

BUSINESS EDITION



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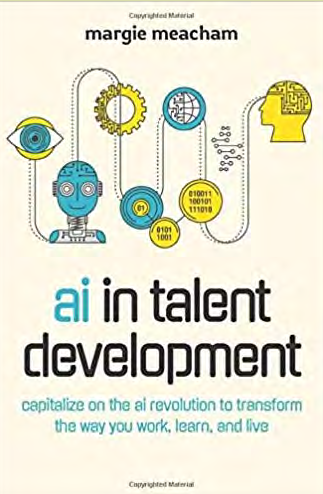
## BUSINESS & PERSONAL DEVELOPMENT

- 3 Association for Talent Development (ATD)
- 5 Society for Human Resource Management (SHRM)
- 7 ClydeBank Media
- 9 Art of Productivity
- 10 Maven House Press & TPH
- 11 Oldtown Publishing
- 12 TCK Publishing





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## Join the AI revolution in learning.

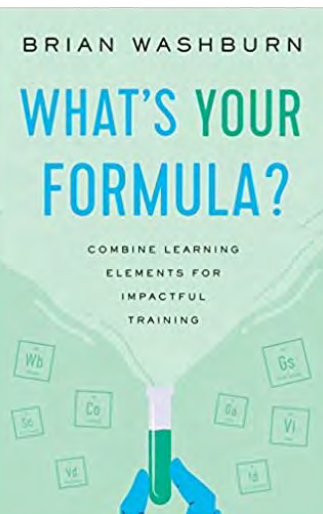
Learning technology expert Meacham describes the benefits, uses, and risks of AI technology and offers practical tools to strengthen and enhance learning and performance programs. She demonstrates how we can be more productive by using a robot “assistant,” creating a chatbot for specific tasks (such as a new manager bot, a sales coach bot, a new employee onboarding bot), or building personalized coaching tools from AI-processed big data.

ISBN: 9781950496310 | (December 2020) 6” x 9”, 144 pages | Price: \$22.99  
Audience: Trainers, instructional designers, talent development professionals

## Give change initiatives their best chance for positive results.

Change expert Kathryn Zukof offers tools and approaches to help organizations roll out, receive, and manage change effectively. She demonstrates how to deploy sound project management techniques to integrate both the process (the “hard”) side and the people (the “soft”) side. Her strategies will help employees understand the need and vision for change, so they feel less threatened and more energized by what’s ahead.

ISBN: 9781950496877 | (March 2021) 6” x 9”, 340 pages | Price: \$32.99  
Audience: Managers, HR & talent development professionals



## Your periodic table of learning elements.

This simple yet elegant periodic table of learning elements helps trainers create effective training programs by using the right balance of adult learning theory, available technology, intuitive tools, proven practices, creativity, and risk. From critical gas-like elements (like the air we breathe; think instructional design or visual design); to radioactive elements (powerful and dangerous yet commonly used; think PowerPoint), this guide shows how to navigate the pitfalls and choices involved in creating engaging learning experiences.

ISBN: 9781952157479 | (June 2021) 6” x 9”, 200 pages | Price: \$29.99  
Audience: Trainers, instructional designers, talent development professionals

## Master the production of virtual events.

Go-to training expert LaBorie delivers the knowledge and skills needed to produce virtual events that are engaging and productive—from how to prepare the technology and content beforehand to how to run everything smoothly. She offers a plan of action for conquering just about any platform and troubleshooting potential problems. This book examines typical platform features (audio, webcam, chat, screen share), advanced interaction methods (polling, breakouts, Q&A), and administration and logistics elements (logins, session scheduling, reports).

ISBN: 9781950496259 | (December 2020) 6” x 9”, 228 pages | Price: \$32.99  
Audience: Subject matter experts, managers, talent development professionals



## Ensure instructional design is based in learning science.

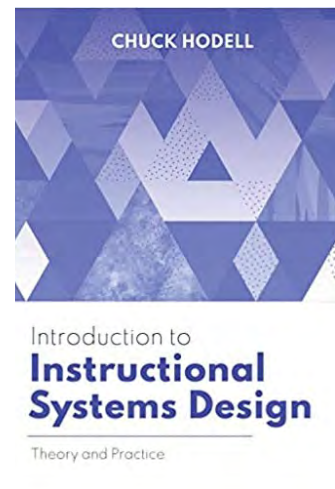
To create effective learning experiences that engage, trainers and instructional designers need to know how learning works and what facilitates and hinders it. Clark Quinn distills the current scope of learning science into this easy-to-read primer that prepares you to design learning experiences that ensure retention over time and transfer to the appropriate situations.

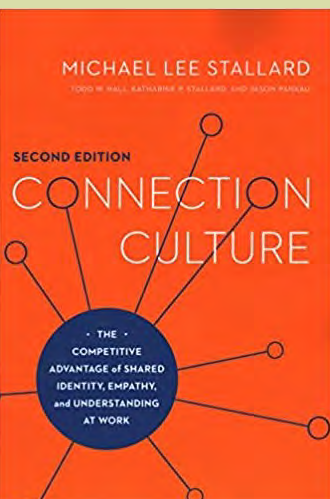
ISBN: 9781952157455 | (April 2021) 5-1/4” x 8”, 144 pages | Price: \$21.99  
Audience: Trainers, instructional designers, talent development professionals

## The gold standard in instructional systems design.

Written by long-time professor and practitioner of instructional design Chuck Hodell, this book provides comprehensive instruction for professors, instructors, and students of instructional systems design (ISD) who seek a professional and proven design method with an academic foundation. He delivers practical guidance with a strong theoretical base to answer the questions of why designers do what they do and focuses on preparing learners for digital learning and adapting in-classroom courses for remote learning.

ISBN: 9781952157127 | (May 2021) 7-1/2” x 9-1/2”, 400 pages | Price: \$59.99  
Audience: Instructional designers, trainers, HR & talent development professionals





## Tap into the power of human connection.

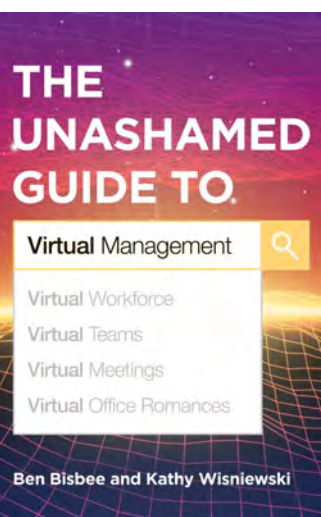
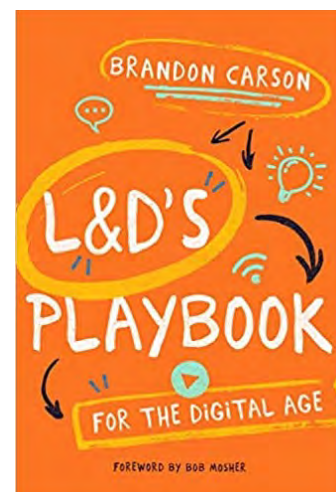
Creating a thriving organization where employees feel valued, the environment is energized, and high productivity and innovation are the norm requires a new kind of leader who fosters a culture of connection within the organization. This second edition shows how to become that leader—fostering a connection culture; emulating best practices of connected teams; and boosting vision, value, and voice with the organization.

