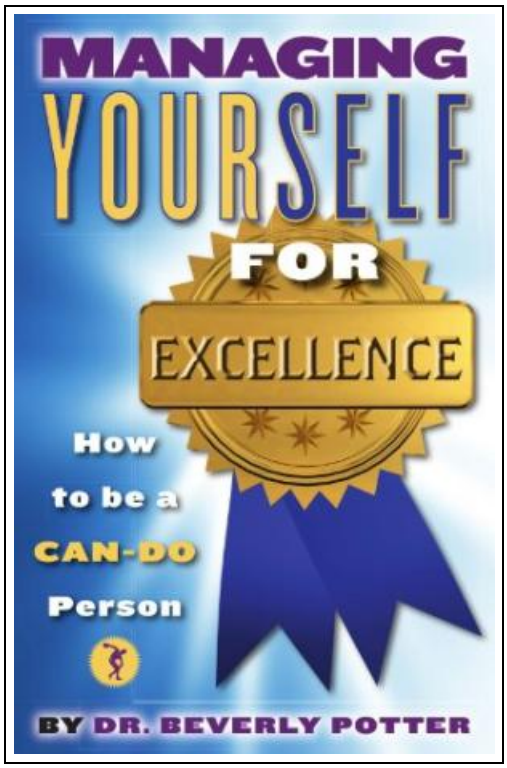
Managing Yourself for Excellence: How to Become a Can-Do Person



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Reviews

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(Prof. Damon Kautzer III)

MANAGING YOURSELF FOR EXCELLENCE: HOW TO BECOME A CAN-DO PERSON

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Ronin Publishing. Paperback. Book Condition: new. BRAND NEW, Managing Yourself for Excellence: How to Become a Can-Do Person, Beverly A. Potter, For those who telecommute, work from home, do "brain work," and those who must continually acquire new skills to keep up with today's changing workplace, knowing how to self-motivate and self-manage is a requisite for success in the 21st century. Unfortunately, most people have poor self-management skills. In a quest for excellence, some set unattainable standards and fall victim to nitpicking and criticism. Others procrastinate until their anxiety levels are so high that only fear propels them to perform. These methods are not only suboptimal, they're self-defeating. In this book, Dr. Beverly Potter offers tools and techniques for becoming a better self-manager. Readers learn how to overcome negative thinking and redefine problems as challenges, how to set compelling goals, how to make action plans with "doing" steps, and how to maintain high motivation with self-rewards. Both empowering and informative, Managing Yourself for Excellence helps readers put an end to self-derailment and get back on the track to success.

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