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KEY=ACTIVE - HALLIE SHERLYN

Co-Active Coaching

Changing Business, Transforming Lives

[Nicholas Brealey](#) **NEW 4TH EDITION now available! Refer to isbn: 9781473691124 THE BOOK THAT CHANGED THE COACHING FIELD FOREVER** This current, third edition includes fresh coaching examples, the latest in coaching terminology and an expanded, web-based 'Coach's Toolkit'. Used as the definitive resource in dozens of professional development programs, Co-Active Coaching teaches the transformative communication process that allows individuals from all levels of an organization - from students to teachers, and direct reports to managers - to build strong, collaborative relationships.

Co-Active Coaching, Fourth Edition

The proven framework for transformative conversations at work and in life

[Nicholas Brealey](#) The wait is over! This is the new 4th edition of the cultural and business phenomenon that helped launch the professional practice of coaching! 'The bible of coaching guides...No other book gives you the tools, skills, and the fundamentals needed to succeed in these delicate relationships.' Stephen R. Covey, Author of The 7 Habits of Highly Effective People This extensively revised 4th edition now offers leaders, managers and other business professionals practical guidance for embracing coaching as a core competency to drive greater workplace engagement. The flexible Co-Active Coaching model showcased in the book has stood the test of time as a transformative communication process that co-workers and teammates, managers, teachers, and students can use to build strong and collaborative relationships. In this highly-anticipated new edition, the authors capture their broader experience in applying the Co-Active approach to leadership and human development. The book reflects today's reality of how coaching has moved beyond its initial focus on life skills to become an integral aspect of successful leadership development. It provides the latest terminology and a variety of fresh coaching examples drawn from the authors' first-hand experiences with thousands of international coaching trainees and clients. The power-packed on-line Coach's Toolkit has been expanded to include more than 35 exercises, questionnaires, checklists to make these proven principles and techniques accessible and practical. Full of thoughtful exercises, relevant examples and concrete advice, this text is clear, direct, easy to read, and inspiring. The only book life coaches, business coaches and health coaches will ever need to build stronger relationships and healthier communication.

Co-Active Leadership

Five Ways to Lead

[Berrett-Koehler Publishers](#) A Multidimensional Approach to Leadership Top-down, one-dimensional leadership models are hopelessly outmoded in today's rapidly changing world, and they waste the leadership ability that is present throughout an organization. In this visionary book, Karen and Henry Kimsey-House provide a model that harnesses the possibility of many rather than relying on the power of one. Their revolutionary five-dimensional approach recognizes that leadership has to be fluid and flexible and that the roles leaders and followers play must shift to suit the situation. Co-Active Leadership invites all of us to share our expertise and allows collaborative solutions to emerge that would never have been possible otherwise.

Co-Active Leadership, Second Edition

Five Ways to Lead

[Berrett-Koehler Publishers](#) As leaders, how we are is as important as what we do. The second edition of this leadership classic, updated with new chapters, shows how to master the inner and outer work needed to build relationships that unleash the transformational creative potential in everyone. We need to expand beyond top-down, one-dimensional leadership models and find alternatives that are more fluid and inclusive and that harness the possibility of many rather than relying on the power of one. This is exactly what Karen and Henry Kimsey-House provide in this groundbreaking book. Co-Active Leadership is a deeply collaborative approach, which is why the first of its five dimensions is leading from within: self-leadership. Leaders must be fully present and live lives of integrity, openheartedness, and self-awareness if they are to make the kind of conscious, creative choices Co-Active Leadership demands. Each of the remaining four dimensions work together holistically. Depending on the situation, you may lead from the front, offering guidance and inspiration; from behind, supporting and encouraging others; from beside, partnering with and supporting other members of your team; or from the field, drawing on insights and wisdom available beyond the rational mind. This edition includes two new chapters, one offering new ways to utilize the Co-Active Leadership Model and another that goes deeply into the Co-Active philosophy. Co-Active Leadership celebrates and honors different expressions of leadership. It invites all of us to share our expertise and allows collaborative solutions to emerge that would never have been possible otherwise.

Coach the Person, Not the Problem

A Guide to Using Reflective Inquiry

[Berrett-Koehler Publishers](#) From a founding member of the coaching movement comes a detailed guide to mastering one of a coach's toughest skills: thoughtfully reflecting clients' words and expressions back to them so they see themselves and their world through new eyes. "Coaches rely far too much on asking open-ended questions," says Marcia Reynolds. But questions only seek answers—inquiry provides insight. When, instead of just questions, clients hear their thoughts, opinions, and beliefs spoken by someone else, it prompts them to critically consider how their thinking affects their goals. Reynolds cites the latest brain science to show why reflective inquiry works and provides techniques, tips, and structures for creating breakthrough conversations. This book will free coaches from the cult of asking the magical question by offering five essential practices of reflective inquiry: focus on the person, not the problem; summarize what is heard and expressed; identify underlying beliefs and assumptions; unwrap the desired outcome; and articulate insights and commitments. Using these practices, combined with a respectful and caring presence, helps create a space where clients feel safe, seen, and valued for who they are. Coaches become change agents who actively recharge the human spirit. And clients naturally dive deeper and develop personalized solutions that may surprise even the coach.