ISBN: 9781950496525 | (September 2020) 6" x 9", 256 pages | Price: \$18.99  
Audience: Executives, managers, coaches, talent development professionals

## Build a modern learning and development team.

It's time for L&D to take a more proactive role in workforce development by creating a new framework for developing employee skills and capability. In fact, L&D needs a new playbook to navigate the radical and complex transformation the digital age demands. Brandon Carson walks through how to create this playbook to build alignment across the team and with stakeholders—whether it's restructuring, new skilling, or rescoping—by being flexible as business needs change.

ISBN: 9781952157585 | (July 2021) 6" x 9", 179 pages | Price: \$34.99  
Audience: Chief learning officers, talent development professionals



## Manage virtual teams for maximum results.

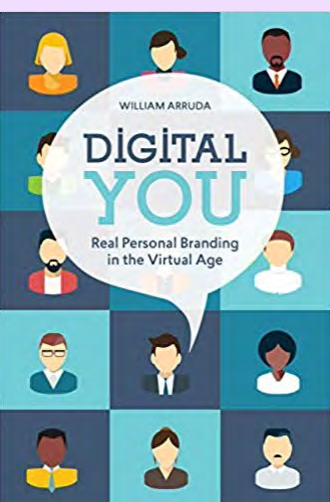
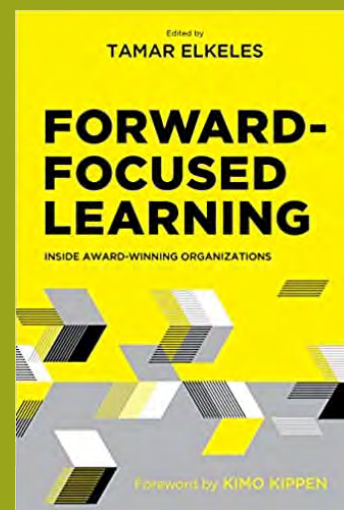
What happens when a virtual manager needs actual day-to-day support around issues such as handling office romance and doing laundry on the job, as well as more traditional issues like onboarding, performance reviews, and scheduling? This practical guide addresses the unanswered and critical questions of how to manage virtual teams to achieve maximum results with advice on more than 30 topics that handle unexpected situations.

ISBN: 9781949036558 | (October 2019) 5-1/4" x 8", 248 pages | Price: \$19.99  
Audience: Virtual managers, HR & talent development professionals

## Shape what's next for learning in your organization.

How organizations learn will determine whether they adapt to this era of dynamic change or struggle behind outdated practices. Talent development executives can learn a lot from peeking behind the curtain to see how high-performing companies use learning to develop their employees and their businesses. Rich in examples of what's worked, this is a must-read for anyone setting learning strategy or managing the learning function.

ISBN: 9781950496679 | (December 2020) 6" x 9", 180 pages | Price: \$29.99  
Audience: Learning executives, HR & talent development professionals



## Develop a personal brand that drives success.

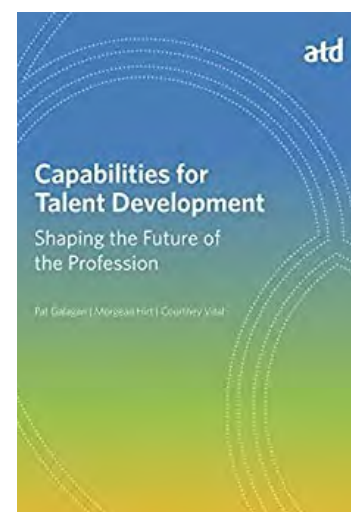
Branding authority William Arruda shows how to define, express, and expand a personal brand as a serious career development strategy. Professionals will learn how to develop, design, and sustain their personal brand throughout the fluid movements of any career and how to be clear about their brand and their unique promise of value so they can increase their success and happiness at work and in life.

ISBN: 9781949036756 | (October 2019) 6" x 9", 232 pages | Price: \$18.99  
Rights sold: Chinese (simplified), Italian, Vietnamese

## What talent development professionals need to know to be successful.

To help talent development professionals and their organizations meet the challenges of the future, this guide offers an in-depth look at ATD's Talent Development Capability Model™, a powerful framework to guide the talent development profession in what practitioners need to know and do to develop themselves, others, and their organizations and its components.

ISBN: 9781947308893 | (December 2019) 7" x 10", 128 pages | Price: \$29.99  
Rights sold: Chinese (simplified)





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## Use the power of conversations to improve performance.

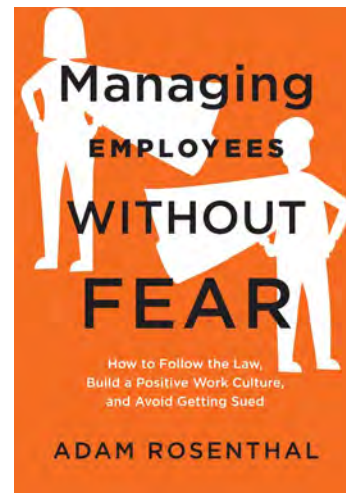
Grounded in proven management practices, this book offers managers and all HR professionals a powerful tool for regulating and enhancing the performance of their staffs without using conventional appraisals. These techniques will coach employees, improve productivity, and boost confidence.

ISBN: 9781586446697 | (October 2020) 6" x 9", 226 pages | Price: \$29.99  
Audience: HR, personnel, & talent management professionals, managers

## Build a positive, productive work culture.

From making sense of the pre-hiring process and disciplining employees to creating harassment-free workplaces and uncovering implicit bias, workplace lawyer Adam Rosenthal expertly delivers every manager's comprehensive, go-to practical guide for managing legally compliant workplaces and building a positive, productive, and work cultures along the way.

