

## Css The Missing Manual Missing Manuals

Dreamweaver CC is a powerful tool for designing all kinds of websites, from those with simple, static pages to interactive, media-driven sites for desktop, laptop, and mobile devices. But the program still doesn't include a printed guide to its amazing capabilities. That's where this Missing Manual comes in. With hands-on tutorials and coverage of every feature, you'll learn to build, deploy, and manage sites whether you're an experienced designer or just getting started. The important stuff you need to know: Dive into page design. Quickly learn the basics of working with text, images, links, and tables. Edit pages in Live view. Dynamically add elements to live pages and immediately see the results. Design once, and for all. Build fluid-grid sites that adapt themselves to desktop, tablet, and mobile devices. Troubleshoot your HTML. Use the new Element Quick View to reveal the hierarchy of page elements. Style with ease. Tap Dreamweaver's enhanced CSS Designer to copy and paste styles. Enhance Dreamweaver. Get new program features with add-ons that integrate directly with Dreamweaver. Bring your pages to life. Use jQuery UI to add interactive page elements like tabbed content panels. Create universal pages. Avoid browser incompatibility with workarounds.

CSS3 lets you create professional-looking websites, and this manual shows you how to take your HTML and CSS skills to the next level with tips, tricks, and step-by-step instructions to build web pages that look great and run fast on devices and screens of all sizes.

Dreamweaver CC is a powerful tool for designing all kinds of websites, from those with simple, static pages to interactive, media-driven sites for desktop, laptop, and mobile devices. But the program still doesn't include a printed guide to all its amazing capabilities. That's where this Missing Manual comes in. With hands-on tutorials and thorough coverage of every feature, you'll learn how to build, deploy, and manage sites whether you're an experienced designer or just getting started. The important stuff you need to know: Dive into page design. Quickly learn the basics of working with text, images, links, and tables. Edit pages in Live view. Dynamically add elements to live pages and immediately see the results. Design once, and for all. Build fluid-grid sites that reformat themselves for desktop, tablet, and mobile browsers. Examine page structure. Troubleshoot problems using the new Element Quick View to see the hierarchy of HTML elements. Style with ease. Use the enhanced CSS Designer to copy and paste styles, set margins and padding, and add or delete selectors. Enhance Dreamweaver. Add new program features with Add-Ons that integrate directly with Dreamweaver. Bring your pages to life. Use jQuery UI to add interactive page elements like tabbed panels, collapsible content sections, and dialog boxes. Create universal pages. Avoid browser incompatibility issues by using surefire workarounds.

Adobe's website-development program lets you revamp an existing site, or design, build, and manage a new one without writing a single line of code. But learning Dreamweaver is tricky. This step-by-step guide helps you master this versatile program with jargon-free language, hands-on tutorials, and savvy advice from a Dreamweaver pro. Get complete guidance. Go from building your first web page to creating interactive, database-driven sites Build skills as you learn. Apply your knowledge using 12 tutorials and downloadable practice files Create a thoroughly modern website. Build fast-loading pages based on powerful, easy-to-use CSS tools Add instant interactivity. Use pre-packaged JavaScript programs to add forms, drop-down menus, and more Tap into databases. Connect your site to a database and build pages that display the information Discover hidden tips and tricks. Learn undocumented workarounds and shortcuts Have it your way. Customize the way Dreamweaver looks and works to suit your needs

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If you can build websites with CSS and JavaScript, this book takes you to the next level—creating dynamic, database-driven websites with PHP and MySQL. Learn how to build a database, manage your content, and interact with users. With step-by-step tutorials, this completely revised edition gets you started with expanded coverage of the basics and takes you deeper into the world of server-side programming. The important stuff you need to know: Get up to speed quickly. Learn how to install PHP and MySQL, and get them running on both your computer and a remote server. Gain new techniques. Take advantage of the all-new chapter on integrating PHP with HTML web pages. Manage your content. Use the file system to access user data, including images and other binary files. Make it dynamic. Create pages that change with each new viewing. Build a good database. Use MySQL to store user information and other data. Keep your site working. Master the tools for fixing things that go wrong. Control operations. Create an administrative interface to oversee your site.

