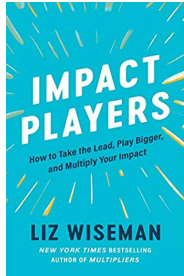
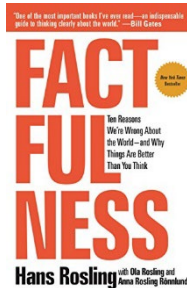


Bonus Reading Recommendations Professor Putman's Must Read Business/Leadership books

The following are leadership books that I recommend for your future reading. These are in no particular order, and I could add many more to them. However, reading these books will be a great way to continue your leadership education post-graduation.

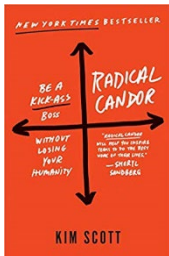


- **Impact Players**: by Liz Wiseman This book turns the focus on how can we, as employees, become the type of worker who impacts our workplaces in a transformational way. Filled with practical examples and techniques, this book will become my go to recommendation or gift to my graduating students.
It is hands-down the best personal leadership book I've read in the last two years.

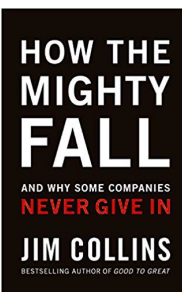


Factfulness: By Hans Rosling

One of the most readable books I've seen on how to understand the world around us. Realistic yet hopeful. Must reading for everyone who wants to understand why the world really is better than we think -- even though we still have much work to do. Key Takeaways: How bias really shows up.



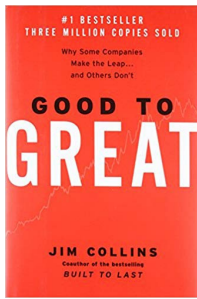
- **Radical Candor**: Kim Scott: Radical Candor is a simple idea: to be a good boss, you have to Care Personally at the same time that you Challenge Directly. When you challenge without caring it's obnoxious aggression; when you care without challenging it's ruinous empathy. When you do neither it's manipulative insincerity.



- **How the Mighty Fall**: Jim Collins Decline can be avoided. Decline can be detected. Decline can be reversed.

Amidst the desolate landscape of fallen great companies, Jim Collins began to wonder: How *do* the mighty fall? Can decline be detected early and avoided? How far can a company fall before the path toward doom becomes inevitable and unshakable? How can companies reverse course?

In *How the Mighty Fall*, Collins confronts these questions, offering leaders the well-founded hope that they can learn how to stave off decline and, if they find themselves falling, reverse their course.

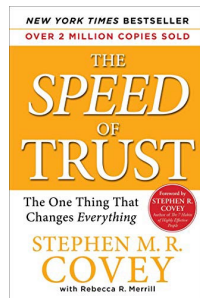


○ [Good to Great](#): Jim Collins

The findings of the Good to Great study will surprise many readers and shed light on virtually every area of management strategy and practice. The findings include:

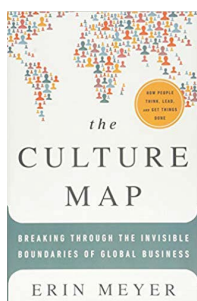
- Level 5 Leaders: The research team was shocked to discover the type of leadership required to achieve greatness.
- The Hedgehog Concept: (Simplicity within the Three Circles): To go from good to great requires transcending the curse of competence.
- A Culture of Discipline: When you combine a culture of discipline with an ethic of entrepreneurship, you get the magical alchemy of great results. Technology Accelerators: Good-to-great companies think differently about the role of technology.
- The Flywheel and the Doom Loop: Those who launch radical change programs and wrenching restructurings will almost certainly fail to make the leap.

“Some of the key concepts discerned in the study,” comments Jim Collins, “fly in the face of our modern business culture and will, quite frankly, upset some people.”



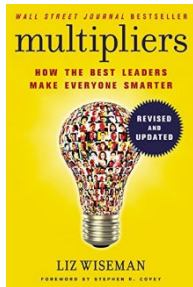
○ [The Speed of Trust](#): Stephen Covey

Why trust? The simple, often overlooked fact is this: work gets done with and through people. *The Speed of Trust* offers an unprecedented and eminently practical look at exactly how trust functions in every transaction and every relationship—from the most personal to the broadest, most indirect interaction. It specifically demonstrates how to establish trust intentionally so that you and your organization can forego the time-killing, bureaucratic check-and-balance processes that is so often deployed in lieu of actual trust.