ISBN: 9781586446642 | (March 2021) 6" x 9", 322 pages | Price: \$34.99  
Audience: HR, personnel, & talent management professionals, managers, executives



## How HR leaders can harness their influence to lead.

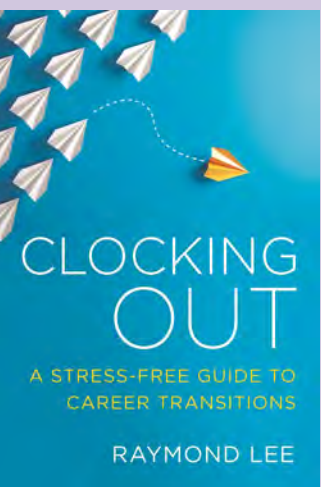
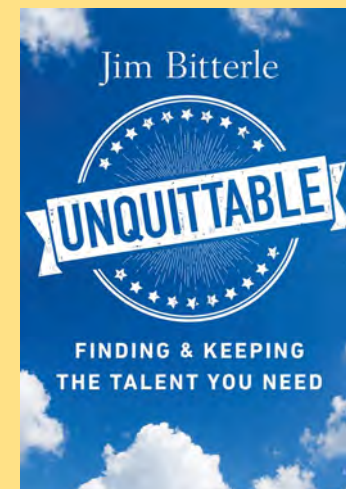
A much-anticipated follow-up to the SHRM best-seller *HR on Purpose!!*, HR thought leader and popular blogger Steve Browne delivers fresh insights on fostering collaboration, building relationships, and building trust in the workplace. His practical advice for HR professionals and business leaders will help them harness their powerful influence to lead their careers and their organizations through the new decade and beyond.

ISBN: 9781586446444 | (July 2020) 6" x 9", 292 pages | Price: \$29.99  
Audience: HR, personnel, & talent management professionals, career counselors

## Find—and keep—the talent you need.

*Unquittable* presents a from-the-trenches guide to the most effective tools, strategies, and processes for attracting, developing, and retaining talent in organizations. Based on the author's work helping hundreds of companies become more talent minded, the hard-won techniques outlined in this book can be adapted for organizations of any size and deliver impressive bottom-line savings with relatively little up-front investment.

ISBN: 9781586446598 | (July 2020) 6" x 9", 192 pages | Price: \$34.99  
Audience: HR, personnel, & talent management professionals, managers, executives



## Take the stress out of career transitions.

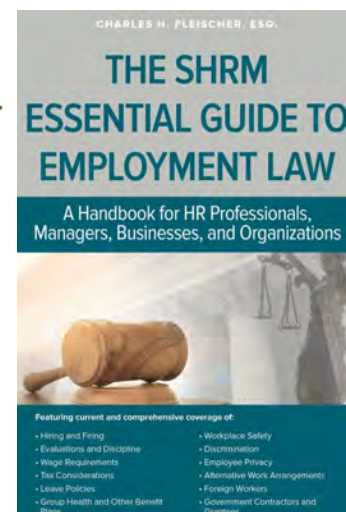
Raymond Lee believes that not only is change good but that it is possible to take the stress out of career transitions at any level! He gives readers a fresh way to think about their careers and practical advice to consolidate individual power for meaningful changes and assess choices to make successful transitions. Ten fascinating stories bring to life the key components of effective career transition—choice, mindset, agility, and trust—and highlight how they interplay during a career change.

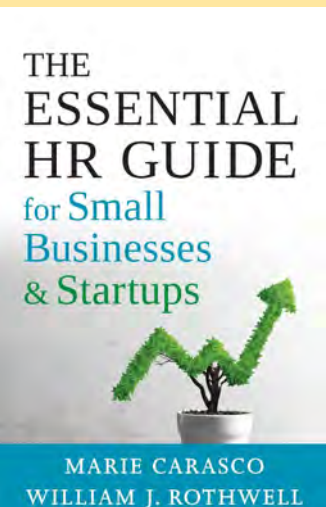
ISBN: 9781586446543 | (October 2020) 6" x 9", 192 pages | Price: \$29.99  
Audience: Individuals in career transition, managers, HR & personnel professionals

## The ultimate handbook for HR professionals & managers.

This bestselling guide, which has sold more than 15,000 copies, provides current and comprehensive coverage of workplace law principles, highlights common and pressing employee issues, and provides specific examples and suggestions to help make the employer–employee relationship run more smoothly. While based on US laws and regulations, its advice is informed by research and best practices that are globally applicable. This volume delivers the foundation of best practices and is available for adaption in translation.

ISBN: 9781586444709 | (April 2018) 6" x 9", 516 pages | Price: \$34.99  
Audience: HR, personnel, & talent management professionals, managers, executives





## The HR solution for small businesses and startups.

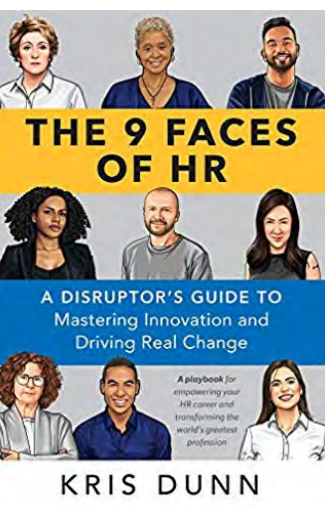
This guide is the perfect desk reference for small businesses and startups without the financial resources to invest in a fully-staffed HR department. It delivers the nuts and bolts of HR essentials, including how to develop policies and best practices, manage and measure performance, and drive engagement. It also provides an overview of legal obligations, risk assessment, and training.

ISBN: 9781586445898 | (May 2020) 6" x 9", 202 pages | Price: \$34.99  
Audience: Small business & startups, managers, personnel management professionals

## Practical ways to extinguish burnout.

Who hasn't suffered at one time or another from exhaustion, cynicism, and a lack of effectiveness? Based on extensive research and full of real-world stories and examples, workplace culture experts Rob and Terri Bogue take a deep dive into the signs, sources, and solutions of burnout and deliver an essential resource that helps anyone identify, prevent, and recover from burnout and embark on the journey to thriving.

ISBN: 9781586446345 | (June 2019) 6" x 9", 224 pages | Price: \$25.99  
Rights sold: Chinese (simplified); Vietnamese



## Discover the power of your "HR Face".

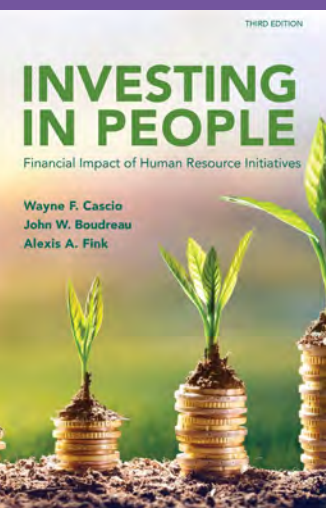
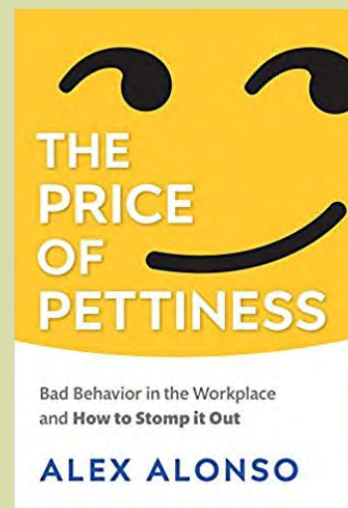
Popular blogger and chief HR officer Kris Dunn presents a hard but compelling reality: Every HR professional on the planet can be classified as one of 9 "Faces" based on their career level and their ability to innovate and drive change. This book's behavioral assessment helps readers quickly identify their own "HR Face" and then reveals career tracks, behavioral markers, ROI, macro-trends driving behavior, and market demand for each face.

