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Must read management books 2019

Open book with Jenna Bush HagerPage 2 For some people, there is no greater pleasure than settling in a comfortable chair, opening the stiffness of the spine of a new book, and diving head-on in a different world. Books open up endless possibilities and pleasure, but unfortunately, reading is a pastime in which fewer people are participating. If you're like a big percentage of Americans, you haven't picked up a book at all this year, and it's even more likely that if you did, you didn't finish it. Survey results published by the Associated Press and Ipsos show that one in four Americans do not read books at all, and half of Americans read less than four each year. Although the drop in reading time is sad, what is sadder is our diminishing ability to read. According to the Oxford Journals, Americans' average reading capacity is around eighth or ninth grade, and the UN Chronicle reports that up to 25 million citizens cannot read or write at all. The United States ranks 21st in the world for literacy. Number one in terms of national literacy? Cuba. What's even scarier is that according to a report published by Renaissance Learning, the average reading ability of our high school graduates is at a fifth grade level. The benefits of reading In today's hectic world, picking up a book may seem not worth the time. However, reading offers countless benefits: 1. Reading uses your brain The average American spends five and a half hours every day watching TV. While television can be entertaining, it does little for your brain or for your body. You actually burn more calories by reading a book than watching TV. Reading is an active mental process: you think more, you use your imagination and you increase your knowledge. 2. Reading expands your world view I have never walked through a dusty village in Mali. I was not born into the life of a plains Indian in the 19th century. And, I've never walked the rainy, dark streets of Paris with a hungry belly and nothing in my pocket except a notebook and a blunt pencil to write my next story. However, I have experienced all these things through the magic and mystery of books. Books allow you to experience other people, other places, and other cultures that you may never be exposed to in regular life. This helps you develop compassion for suffering, empathy for those other than you, and an open mind. 3. Books Build Focus When reading a magazine, it skips from images to subtitles to the story, page after page. When you read a website, you're constantly distracted by moving ads and links that encourage you to the next site or story. While any reading is beneficial, they help you develop the ability to concentrate and concentrate because there is no distraction – there is only history. In addition, reading helps improve memory. 4. Reading makes you interesting The brightest and most creative minds in the world have written millions of books, sharing their wisdom, all of which are waiting for you to collect and The more you read, the more you'll have to talk to colleagues, friends, dates, your spouse or partner, and complete strangers. Reading gives you a rich store of knowledge, ideas and experiences that you can then share with others. 5. Reading helps you learn I taught myself how to start a business by reading books. I have learned about yoga, Buddhism, American history, mythology and many other fascinating topics through reading. Reading is a very inexpensive way to learn new skills and concepts. Instead of attending a class and paying too expensive tuition, or instead of wanting you to know how to build a blog or program software, show yourself through books. Reading allows you to take responsibility for your education, no matter how young or older you are. Just because you have to carve an hour or more of your day. There are many ways you can sneak more reading into your life: 1. Cancel cable I canceled cable years ago, and I have to say I haven't missed it a bit. Watching less TV is a very easy way to open time to read more. I often use the night to read, and it's my favorite part of the day. If you still had cable, otherwise you might be flipping through channel after channel, looking for something to see. 2. Invest in a Tablet Device According to a Pew Research study, and published on NBC News, 30% of study respondents who own a tablet or e-reader say they spend more time reading than they used to. They also read more books: The average tablet owner reads 24 books per year, compared to other readers, who read an average of 15 books per year. I have an Amazon Kindle, and I love it. One of the biggest benefits of owning a Kindle is that Amazon has thousands of books, a vast majority of them classic, available for free download. This is a very easy and inexpensive way to get quick and portable access to the best books in the world. Another advantage of e-readers is that they are small. You can carry your entire library with you on a plane, train or in your purse. You can read during your morning commute, while you are in line at the grocery store, or waiting to pick up the kids from school. Electronic readers make it easier to fill small pockets of time with reading instead of looking aimlessly into space or checking Twitter on your smartphone. 3. Choose books or genres that interest you Do you know how many times I have collected War and Peace and tried to read it? At least a dozen. It's one of those books that I feel I should read, but I've never been able to get into history no long as I've tried. Sometimes you're not ready for a book, or a book isn't ready for you. Maybe you're not old enough, or you're not at the right point in your life. It may not be meant to cross, That's ok. So don't get a book you're not interested in just because you feel like you should read it. Start with books that interest you: you'll get more pleasure and value from the experience. yes, yes feels like a task, so you're not doing yourself any favors. 4. Set an hour If you have a busy schedule, you will probably have to reserve time to read. And this really means putting it on your schedule, or choosing a specific time of day. Even if it's only 10 or 15 minutes, it's still a good way to develop the habit, help you relax and let you momentarily forget about the stress of everyday life in a healthy way. Try reading at your lunch break, or wake up before everyone else and read while you're having a cup of coffee in the morning. You could also try to reduce your internet time at night - there is an amazing read available online. but the web can also be really distracting. Reading your children after dinner or before bed will help them develop a love of reading, and allow them to read more as well. 5. Reading with Others Reading with Your Children is a wonderful way to teach them a love of reading. But reading with others, such as with friends or as part of a book club, can also be a rewarding and motivating way to read more. There are even online book clubs you can join. These clubs expose you to books you may not have heard of, and they also give you the opportunity to discuss what you've read and learned with others. These discussions and opinions can also give you a greater understanding of books and their characters. The final reading of the Word must be a joy, not an obligation. Books are full of magic and mystery, and if you're not used to reading regularly it might be hard to take advantage of that at first. Go on, though. Pick up a book and find time to read during the day. If it's not a good book or if it doesn't bring you pleasure, stop reading it! You certainly don't have to finish every book you start. What other strategies do you use to add more reading time to your day? Stay up to date with the latest daily buzz with the BuzzFeed Daily newsletter! The opinions expressed by the Entrepreneur's collaborators are their own. It's okay to admit that managing other people is a challenge. It requires monitoring multiple emotional energies, personalities and preferences while also caring about yourself. Even people with years of training and experience struggle. The good thing is, you don't have to find out for yourself. There are useful resources to improve your management skills. Among the most useful are books written by people who have studied what it takes to handle well. They've written about some of the best managers and their tactics. Here are eight books based on facts and science to help you become a better leader and manager immediately:1. Drive: The surprising truth about what motivates us (Daniel Pink)Our society has extreme problems with happiness levels at work. On Drive, Daniel addresses these problems. Talk about what some of the most innovative companies have done to create positive office cultures and retain employees. It illuminates what really drives employees in a Level. It's about empowering them and making them feel valued. People want to learn, make and make an impact. Pink provides strong examples of companies that help their employees do so, leaving you feeling truly confident inspiring others. Related: 5 ways backed by the science of being happier at work2. The Power of Habit (Charles Duhigg)Everyone has bad habits. In this book, author Charles Duhigg talks about what it takes to break those vices that plague our lives. This is a science-backed reading and rich in examples of how to overcome our greatest challenges. The first step Duhigg proclaims, is to understand how habits work. You can then take that knowledge to empower your employees to be better workers and people. You can also apply it to your own life and work away from habits that damage your leadership potential. Related: 5 Habits to ensure success at work3. Originals: How Noncompliant Move

