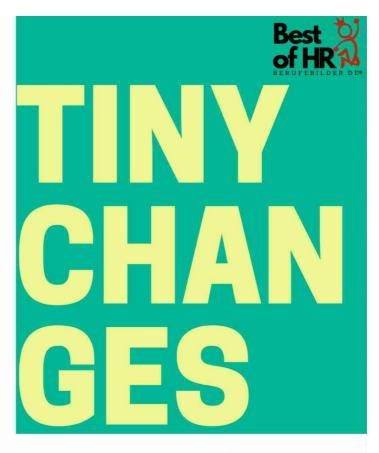


Flexibly achieve goals, understand solve & change problems, motivate win & convince people, learn agile communication psychology & rhetoric

> Plant **Trees!**

You read, we donate for reforestation of HR – Berufebilder de







L STEPS Δ **G** SUCCESS B

Best of HR - Berufebilder.de

Tiny Changes! Small Steps Big Success

Flexibly achieve goals, understand solve & change problems, motivate win & convince people, learn agile communication psychology & rhetoric

Simone Janson (ed.)

Published at Best of HR – Berufebilder.de \mathbb{R}

Table of Contents

Imprint Introduction: Information, Experiences of Success, Inspiration - you'll find all that in this Book Achieve Goals Interactively: Awards, Press Reviews, Customer Feedback Your Benefit in concrete Terms: Content, Organization and Structure of the Book Information as desired with Membership Discounts, eCourses, Workbooks, and custom, individual eBooks Successfully use the AI Extension to the Book for your Goals and to make Money Experience Success and Inspiration: Discover your Way and support **Sustainability** Growth Mindset in LeanStartup: Start the growth engine // By Eric Ries Personal change management: 4 steps to change // By Guido Ernst Hannig Tiny changes on the way to becoming a global company: How Elon Musk brought Tesla forward // By Ashlee Vance Change management in companies: beware of success recipes // By Bertold Raschkowski Leadership in the digital future: The 3 fields of transformation // By Ömer Atiker Flexible target against procrastination: The grass blade strategy // By Simone Janson Leadership and Motivation of Employees: Change in 5 Steps // By Stefan Häseli Coincidence improves decisions and work: 5 inspiration tips for more creativity // By Simone Janson Change to dream job: Better small steps than escapism // By Simone Janson How companies manage crises: Mastering challenges with courage // By Simone Janson Solve problems quickly and efficiently like Google & Co: Success in 5 steps // By Jake Knapp Change Management for Winners: The Infinite Game // By Simon O. Sinek Conclusion: How to expand your Knowledge and Experience with interactive AI and discounted Add-on offers for free. Authors Overview **Eric Ries Guido Ernst Hannig** Ashlee Vance Bertold Raschkowski Ömer Atiker Stefan Häseli Jake Knapp Simon O. Sinek Simone Janson Profound Expert Knowledge, Quality Assurance and AI: The Concept of Publisher of the Year Best of HR - Berufebilder.de®

Appendix: Tips and Prompts for using the AI Extensions

Imprint

The German National Library lists this publication in the German National Bibliography; detailed bibliographic data are available on the Internet at https://dnb.dnb.de.

ISBN of the German eBook edition: 9783965963726

ISBN of the English eBook edition: 9783965963733

German website of the publisher: <u>https://berufebilder.de</u>

English website of the publisher: <u>https://best-of-hr.com</u>

Tiny Changes! Small Steps Big Success

4th completely revised and extended edition, 10.01.2024

 $\ensuremath{\mathbb{O}2024}$ by Best of HR - Berufebilder.de®, a brand of Janson Press group Print & Online

Published by Simone Janson

Duesseldorf, Germany

Concept, editing, graphic design & layout: Simone Janson

Cover design with Canva

eMail: publisher@best-of-hr.com

For your <u>successful</u>, <u>fulfilling life</u>, the information you truly need: State-funded publisher, awarded the Global Business Award as <u>Publisher of the Year</u>: <u>Books</u>, <u>magazines</u>, <u>eCourses</u>, <u>data-driven AI services</u>. Print and online publications, along with the latest technology, go hand in hand - with over 20 years of experience, partners such as the <u>Federal Ministry of Education</u>, customers like <u>Samsung</u>, <u>DELL</u>, <u>Telekom</u>, or universities. Behind it all is <u>Simone Janson</u>, a German <u>Top10</u> <u>blogger</u>, referenced in <u>ARD</u>, <u>FAZ</u>, <u>ZEIT</u>, <u>WELT</u>, <u>Wikipedia</u>.

All books are published in German and English. We take our responsibility to deliver well-researched and reliable information very seriously. Therefore, the publisher follows a dedicated concept for quality assurance and compilance, where the expertise of renowned experts goes hand in hand with the latest AI technology for information analysis and text optimization. If you have any further questions, you can read the corresponding chapter at the end of the book.