ISBN: 9781586445737 | (June 2019) 6" x 9", 224 pages | Price: \$24.99  
Audience: HR & personnel management professionals, managers, business leaders

## Stomp out bad behavior in the workplace.

Pettiness limits careers and opportunities on a broad scale and sometimes crosses the line into unquestionably criminal behavior. Based on SHRM research, this groundbreaking book examines the seemingly limitless depths of workplace pettiness—as well as the remarkable heights of creativity it seems to inspire in people—and delivers proven tools anyone can use to spot pettiness and deal with it directly.

ISBN: 9781586446192 | (June 2019) 6" x 9", 176 pages | Price: \$24.99  
Rights sold: Vietnamese



## Invest in what counts most—your people.

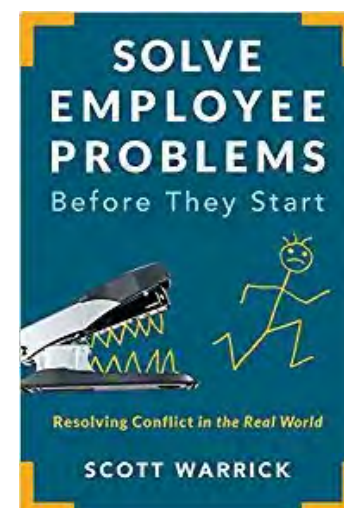
This third edition draws upon state-of-the-art practice and research across disciplines including psychology, economics, accounting, and finance to provide HR professionals and leaders with proven guidelines for evaluating key HR initiatives. It is based on a comprehensive framework that supports strategic linkages between investments in human capital and important business outcomes.

ISBN: 9781586446093 | (June 2019) 6" x 9", 464 pages | Price: \$34.99  
Audience: HR & talent management professionals, managers, business leaders

## Use emotional intelligence to resolve conflict in the workplace.

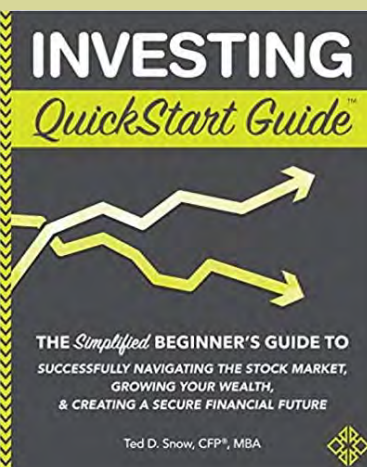
With compassion, clarity, and conviction, popular speaker and employment law attorney Scott Warrick distills conflict resolution to just three simple moves: Empathic Listening, Parroting, and Rewards (EPR). Because no one can use their EPR skills unless they can control themselves, he shows HR professionals step-by-step how to become emotionally intelligent communicators with the mental toughness critical in resolving conflict.

ISBN: 9781586446291 | (June 2019) 6" x 9", 226 pages | Price: \$27.99  
Audience: HR & personnel management professionals, managers, business leaders





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## Learn how to navigate the market and grow wealth.

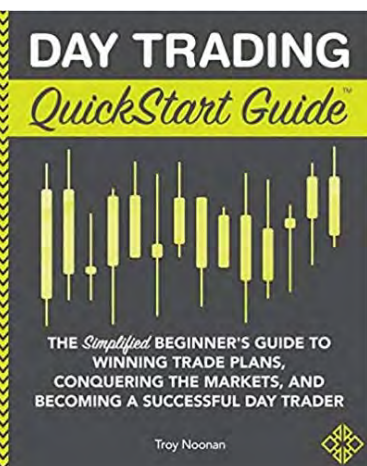
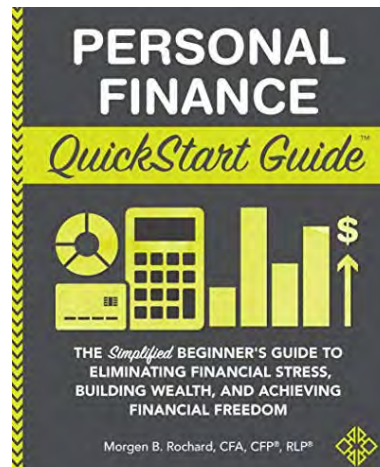
The updated second edition of this best-selling guide includes new content on investing technology and more. Newcomers and veterans alike will enjoy the unique and practical vision for investing success offered in the *Investing QuickStart Guide*. Bringing the wisdom of 30+ years in the finance industry to bear, Ted Snow's (CFP, MBA) intrepid but practical asset-allocation investment philosophy is masterfully communicated and highly effective for investors.

ISBN: 9781945051869 | (June 2021) 7-1/2" x 9-1/4", 200 pages | Price: \$19.99  
First edition rights sold: Vietnamese

## Relieve financial stress & achieve financial freedom.

At a time when so many people feel like money rules their lives, this new book shows how everyone can take control of their finances and build a secure financial future. Author, podcaster, and financial advisor Morgen Rochard CFA, CFP, RLP, shares what it takes to reach financial goals, whatever they may be, in this uncommonly helpful guide to the common money problems we all face.

ISBN: 9781945051012 | (October 2020) 7-1/2" x 9-1/4", 353 pages | Price: \$24.99  
Rights sold: Chinese (simplified)



## Discover the secrets to successful day trading.

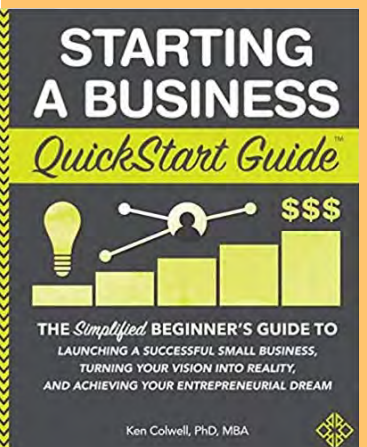
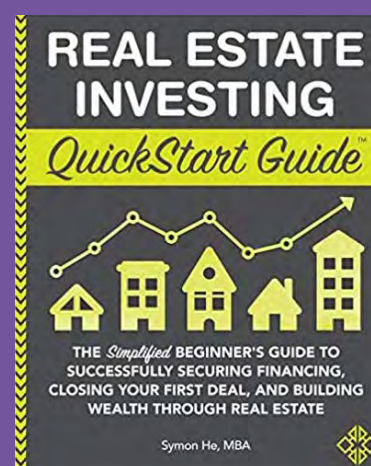
*Day Trading QuickStart Guide* smashes the myth that successful day traders are math experts, careless risk junkies, or compulsive gamblers. Using the tactics and enclosed in these chapters, readers learn the exact skills needed to find real success while keeping their risk to an absolute bare minimum.

