



SMARTER THAN THE AVERAGE GUIDE

# **HBR Guide to**

# **Generative AI for Managers**

**Understand your options**  
**Experiment and innovate**  
**Transform the way you work**

By Elisa Farri and Gabriele Rosani



Harvard  
Business  
Review  
Press

# Hbr Guide 201

**Harvard Business Review**



## **Hbr Guide 201:**

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*HBR Guide to Smarter Networking (HBR Guide Series)* Harvard Business

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HBR Guide to Leading Through Change Harvard Business Review,2024-08-27 Drive transformation Change is now constant As a leader you must serve as interpreter project manager cheerleader and conduit Plans evolve Contexts shift Progress happens in fits and starts Through it all you must push your team forward even when you encounter pushback How can you ensure that your team has the information the mindset and the resources they need to be successful The HBR Guide to Leading Through Change provides the practical tips research stories and advice you need to understand communicate and implement change effectively no matter the size or scale of the challenge you re facing You ll learn to Improve your odds of success Communicate a shared vision Keep going even amid lags and setbacks Deal with naysayers and roadblocks Build trust and resilience on your team Make a lasting impact Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges

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HBR Guide to Managing Strategic Initiatives Harvard Business Review,2020-02-11 This big initiative could make or break this fiscal year or your career Managing a successful strategic initiative may be the key to transforming your company and propelling your career forward Yet running a cross functional team on a high profile project can present a multitude of challenges and risks causing even the most experienced manager to struggle The HBR Guide to Managing Strategic Initiatives provides practical tips and advice to help you manage all the stages of an initiative s life cycle from buy in to launch to scaling up You ll learn how to Win and keep support for your new initiative Move rapidly from approval to implementation Assemble transformative high performing initiative teams Maintain the confidence of sponsors and stakeholders Stay on schedule and within budget Avoid initiative overload by killing projects that aren t meeting business needs Keep multiple initiatives in strategic alignment Arm yourself with the advice you need to succeed on the job from a source you trust Packed with how to essentials from leading experts the HBR Guides provide smart answers to your

most pressing work challenges      *HBR Guide to Performance Management (HBR Guide Series)* Harvard Business Review, 2017-06-20 Efficiently and effectively assess employees performance Are your employees meeting their goals Is their work improving over time Understanding where your employees are succeeding and falling short is a pivotal part of ensuring you have the right talent to meet organizational objectives In order to work with your people and effectively monitor their progress you need a system in place The HBR Guide to Performance Management provides a new multi step cyclical process to help you keep track of your employees work identify where they need to improve and ensure they re growing with the organization You ll learn to Set clear employee goals that align with company objectives Monitor progress and check in regularly Close performance gaps Understand when to use performance analytics Create opportunities for growth tailored to the individual Overcome and avoid burnout on your team Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges      **HBR Guide to Collaborative Teams (HBR Guide Series)** Harvard Business Review, 2021-08-03 Break down the barriers to effective collaboration For cross functional projects to work you need to bring together diverse ideas and resources from across your organization But office politics conflicting objectives and lack of clear authority can get in the way The HBR Guide to Collaborative Teams provides practical tips and advice to help you collaborate more effectively Whether you re leading your own direct reports or building a talented group from disparate parts of your organization you ll discover how to align others goals and skills so you can solve problems as a team and deliver great results You ll learn to Develop a shared purpose Bust departmental silos Lead employees who don t report to you Overcome conflict and turf wars Prevent collaborative overload and fatigue Use the right tools for virtual information sharing Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges      *HBR Guide to Being More Productive (HBR Guide Series)* Harvard Business Review, 2017-06-27 Productivity starts with you Every day begins with the same challenge too many tasks on your to do list and not enough time to accomplish them Perhaps you tell yourself to just buckle down and get it all done skip lunch work a longer day Maybe you throw your hands up recognize you can t do it all and just begin fighting the biggest fire or greasing the squeakiest wheel And yet you know how good it feels on those days when you re working at peak productivity taking care of difficult and meaty projects while also knocking off the smaller tasks that have been hanging over your head forever Those are the times when your day didn t run you you ran your day To have more of those days more often you need to discover what works for you given your strengths your preferences and the things you must accomplish Whether you re an assistant or the CEO whether you ve been in the workforce for 40 years or are just starting out this guide will help you be more productive You ll discover different ways to Motivate yourself to work when you really don t want to Take on less but get more done Preserve time for your most



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