[The Culture Map](#): Erin Meyer. Americans precede anything negative with three nice comments; French, Dutch, Israelis, and Germans get straight to the point; Latin Americans and Asians are steeped in hierarchy; Scandinavians think the best boss is just one of the crowd. It's no surprise that when they try and talk to each other, chaos breaks out.

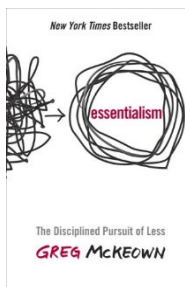
In *The Culture Map*, INSEAD professor Erin Meyer is your guide through this subtle, sometimes treacherous terrain in which people from starkly different backgrounds are expected to work harmoniously together. She provides a field-tested model for decoding how cultural differences impact international business, and combines a smart analytical framework with practical, actionable advice.



- **Multipliers:** Liz Wiseman In analyzing data from more than 150 leaders, Wiseman has identified five disciplines that distinguish Multipliers from Diminishers. These five disciplines are not based on innate talent; indeed, they are skills and practices that everyone can learn to use—even lifelong and recalcitrant Diminishers. Lively, real-world case studies and practical tips and techniques bring to life each of these principles, showing you how to become a Multiplier too, whether you are a new or an experienced manager. This revered classic has been updated with new examples of Multipliers, as well as two new chapters one on accidental Diminishers, and one on how to deal with Diminishers.

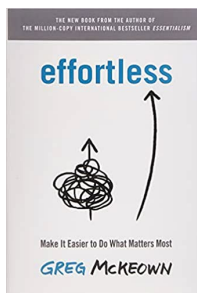


- **No Rules Rules:** Reed Hastings and Erin Meyer ...Dive deep into the controversial ideologies at the heart of the Netflix psyche, which have generated results that are the envy of the business world. Drawing on hundreds of interviews with current and past Netflix employees from around the globe and never-before-told stories of trial and error from Hastings’s own career, No Rules Rules is the fascinating and untold account of the philosophy behind one of the world’s most innovative, imaginative, and successful companies.



- **Essentialism:** Greg McKeown The Way of the Essentialist isn’t about getting more done in less time. It’s about getting *only the right things* done. It is not a time management strategy, or a productivity technique. It is a *systematic discipline* for discerning what is absolutely essential, then eliminating everything that is not, so we can make the highest possible contribution towards the things that really matter.

By forcing us to apply a more selective criteria for what is Essential, the disciplined pursuit of less empowers us to reclaim control of our own choices about where to spend our precious time and energy – instead of giving others the implicit permission to choose for us.

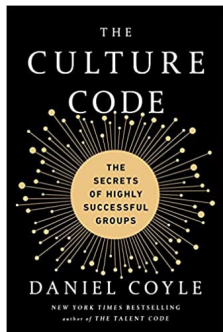


- **Effortless:** Greg McKeown: As high achievers, we’ve been conditioned to believe that the path to success is paved with relentless work. That if we want to overachieve, we have to overexert, overthink, and overdo. That if we aren’t perpetually exhausted, we’re not doing enough.

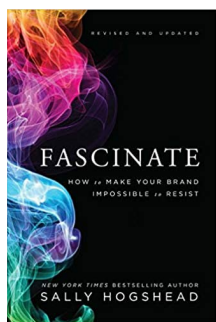
But lately, working hard is more exhausting than ever. And the more depleted we get, the more effort it takes to make progress. Stuck in an endless loop of “Zoom, eat, sleep, repeat,” we’re often working twice as hard to achieve half as much.

Getting ahead doesn’t have to be as hard as we make it. No matter what challenges or obstacles we face, there is a better way: instead of pushing ourselves harder, **we can find an easier path.**

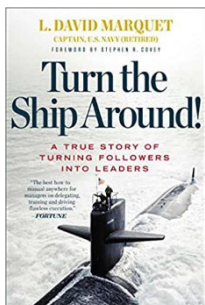
Effortless offers actionable advice for **making the most essential activities the easiest ones**, so you can achieve the results you want, without burning out.



