help you succeed at work without being a power grabber or a corporate climber instead you'll cultivate a political strategy that's authentic to you you'll learn how to gain influence without losing your integrity contend with backstabbers and bullies work through tough conversations manage tensions when resources are scarce get your share of choice assignments accept that not all conflict is bad arm yourself with the advice you need to succeed on the job from a source you trust packed with how to essentials from leading experts the hbr guides provide smart answers to your most pressing work challenges

is your workplace toxic toxic workplaces take many forms whether you're dealing with a narcissistic boss a backstabbing colleague endless microaggressions or a culture of overwork and burnout it can feel impossible to know what to do should you address the issue directly play office politics go to hr or just keep your head down the hbr guide to navigating the toxic workplace will help you set boundaries and change what you can while maintaining your mental health and self respect through some of the toughest interpersonal challenges you'll face at work you'll learn how to recognize what's fixable help bring problems to light keep your performance up protect your reputation and your career prevent a toxic culture from infecting your team rebuild trust and psychological safety move on if you choose without burning bridges arm yourself with the advice you need to succeed on the job with the most trusted brand in business packed with how to essentials from leading experts the hbr guides provide smart answers to your most pressing work challenges

i'm not here to make work friends or am i managers peers work friends mentors frenemies annoying people romantic interests your boss's boss and so on we probably spend more hours with our coworkers than with anyone else so even if they're not all perfect it's worth building connections with them that will provide you with support help you network and learn and keep your career moving forward bosses coworkers and building great work relationships is filled with practical advice from hbr experts who can help you answer questions like what's the best way to have a tough conversation with my boss how do i connect with people and make real friends at work when should i opt into or out of office politics how can i build a strong professional network this book will help you make so so work relationships better

keep the bad ones from bringing you down and build lasting connections with incredible people rise faster with quick reads real life stories and expert advice the hbr work smart series features the topics that matter to you most in your early career including being yourself at work collaborating with sometimes difficult colleagues and bosses managing your mental health and weighing major job decisions each title includes chapter recaps and links to video audio and more the hbr work smart series books are your practical guides to stepping into your professional life and moving forward with confidence

rise faster with quick reads real life stories and expert advice it's not easy to navigate the world of work when you're exploring who you are and what you want in life how do you translate your interests skills and education into a career you love the hbr work smart series features the topics that matter to you most in your early career including being yourself at work collaborating with sometimes difficult colleagues and bosses managing your mental health and weighing major job decisions each title includes chapter recaps and links to video audio and more the hbr work smart series books are your practical guides to stepping into your professional life and moving forward with confidence this specially priced four book collection available as a paperback or ebook set includes authenticity identity and being yourself at work bosses coworkers and building great work relationships boundaries priorities and finding work life balance experience opportunity and developing your career

rise faster with quick reads real life stories and expert advice it's not easy to navigate the world of work when you're exploring who you are and what you want in life how do you translate your interests skills and education into a career you love the hbr work smart series features the topics that matter to you most in your early career including being yourself at work collaborating with sometimes difficult colleagues and bosses managing your mental health and weighing major job decisions each title includes chapter recaps and links to video audio and more the hbr work smart series books are your practical guides to stepping into your professional life and moving forward with confidence this specially priced six book boxed set available as a paperback or ebook collection includes authenticity identity and being yourself at work bosses coworkers and building great work relationships boundaries priorities and finding work life balance experience opportunity and developing your career people performance and succeeding as a manager writing presenting and communicating with confidence

get what you really want from your career as a woman you may face unfair challenges in the workplace from being passed over for promotion to being ignored in conversation unconscious bias and negative assumptions are working against you hbr's women at work collection will help you break through these barriers and help you get what you want from your career this two book set includes hbr's 10 must reads on women and leadership and the hbr guide for women at work the must read

volume brings together the 10 best articles from harvard business review curated by our editors on gender dynamics in the workplace while the hbr guide provides practical and useful tips for how to identify and overcome the factors holding women back this unique compilation offers insights from world class experts including herminia ibarra joan williams sheryl sandberg and others it will inspire you to learn the root causes of the barriers that exist for women better understand the path women must take to leadership check your own gender biases and distinguish between confidence and competence manage a more effective gender diversity program advocate for yourself and demonstrate your leadership skills hbr s women at work collection is an invaluable resource for any woman seeking to reach her true leadership potential and for anyone man or woman looking to create a more gender balanced workforce

toda empresa tem sua cota de problemas políticos e de relacionamentos são personalidades diferentes se chocando jogos de interesses disputas de território mas pelo bem de sua carreira e de sua saúde você precisa saber como lidar com as outras pessoas inclusive com as mais hostis enfrentando os conflitos de forma construtiva sem comprometer seus valores pessoais como lidar com a política no trabalho reúne dicas valiosas para solucionar as questões de relacionamento mais comuns do dia a dia profissional aprenda a tornar se influente sem perder a integridade lidar com bullying panelinhas e o queridinho do chefe encarar conversas desafiadoras com serenidade desenvolver um bom relacionamento com pessoas difíceis ser promovido sem causar discórdia aceitar que nem todo conflito é ruim reivindicar o reconhecimento dos seus méritos