CSS: The Missing Manual O'Reilly Media

Photoshop CS5 is more amazing than ever, but it can be overwhelming if you're just getting started. This book makes learning Photoshop a breeze by explaining things in a conversational, friendly style -- with no technical jargon. After a thorough introduction to the program, you'll delve deep into Photoshop's secrets with expert tips and practical advice you can use every day. Learn your way around. Get a guided tour of Photoshop's efficient new workspace Unlock the power. Learn the best ways to use layers, channels, masks, paths, and more Bring images to life. Discover how to effectively retouch, resize, and recolor your photos Be artistic. Create beautiful illustrations and paintings, and use text effectively Share your work. Produce great-looking photos for print and the Web Work smarter and faster. Automate common chores and install plug-ins for complex tasks Get bonus online content. Find more great material on the Missing CD page Written with the clarity, humor, and objective scrutiny, Photoshop CS5: The Missing Manual is the friendly, thorough resource you need.

Cascading Style Sheets can turn humdrum websites into highly-functional, professional-looking destinations, but many designers merely treat CSS as window-dressing to spruce up their site's appearance. You can tap into the real power of this tool with CSS: The Missing Manual.

This second edition combines crystal-clear explanations, real-world examples, and dozens of step-by-step tutorials to show you how to design sites with CSS that work consistently across browsers. Witty and entertaining, this second edition gives you up-to-the-minute pro techniques. You'll learn how to: Create HTML that's simpler, uses less code, is search-engine friendly, and works well with CSS Style text by changing fonts, colors, font sizes, and adding borders Turn simple HTML links into complex and attractive navigation bars -- complete with rollover effects Create effective photo galleries and special effects, including drop shadows Get up to speed on CSS 3 properties that work in the latest browser versions Build complex layouts using CSS, including multi-column designs Style web pages for printing With CSS: The Missing Manual, Second Edition, you'll find all-new online tutorial pages, expanded CSS 3 coverage, and broad support for Firefox, Safari, and other major web browsers, including Internet Explorer 8. Learn how to use CSS effectively to build new websites, or refurbish old sites that are due for an upgrade.

Explains how to use QuickBooks to set-up and manage bookkeeping systems, track invoices, pay bills, manage payroll, generate reports, and determine job costs.

Dreamweaver CS6 is the most capable website design and management program yet, but there's no printed guide to its amazing features. That's where Dreamweaver CS6: The Missing Manual comes in. You'll learn to use every facet of this versatile program, through jargon-free explanations and 13 hands-on tutorials. The important stuff you need to know: Get

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A to Z guidance. Go from building simple web pages to creating rich, interactive websites. Learn state-of-the-art design. Create dynamic, visually appealing sites using JavaScript and CSS, and see how HTML5 and CSS3 fit in. Add instant interactivity. Use Dreamweaver's unique Spry technology to easily add complex layout options, like drop-down menus. Use timesaving features. Take advantage of Dreamweaver's libraries, templates, and hundreds of extensions. Go mobile. Design sites for smartphones, tablets, and desktop PCs, using the same HTML. Simplify site management. Check for broken links, streamline site-wide changes, and reorganize your site in a snap.

A guide to the Web design program covers such topics as text formatting, Cascading Style Sheets, links, images, tables, page layout, HTML, forms, and site management.

Among its many amazing applications, Google now has web-based alternatives to many of the applications in Microsoft Office. This comprehensive and easy-to-follow new book enables you to explore Google's new office applications in detail. Once you do, you'll be in good company -- more than 100,000 small businesses and some corporations are already looking to take advantage of these free Google offerings. Google Apps: The Missing Manual teaches you how to use three relatively new applications from Google: "Docs and Spreadsheets", which provide many of the same core tools that you find in Word and Excel; and Google Calendar and Gmail, the applications that offer an alternative to Outlook. This book demonstrates how these applications together can ease your ability to collaborate with others, and allow you access to your documents, mail and appointments from any computer at any location. Of course, as remarkable as these applications are, Google's office suite is definitely a work-in-progress. Navigating what you can and can't do and -- more importantly -- understanding how to do it isn't always easy. And good luck finding enough help online. Google Apps: The Missing Manual is the one book you need to get the most out of this increasingly useful part of the Google empire. This book: Explains how to create, save and share each of Google's web-based office applications Offers separate sections for Docs and Spreadsheets, Google Calendar, and Gmail Demonstrates how to use these applications in conjunction with one another Gives you crystal-clear and jargon-free explanations that will satisfy users of all technical levels Many of you already use Gmail, but do you know its full potential? Do you know how you can increase its power by using Gmail with Doc and Spreadsheets and Google Calendar? You'll find out with Google Apps: The Missing Manual. You'll also come to understand why large corporations such as General Electric and Proctor & Gamble are taking a long, hard look at these applications.