Coaching Questions

A Coach's Guide to Powerful Asking Skills

[CreateSpace](#) The single most important skill in coaching is asking powerful questions. In this volume, master coach trainer Tony Stoltzfus joins with 12 other professional coaches to present dozens of valuable asking tools, models and exercises, then illustrates these coaching strategies with over 1,000 examples of penetrating questions. Covering the gamut from basic techniques like options and actions to advanced concepts such as challenge and reframing, Coaching Questions is a book that will find a home on any coach's short list of handy references. Coaching Questions: A Coach's Guide to Powerful Asking Skills includes:1. Dozens of asking tools, models, and strategies.2. The top ten asking mistakes coaches make, and how to correct each one.3. Nearly 1200 examples of powerful questions from real coaching situations.4. Destiny discovery tools organized in a four-part life-purpose model .5. Overviews of 15 popular coaching niches, with a tool and examples for each.6. A schedule of training exercises to help you become a "Master of Asking".

Transformational Life Coaching

Creating Limitless Opportunities for Yourself and Others

[Simon and Schuster](#) Cherie Carter-Scott, Ph.D., has been seen on "Oprah," "The Today Show," "Regis and Kelly," "CNN," "The O'Reilly Factor," "Montel," and dozens of national shows. She is known as the "original life coach." Now, Dr. Cherie Carter-Scott---the founder of the renowned MMS Institute share her rules for coaching to aspiring coaches around the globe. In the first book following the trail of a series of nationwide bestsellers, Dr. Carter Scott passes on the knowledge to readers and shows them how to become a brilliant coach using her time-proven strategies that include: • Marketing yourself and creating a support community • Creating a pro-client coaching environment • Being accountable and becoming "at one" with yourself before leading and teaching others • Bringing solid, positive change to your clients' lives • Mapping an action plan to get your objectives realized • Empowering your client to face individual challenges • Assessing your preferences, talents, capabilities and formulating your goals Transformational Life Coaching is the ultimate teaching guide especially designed for those who want to make difference in the field and is filled with tangible methods and tactics for optimum achievement in coaching others.

Co-active Coaching

New Skills for Coaching People Toward Success in Work and Life

[Davies-Black Publishing](#) Discusses the important qualities of a co-active coach: listening, intuition, curiosity, action/learning, and self-management

Becoming a Professional Life Coach: Lessons from the Institute of Life Coach Training

[W. W. Norton & Company](#) Master-certified life coaches with the Institute for Life Coach Training, founded by Williams, introduce life coaching as an "operating system" for helping people navigate life transitions. After reviewing the history of this new profession, they discuss the skills entailed; distinctions between coaching, consulting, mentoring, and therapy; defining/refining life purpose; and dealing with obstacles by developing "flexible optimism." Chapters drawing on eclectic sources (e.g., poets, psychologists, The Purpose-Driven Life) include frequently asked questions, exercises for both coaches and clients, and resources.

Coaching to Empower Teachers

A Framework for Improving Instruction and Well-Being

[Routledge](#) Learn how to make instructional coaching more empowering and effective by supporting teachers as learners and leaders in their own classrooms. This unique book offers a powerful assets-based coaching framework that capitalizes on teachers' strengths, internal motivation, and professional goals. The authors provide a useful analysis of popular theories and models that ground coaching and support intentional planning; tools and strategies to help you enact the framework through ongoing coaching cycles; and examples, vignettes, and transcripts to illustrate coaching in practice. Each chapter also includes opportunities for reflection and practice to guide you along the way. Appropriate for school- and district-based coaches of all levels of experience, this book will enable you to provide a more targeted, proactive learning experience for ongoing teacher growth. With an instructional framework designed to empower teachers, increased teacher professional capacity can be expected for lasting impact on students, classrooms, schools, and communities.

Life Coaching Questions

[CreateSpace](#) Life Coaching Questions, a coaching tool. This book provides the Life Coach with the following: An understanding of the Parts of Life for each and every individual client; Information on the Success Skills needed by the client to be successful in Life and Work; Powerful Life Coaching Questions to assist in the awareness and development of these Success Skills. This book shows you the Where and When to ask these powerful life coaching questions. In my life coaching practice I focus on 10 Life/Work Success Skills. In this book I describe each of these skills. The 10 Life Skills needed for success in Life/Work are each described separately and then I offer you 25 powerful life coaching questions to assist in the development and/or enhancement of these 10 essential skills. This gives you, the life coach, a total of 250 powerful life coaching questions to use in your practice. As some of these questions may be interchangeable there is potential for hundreds of more questions. This is a lot of powerful asking!! This book shows you the Where and When to ask these powerful questions.

Challenging Coaching

Going Beyond Traditional Coaching to Face the FACTS

[Nicholas Brealey](#) Challenging Coaching is a real-world, timely and provocative book which provides a wake-up call to move beyond the limitations of traditional coaching. Based on the authors' extensive experience working at board and management levels, they suggest that for far too long coaching approaches have shied away from adopting a more challenging stance - a stance that can provoke greater performance and unlock deeper potential in business leaders and their teams. The authors detail their unique FACTS coaching model, which provides a practical and pragmatic approach focusing on Feedback, Accountability, Courageous goals, Tension and Systems thinking. The authors explore FACTS coaching in theory and in practice using case studies, example dialogues and practical exercises so that the reader will be able to successfully challenge others using respectful yet direct techniques. This is an original and thought-provoking book that dares the reader to go beyond traditional coaching and face the FACTS.

