

Leadership

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New! It's a Group Thing (Consensus Building)

Consensus building is a skill that can be useful in many different situations—from personal life to school to government to business—anywhere groups come together to solve problems or make decisions. ©2010.

Recommended: HS/PS

LAP-EI-019C-SP-4...\$43.95
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Lead the Way (Concept of Leadership)

Leadership is important in many areas of life. We rely on strong leaders for ourselves, and often, others rely on us for leadership as well. The need for good leadership is especially evident in the workplace. ©2009.

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Take the Lead! (Leadership in Organizations)

Who wins because of effective leadership? Everybody. Leadership can help a business to be more productive, its employees to be more creative and skilled, and its leaders to enjoy both internal and external rewards. ©2009.

Recommended: PS/AD.

LAP-HR-036C-SU-4...\$43.95 (Member: \$33.95)

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Take the Lead! (PowerPoint)

PSW-HR-036-4...\$49.95 (Member: \$35.95)

Quick Study LAPs (from Lead! Package)

20/20 Foresight

Discuss with students what it means to lead change and the various techniques of doing it. ©2006. Recommended: MS/HS.

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LAP-QS-023K-4...\$16.95 (Member: \$14.95)

All Aboard!

How to get a group to make a decision and move forward. See how to build consensus. ©2006. Recommended: MS/HS.

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Follow Me!

Help students understand what leadership is and why it is important. ©2006. Recommended: MS/HS.

LAP-QS-027C-4...\$25.00 (Member: \$20.00) (complete)

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LAP-QS-027K-4...\$16.95 (Member: \$14.95)

DVDs



The Power of Positive Discipline

[DVD] This new employee discipline DVD gives you six steps of positive, progressive discipline which begin with coaching and escalate to stronger measures only as needed to solve the problem. ©2009. Length: 21. Recommended: PS/AD

DVD-09-168-4...\$159.00 (Member: \$151.05)

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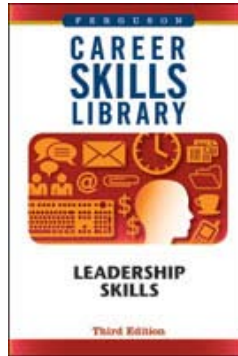
Reference Books

Revised! Career Skills Library:

Leadership Skills; 3rd Ed.

[Hardcover] Understanding the role of a leader in the work environment can make the work experience more rewarding and satisfying. By establishing the importance of leaders in almost any group dynamic, *Leadership Skills*, Third Edition helps students understand the qualities of all successful leaders, such as courteousness, compassion, decisiveness, and willingness to give and receive criticism. This new edition distills the essence of what leadership is into points that are easy to learn and cultivate, providing practical advice that may be useful in many settings. In addition to outlining how to lead a project through to successful completion, this accessible resource offers true-or-false quizzes as well as a new appendix of helpful Web sites. ©2009. Length: 168. Recommended: MS/HS

RB-09-031-4...\$25.95 (Member: \$24.65)



New! Course Profile: Leadership

Need help figuring out content priorities for your first leadership course? Course profiles offer help with content decisions and with how to organize the content over the semester. ©2010. Length: 22. Recommended: HS
CG-09-003-4...\$39.00 (Member: \$29.00)



New! Course Guide: Introduction to Management

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[Available 6/30/2010] Yearlong high-school management course addressing aspects of management identified in the national standards for Business Management and Administration. *Introduction to Management* exposes students to management applicable to various business functions as well as finance and advanced economics. The course is considered core for any student pursuing a career in management. Hands-on, standards-based projects are provided. ©2010. Recommended: HS

CG-10-004-4...\$129.00 (Member: \$99.00)

CD: CG-10-004CD-4...\$119.00

(Member: \$89.00)



Course Profile: Introduction to Management

[Available 6/30/2010] Do you need help building an introductory management course? *Introduction to Management*, which is targeted at high school juniors, exposes students to the many types of management skills and knowledge needed in business. The course profile provides the recommended performance indicators for the one-credit course, the suggested sequencing for these learning outcomes, detailed instructional objectives for each performance indicator, and a crosswalk of resources that support course content. Ideally, *Introduction to Management* students would take *Leadership*, *Personal Finance*, and *Business and Marketing Essentials* in the semesters leading up to this course. ©2010. Recommended: HS

CG-10-006-4...\$39.00 (Member: \$29.00)