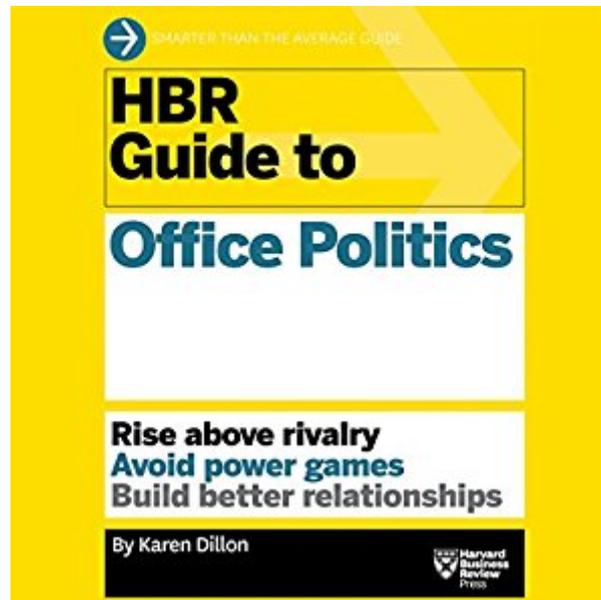


The book was found

# HBR Guide To Office Politics



## Synopsis

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.

## Book Information

Audible Audio Edition

Listening Length: 4 hours and 12 minutes

Program Type: Audiobook

Version: Unabridged

Publisher: Audible Studios

Audible.com Release Date: August 4, 2015

Whispersync for Voice: Ready

Language: English

ASIN: B00YVL3EHK

Best Sellers Rank: #41 in Books > Audible Audiobooks > Business & Investing > Careers #185 in Books > Business & Money > Job Hunting & Careers > Guides #340 in Books > Business & Money > Business Culture > Motivation & Self-Improvement

## Customer Reviews

Have you ever experienced dealing with a boss who unwittingly holds back your career progress? Have you encountered someone who is always looking to get ahead of you no matter how small the stake is? Have you ever managed a former peer? These and other countless relationship dynamics in our everyday lives are part of the so-called politics of human interactions. So many people are having dreadful lives coming to work due to these political dramas and its myriad ways. These

events are present as long as there are two people interacting but there is no better stage for these dynamics to take place but in office. Hence, we have the term office politics. The problem is that most people are not well-equipped in handling these cases. They either succumb to being the victims or become the bullies themselves. Time and time again without proper advice these people will continue to do it their way, thereby creating the concept of dirty politics. Fortunately, we have a book that can guide all of us through this. The HBR Guide to Office Politics by Karen Dillon provides a refreshing, practical, and easy to follow insights on how one can navigate the ocean of political dramas at work. Written for any professionals at work, the book is an easy to use guide that one can use whenever he or she encounters a challenging political situation. The following are the attributes that made the book worth reading by any worker or professional: • Collaborative ideas. Even though it was written by just one author, this book consists of ideas from different industry experts. The author interviewed experts in communication, leadership, branding, business, and management to come up with a balance and wide perspectives on how one can resolve specific political dilemmas.

This is a short but sweet guide in how to hopefully make the most out of your employees or direct reports. Shouting and threatening them is no longer enough! Today's employees can be empowered, given some freedoms, encouraged to grow and develop and generally work for the best of the company. All employees are different and you as a manager or supervisor might have been thrown into this seemingly impossible job at the deep end. Most managers and supervisors are not as accomplished at people management than they may think. We all have room to improve. This coaching guide might give a few hints, tips and underline existing knowledge. Think of it another way. You might have a top-of-the-range sports car or a rusty old banger. Yet both vehicles are capable of being tuned to make them run even better, more efficiently, more effortlessly and to make the most of their individual potential. This is the same with staff at all levels within a company. This book is the sum of combined thoughts of many experts in the field. It seamlessly manages to get under your skin, getting you thinking and considering matters in a non-threatening manner. One senior leader noted how being coached helped him understand that he could make the biggest difference by doing more than everyone else but by empowering other people to do more and motivating them to do their best, letting go of certain responsibilities and recognizing the limits of his expertise. As a leader, he said, "I didn't need to have all the answers; I just needed to ask the right questions." • That is the sign of confidence and leadership maturity. Yet so many don't seem to get the benefits of coaching, it is said.

[Download to continue reading...](#)

HBR Guide to Project Management (HBR Guide Series) HBR Guide to Persuasive Presentations (HBR Guide Series) (Harvard Business Review Guides) HBR Guide to Better Business Writing (HBR Guide Series) HBR Guide to Getting the Right Work Done (HBR Guide Series) HBR Guide to Persuasive Presentations (HBR Guide Series) HBR Guide to Office Politics Your Office: Microsoft Office 2016 Volume 1 (Your Office for Office 2016 Series) Your Office: Getting Started with Project Management (Your Office for Office 2013) Your Office: Microsoft Excel 2016 Comprehensive (Your Office for Office 2016 Series) Your Office: Microsoft Access 2016 Comprehensive (Your Office for Office 2016 Series) How to Start a Family Office: Blueprints for setting up your single family office (Family Office Club Book Series 3) Programming Microsoft Office 365 (includes Current Book Service): Covers Microsoft Graph, Office 365 applications, SharePoint Add-ins, Office 365 Groups, and more (Developer Reference) HBR Guide to Project Management Good Charts: The HBR Guide to Making Smarter, More Persuasive Data Visualizations HBR Guide to Building Your Business Case Office 2016 For Beginners- The PERFECT Guide on Microsoft Office: Including Microsoft Excel Microsoft PowerPoint Microsoft Word Microsoft Access and more! Office and SharePoint 2010 User's Guide: Integrating SharePoint with Excel, Outlook, Access and Word (Expert's Voice in Office and Sharepoint) Health Policy And Politics: A Nurse's Guide (Milstead, Health Policy and Politics) HBR's 10 Must Reads on Communication (with featured article "The Necessary Art of Persuasion," by Jay A. Conger) Giving Effective Feedback (HBR 20-Minute Manager Series)

[Dmca](#)