[*The Culture Code*](#): Daniel Coyle: Culture is not something you are—it's something you do. *The Culture Code* puts the power in your hands. No matter the size of your group or your goal, this book can teach you the principles of cultural chemistry that transform individuals into teams that can accomplish amazing things together.



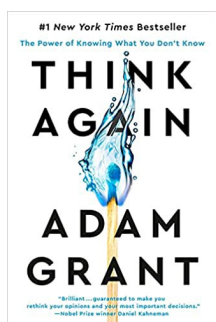
o [*Fascinate*](#): Salley Hogshead: Whether you realize it or not, your brand is already applying one of the seven Advantages Hogshead describes here: Innovation, Passion, Power, Prestige, Mystique, Alert, or Trust. The question is, how can you apply these core Advantages to stand out in a crowded and distracted world? Hundreds of large corporations, small businesses, and universities—including Twitter, IBM, Porsche, and New York University—use the Fascinate system to captivate their customers. Why? The answers are in this book.



[*Turn the Ship Around!*](#): L. David Marquet: "The best how-to manual anywhere for managers on delegating, training, and driving flawless execution." — FORTUNE

Since *Turn the Ship Around!* was published in 2013, hundreds of thousands of readers have been inspired by former Navy captain David Marquet's true story. Many have applied his insights to their own organizations, creating workplaces where everyone takes responsibility for his or her actions, where followers grow to become leaders, and where happier teams drive dramatically better results.

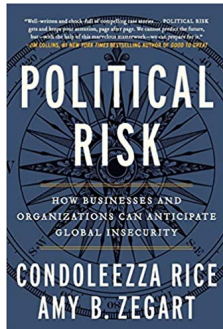
Also [*Leadership is Language*](#).



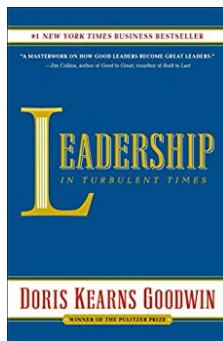
[*Think Again*](#): Adam Grant: Intelligence is usually seen as the ability to think and learn, but in a rapidly changing world, there's another set of cognitive skills that might matter more: the ability to rethink and unlearn. In our daily lives, too many of us favor the comfort of conviction over the discomfort of doubt. We listen to opinions that make us feel good, instead of ideas that make us think hard. We see disagreement as a threat to our egos, rather than an opportunity to learn. We surround ourselves with people who agree with our conclusions, when we should be gravitating toward those who challenge our thought process. The result is that our beliefs get brittle long before our

bones. We think too much like preachers defending our sacred beliefs, prosecutors proving the

other side wrong, and politicians campaigning for approval--and too little like scientists searching for truth. Intelligence is no cure, and it can even be a curse: being good at thinking can make us worse at rethinking. The brighter we are, the blinder to our own limitations we can become.

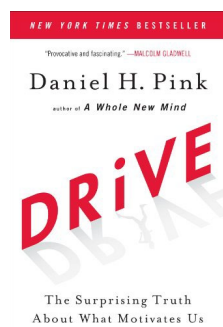


Political Risk: Condoleezza Rice and Amy Zegart: Organizations that take a serious, systematic approach to political risk management are likely to be surprised less often and recover better. Companies that don't get these basics right are more likely to get blindsided.



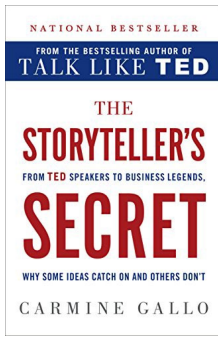
Leadership in Turbulent Times: Doris Kearns Goodwin: “After five decades of magisterial output, Doris Kearns Goodwin leads the league of presidential historians” (*USA TODAY*). In her “inspiring” (*The Christian Science Monitor*) *Leadership*, Doris Kearns Goodwin draws upon the four presidents she has studied most closely—Abraham Lincoln, Theodore Roosevelt, Franklin D. Roosevelt, and Lyndon B. Johnson (in civil rights)—to show how they recognized leadership qualities within themselves and were recognized as leaders by others. By looking back to their first entries into public life, we encounter them at a time when their paths were filled with confusion, fear, and hope.