are your working relationships working against you to achieve your goals and get ahead you need to rally people behind you and your ideas but how do you do that when you lack formal authority or when you have a boss who gets in your way or when you're juggling others' needs at the expense of your own by managing up down

and across the organization your success depends on it whether you're a young professional or an experienced leader the hbr guide to managing up and across will help you advance your agenda and your career with smarter networking build relationships that bring targets and deadlines within reach persuade decision makers to champion your initiatives collaborate more effectively with colleagues deal with new challenging or incompetent bosses navigate office politics

make your career what you want it to be women regularly face unfair challenges in the workplace from being passed over for promotion to being ignored in conversation unconscious bias and negative assumptions are working against them as a woman how can you break through these barriers and get what you want from your career the hbr guide for women at work will help you identify and overcome the factors that are holding you back it provides practical tips and advice so you can face gender stereotypes head on make yourself visible when opportunities arise and demonstrate your leadership skills you'll learn to speak up in meetings in a way that ensures your ideas will be heard wield influence by building the right relationships advocate for yourself and for what you want align yourself with mentors and sponsors to support your growth show passion without being perceived as too emotional create your unique vision as a leader

don't wait for someone else to manage your career career paths are far from straightforward hbr guides to managing your career collection offers the ideas and strategies to help you take charge of your career and reach your highest potential both in and outside of work included in this six book set are hbr guide to your professional growth hbr guide to work life balance hbr guide to getting the mentoring you need hbr guide to managing up and across hbr guide to office politics and hbr guide to changing your career you'll learn how to clarify your professional passions think strategically about career changes recognize when it's time for a new challenge find the right mentors to help you grow and move ahead set boundaries and manage your time deal with difficult managers navigate your work culture and its politics the workplace is a complex arena to navigate yet with advice from hbr's experts you will be able to surpass any professional obstacle no matter where you are in your career the hbr guides to managing your career collection will help you plan your next steps and push yourself forward to the next level

reinvent yourself as a woman of influence and become the leader you were meant to be have you ever felt like your organization's best kept secret are you the go to person for work that downplays your potential do you want to hone your leadership skills while still staying true to who you are if you answered yes to any of these questions or if your reputation as a standout contributor is not translating into career advancement woman of influence is for you with more than two decades of experience working with hundreds of thousands of women and clients including ebay gm microsoft and more be leaderly ceo jo miller has the strategies stories and

research to help women shift their focus from doing to leading in woman of influence she provides a practical hands on roadmap that walks you through 9 specific steps to build your brand establish your legacy and thrive each step is reinforced with self assessments inspiring exercises and checklists that have been road tested by tens of thousands of professional women

learn to assess the situation manage your emotions and move on while some of us enjoy a lively debate with colleagues and others prefer to suppress our feelings over disagreements we all struggle with conflict at work every day we navigate an office full of competing interests clashing personalities limited time and resources and fragile egos sure we share the same overarching goals as our colleagues but we don t always agree on how to achieve them we work differently we rub each other the wrong way we jockey for position how can you deal with conflict at work in a way that is both professional and productive where it improves both your work and your relationships you start by understanding whether you generally seek or avoid conflict identifying the most frequent reasons for disagreement and knowing what approaches work for what scenarios then if you decide to address a particular conflict you use that information to plan and conduct a productive conversation the hbr guide to dealing with conflict will give you the advice you need to understand the most common sources of conflict explore your options for addressing a disagreement recognize whether you and your counterpart typically seek or avoid conflict prepare for and engage in a difficult conversation manage your and your counterpart s emotions develop a resolution together know when to walk away arm yourself with the advice you need to succeed on the job with the most trusted brand in business packed with how to essentials from leading experts the hbr guides provide smart answers to your most pressing work challenges

find success in a workplace dominated by men sexism self doubt invisibility when you re one of the only women in your workplace it can be difficult to gain your footing organizations need to change but in the meantime women can find success in these settings and even flourish in them thriving in a male dominated workplace provides the advice you need to ensure your professional growth in roles and industries that have traditionally been filled by and controlled by men from connecting with the right people to growing your confidence to fighting back against bias you ll be able to establish your credibility and be seen by your colleagues as the expert you are this book will inspire you to find support across the organization overcome impostor syndrome and self doubt speak up for yourself and your accomplishments build a better culture once and for all the hbr women at work series spotlights the real challenges and opportunities women experience throughout their careers with interviews from the popular podcast of the same name and related articles stories and research these books provide inspiration and advice for taking on topics at work like inequity advancement and building community featuring detailed discussion guides this series will help you spark important conversations about where we re at

and how to move forward

vols for 1868 include the statistical report of the secretary of state in continuation of the annual report of the commissioner of statistics

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