Provides information on creating a Web site, covering such topics as HTML, style sheets, frames, graphics, attracting visitors, JavaScript, and blogs.

Dreamweaver is the tool most widely used for designing and managing professional-looking websites, but it's a complex

program. That's where Dreamweaver CS5.5: The Missing Manual comes in. With its jargon-free explanations, 13 hands-on tutorials, and savvy advice from Dreamweaver expert Dave McFarland, you'll master this versatile program with ease. Get A to Z guidance. Go from building your first web page to creating interactive, database-driven sites. Build skills as you learn. Apply your knowledge through tutorials and downloadable practice files. Create a state-of-the-art website. Use powerful, easy-to-use tools such as CSS3 and Spry effects to build visually rich, fast-loading pages. Add instant interactivity. Choose from pre-packaged JavaScript programs to add drop-down menus, tabbed panels, forms, and other features. Tap into databases. Connect your site to a database and build pages that dynamically sort and display stored information. Go mobile. Build and preview websites for smartphones and tablets. Discover hidden tips and tricks. Get undocumented workarounds and shortcuts.

A full-color introduction to the basics of HTML and CSS from the publishers of Wrox! Every day, more and more people want to learn some HTML and CSS. Joining the professional web designers and programmers are new audiences who need to know a little bit of code at work (update a content management system or e-commerce store) and those who want to make their personal blogs more attractive. Many books teaching HTML and CSS are dry and only written for those who want to become programmers, which is why this book takes an entirely new approach. Introduces HTML and CSS in a way that makes them accessible to everyone—hobbyists, students, and professionals—and it's full-color throughout Utilizes information graphics and lifestyle photography to explain the topics in a simple way that is engaging Boasts a unique structure that allows you to progress through the chapters from beginning to end or just dip into topics of particular interest at your leisure This educational book is one that you will enjoy picking up, reading, then referring back to. It will make you wish other technical topics were presented in such a simple, attractive and engaging way! This book is also available as part of a set in hardcover - Web Design with HTML, CSS, JavaScript and jQuery, 9781119038634; and in softcover - Web Design with HTML, CSS, JavaScript and jQuery, 9781118907443.

Add life and depth to your web applications and improve user experience through the discrete use of CSS transitions and animations. With this concise guide, you'll learn how to make page elements move or change in appearance, whether you want to realistically bounce a ball, gradually expand a drop-down menu, or simply bring attention to an element when users hover over it. Short and deep, this book is an excerpt from the upcoming fourth edition of CSS: The Definitive Guide. When you purchase either the print or the ebook edition of Transitions and Animations in CSS, you'll receive a discount on the entire Definitive Guide once it's released. Why wait? Learn how to make your web pages come alive today. Understand and learn how to implement Disney's 12 principles of cartoon animation Learn which CSS properties you can animate and use in transitions Apply CSS's four transition properties and nine animation properties to your CSS

elements Use CSS keyframe animations to granularly control an element's property values Learn details that will save you hours of debugging and megabytes of unnecessary JavaScript

Unlock the secrets of Access 2013 and discover how to use your data in creative ways. With this book's easy step-by-step instructions, you'll learn how to build and maintain a full-featured database and even turn it into a web app. You also get tips and practices from the pros for good database design—ideal whether you're using Access for business, school, or at home. The important stuff you need to know Build a database with ease. Organize and update lists, documents, catalogs, and other types of information. Create your own web app. Let your whole team work on a database in the cloud. Share your database on a network. Link your Access database to SQL Server or SharePoint. Customize the interface. Make data entry a breeze by building your own templates Find what you need fast. Search, sort, and summarize huge amounts of data in minutes. Put your info to use. Turn raw info into well-formatted printed reports. Dive into Access programming. Automate complex tasks and solve common challenges.