Coaching Agile Teams

A Companion for ScrumMasters, Agile Coaches, and Project Managers in Transition

[Addison-Wesley Professional](#) The Provocative and Practical Guide to Coaching Agile Teams As an agile coach, you can help project teams become outstanding at agile, creating products that make them proud and helping organizations reap the powerful benefits of teams that deliver both innovation and excellence. More and more frequently, ScrumMasters and project managers are being asked to coach agile teams. But it's a challenging role. It requires new skills—as well as a subtle understanding of when to step in and when to step back. Migrating from "command and control" to agile coaching requires a whole new mind-set. In Coaching Agile Teams, Lyssa Adkins gives agile coaches the insights they need to adopt this new mind-set and to guide teams to extraordinary performance in a re-energized work environment. You'll gain a deep view into the role of the agile coach, discover what works and what doesn't, and learn how to adapt powerful skills from many allied disciplines, including the fields of professional coaching and mentoring. Coverage includes Understanding what it takes to be a great agile coach Mastering all of the agile coach's roles: teacher, mentor, problem solver, conflict navigator, and performance coach Creating an environment where self-organized, high-performance teams can emerge Coaching teams past cooperation and into full collaboration Evolving your leadership style as your team grows and changes Staying actively engaged without dominating your team and stunting its growth Recognizing failure, recovery, and success modes in your coaching Getting the most out of your own personal agile coaching journey Whether you're an agile coach, leader, trainer, mentor, facilitator, ScrumMaster, project manager, product owner, or team member, this book will help you become skilled at helping others become truly great. What could possibly be more rewarding?

Leader to Leader (LTL), Volume 80, Spring 2016

[John Wiley & Sons](#)

The Secret of Coaching and Leading by Values

How to Ensure Alignment and Proper Realignment

[Routledge](#) Coaches play a major role in helping people understand their values and the values of their surroundings and helping them make choices and adapt. Sometimes the choice may be to find a situation more in sync with your values. Or it may mean working hard on yourself or in concert with your partner, team, or organization. Whatever we need to do to attain it, a positive fit makes for a happier person, and a happier person will be more successful. This accessible and practical book will help coaches, educators, leaders, and managers understand the philosophy, methodology, and tools that can be used to make a person happier, healthier, and more productive at work and in life in general. This book compiles short vignettes from over a dozen global academics and celebrated executive coaches, sharing information about aligning values in different settings. Based on years of research and written for readers from all walks of life, you will learn that when you understand your core values, place them on a triaxial template, and align them with your

definition of success, everything changes. It will help you come out of your comfort zone in order to embrace the future and enhance the quality of your life. For this, you need a concept, a methodology, and effective tools, all of which are offered in this book. Rich with practical step-by-step methodologies and tools to facilitate values-led leadership, coaching, and mentoring, this book is essential for any change agent, be it a coach, a leader, an educator, or any person who is interested in learning how to become more effective, improve their practice, and engage in self or professional coaching. At the same time, it will enhance leadership qualities.

Coaching by Values (Cbv):

A Guide to Success in the Life of Business and the Business of Life

[iUniverse](#) This book is about values. It is about life values, work values, family values, and world values. It is also about value alignment. Author Simon Dolan extends the concepts presented in the best-selling *Managing by Values*, adding many innovations including a step-by-step methodology for diagnosing value congruence and tools for conducting real value reengineering (value alignment). Dolan argues that when people understand their values (regardless of how and why they have emerged), and analyze their relative importance and consequences, they can see more clearly how these values affect their daily lives. Extensive research shows that realignment of values ensures better congruence with goals and objectives resulting in deeper inner satisfaction, which positively affects overall well-being, state of mind, performance, and general happiness. This is what the author calls success in the life of business and the business of life. The description is fresh and innovative, the methodology is clear, and the tools can be used by individuals, business professionals, families, organizations, and wellness and life coaches alike. Click on the links below for available book reviews.

www.forewordreviews.com/reviews/coaching-by-values/ www.blueinkreview.com/reviews/view/775

<http://www.emeraldinsight.com/journals.htm?issn=1352-7606&volume=19&issue=3&articleid=17047480&show=html&PHPSESSID=6d9bqrv811btcniohrkojrahg1>

The Life Coaching Handbook

Everything you need to be an effective life coach

[Crown House Publishing](#) This complete guide to life coaching reveals what life coaching IS, how to coach yourself and others effectively and how to create and sustain a successful coaching practice. Leading you through a comprehensive programme of *Advanced Life Coaching Skill The Life Coaching Handbook* is the essential guide for life coaches, and a key sourcebook for NLP practitioners, human resources managers, training professionals, counsellors and the curious. Curly Martin is a professional life coach, author, trainer and internationally qualified NLP Master Practitioner. Coaching for more than twenty years, her clients include celebrities, CEOs, directors and doctors.