ISBN: 9781945051814 | (June 2020) 7-1/2" x 9-1/4", 397 pages | Price: \$27.99  
Rights sold: Vietnamese

## Start building your real estate empire today.

In *Real Estate Investing QuickStart Guide*, author, best-selling course instructor, licensed real estate broker, and consultant Symon He lays out the simplest, most practical, straightforward path for new investors eager to ink their first deals and start their journey to building wealth through real estate.

ISBN: 9781945051562 | (August 2020) 7-1/2" x 9-1/4", 313 pages | Price: \$24.99  
Rights sold: Vietnamese



## The essential blueprint for entrepreneurial success.

What makes or breaks a new business? Learn what the experts know about starting a business the best way. Author Ken Colwell, PhD, MBA, leverages his clear voice, extensive experience, and easy-to-understand presentation to guide entrepreneurs from the very first steps of conceptualizing their venture to winning their first customers, delivering value, and turning a profit.

ISBN: 9781945051821 | (February 2019) 7-1/2" x 9-1/4", 287 pages | Price: 24.99  
Rights sold: Vietnamese

## Make retirement a reward for a lifetime of hard work.

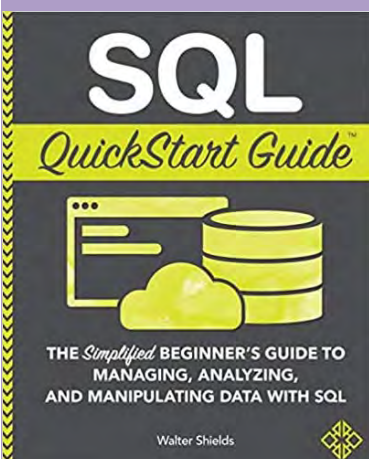
This guide orients the journey to retirement with financially sound money management strategies, practical tips, and a thorough look at what it takes to prepare for a retirement worth looking forward to. Whether retirement is right around the corner or still decades over the horizon, everyone will learn how to prepare for a comfortable, satisfying, and financially secure retirement.

ISBN: 9781636100043 | (February 2021) 7-1/2" x 9-1/4", 283 pages | Price: \$24.99  
Rights available in all languages





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Leverage the power of SQL to manage, analyze, and manipulate data.

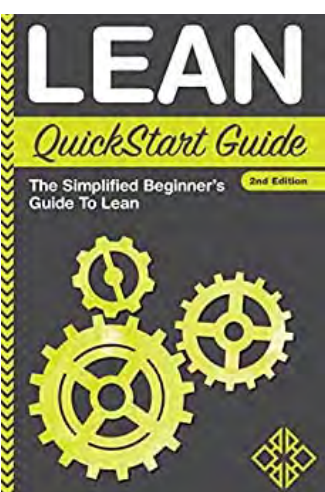
In this comprehensive guide, experienced mentor and SQL expert Walter Shields makes the topic of relational database management accessible, easy to understand, and highly actionable. *SQL QuickStart Guide* is ideal for anyone seeking expand their programming capabilities—even with no prior coding experience!

ISBN: 9781945051753 | (November 2019) 7-1/2" x 9-1/4", 251 pages | Price: \$24.99  
Rights sold: Russian

Harness HTML and CSS fundamentals to create beautiful websites.

Every webpage online today uses HTML markup language. Mastery of HTML/CSS fundamentals is essential for web design and any robust coding skillset. *Fortune 500* tech veteran David DuRocher breaks down HTML5 and CSS3 fundamentals into manageable, practical, and engaging segments designed so that anyone, at any stage of their lives, can learn to code.

ISBN: 9781636100005 | (January 2021) 7-1/2" x 9-1/4", 361 pages | Price: \$27.99  
Rights available in all languages



Learn how to use the power of Lean.

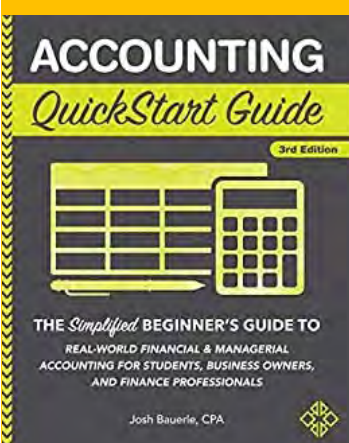
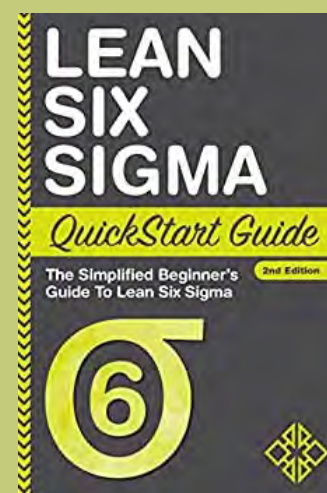
The Lean approach, developed as part of the Toyota Production System, gives managers and leaders powerful tools to help identify and eliminate waste. With this *QuickStart Guide*, Benjamin Sweeney leaves the jargon and the confusing industry language at the door for a concise self-paced learning journey that is at home on the factory floor as it is in the college classroom. He cuts complex Lean concepts down to size and enhances them with extensive charts, graphs, and instructive illustrations to aid and accelerate the learning process.

ISBN: 9780996366700 | (May 2015) 6" x 9", 162 pages | Price: \$16.99  
Rights available in all languages

Master Lean Six Sigma to maximize performance and profits.

Lean Six Sigma seeks to combine the best of both Lean manufacturing and Six Sigma approaches. Get up to speed quickly on this powerful methodology with the *Lean Six Sigma QuickStart Guide's* clear, straightforward language that lends itself well to successful self-paced learning. Those new to the Lean Six Sigma program will appreciate its the learning-first approach, and industry veterans will value this guide as an easy reference resource.

ISBN: 9781945051142 | (August 2016) 6" x 9", 198 pages | Price: 16.99  
Rights sold: Vietnamese



Develop real-world financial & managerial accounting skills & know-how.

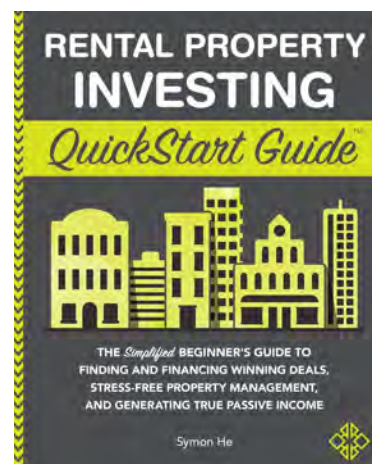
*Accounting QuickStart Guide* expertly simplifies accounting fundamentals and is an invaluable resource for accounting students, business owners, bookkeepers, and other finance and record keeping professionals everywhere! Whether you are a business owner looking to boost your bottom line or an accounting student looking to boost your grade, this book will prove indispensable on your journey.

