

Book Review List – Effective September 9, 2023

Category	Title	Author	Publisher	Year	ISBN	Purchasing Information Est. Price	Audio Book Available
Part A: Awareness, Inclusion & Acceptance	Integrity: The Courage to Meet the Demands of Reality	Dr. Henry Cloud	HarperCollins Publishers	2009	9780060849696	www.amazon.com \$12.09	Yes (Audible)
	The Loudest Duck: Moving Beyond Diversity while Embracing Differences to Achieve Success at Work	Laura Liswood	Wiley	2009	9780470485842	www.amazon.com \$12.68	Yes (Audible)
	Emotional Intelligence for the Modern Leader: A Guide to Cultivating Effective Leadership and Organizations	Christopher D. Connors	Rockridge Press	2020	9781646115600	www.amazon.com \$14.99	Yes (Audible)
	Managing Transitions, 25th anniversary edition: Making the Most of Change	William Bridges	Da Copa Press	2017	9780738219653	www.amazon.com \$8.92	No
Part B: Planning Process & Procedure	Applied Strategic Planning: An Introduction (2 nd Edition)	Timothy M. Nolan, Leonard Goodstein, & Jeanette Goodstein	Wiley	2008	9780787988524	www.amazon.com \$25.92	No
	Understanding Government Budgets: A Guide to Practices in the Public Service	R. Mark Mussell	Routledge	2019	9781138786301	www.amazon.com \$48.45	No
	2018 Financial Management Handbook Excerpt	Rene Henry	Texas Court Clerks Association	2018	None	www.tmcce.com/clerk-certification/level-iii/ Free Download.	No
	Caseflow Management: The Heart of Court Management in the New Millennium	David Steelman, John Goerd, & James McMillan	National Center for State Courts	2004	0896562352	www.tmcce.com/clerk-certification/level-iii/ Free Download.	No
	Court Security in the New Millennium: A Time for Change	Richard W. Carter & Randy Harris	Independent	2023	979-8355684075	www.amazon.com	No
	Supplement: Cybersecurity Basics for Court	Joint Technology Committee	National Center for State Courts	2021		www.ncsc.org Free Download	
Part C: People, Performance & Management	Hiring and Firing: What Every Manager Needs to Know (Revised Edition)	Marlene CarolSELLI, Ed.D.	SkillPath Publications Inc.	1993	1-878542-35-4	www.skillpath.com \$16.95	No
	The Complete Guide to Performance Appraisal	Dick Grote	American Management Association	1996	0-8144-0313-1	www.bn.com or www.half.com \$50.05	No
	The 5 Levels of Leadership: Proven Steps to Maximize Your Potential	John C. Maxwell	Center Street	2013	1599953633	www.amazon.com or www.bn.com \$6.35	Yes (Audible)
	Skills for New Managers	Morey Stettner	McGraw-Hill Education	2013	0071827145	www.amazon.com \$12.49	No
	Manager's Toolkit: The 13 Skills Managers Need to Succeed	Harvard Business Review	Harvard Business Review Press	2004	9781591392897	www.amazon.com \$16.00	No