Coaching Questions for Every Situation

[Nicholas Brealey](#) Powerful coaching questions to get the best out of any situation. In coaching, questions are the route to progress. Questions enable the people being coached to arrive at their own solutions and, crucially, to 'own' them as well. The effectiveness of this tool applies to anyone in a coaching role, whether as a leader, a professional coach, or a people management executive. A good question, asked at the right moment, can be transformative. Great questions allow coaches to influence, develop and shape someone's thinking far beyond that of their own knowledge or area of expertise, propelling the learner to new levels of insight, awareness, action and effectiveness. *Coaching Questions for Every Situation* delivers bags of context-specific questions to leaders and coaches right when they need them most, equipping them with the essential tools to deal with a difficult situation, raise performance or offer a moment of motivation. It includes sections on both virtual coaching and coaching across cultures. The book explains the guiding principles behind great questions as well as the pitfalls to avoid, serving as a practical guide to becoming a highly effective questioner.

Ask Powerful Questions

Create Conversations That Matter

[Createspace Independent Publishing Platform](#) What is revealed when you authentically connect with the people around you? In *Ask Powerful Questions, Will Wise* explains how the questions we traditionally ask are virtually meaningless when it comes to establishing connection. Introducing a set of practical tools for accessing and understanding others by changing the way we ask questions, Will shows how to transform "How are you? -I'm fine, thanks" into a conversation that changes not only how you lead, but who you are as a person. It took years of research, university teaching, and hundreds of client projects for Will to formulate his concept behind the art of asking powerful questions. In his book, Will breaks it down into six simple steps for all of us to be able to understand. The *Asking Powerful Questions Pyramid(TM)* shows you how to build: Intention Rapport Openness Listening Empathy Business professionals, personal coaches, teachers and anyone in a position of leadership will relate to the personal successes and failures Will shares as he unpacks the art of asking questions that elicit unconventional answers. Powerful questions can be used everywhere: from the board room to the city park, the dinner table to the grocery store. If you want to connect with employees at a team building retreat, hone your leadership skills as a new boss, improve the company culture where you work...this book is for you. If you want to navigate difficult conversations with your spouse or a friend, or practice presence-based listening with your kids...this book is for you. If you want to become a better educator and facilitate an ice breaker conversation with colleagues...this book is for you. *Ask Powerful Questions* invites the reader on a journey that explores: the clarity of intent, connecting through rapport, creating openness, reflective listening, and empathy. How can we explore the space between ourselves and others, and exchange meaningful perspectives? Just ask-powerfully.

Bringing Up the Boss

[BenBella Books](#) Managing is hard. Managing for the first time is even harder. A new start-up comes on the scene filled with a team of talented people. The start-up grows, the team expands, and those early joiners all of a sudden are responsible for leading a team. Just a few years prior, these folks were barely able to figure out their own roles in their crazy, ever-changing company. Now, as managers, they are expected—often without any direction or role models—to know how to develop, coach, structure projects, review, and set expectations for a whole bunch of new, incredible people. First-timers want to quickly learn what it takes to be a successful manager—like they learned how to code, how to design, how to sell—and put those learnings into practice. But what does it mean to manage, and how do you teach someone to be a good manager? Enter Rachel Pacheco, an expert at helping start-ups solve their management and culture challenges. Pacheco, a former chief people officer and founding team executive at multiple start-ups, conducts research on management and works with CEOs and their managers to build the skills necessary to navigate a rapidly scaling organization. In *Bringing Up the Boss: Practical Lessons for New Managers*, Pacheco shares these skills, along with cutting-edge research, data, anecdotes, how-to exercises, and more, to help overwhelmed employees become expert managers.

The Coaching Questions Handbook

150 Powerful Questions for Life Coaching and Personal Growth

[MGM Books](#) GET 150 POWERFUL LIFE COACHING QUESTIONS TODAY TO ADD TO YOUR COACHING SKILLS! The thing that separates good coaches from a great coaches, is the quality of questions they ask. This book is stacked with powerful, open-ended coaching questions for every type of coaching session. The Sections Include: Personal Growth Questions Relationship Questions Fun-Based Questions Health Questions Career Questions Money Questions Physical Location Questions Master Questions For Elaboration And More Coaching Questions! The author, Tim Hanson has been a certified life coach since 2004. Now, he is a trainer at the International Coaching Association, where he teaches thousands of students how to become better coaches. As the saying goes, "the quality of your life is determined by the quality of questions you ask. What Readers are Saying: "A book of powerhouse questions to ask a client which will focus his or her attention in areas which need important changes to be made. It's long been established that asking the right question is key to changing conditions, and the author has made the task that much easier with the lists presented on these pages. Also read this as a self help, self analysis manual as the questions still apply when you ask yourself for the answers."

Life Coaching for Successful Women

Powerful Questions, Practical Answers

[Harvest House Publishers](#) If You Could Not Fail, What Would You Attempt? You aim high and work hard to achieve your goals, but the path to success is littered with obstacles. When you're faced with difficult dilemmas, how you respond will determine whether you achieve your dreams or give up altogether. Bestselling author and professional certified life coach Valorie Burton knows the value of pausing and reflecting in critical moments as a way to drive personal growth. In her practice, she has developed life-changing questions to help you make meaningful choices that lead to authentic success. Valorie offers a fresh way to help you think about what matters, build the courage to follow through, and discover a vision for your relationships, career, money, health, and spiritual life that energizes you. She will teach you to face opportunities and obstacles with intentionality to discover your purpose inspire and equip you to think differently in the face of fear, failure, setbacks, and challenges offer a coaching toolbox of more than 100 powerful questions that will propel

you forward A free, online video course is also available to offer insight into how you can coach yourself. The modules include "Success requires breakthroughs," "Breakthroughs require persistence," and "Reset your mindset to see obstacles as an opportunity." Discover how straightforward questions and specific, doable action steps will help you move confidently toward the life you were created to live.