ISBN: 9781945051791 | (October 2018) 7-1/2" x 9-1/4", 213 pages | Price: \$19.99  
Rights available in all languages

Proven stress-free tactics to generate income through rental properties.

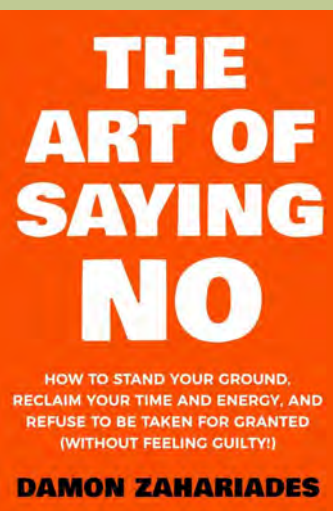
Few financial opportunities produce passive income streams as enduring and lucrative as the opportunities that come from rental property investment. Use this book to learn how to find, analyze, and acquire profitable rental properties for long-term wealth generation without the drudgery of property management or "landlording."

ISBN: 9781636100081 | (March 2021) 7-1/2" x 9-1/4", 193 pages | Price: \$24.99  
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## Learn how to stand your ground—without feeling guilty!

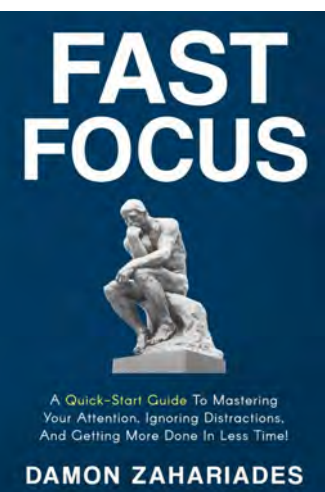
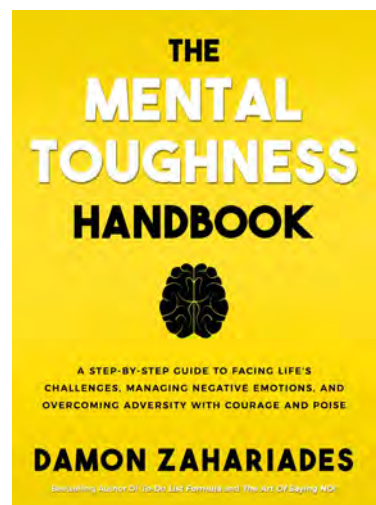
*The Art of Saying NO* shows how to set boundaries and gain others' respect. This action guide investigates the reasons we put other people's priorities ahead of our own. It also provides a 10-step strategic guide for turning people down with grace and finesse. This system works whether you're talking to your boss, co-workers, family members, clients, neighbors, or strangers!

ISBN: 9781549572746 | (August 2017) 5-1/2" x 8-1/2", 170 pages | Price: \$9.99  
Rights sold: Arabic, Chinese (simplified & traditional), Czech, Hindi, Italian, Korean, Mongolian, Polish, Russian, Serbian, Vietnamese

## Discover the secrets to becoming mentally tough.

This handbook offers a practical training program for developing grit and resilience in the face of adversity. It's a crash course complete with exercises designed to strengthen your mind and fortify your resolve. Life is full of setbacks. This book will show you how to bounce back, stand firm, and boldly weather the storm.

ISBN: 9798636821618 | (April 2020) 5-1/2" x 8-1/2", 198 pages | Price: 9.99  
Rights sold: Chinese (simplified & traditional), French, Hindi, Russian, Vietnamese



## Master your attention for maximum productivity.

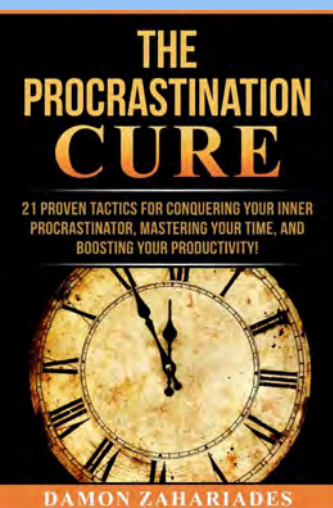
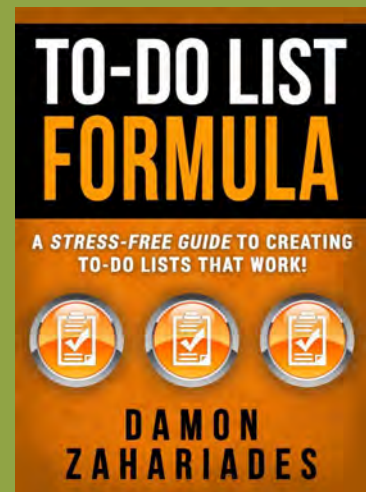
Put simply, distractions prevent you from getting things done. This book shows you how to master your attention and keep distractions at bay. The result? A huge increase in your productivity! This action guide provides a no-nonsense, fast-track blueprint for developing razor-sharp focus. You'll learn how to get "in the zone" whenever you need to so you can concentrate on getting more done—at work, at home, or at play!

ISBN: 9781520488875 | (January 2017) 5-1/2" x 8-1/2", 176 pages | Price: \$9.99  
Rights sold: Arabic, Chinese (simplified), Polish, Vietnamese

## Transform your daily to-do lists—with less stress and more results!

Millions of people use to-do lists that set them up for failure. No matter how hard they work, they're left with a laundry list of unfinished tasks at the end of the day. This stress-free guide reveals a simple approach designed to help you organize, manage, and address every task and responsibility in a timely fashion.

ISBN: 9781539438120 | (October 2016) 5-1/2" x 8-1/2", 176 pages  
Rights sold: Arabic, Chinese (simplified & traditional), Korean, Polish, Vietnamese



## Proven tactics to cure procrastination.

Procrastination can be crippling, but there is help: *The Procrastination Cure*. In this book, Zahariades delivers 21 proven tactics to help you overcome procrastination. You will learn how to start tackling, completing, and crossing off tasks, make quick decisions regarding which projects receive your immediate attention, and finish your work each day with hours to spare!

