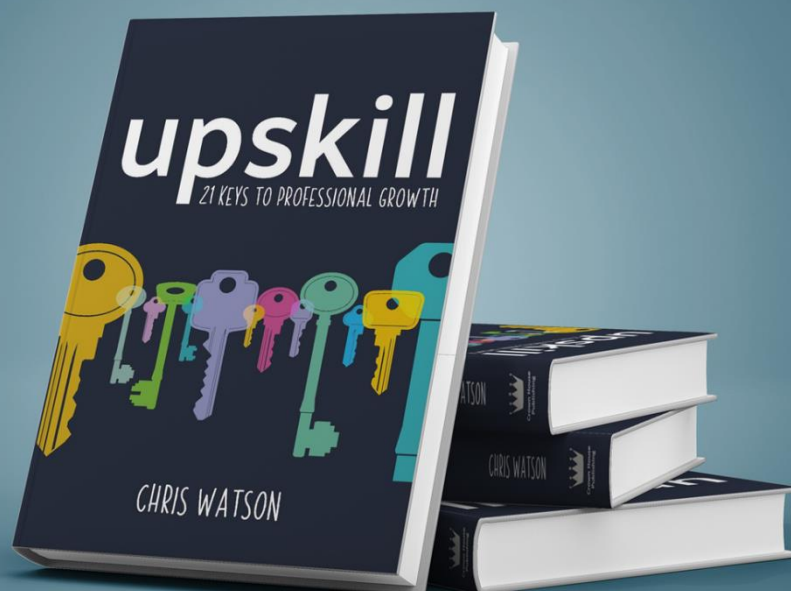


Practical ideas to extend performance

helping you adapt and
respond to the changing
world of work...



Packed with punchy, proven ideas to improve your day-to-day effectiveness and is ideal for anyone who is committed to developing themselves and their colleagues, but may not have the time, the resources, the budget or the inspiration to know where to start

- Amazon #1 bestseller in both *Business Reference books* and *HR books*.
 - Providing a rich resource of reliable solutions to help you adapt to new approaches and work methods.
- Containing 840 practical ideas reflecting the latest thinking on how to extend capability and boost personal performance.
- Relevant and achievable development options, linked to evolving job needs.
- Delivering a dynamic snapshot of learning possibilities, grouped around the 21 skills associated with success at work and beyond.
 - Just-in-time learning solutions, to access when needed.
- Helping you to manage your professional development at your own pace.
- Based on a 10 year study into the key skills valued most by employers today.
 - 'UK Business Book of the Year' finalist.

Brimming with user-friendly tips, tricks and tactics to help you develop yourself and others, including: easy to apply tools, time-saving apps; topical insights; handy hacks; novel work methods; carefully selected videos; provocative articles; inspirational quotes and resources - providing a wealth of actionable possibilities

'Upskill: 21 Keys to Professional Growth' by Chris Watson, will help you adjust to the changing world of work and take charge of your career