Coaching for Performance Fifth Edition

The Principles and Practice of Coaching and Leadership UPDATED 25TH ANNIVERSARY EDITION

[Nicholas Brealey](#) Coaching delivers high performance in you, your team, and your organization. "Coaching for Performance is the proven resource for all coaches and pioneers of the future of coaching." - Magdalena N. Mook, CEO, International Coach Federation (ICF) "Shines a light on what it takes to create high performance." - John McFarlane, Chairman, Barclays, Chairman, TheCityUK Coaching for Performance is the definitive book for coaches, leaders, talent managers and professionals around the world. An international bestseller, featuring the influential GROW model, this book is the founding text of the coaching profession. It explains why enabling people to bring the best out of themselves is the key to driving productivity, growth, and engagement. A meaningful coaching culture has the potential to transform the relationship between organizations and employees and to put both on the path to long-term success. Written by Sir John Whitmore, the pioneer of coaching, and Performance Consultants, the global market leaders in performance coaching, this extensively revised and extended edition will revolutionize the traditional approach to organizational culture. Brand-new practical exercises, corporate examples, coaching dialogues, and a glossary strengthen the learning process, whilst a critical new chapter demonstrates how to measure the benefits of coaching as a return on investment, ensuring this landmark new edition will remain at the forefront of professional coaching and leadership development.

Business Chemistry

Practical Magic for Crafting Powerful Work Relationships

[John Wiley & Sons](#) A guide to putting cognitive diversity to work Ever wonder what it is that makes two people click or clash? Or why some groups excel while others fumble? Or how you, as a leader, can make or break team potential? Business Chemistry holds the answers. Based on extensive research and analytics, plus years of proven success in the field, the Business Chemistry framework provides a simple yet powerful way to identify meaningful differences between people's working styles. Who seeks possibilities and who seeks stability? Who values challenge and who values connection? Business Chemistry will help you grasp where others are coming from, appreciate the value they bring, and determine what they need in order to excel. It offers practical ways to be more effective as an individual and as a leader. Imagine you had a more in-depth understanding of yourself and why you thrive in some work environments and flounder in others. Suppose you had a clearer view on what to do about it so that you could always perform at your best. Imagine you had more insight into what makes people tick and what ticks them off, how some interactions unlock potential while others shut people down. Suppose you could gain people's trust, influence them, motivate them, and get the very most out of your work relationships. Imagine you knew how to create a work environment where all types of people excel, even if they have conflicting perspectives, preferences and needs. Suppose you could activate the potential benefits of diversity on your teams and in your organizations, improving collaboration to achieve the group's collective potential. Business Chemistry offers all of this--you don't have to leave it up to chance, and you shouldn't. Let this book guide you in creating great chemistry!

The Book of Beautiful Questions

The Powerful Questions That Will Help You Decide, Create, Connect, and Lead

[Bloomsbury Publishing USA](#) From the bestselling author of A More Beautiful Question, hundreds of big and small questions that harness the magic of inquiry to tackle challenges we all face--at work, in our relationships, and beyond. When confronted with almost any demanding situation, the act of questioning can help guide us to smart decisions. By asking questions, we can analyze, learn, and move forward in the face of uncertainty. But "questionologist" Warren Berger says that the questions must be the right ones; the ones that cut to the heart of complexity or enable us to see an old problem in a fresh way. In The Book of Beautiful Questions, Berger shares illuminating stories and compelling research on the power of inquiry. Drawn from the insights and expertise of psychologists, innovators, effective leaders, and some of the world's foremost creative thinkers, he presents the essential questions readers need to make the best choices when it truly counts, with a particular focus in four key areas: decision-making, creativity, leadership, and relationships. The powerful questions in this book can help you: - Identify opportunities in your career or industry - Generate fresh ideas in business or in your own creative pursuits - Check your biases so you can make better judgments and decisions - Do a better job of communicating and connecting with the people around you Thoughtful, provocative, and actionable, these beautiful questions can be applied immediately to bring about change in your work or your everyday life.

Life Coaching Activities and Powerful Questions

A Life Coaching Activities Workbook

[CreateSpace](#) This book is designed for life coaches, career coaches, counselors, parents, teachers, managers, human resource personnel ... all who work to build the potential of others--from the publisher.

SPIN® -Selling

[Routledge](#) True or false? In selling high-value products or services: 'closing' increases your chance of success; it is essential to describe the benefits of your product or service to the customer; objection handling is an important skill; open questions are more effective than closed questions. All false, says this provocative book. Neil Rackham and his team studied more than 35,000 sales calls made by 10,000 sales people in 23 countries over 12 years. Their findings revealed that many of the methods developed for selling low-value goods just don't work for major sales. Rackham went on to introduce his SPIN-Selling method. SPIN describes the whole selling process: Situation questions Problem questions Implication questions Need-payoff questions SPIN-Selling provides you with a set of simple and practical techniques which have been tried in many of today's leading companies with dramatic improvements to their sales performance.