ISBN: 9781521345474 | (May 2017) 5-1/2" x 8-1/2", 166 pages | Price: \$9.99  
Rights sold: Chinese (simplified & traditional), Polish, Vietnamese

## Boost productivity—one morning at a time.

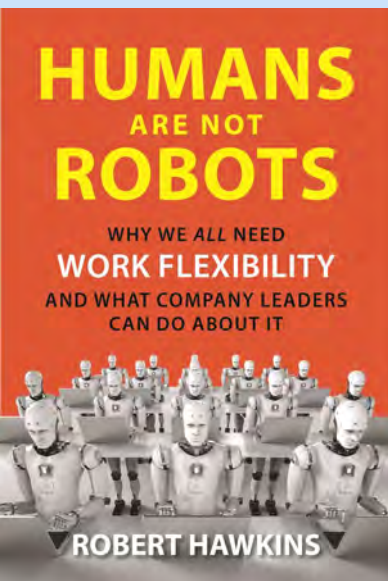
From world-class athletes to high-powered CEOs, successful people swear by their morning routines to boost energy, increase productivity, and improve mind-sets. This action guide delivers a step-by-step system to create tailored morning routines that accomplished short- and long-term goals. It shows how anyone can squeeze maximum value from mornings and design a more rewarding lifestyle.

ISBN: 9781520814797 | (March 2017) 5-1/2" x 8-1/2", 158 pages | Price: \$9.99  
Rights sold: Arabic, Chinese (simplified), Vietnamese



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## MAVEN HOUSE PRESS



## Create workspaces where everyone can thrive.

This thought-provoking book builds on management theories, case studies, interviews, and the author's own journey from rigidity to flexibility to show leaders how to free people from a way of working that doesn't meet expectations for modern life. He provides theory and evidence to show the urgent need for work flexibility as well as practical guidance on rolling out sustainable, successful, and profitable flexibility campaigns in any company.

## Build authentic company culture through diversity & inclusion.

Award-winning diversity and inclusion expert Leslie Short examines the continually evolving challenges organizations face and shows leaders how to ensure that all employees have opportunities to express who they are. In an engaging, conversational style she offers tips on how to think differently about diversity and inclusion to achieve a sustainable, diverse, equitable, and inclusive workplace.



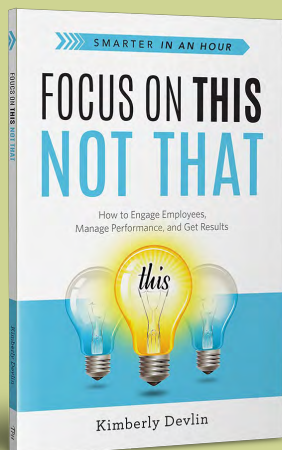
ISBN: 9781947540040 | (October 2020) 6" x 9", 288 pages | Price: \$24.95  
Audience: Executives, leaders, managers, HR & talent management professionals

ISBN: 9781947540132 | (January 2021) 6" x 9", 200 pages | Price: \$19.95  
Audience: Executives, leaders, managers, HR & talent management professionals

## TRAINERS PUBLISHING HOUSE (TPH)

**Everyone is busy.** But anyone can find an hour to learn how to run a better meeting, lead a team more effectively, enhance customer service, or improve business writing. Whether you need to brush up on your business acumen skills—or acquire them for the first time—commit just 60 minutes to reading a SMARTER IN AN HOUR book, and you are guaranteed to optimize your productivity and start getting the results you want.

**SMARTER IN AN HOUR** is a movement to help people become leaders with greater impact and less stress.

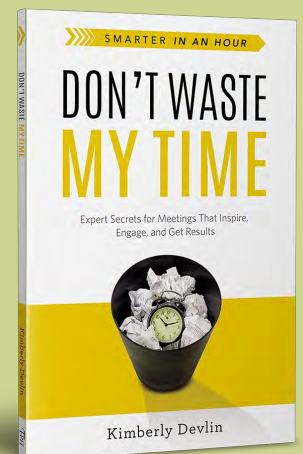


## Manage better by focusing on the right stuff!

Being a manager is a job; it takes work. It requires focusing on establishing employee expectations, setting goals, giving recognition and feedback, and delegating as a means to develop teams. But where can managers find the time in their already busy schedules to do these things? In one hour, managers will learn where to start, what to do, and how to follow through to engage their employees, manage performance, and get results.

## Lead meetings that inspire others and get results.

Whether you are convening teams at a conference, leading a staff meeting, chairing a PTA committee, or facilitating a virtual meeting of remote workers—this book is the best hour investment you can make to get results in your business and personal meetings. Devlin shares her surefire strategy for planning productive and engaging meetings, provides tools that streamline preparation and follow-through, reveals expert facilitation secrets, and gives techniques to manage the difficult situations and bad behaviors.



ISBN: 9781939247148 | (October 2019) 6" x 9", 120 pages | Price: \$16.95  
Audience: Managers, team leads, talent development professionals

ISBN: 9781939247117 | (January 2019) 6" x 9", 120 pages | Price: \$16.95  
Audience: Managers, leaders, facilitators, team leads



BARRIE DAVENPORT S.J. SCOTT

## MINDFUL PARENTING HABITS



26 PRACTICES FOR  
RAISING YOUR CHILD  
WITH MORE PRESENCE  
AND LESS STRESS  
(FROM INFANCY TO KINDERGARTEN)

### Parent with more presence and less stress.

Today's generation of kids (and parents) are more stressed and anxious than ever before. That's why applying mindfulness to parenting efforts is an essential part of raising happier, healthier, and less stressed kids. This book delivers practical strategies to help parents pause, consider the kind of parents they want to be, and learn simple strategies to foster a calm, loving, and low-stress environment for their families.

ISBN: 9781946159229 | (January 2020) 6" x 9", 248 pages | Price: \$12.99  
Rights sold: Polish

### Start mastering your weight and health!

Tired of fad diets and the "flavor of the month" exercise craze? *Weight Loss Mastery* can help. It provides five actionable habits you can use to lose weight and keep it off. Learn how to focus on building small habits that have positive, compounding effects. These transformative, "one percent" changes might seem like nothing at first, but over time they have a powerful snowball effect.

ISBN: 9781946159212 | (September 2019) 6" x 9", 162 pages | Price: \$13.99  
Audience: Weight loss & management, personal fitness, health

S.J. SCOTT JONATHAN GREEN

## WEIGHT LOSS MASTERY



5 HABITS  
TO SHED BELLY FAT AND  
KEEP IT OFF FOR GOOD!

## MINDFUL RELATIONSHIP HABITS

25 PRACTICES FOR COUPLES TO ENHANCE  
INTIMACY, NURTURE CLOSENESS AND  
GROW A DEEPER CONNECTION



S. J. SCOTT AND BARRIE DAVENPORT

### 25 habits to enhance intimacy & grow a deeper connection.

If you want to build a deeper connection with your spouse or partner, *Mindful Relationship Habits* will show you how to have a more mindful relationship by applying 25 specific practices. These habits will help you be more present with one another, communicate better, avoid divisive arguments, and understand how to respond to one another's needs in a more loving, empathic, and conscious way.

