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School Culture That Works for Everyone"; "Is Teamwork All It's Cracked up to Be?"; "How to Get the Most Out of Students"; "How to Get the Most Out of Staff"; "How to Get the Most Out of the District Office, the School Board, and the Community"; "How Effective Leaders Get the Most Out of Themselves"; "Chapter 4 - Bringing about Change"; "Change: Who Wants It?"; "Don't Confuse Cosmetic Changes with Real Reform"  
"When to Change and When to Leave Well Enough Alone"  
Understanding the Evolution of a Revolution: The Many Faces and Phases of Change"; "Change Strategies That Really Work in Today's School Climate"; "How to Sell New Ideas and Make Them Work"; "Chapter 5 - Spending Time"; "Who Controls a Leader's Time?"; "Setting Priorities: Paper Versus People"; "How Effective School Leaders Spend 1,440 Minutes per Day"; "The Ten Worst Time-Use Mistakes"; "When and How to Say No"; "Other Work-Smarter Ways to Save Time"; "Chapter 6 - Handling Politics"; "Politics and Schools" "Good Politics, Bad Politics" "How to be Politically Savvy: a Street Smarts for School Leaders"; "Everyday Political Strategies for Today's School Leaders"; "Tips on Working with Political Leaders"; "How to Get Noticed, Get Ahead, and Get Things Done without Playing Politics"; "Chapter 7 - Dealing with Setbacks"; "Setbacks Happen"; "Worrying Only Makes It Worse"; "What It Takes to Bounce Back"; "Is There a Spin Doctor in the House?"; "Fear Less, Hope More"; "Building a Reputation as a Survivor"; "Chapter 8 - Thinking Like a Leader"  
"Anticipatory Thinking: Getting the Jump on Problems"

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## Sommario/riassunto

Best-selling author Robert Ramsey gives you just what you need to avoid "simply managing" and to become a true leader instead!

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