The Complete Handbook of Coaching

[SAGE](#) This book provides a wide-ranging guide to the complex, multidisciplinary area of coaching, helping trainees to find comprehensive answers to their coaching questions. It allows them to identify and develop their own personal style of coaching. A specially selected group of international authors contribute various expertise and insights across three key areas: Theoretical perspectives Contexts and genres of coaching Professional practice Issues Learning is also supported by new online resources. Videos, case studies, journal articles and useful websites have been carefully collated by our contributors to help trainees make the crucial link between theory and practice.

Shapers

Reinvent the Way You Work and Change the Future

[John Wiley & Sons](#) SHAPERS is the definitive guide to elevate the way you work and live. PRAISE FOR SHAPERS: "Do you wish you could throw yourself into your work, become energised and enriched by it, and leave the world a better place? Then SHAPERS is for you. Altman shows that your idiosyncrasies and unique skills are not the obstacles to achievement and purpose. They are the path." -Daniel H. Pink, #1 New York Times bestselling author of WHEN and DRIVE "With countless nuggets of timeless wisdom, SHAPERS gently nudges readers to envision new possibilities for them to build more meaningful, joyful work and lives." -Amy C. Edmondson, Professor, Harvard Business School, author of The Fearless Organisation and Teaming "Altman mixes together case studies, anecdotes and careful empirical research to offer wise and practical advice about how to make work better, and thus to get better work. If companies followed even a quarter of his suggestions they would foster a more productive and more satisfied workplace for everyone. And his engaging, informal style makes for effortless reading." -Barry Schwartz teaches at Haas School of Business, U.C. Berkeley and is the author of The Paradox of Choice and Why We Work We work in places, ways, and on things that were once the stuff of sci-fi flicks. Yet the reality is that most professionals are unhappy in their work. Whether you want to reset your career, strike out on your own, or just ignite more joy in what you do - this illuminating book shows you how to create a working life that reveals meaning while rewriting our collective future. When we connect with something larger than ourselves, we enjoy the fruits of our labour as well as the journey - the sweat and the struggle. It's the unyielding commitment to a purpose that gives shapers their shimmer. The benefits of this shine are plentiful: enhanced wellbeing, more community engagement, a healthier economy, better work for all, and a more beautiful world. Altman is a workologist who guides companies to leave politics and posturing behind in favour of transparent and trusting cultures. After

decades facilitating culture-defining practices for leaders, you'll learn everything he knows: Adopt the mindset for creativity, innovation, and boundless growth Amplify your career and inspire others to do the same Build fluid and engaged teams to work better together Become a better leader through the five new modes of leadership Learn what underpins the most resilient organisations in the world The stories and anecdotes in SHAPERS come from hundreds of interviews with innovators dedicated to improving our outdated system of work. These trailblazers include CEOs, organisational designers, social psychologists, workplace strategists, and start-up entrepreneurs. See your work from a whole new perspective and focus on what fulfils you. If you seek the freedom to approach work in your own unique way and become energised by what you do- then SHAPERS is your guide.

How To Win Friends And Influence People

[DigiCat](#) "How to Win Friends and Influence People" is one of the first best-selling self-help books ever published. It can enable you to make friends quickly and easily, help you to win people to your way of thinking, increase your influence, your prestige, your ability to get things done, as well as enable you to win new clients, new customers. **Twelve Things This Book Will Do For You:** **Get you out of a mental rut, give you new thoughts, new visions, new ambitions.** **Enable you to make friends quickly and easily.** **Increase your popularity.** **Help you to win people to your way of thinking.** **Increase your influence, your prestige, your ability to get things done.** **Enable you to win new clients, new customers.** **Increase your earning power.** **Make you a better salesman, a better executive.** **Help you to handle complaints, avoid arguments, keep your human contacts smooth and pleasant.** **Make you a better speaker, a more entertaining conversationalist.** **Make the principles of psychology easy for you to apply in your daily contacts.** **Help you to arouse enthusiasm among your associates.** **Dale Carnegie (1888-1955) was an American writer and lecturer and the developer of famous courses in self-improvement, salesmanship, corporate training, public speaking, and interpersonal skills. Born into poverty on a farm in Missouri, he was the author of How to Win Friends and Influence People (1936), a massive bestseller that remains popular today.**

New Power

How Power Works in Our Hyperconnected World--and How to Make It Work for You

[Random House Canada](#) From two influential and visionary thinkers comes a big idea that is changing the way movements catch fire and ideas spread in our highly connected world. For the vast majority of human history, power has been held by the few. "Old power" is closed, inaccessible, and leader-driven. Once gained, it is jealously guarded, and the powerful spend it carefully, like currency. But the technological revolution of the past two decades has made possible a new form of power, one that operates differently, like a current. "New power" is made by many; it is open, participatory, often leaderless, and peer-driven. Like water or electricity, it is most forceful when it surges. The goal with new power is not to hoard it, but to channel it. New power is behind the rise of participatory communities like Facebook and YouTube, sharing services like Uber and Airbnb, and rapid-fire social movements like Brexit and #BlackLivesMatter. It explains the unlikely success of Barack Obama's 2008 campaign and the unlikelier victory of Donald Trump in 2016. And it gives ISIS its power to propagate its brand and distribute its violence. Even old power institutions like the Papacy, NASA, and LEGO have tapped into the strength of the crowd to stage improbable reinventions. In *New Power*, the business leaders/social visionaries Jeremy Heimans and Henry Timms provide the tools for using new power to successfully spread an idea or lead a movement in the twenty-first century. Drawing on examples from business, politics, and social justice, they explain the new world we live in--a world where connectivity has made change shocking and swift and a world in which everyone expects to participate.