Leadership tells the story of how they all collided with dramatic reversals that disrupted their lives and threatened to shatter forever their ambitions. Nonetheless, they all emerged fitted to confront the contours and dilemmas of their times. At their best, all four were guided by a sense of moral purpose. At moments of great challenge, they were able to summon their talents to enlarge the opportunities and lives of others. Does the leader make the times or do the times make the leader?

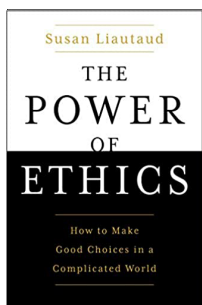


○ *Drive*: Daniel Pink: Most people believe that the best way to motivate is with rewards like money—the carrot-and-stick approach. That's a mistake, says Daniel H. Pink (author of *To Sell Is Human: The Surprising Truth About Motivating Others*). In this provocative and persuasive new book, he asserts that the secret to high performance and satisfaction—at work, at school, and at home—is the deeply human need to direct our own lives, to learn and create new things, and to do better by ourselves and our world.

Drawing on four decades of scientific research on human motivation, Pink exposes the mismatch between what science knows and what business does—and how that affects every aspect of life. He examines the three elements of true motivation—autonomy, mastery, and purpose—and offers smart and surprising techniques for putting these into action in a unique book that will change how we think and transform how we live.



- [The Storyteller's Secret](#): Carmine Gallo: In *The Storyteller's Secret*, Gallo explains why the brain is hardwired to love stories - especially rags-to-riches stories - and how the latest science can help you craft a persuasive narrative that wins hearts and minds. "The art of storytelling can be used to drive change," says billionaire entrepreneur Richard Branson. And since the next decade will see the most change our civilization has ever known, your story will radically transform your business, your life, and the lives of those you touch. Ideas that catch on are wrapped in story. Your story can change the world. Isn't it time you shared yours?



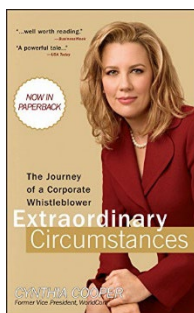
- [The Power of Ethics](#): Susan Liautaud: Drawing on two decades as an ethics advisor guiding corporations and leaders, academic institutions, nonprofit organizations, and students in her Stanford University ethics courses, Susan Liautaud provides clarity to blurry ethical questions, walking you through a straightforward, four-step process for ethical decision-making you can use every day. Liautaud also explains the six forces driving virtually every ethical choice we face. Exploring some of today's most challenging ethics dilemmas and showing you how to develop a clear point of view, speak out with authority, make effective decisions, and contribute to a more ethical world for yourself and others, *The Power of Ethics* is the must-have ethics guide for the 21st century.



Charles G. Koch

- [Good Profit](#): Charles Koch What is good profit? Good profit results when a company creates value for customers in a way that helps them improve their lives. Good profit is the result of innovations that customers freely vote for with their own dollars; it's the result of business decisions that create *long term value for everyone--customers, employees, shareholders, and society.*

While you won't find the Koch Industries name on your home's stain-resistant carpet, your baby's more comfortable but absorbent diapers your stretch denim jeans, or your television with a better clarity screen, MBM™ drove these innovations and many more.



- [Extraordinary Circumstances](#): Cynthia Cooper (WorldCom Whistleblower) The longer WorldCom Chief Audit Executive Cynthia Cooper stares at the entries in front of her, the more sinister they seem. But the CFO is badgering her to delay her team's audit of the company's books and directing others to block Cooper's efforts. Still, something in the pit of her stomach tells her to keep digging. Cooper takes readers behind the scenes on a riveting, real-time journey as she and her team work at night and behind closed doors to expose the largest fraud in corporate history. Whom can they trust? Could she lose her job? Should she fear for her physical safety?

- [*Justice: What's the Right Thing to Do?*](#) By Michael J. Sandel
- [*Blink*](#): Malcolm Gladwell
- [*Talking to Stranger*](#): Malcolm Gladwell (really anything by him)
- [*The Market for Virtue: The potential and limits of corporate social responsibility*](#): David Vogel