

Management Skills and Personal Development

Dr Graham Manville and Dr Fahri Karakas

View Online



[1]

F. Karakas, Self-making studio: an inspirational doodle kit for self-discovery and employability. Norwich: DiPublica, 2019.

[2]

D. A. Whetten and K. S. Cameron, Developing management skills, Ninth edition. Harlow, Essex, England: Pearson, 2016. [Online]. Available: <https://ebookcentral.proquest.com/lib/uea/detail.action?docID=5174987>

[3]

S. P. Robbins and P. L. Hunsaker, Training in interpersonal skills: TIPS for managing people at work, Sixth edition., vol. Pearson custom library. Harlow, Essex, England: Pearson, 2014.

[4]

S. Cottrell, Skills for success: personal development and employability, 3rd edition., vol. Palgrave study skills. London: Macmillan Education, Palgrave, 2015. [Online]. Available: <https://ebookcentral.proquest.com/lib/uea/detail.action?docID=4762723>

[5]

S. C. De Janasz, K. O. Dowd, and B. Z. Schneider, Interpersonal skills in organizations, 4th ed. New York, NY: McGraw-Hill, 2012.

[6]

T. Rath, Strengths finder 2.0. New York: Gallup Press, 2007.

[7]

R. N. Bolles, What color is your parachute?: a practical manual for job-hunters and career-changers, 2015 edition. Berkeley: Ten Speed Press, 2014.

[8]

A. M. Grant, Give and take: a revolutionary approach to success. London: Phoenix, 2014.

[9]

K. Robinson and L. Aronica, The element: how finding your passion changes everything. London: Penguin, 2010.

[10]

D. H. Pink, Drive: the surprising truth about what motivates us. Edinburgh: Canongate, 2011.

[11]

J. Gutsche, Exploiting chaos: 150 ways to spark innovation during times of change. New York: Gotham Books, 2009.

[12]

R. S. Zander and B. Zander, The art of possibility, [Rev. ed.]. New York: Penguin Books, 2002.

[13]

D. Goleman, R. E. Boyatzis, and A. McKee, Primal leadership: realizing the power of emotional intelligence. Boston, Massachusetts: Harvard Business School Press, 2002.

[14]

C. Niemela and R. Lewis, *Leading high impact teams: the coach approach to peak performance*, First edition. Laguna Beach CA: High Impact Publishing, 2001.

[15]

S. Godin, *Purple cow: transform your business by being remarkable*. London: Penguin Books, 2005.

[16]

D. H. Pink, *A whole new mind: why right-brainers will rule the future*, New ed. London: Marshall Cavendish Business, 2008.

[17]

M. Gladwell, *Outliers: the story of success*. London: Penguin, 2009.

[18]

R. L. Martin, *The design of business: why design thinking is the next competitive advantage*. Boston, Mass: Harvard Business Press, 2009. [Online]. Available: <http://ebookcentral.proquest.com/lib/uea/detail.action?docID=5181953>

[19]

R. Verganti, *Design-driven innovation: changing the rules of competition by radically innovating what things mean*. Boston, Mass: Harvard Business Press, 2009. [Online]. Available: <http://ebookcentral.proquest.com/lib/uea/detail.action?docID=5181887>

[20]

R. L. Florida, *The rise of the creative class: revisited*. New York: Basic Books, 2012. [Online]. Available: <https://ebookcentral.proquest.com/lib/uea/detail.action?docID=894939>

[21]

T. Kelley, J. Littman, and IDEO (Firm), *The ten faces of innovation: IDEO's strategies for beating the devil's advocate & driving creativity throughout your organization*. London: Profile Books, 2008. [Online]. Available:
<http://ebookcentral.proquest.com/lib/uea/detail.action?docID=4689513>

[22]

A. Mebert and S. Lowe, *Blue Ocean Strategy*, First edition. London: Taylor and Francis, 2017. [Electronic resource]. Available:
<https://uea.idm.oclc.org/login?url=https://www.taylorfrancis.com/books/9781351350211>

[23]

D. Bornstein, *How to change the world: social entrepreneurs and the power of new ideas*. Oxford: Oxford University Press, 2004. [Electronic resource]. Available:
<https://ebookcentral.proquest.com/lib/uea/detail.action?docID=4963282>

[24]

D. Tapscott and A. D. Williams, *Wikinomics: how mass collaboration changes everything*, Expanded ed. London: Atlantic, 2008. [Online]. Available:
<http://uea.ebib.com/patron/FullRecord.aspx?p=898470>

[25]

D. L. Cooperrider and D. K. Whitney, *Appreciative inquiry: a positive revolution in change*. San Francisco, CA: Berrett-Koehler, 2005. [Online]. Available:
<https://ebookcentral.proquest.com/lib/uea/detail.action?docID=407833>

[26]

P. F. Drucker, *Innovation and entrepreneurship: practice and principles*. Abingdon, Oxon: Routledge, 2015. [Electronic resource]. Available:
<http://ebookcentral.proquest.com/lib/uea/detail.action?docID=1783911>

[27]

'Mind Tools: Management Training and Leadership Training'. [Online]. Available:
<http://www.mindtools.com/>

[28]

'Championing better work and working lives - CIPD'. [Online]. Available: <http://www.cipd.co.uk/>

[29]

'Chartered Management Institute'. [Online]. Available: <http://www.managers.org.uk/>

[30]

'The Work Foundation'. [Online]. Available: <http://www.theworkfoundation.com>

[31]

'Centre for Leadership Studies'. [Online]. Available: <http://business-school.exeter.ac.uk/research/areas/centres/cls/>