Change Maker

Turn Your Passion for Health and Fitness into a Powerful Purpose and a Wildly Successful Career

[BenBella Books](#) The health and fitness industry is huge, highly competitive, and often confusing to navigate. This one-of-a-kind book helps you make sense of the chaos, laying out a clear roadmap for career success—for both established professionals and anyone just getting started. With thousands of certifications, seminars, websites, and gurus promising advice, it's difficult for even the best pros to turn their passion for health and fitness into meaningful—and measurable—success. Enter *Change Maker*. In this definitive career guide, John Berardi—co-founder of Precision Nutrition, founder of Change Maker Academy, and one of the most successful people in the history of the health and fitness industry—shares his blueprint for becoming the ultimate change maker, one with a powerful purpose, an enthusiastic client base, and the ability to fund your own ideal lifestyle. Whether you're new to the industry and looking for a head-start, or you're already an expert but need a fresh approach, consider this your go-to career guide. With six helpful steps, this book covers the range of logistical, financial, psychological, and practical issues that every health and fitness pro needs to know, including how to:

- Choose your specialty based on your unique strengths
- Identify what your clients really want and deliver it every time
- Build new relationships and become a next-level coach
- Get new clients, make more money, and manage a thriving business
- Nurture and protect your most precious asset, your reputation
- Create a life-long, growth-oriented continuing education plan

If you work as a trainer, nutritionist, functional medicine doctor, group instructor, rehab specialist, or health coach—or you eventually want to—this step-by-step guide will help you turn your passion for health and fitness into work you find joy in, your clients into raving fans, and your career into something powerful, meaningful, and change-making.

Coaching for Performance

A Practical Guide to Growing Your Own Skills

[Pfeiffer & Company](#) Clear, concise, hands-on, and reader friendly, this is a coaching guide written in a coaching style.

Kizzy Ann Stamps

[Candlewick Press](#) Taking things in stride is not easy for Kizzy Ann, but with her border collie, Shag, stalwart at her side, she sets out to live a life as sweet as syrup on cornbread. In 1963, as Kizzy Ann prepares for her first year at an integrated school, she worries about the color of her skin, the scar running from the corner of her right eye to the tip of her smile, and whether anyone at the white school will like her. She writes letters to her new teacher in a clear, insistent voice, stating her troubles and asking questions with startling honesty. The new teacher is supportive, but not everyone feels the same, so there is a lot to write about. Her brother, James, is having a far less positive school experience than she is, and the annoying white neighbor boy won't leave her alone. But Shag, her border collie, is her refuge. Even so, opportunity clashes with obstacle. Kizzy Ann knows she and Shag could compete well in the dog trials, but will she be able to enter? From Jeri Watts comes an inspiring middle-grade novel about opening your mind to the troubles and scars we all must bear — and facing life with hope and trust.

Inner Engineering

A Yogi's Guide to Joy

[Harmony](#) **NEW YORK TIMES BESTSELLER** - Thought leader, visionary, philanthropist, mystic, and yogi Sadhguru presents Western readers with a time-tested path to achieving absolute well-being: the classical science of yoga. **NAMED ONE OF THE TEN BEST BOOKS OF THE YEAR BY SPIRITUALITY & HEALTH** The practice of hatha yoga, as we commonly know it, is but one of eight branches of the body of knowledge that is yoga. In fact, yoga is a sophisticated system of self-empowerment that is capable of harnessing and activating inner energies in such a way that your body and mind function at their optimal capacity. It is a means to create inner situations exactly the way you want them, turning you into the architect of your own joy. A yogi lives life in this expansive state, and in this transformative book Sadhguru tells the story of his own awakening, from a boy with an unusual affinity for the natural world to a young daredevil who crossed the Indian continent on his motorcycle. He relates the moment of his enlightenment on a mountaintop in southern India, where time stood still and he emerged radically changed. Today, as the founder of Isha, an organization devoted to humanitarian causes, he lights the path for millions. The term guru, he notes, means "dispeller of darkness, someone who opens the door for you. . . . As a guru, I have no doctrine to teach, no philosophy to impart, no belief to propagate. And that is because the only solution for all the ills that plague humanity is self-transformation. Self-transformation means that nothing of the old remains. It is a dimensional shift in the way you perceive and experience life." The wisdom distilled in this accessible, profound, and engaging book offers readers time-tested tools that are fresh, alive, and radiantly new. *Inner Engineering* presents a revolutionary way of thinking about our agency and our humanity and the opportunity to achieve nothing less than a life of joy. **Praise for Sadhguru and Inner Engineering** "Contrarian and consistent, ancient and contemporary, *Inner Engineering* is a loving invitation to live our best lives and a profound reassurance of why and how we can."--Sir Ken Robinson, author of *The Element*, *Finding Your Element*, and *Out of Our Minds: Learning to Be Creative* "I am inspired by Sadhguru's capacity for joy, his exuberance for life, and the depth and breadth of his curiosity and knowledge. His book is filled with moments of wonder, awe, and intellectual challenge. I highly recommend it for anyone interested in self-transformation."--Mark Hyman, M.D., director, Cleveland Clinic Center for Functional Medicine, and New York Times bestselling author "Inner Engineering is a fascinating read of Sadhguru's insights and his teachings. If you are ready, it is a tool to help awaken your own inner intelligence, the ultimate and supreme genius that mirrors the wisdom of the cosmos."--Deepak Chopra

Spirituality in Business

Theory, Practice, and Future Directions

[Springer](#) An innovative look at some of the latest research on the intersection of spirituality and business.