ISBN: 9781983507946 | (January 2018) 6" x 9", 280 pages | Price: \$13.99  
Rights sold: Polish, Russian

### Stop waiting for happiness to find you!

Use these 53 strategies to increase happiness today! *Wall Street Journal* bestselling author S.J. Scott provides a detailed examination of the strategies and ideas that actually make people happy. Each idea is supported by a wealth of research into why it works. Plus, it also includes a simple action plan for turning these ideas into permanent habits that people can incorporate into their busy lives.

ISBN: 9781946159199 | (February 2019) 6" x 9", 274 pages | Price: \$10.99  
Rights sold: English audio, Polish, Vietnamese audio

## HAPPY<sup>ier</sup> HUMAN



53 SCIENCE-BACKED  
HABITS TO INCREASE  
YOUR HAPPINESS

S.J. SCOTT

## HABIT STACKING

2017  
Edition



127 SMALL ACTIONS THAT  
TAKE 5 MINUTES OR LESS

S.J. SCOTT

### Discover the power of stacking your habits.

In this book, readers discover 127 quick habits that they can "stack" together into a simple daily routine. These small but powerful life changes will enable them to transform their work lives, strengthen their personal relationships, stay on top of their finances, get organized, and improve their health. Includes strategies to create an easily maintained routine and tools to stay motivated and consistent.

ISBN: 9781946159014 | (April 2017) 6" x 9", 270 pages | Price: \$14.99  
Rights sold: Chinese (simplified), Hungarian, Japanese, Korean, Russian, Vietnamese, English reprint—India, Vietnamese audio

### Improve focus, productivity, & peace of mind—in just 10 minutes a day.

Want to eliminate negativity, stress, and anxiety? Let bestselling authors Scott and Davenport show you how to anchor in the present moment, even if it's just for a few minutes at a time. Choose from 71 mindfulness habits to tailor your personal adventure, discover the practical tools to turn these actions into automatic behavior, and make a positive, lasting impact on your life.

ISBN: 9781546768286 | (May 2017) 6" x 9", 248 pages | Price: \$12.99  
Rights sold: Chinese (simplified), Czech, Hebrew, Korean, Polish, Vietnamese

## 10-MINUTE MINDFULNESS

71 Simple Habits for  
Living in the Present Moment



S.J. SCOTT & BARRIE DAVENPORT

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Foreword by Sir Richard Branson  
**THE  
 COURAGE MAP**  
 13 PRINCIPLES FOR LIVING BOLDLY



FRANZISKA ISELE

## Discover how to expand your courage map & live more boldly.

Why do some people make brave decisions that lead to exciting, rewarding, and impactful lives while others watch from the sidelines? In this book you'll learn to tap into your inner courage and use it to chart a course to a better future and a better world. *The Courage Map* provides direction and guidance for readers who seek to lead a life of courage, meaning, and impact. Foreword by Sir Richard Branson.

ISBN: 9781631610813 | (May 2020) 6" x 9", 146 pages | Price: \$19.99  
 Rights sold: Chinese (complex), Vietnamese

## Take the high road as the straightest path to the bottom line.

Author Jeff Morrill knows how to build highly profitable businesses—he has built companies from scratch in retail, real estate, telecommunications, and insurance that generate more than \$100,000,000 in annual revenue. Jeff shares all his secrets to creating systems that produce profits automatically by focusing on doing the right thing every time. He shows how anyone can earn more profits in business while staying true to their values.

ISBN: 9781631611025 | (February 2021) 5-1/2" x 8-1/2", 118 pages | Price: \$19.99  
 Audience: Self-help, personal finance, wealth management

JEFF MORRILL

**PROFIT  
 WISE**

HOW TO MAKE MORE MONEY  
 IN BUSINESS BY DOING THE  
 RIGHT THING

**THE PAIN  
 RELIEF  
 SECRET**

How to Retrain Your Nervous System,  
 Heal Your Body, and Overcome Chronic Pain



SARAH WARREN

## Heal your body & overcome chronic pain.

Most pain is caused by the way we use our bodies, and simple changes can actually heal pain and prevent future injuries from developing. Sarah Warren, founder of the Somatic Movement Center, has helped thousands of people with chronic muscle and joint pain become pain free. She shows how anyone can learn to prevent and eliminate chronic musculoskeletal pain through a simple, gentle process of retraining their nervous system. Included are videos that demonstrate her ground-breaking process for life-changing results.

ISBN: 9781631610721 | (July 2019) 6" x 9", 244 pages | Price: \$19.99  
 Rights sold: Chinese (complex characters), Korean

## Simple practices to transform your life.

The power to change our lives is in the small things we do every day. This book guides readers through over 100 simple but powerful daily mindfulness practices, in small doses, to rewire habits and rewrite lives. With step-by-step instruction and evidence-based exercises, this is the master manual for awakening to ourselves, connecting with inner wisdom, and tapping into capacity for self-empowerment, fulfillment, and transformation.

ISBN: 9781416629238 | (October 2020) 6" x 9", 250 pages | Price: \$19.99  
 Audience: Self-help, personal success, motivation

**EVERYDAY  
 MINDFULNESS**

108 SIMPLE PRACTICES TO EMPOWER  
 YOURSELF AND TRANSFORM  
 YOUR LIFE

MELISSA STEGINUS

**THE HAPPY  
 MIND**

A Simple Guide to Living a  
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KEVIN HORSLEY and LOUIS FOURIE

## How to start living a happier life today.

The search for happiness is fundamental for all humans, but it is not one-size-fits-all. *The Happy Mind* will help everyone discover valuable insights within themselves so that they can create lasting happiness instead of being driven by short-term pleasure-seeking. From the author of the bestselling *Unlimited Memory*, this book is the road map to living a happy life, custom-designed just for you.

ISBN: 9781631610387 | (January 2018) 6" x 9", 204 pages | Price: 19.99  
 Rights sold: English reprint—India

## Learn how memory masters train themselves to concentrate.

When you can easily focus on the task at hand and store and recall useful information, you can double your productivity and eliminate wasted time, stress, and mistakes at work. In this book, world memory record-breaker Kevin Horsley shows readers how anyone can use powerful memory strategies to learn faster, be more productive, and achieve more success.

ISBN: 978141619984 | (March 2016) 8" x 10", 188 pages | Price: \$19.99  
 Rights sold: Chinese (simplified & complex), French, Hungarian, Indonesian, Korean, Lithuanian, Russian, Polish, Portuguese, Serbian, Slovenian, Thai, Ukrainian, Vietnamese

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**UNLIMITED  
 MEMORY**

How to Use Advanced Learning Strategies to Learn  
 Faster, Remember More, and be More Productive



GRANDMASTER KEVIN HORSLEY