



LEADING & MANAGING
for
Performance and Prosperity
Mark Sanborn • Don Hutson

Section 1. Mark Sanborn

Course I. The Leadership Overview

- Chapter 1: The Difference between Managers and Leaders
- Chapter 2: The Real Truth about Leadership
- Chapter 3: Why People Don't Follow the Leader
- Chapter 4: The Leadership Triangle of Credibility
- Chapter 5: The 4C's of Effective Leadership Communication

Course II. Leadership Strategies

- Chapter 6: Motivating your Team
- Chapter 7: Growing Yourself and Growing your Team
- Chapter 8: 8 Leadership Mistakes
- Chapter 9: How to Identify and Develop Emerging Leaders
- Chapter 10: How to Cast a Vision that Inspires and Succeeds

Section 2. Don Hutson

Course III. Management Style and Approach

- Chapter 1: The Leadership Style that Works, Part One
- Chapter 2: The Leadership Style that Works, Part Two
- Chapter 3: The Temperament of Skilled Leaders
- Chapter 4: Making Decisions and Solving Problems
- Chapter 5: Creating a Team Culture for Prosperity

Course IV. Managing for Results

- Chapter 6: Coaching for High Performance
- Chapter 7: Managing Different People Differently
- Chapter 8: Motivation Makes the Difference
- Chapter 9: Recruiting, Interviewing and Selecting High Performers
- Chapter 10: Delegation, Discipline and Behavior Modification