the World (Adam Grant)Part of being a top manager is creating a culture where your employees can shine. The best employees are the most creative and willing to say what they think. In Originals, Adam Grant talks about what it means to be truly original. It also explains how leaders like Steve Jobs were able to empower their employees and create a culture full of people who speak their minds while doing their best work. An office of truly original people will undoubtedly produce significant results. Related: 7 Books Most Millionaires Read Before Their 304th Birthday. Extreme Property (Jocko Willink & Leif Babin)Willink and Babin were leaders of SEAL Bruiser's Team Three Task Unit, one of the most challenging and strong force teams in the country. Only these two write about leadership are worth reading. They explain how they motivated and unified their Navy SEALs to carry out the most challenging missions, and how to apply these leadership principles to organizations to build high-impact, united teams. Related: 3 Navy SEALs tips offer that every entrepreneur can use5. How to win friends and influence people (Dale Carnegie)This is the classic you can't ignore, even with its exaggerated name. There is a reason why it is still at the top of the lists of many villages, despite being over 80 years old. It's a fantastic read on how to make more meaningful connections with others. It will give you the tools you need to better understand and support those around you, including employees. Carnegie's ideas can therefore help you get employees to open up and trust you, both very valuable leadership skills. Related: The 3 best books for entrepreneurs to return to, over and over again6. Elon Musk: Tesla, SpaceX and the of a fantastic future (Ashlee Vance)The way Elon Musk manages others may not be the most productive for his mental health. He, like Steve Jobs, is an extremely demanding boss. In return, however, you get extreme production levels. Beyond being a fascinating reading about what has made Musk so successful and influential, this gives you a look at his mind. One thing that was said about Steve Jobs that Elon Musk has managed to emulate is the creation of fields of distortion of reality (as former Jobs employees used to say). The idea is that Musk is able to warp his employees' perspectives on how quickly they are able to get the job done. Despite the fact that he is constantly falling short in his proclaimed deadlines, his teams have built things faster than humanly thought possible. While all of Musk's tactics may not be what you want to emulate, understanding your leadership style and the ways you inspire others can be extremely useful in creating your own trends. Related: 4 Signs of a Terrible, Toxic Boss7. The Hard Thing about Hard Things (Ben Horowitz)As a San Francisco resident, I've heard people talk great about The Hard Thing about Hard Things since it was released in 2014. It's already one of those legendary books that gives an idea of the history of Silicon Valley. It is also one of the most real and revealing books that exist to run a business. In it, Ben Horowitz talks about his experiences telling employees he couldn't make the payroll. It also discusses poor and superior hiring decisions. He was thoroughly into everything he did and learned from Loudcloud, which became Opsware, the first internet companies acquired for more than \$1.5B. It is always helpful to read the story of a founder who led his company through thick and thin. Reading The Hard Thing can make you a much better leader and manager, as well as increase your empathy for running a business. Related: How 5 Successful Entrepreneurs Bounced After Failure8. Nudge (Richard Thaler)Recent Nobel laureate Richard Thaler wrote Nudge mainly for its applicability to policy changes. The ideas in the book, however, are effective at the micro levels as well. Nudge immerses itself in subtle changes, based on psychology and behavioral economics research, that can influence individual decision-making. Thaler subsequently concludes that the ways in which information is presented to us have a big impact. To better guide those around you, understanding how small changes can positively impact your choices and thoughts can be invaluable. No matter what you need to work on as a leader, there's some kind of book that can help your leadership journey. Reading about what others have learned and constantly improving yourself will produce benefits not only in the production of your employees, but also in your personal happiness. Work is less stressful and more rewarding when you see your employees thrive. Thrive.

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