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Career Enhancement Leadership Course Review

By Joyce Jackson

Leadership is a tricky subject, at best. Perhaps this is why finding a single source that covers every aspect of this topic seems nearly impossible. And, what's more, much of the information available on leadership today taps into dated research, making modern day leadership mastery more elusive than ever.

Sure, there is a plethora of information out there - books, websites, etc., but finding a credible, go-to source that can be counted to bring about strong results, can be next to impossible.

That is, until now.

For if you are a manager, team leader or inspired professional, you finally have within your reach the tools needed to lead successfully. Thanks to the team at Mind Tools, everything needed to achieve leadership success - the latest research, the proven tools, techniques, resources and exercises, have been assembled in a single resource, appropriately entitled "How to Lead: Discover the Leader Within You".

Thoroughly researched and written by a recognized team of experts, "How to Lead: Discover the Leader Within You" teaches the simple, practical principles that anyone can apply to become an effective leader.

Furthermore, this leadership course and workbook dispels the myths surrounding leadership (for example, that good leaders are born, not trained) by explaining the clear, simple, up-to-date principles that are the foundation of solid, respectable leadership. And it teaches the 48 essential skills needed to become an effective leader.

Written by Mind Tools Founder James Manktelow, who also wrote "Make Time for Success!" and "Stress Tools," along with world-renowned leadership expert Felix Brodbeck and knowledge-transfer specialist Namita Anand, "How to Lead: Discover the Leader Within You" is the result of a year-long collaborative effort that tapped into some of the greatest minds in the world's leadership arena.

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Furthermore, the course is brought to you by the highly–specialized MindTools.com team, one of the world's most–visited management training and career development sites, educating more than 4,000,000 guests each year.

"How to Lead: Discover the Leader Within You," is comprised of eight different modules, including:

The Meaning of Leadership Get to Know Yourself Get "The Right Stuff" Creating Winning Ideas The Power to Rouse Getting Things Done Develop Your Team Get the Extra Edge

Each module is followed by a detailed guide that shows exactly how to implement the tools and techniques, supported by exercises that further ensure participants have a full understanding of what it takes to be an effective leader.

Similar in format to other popular Mind Tools e–books and courses, there are also additional sources,

links and other information provided throughout "How to Lead: Discover the Leader Within You." The link to the class can be found at

<http://www.careerenhanceonline.com>

Joyce Jackson is an expert in the field of career enhancement and fast track advancement. Her extensive website provides tools, resources, links and valuable information on careers at Career Enhancement Basics.

<http://careerenhanceonline.com>

Career Enhancement Tools For Stress Management

By Joyce Jackson

Career Enhancement Tools

No matter what your career, you will periodically face stressful situations from time to time. Handling stress in the workplace is challenging. Those that manage it well will be top candidates for career advancement.

Stress management requires skills and techniques. These are learned over time in a work environment or through career enhancement courses.

The first effective step in stress management is to "carve" away at it a little at a time. Solving stress issues with a "rip the bandaid off" approach more often than not creates even more stress. Take a step–at–a time approach to solving the issue.

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Second, most stress at the office starts at home. Take a look at your personal life. If you can narrow down the issues there as to what is causing the stress you can then begin to work it out slowly. Once things are running better at home they will be better in your work arena, too.

Third, your job and career can be a stressful one. If it is, decide either how you can handle the stress better or think of changing careers. You may need outside help with this decision and this is where a lot of other career enhancement tools come in to play: by providing help and information for this type of decision.

It's also important to know many people experience severe stress in their careers. You are not alone. Career-minded individuals who are focused on success tend to stick with their jobs over the long haul. In order to advance and prove your value when the next round of promotions come, you must be able to deal with stress effectively.

Finally, a few quick tools to help with stress:

1. Avoid Stress

Stay focused on your work. Exceed expectations by demanding excellence from yourself even if no one else does.

2. Be Organized

Keep a day planner and use it!

3. Talk Less

Professionals focus on doing their work. Gossip creates stress. Playing "he said she said" is not only tacky but dangerous. Gossip will cause stress.

These little tools will help while you look for larger and better solutions in handling stress on your way

to career advancement. There is also career enhancement information for your use at Career Enhancement Basics.

Joyce Jackson has spent 30 years in the career enhancement field as a consultant and expert. Her extensive experience and advice is available on her blog at Career Enhancement Basics.

<http://careerenhance.blogspot.com>



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