The HeART of Laser-Focused Coaching: A Revolutionary Approach to Masterful Coaching

What would it mean for your coaching if you got right to the heart of the matter - every time? You can. Learn rarely taught tips and concepts that will immediately elevate your coaching while avoiding the common pitfalls. New and experienced coaches alike will benefit greatly from the detailed strategies and wisdom shared from Marion's years of experience. -Cheryl Richardson, NYTimes Bestselling author of Take Time for Your Life Marion Franklin, the Coach's Coach, has been training and mentoring coaches for more than 20 years. Every student she has mentored or taught who sought ACC, PCC, or MCC has gotten their credential using the material in this book designed for all levels of coaches. No matter where you are in your coaching journey, this book has something for you. This book is different because it: Includes brilliant tools for beginner-to-seasoned coaches Offers advanced techniques for developing powerful questions without any lists Provides principles of human behavior that help you quickly identify what's really going on Contains the 25 Themes that underlie every coaching situation and make coaching and questioning much simpler Shares a step-by-step, easy to follow, way to create a shift in perspective Presents 17 strategies that clients unknowingly use that actually work against, not for them Begin using even one or two of the concepts and principles in this book and notice your coaching immediately elevate to a new level. Your clients will notice the difference You will experience this innovative approach to masterful coaching with two full laser-coaching sessions with commentary - much like eavesdropping in on the mind of a master coach. Marion shares unprecedented concepts that will help new coaches and even the most experienced coaches gain new insights and ideas, including a deeper understanding of what they already know. Automatically improve your coaching by applying one rarely known principle. Never feel stuck around what question to ask. Feel more confident by quickly identifying what's really going on. Know exactly what to listen for in every conversation. Discover a simple "2 inquiry" approach that instantly enables you to deepen your curiosity. This book will not only boost your confidence and mastery as a coach, it will enable you to produce sustained results for your clients. I designed this book to not only show you what laser-focused coaching looks, sounds, and feels like, but to show you HOW TO coach for permanent, life-altering change. When using the Laser-Focused approach, you'll be able to: avoid getting seduced by the story ask questions that get right to the heart of the matter have the client do all of the summary know how to create the shift and what to do afterwards recognize the client's underlying pattern and know how to address it and so much more The HeART of Laser-Focused Coaching -- A revolutionary, unprecedented approach makes coaching easier while also enhancing your ability to help clients create deep and profound change. Transform your coaching into something so powerful and life-changing that your coaching consistently flows and becomes effortless.

Coaching for Performance

GROWing Human Potential and Purpose: The Principles and Practice of Coaching and Leadership

[Hachette UK](#) This extensively revised and expanded new edition clearly explains the principles of coaching, with illustrations from business and sport.

The Second Media Age

[John Wiley & Sons](#) This book examines the implications of new communication technologies in the light of the most recent work in social and cultural theory and argues that new developments in electronic media, such as the Internet and Virtual Reality, justify the designation of a "second media age".

Life Coach

Powerful Questions, Exercises, and Activities to Transform Your Life Coaching Practice

[Createspace Independent Publishing Platform](#) **Life Coaching: Powerful Questions, Exercises and Activities to Transform Your Life Coaching Practice** Life coaching is not just a career for the people who choose to walk that path, it's a calling. The role of a life coach is someone who is welcomed into the lives of people in order to work intimately and help them realize their true potential, defeat their inner demons, and ultimately have their life's dreams come true. Being a life coach is challenging work and rewarding, which is why you've come to this page. While you know you want to be a life coach, your ambition is higher than that. You want to be the greatest life coach there is, using incredibly unique questions, activities, and tactics to get the most from your clients. If you're looking for boring, ordinary, or generic worksheets than this is not the book for you. However, if you're looking to be a next level life coach who asks insightful questions and knows how to fix and address every problem that a client might have, then this is definitely the book for you. Here are some of the specific things this book will go over: - Some of the most interesting and insightful questions that you can ask your clients to get to the heart of what's really going on with them. These questions are transformative and will change your life coaching forever. - A new way to use the wheel of life that will make you stand out from other life coaches and give the most specific needed coaching your clients desperately crave. - A technique invented by a Toyota factory manager called the 5 "whys" which uses five simple questions to see through the surface of every problem and get to the root of what's going on with your clients. - An in-depth, comprehensive guide to identifying, combating, and beating multiple causes of insomnia from bad sleep hygiene to inner anxiety and everything in between. - How to go over the tough material with your clients, and get them to truly face the man in the mirror without being offended or getting depressed. Buying this book is a step towards transforming your life coaching practice with these legendary questions, insights, and activities. You're a talented and qualified life coach with tons of knowledge and care to offer your clients. Between your skills and the tactics found in this book, you are going to be an unstoppable life coaching machine who doesn't just coach lives. You are going to transform them, and in doing so, change the world.