Want to be part of the largest group-writing project in human history? Learn how to contribute to Wikipedia, the user-generated online reference for the 21st century. Considered more popular than eBay, Microsoft.com, and Amazon.com, Wikipedia servers respond to approximately 30,000 requests per second, or about 2.5 billion per day. It's become the first point of reference for people the world over who need a fact fast. If you want to jump on board and add to the content, Wikipedia: The Missing Manual is your first-class ticket. Wikipedia has more than 9 million entries in 250 languages, over 2 million articles in the English language alone. Each one is written and edited by an ever-changing cast of volunteer editors. You can be one of them. With the tips in this book, you'll quickly learn how to get more out of -- and put more into -- this valuable online resource. Wikipedia: The Missing Manual gives you practical advice on creating articles and collaborating with fellow editors, improving existing articles, and working with the Wikipedia community to review new articles, mediate disputes, and maintain the site. Up to the challenge? This one-of-a-kind book includes: Basic editing techniques, including the right and wrong ways to edit Pinpoint advice about which types of articles do and do not belong on Wikipedia Ways to learn from other editors and communicate with them via the site's talk pages Tricks for using templates and timesaving automated editing tools Recommended procedures for fighting spam and vandalism Guidance on adding citations, links, and images to your articles Wikipedia depends on people just like you to help the site grow and maintain the highest quality. With Wikipedia: The Missing Manual, you get all the tools you need to be part of the crew. A guide to building professional Web sites offers annotated tutorials covering layout, tables, Flash buttons, Cascading Style Sheets, forms, animation, pop-up windows, slide shows, and Web design basics.

JavaScript lets you supercharge your HTML with animation, interactivity, and visual effects—but many web designers find

the language hard to learn. This easy-to-read guide not only covers JavaScript basics, but also shows you how to save time and effort with the jQuery and jQuery UI libraries of prewritten JavaScript code. You'll build web pages that feel and act like desktop programs—with little or no programming. The important stuff you need to know: Pull back the curtain on JavaScript. Learn how to build a basic program with this language. Get up to speed on jQuery. Quickly assemble JavaScript programs that work well on multiple web browsers. Transform your user interface. Learn jQuery UI, the JavaScript library for interface features like design themes and controls. Make your pages interactive. Create JavaScript events that react to visitor actions. Use animations and effects. Build drop-down navigation menus, pop-ups, automated slideshows, and more. Collect data with web forms. Create easy-to-use forms that ensure more accurate visitor responses. Practice with living examples. Get step-by-step tutorials for web projects you can build yourself.

CSS3 lets you create professional-looking websites, but learning its finer points can be tricky—even for seasoned web developers. This Missing Manual shows you how to take your HTML and CSS skills to the next level, with valuable tips, tricks, and step-by-step instructions. You'll quickly learn how to build web pages that look great and run fast on devices and screens of all sizes. The important stuff you need to know: Start with the basics. Write CSS3-friendly HTML, including the HTML5 tags recognized by today's browsers. Apply real-world design. Format text, create navigation tools, and enhance pages with graphics. Make your pages lively. Create eye-catching animations and give your visitors attractive tables and forms. Take control of page layouts. Use professional design techniques such as floats and positioning. Look great on any device. Craft websites that adapt to desktop, tablet, and mobile browsers. Get advanced techniques. Use CSS3 more effectively and efficiently, and ensure that your web pages look good when printed.

Offers information on CSS and HTML in order to design professional looking websites that run quickly on devices and screens of all sizes.

Whether you're a budding blogger or seasoned web designer, WordPress is a brilliant tool for creating websites—once you know how to tap into its impressive features. The latest edition of this jargon-free Missing Manual shows you how to use WordPress's themes, widgets, and plug-ins to build just about any kind of site. The important stuff you need to know: Set up WordPress. Configure WordPress on your web host or get it running on your home computer. Create your site. Get hands-on instructions for building all types of websites, from blogs to business sites with ecommerce features. Jazz it up. Add picture galleries, slideshows, video clips, music players, and podcasts. Add features. Select from thousands of plug-ins to enhance your site's capabilities, from contact forms to a basic shopping cart. Build a truly unique site. Customize a WordPress theme to create a site that looks exactly the way you want. Attract an audience. Use SEO, site statistics, and social sharing to reach more people. Stay safe. Use backup and staging tools to protect your

content and avoid catastrophe.

"A complete learning experience for creating industry standard Web pages - but you won't be just reading: you'll be playing games, solving puzzles, pondering mysteries and creating Web pages like you never imagined. You'll be also learning how HTML works with CSS . . . if you're going to create Web pages in the 21st century, then you want to know and to understand CSS, too."

You can easily create a professional-looking website with nothing more than an ordinary computer and some raw ambition. Want to build a blog, sell products, create forums, or promote an event? No problem! This friendly, jargon-free book gives you the techniques, tools, and advice you need to build a site and get it up on the Web. The important stuff you need to know: Master the basics. Learn HTML5, the language of the Web. Design good-looking pages. Use styles to build polished layouts. Get it online. Find a reliable web host and pick a good web address. Use time-saving tools. Learn free tools for creating web pages and tracking your visitors. Attract visitors. Make sure people can find your site through popular search engines like Google. Build a community. Encourage repeat visits with social media. Bring in the cash. Host Google ads, sell Amazon's wares, or push your own products that people can buy via PayPal. Add pizzazz. Include audio, video, interactive menus, and a pinch of JavaScript.

You don't need a technical background to build powerful databases with FileMaker Pro 14. This crystal-clear, objective guide shows you how to create a database that lets you do almost anything with your data so you can quickly achieve your goals. Whether you're creating catalogs, managing inventory and billing, or planning a wedding, you'll learn how to customize your database to run on a PC, Mac, web browser, or iOS device. The important stuff you need to know: Dive into relational data. Solve problems quickly by connecting and combining data from different tables. Create professional documents. Publish reports, charts, invoices, catalogs, and other documents with ease. Access data anywhere. Use FileMaker Go on your iPad or iPhone—or share data on the Web. Harness processing power. Use new calculation and scripting tools to crunch numbers, search text, and automate tasks. Run your database on a secure server. Learn the high-level features of FileMaker Pro Advanced. Keep your data safe. Set privileges and allow data sharing with FileMaker's streamlined security features.

A guide to HTML5 covers such topics as markup, Web forms, audio and video, Canvas, CSS3, data storage, offline applications, and JavaScript.

JavaScript lets you supercharge your HTML with animation, interactivity, and visual effects—but many web designers find the language hard to learn. This jargon-free guide covers JavaScript basics and shows you how to save time and effort with the jQuery library of prewritten JavaScript code. You'll soon be building web pages that feel and act like desktop

programs, without having to do much programming. The important stuff you need to know: Make your pages interactive. Create JavaScript events that react to visitor actions. Use animations and effects. Build drop-down navigation menus, pop-ups, automated slideshows, and more. Improve your user interface. Learn how the pros make websites fun and easy to use. Collect data with web forms. Create easy-to-use forms that ensure more accurate visitor responses. Add a dash of Ajax. Enable your web pages to communicate with a web server without a page reload. Practice with living examples. Get step-by-step tutorials for web projects you can build yourself.

Explores CSS tasks and discusses such topics as creating usable Web designs, controlling typography, and choosing appearance-enhancing colors and backgrounds.

Cascading Style Sheets can turn humdrum websites into highly-functional, professional-looking destinations, but many designers merely treat CSS as window-dressing to spruce up their site's appearance. You can tap into the real power of this tool with *CSS: The Missing Manual*. This second edition combines crystal-clear explanations, real-world examples, and dozens of step-by-step tutorials to show you how to design sites with CSS that work consistently across browsers. Witty and entertaining, this second edition gives you up-to-the-minute pro techniques.

If you're a web designer or app developer interested in sophisticated page styling, improved accessibility, and saving time and effort, this book is for you. This revised edition provides a comprehensive guide to CSS implementation, along with a thorough review of the latest CSS specifications. CSS is a constantly evolving language for describing the presentation of web content on screen, printers, speech synthesizers, screen readers, and chat windows. It is used by all browsers on all screen sizes on all types of IoT devices, including phones, computers, video games, televisions, watches, kiosks, and auto consoles. Authors Eric Meyer and Estelle Weyl show you how to improve user experience, speed development, avoid potential bugs, and add life and depth to your applications through layout, transitions and animations, borders, backgrounds, text properties, and many other tools and techniques. This guide covers: Selectors, specificity, and the cascade Values, units, fonts, and text properties Padding, borders, outlines, and margins Colors, backgrounds, and gradients Floats and positioning tricks Flexible box layout The new Grid layout system 2D and 3D transforms, transitions, and animation Filters, blending, clipping, and masking Media and feature queries

CSS lets you create professional-looking websites, but learning its finer points can be tricky—even for seasoned web developers. This fully updated edition provides the most modern and effective tips, tricks, and tutorial-based instruction on CSS available today. Learn how to use new tools such as Flexbox and Sass to build web pages that look great and run fast on any desktop or mobile device. Ideal for casual and experienced designers alike. The important stuff you need to know: Start with the basics. Write CSS-friendly HTML, including the HTML5 tags recognized by today's browsers.



Design for mobile devices. Create web pages that look great when visitors use them on the go. Make your pages work for you. Add animations that capture the imagination, and forms that get the job done. Take control of page layouts. Use professional design techniques such as floats and positioning. Make your layouts more flexible. Design websites with Flexbox that adjust to different devices and screen sizes. Work more efficiently. Write less CSS code and work with smaller files, using Syntactically Awesome Stylesheets (Sass).

Puzzles and brain twisters to keep your mind sharp and your memory intact are all the rage today. More and more people -- Baby Boomers and information workers in particular -- are becoming concerned about their gray matter's ability to function, and with good reason. As this sensible and entertaining guide points out, your brain is easily your most important possession. It deserves proper upkeep. *Your Brain: The Missing Manual* is a practical look at how to get the most out of your brain -- not just how the brain works, but how you can use it more effectively. What makes this book different than the average self-help guide is that it's grounded in current neuroscience. You get a quick tour of several aspects of the brain, complete with useful advice about: Brain Food: The right fuel for the brain and how the brain commands hunger (including an explanation of the different chemicals that control appetite and cravings) Sleep: The sleep cycle and circadian rhythm, and how to get a good night's sleep (or do the best you can without it) Memory: Techniques for improving your recall Reason: Learning to defeat common sense; logical fallacies (including tactics for winning arguments); and good reasons for bad prejudices Creativity and Problem-Solving: Brainstorming tips and thinking not outside the box, but about the box -- in other words, find the assumptions that limit your ideas so you can break through them Understanding Other People's Brains: The battle of the sexes and babies developing brains Learn about the built-in circuitry that makes office politics seem like a life-or-death struggle, causes you to toss important facts out of your memory if they're not emotionally charged, and encourages you to eat huge amounts of high-calorie snacks. With *Your Brain: The Missing Manual* you'll discover that, sometimes, you can learn to compensate for your brain or work around its limitations -- or at least to accept its eccentricities. Exploring your brain is the greatest adventure and biggest mystery you'll ever face. This guide has exactly the advice you need.

Provides information and examples on using CSS to format Web pages, covering such topics as Web typography, links, navigation, page layouts, and Web site design.

Whether you're a budding blogger or seasoned Web designer, WordPress is a brilliant tool for creating websites, once you know how to tap its impressive features. The latest edition of this jargon-free *Missing Manual* shows you how to use WordPress 3.9's themes, widgets, plug-ins, and souped-up editing and multimedia tools to build just about any kind of site. The important stuff you need to know: Create your site. Get hands-on, A-to-Z instructions for building all types of websites, from classy blogs to professional-looking ecommerce sites. Add features. Choose from thousands of widgets and plug-ins to enhance your site's ease of use, looks, and performance. Mix in multimedia. Add picture galleries, slideshows, video clips, music players, and podcasts to your pages. Attract an audience. Create automatic content feeds, sign up site subscribers, and help readers share your posts on

social media. Fine-tune your content. Analyze site statistics to improve your content and reach, and to optimize your site for search engines. Go Mobile. Choose a theme that automatically reconfigures your site for mobile devices. Build a truly unique site. Learn how to customize WordPress themes to create a site that looks exactly the way you want it to.

Look around your office. Turn on the TV. Incompetent leadership is everywhere, and there's no denying that most of these leaders are men. In this timely and provocative book, Tomas Chamorro-Premuzic asks two powerful questions: Why is it so easy for incompetent men to become leaders? And why is it so hard for competent people--especially competent women--to advance? Marshaling decades of rigorous research, Chamorro-Premuzic points out that although men make up a majority of leaders, they underperform when compared with female leaders. In fact, most organizations equate leadership potential with a handful of destructive personality traits, like overconfidence and narcissism. In other words, these traits may help someone get selected for a leadership role, but they backfire once the person has the job. When competent women--and men who don't fit the stereotype--are unfairly overlooked, we all suffer the consequences. The result is a deeply flawed system that rewards arrogance rather than humility, and loudness rather than wisdom. There is a better way. With clarity and verve, Chamorro-Premuzic shows us what it really takes to lead and how new systems and processes can help us put the right people in charge.

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