All works of the publishing house Best of HR - Berufebilder.de®, including their parts, are protected by copyright. Any use outside the narrow limits of the copyright law is not permitted without the consent of the publisher and the author. This applies in particular to the electronic or other reproduction, translation, distribution and making publicly available.

Introduction: Information, Experiences of Success, Inspiration - you'll find all that in this Book

Dear readers,

glad we could convince you of the 4th, significantly extended edition, like thousands of readers before. Because this book makes your success tangible: In the following pages, you will not only encounter expert knowledge, but also a wealth of practical tools and resources that can help you achieve your goals and realize your full potential.

Achieve Goals Interactively: Awards, Press Reviews, Customer Feedback

For its interactive concept, the publisher was not only awarded the Global Business Award as Publisher of the Year by Corporate Vision Magazine and supported by the Minister of State for Culture and Media of the Federal Republic of Germany, but also repeatedly recognized in renowned media such as **ZEIT**, **Süddeutsche**, **personalmagazin**, or the special magazine **Personalführung**. For example, the **FAZ**, one of the most influential Newspapers in Germany, attests to us "good actionable tips" and customers like the **Press and Information Office of the German Federal Government** are enthusiastic. You can find many more reviews as well as information on free review copies at <u>https://best-of-hr.com/press/</u>.

Renowned experts from various fields - overview in the table of contents - have compiled their expertise and experiences to provide you with valuable insights and advice, practical and condensed. As a reader, you will also receive working materials as part of your book purchase, which you can download for free at https://best-of-hr.com/academy/. In addition, workbooks are available to help you reflect on the inspirations from this book.

All readers who are looking for individual solutions also have the opportunity to use the AI extensions and consulting tools free of charge within the framework of AI Extended Books, for which we usually charge a monthly subscription fee. Our interactive success advisors and other AI-supported tools are at your disposal to provide you with tailored advice and recommendations that are tailored to your individual needs. Use these tools to drive your success and achieve your personal goals.

In addition to this wealth of inspiration, we want you to experience and enjoy your success: As a reader of this book, you will have access to a variety of exclusive services that will help you live well and successfully according to your wishes: from inspiring reader trips, where you have the opportunity to discover new places and exchange ideas with like-minded people, to lifestyle products that are

specifically tailored to your needs, we want to ensure that you make the most of this reading experience.

Your Benefit in concrete Terms: Content, Organization and Structure of the Book

Briefly and concretely this is your benefit from this book: You support certified climate protection projects, quickly receive compact information and checklists from experts as well as access to AI extensions and the possibility to individually live your inspirations as an experience. Because every change, no matter how big, begins with the first step. But it is precisely at taking this first step that many people fail. Deciding on the success of the change is the right objective: Good goals are smart and feasibility is an important keyword here: They should not seem too big and unreachable, but big enough to present a challenge and offer development opportunities. Therefore, even the smallest change in our habits, known in technical jargon as micro habits or atomic habits, begins with that first step. It helps to appreciate and celebrate even small successes, to take our consciousness more seriously and to be mindful of ourselves and our needs. Only then can we improve positive habits over time and thus achieve our desired goals.

You will receive valuable resources through this <u>unique publishing concept</u> that will enhance your knowledge, stimulate your creativity, and make your personal and professional goals achievable. This allows you to discover new ways, expand your thinking, and improve your skills to experience success. You will receive concrete advice, proven methods, and strategies to overcome challenges and overcome obstacles. By providing specific action steps and practical guidance, you will learn how to define your goals and develop plans to progress step by step. The clear structure and our special, highly detailed table of contents support you in quickly finding the desired information and implementing it directly into practice.

This is not only contributed by the expert articles of renowned experts but also by numerous inspirations from successful managers, entrepreneurs, and other exciting personalities. Their stories and experiences serve as vivid examples of how challenges can be overcome and goals can be achieved. Through their inspiring narratives, you gain insights into proven strategies and practices that you can apply to your own situations. Different, and potentially contradictory, aspects of the topic are deliberately addressed. This allows you to examine, reflect on, and weigh the various pros and cons optimally. This ultimately enables you to gain different perspectives and improve your knowledge to develop a deeper understanding of complex topics and find innovative solutions.

Information as desired with Membership Discounts, eCourses, Workbooks, and custom, individual eBooks

Under the motto *Information as desired*, we also provide you with exactly the information you have been looking for. The book also includes an e-course with a worksheet for you to work through, which you can receive for free as a reader in

our Academy at <u>https://best-of-hr.com/academy/</u>. You can find out how to access it in the book's conclusion.

Our Academy offers you the opportunity to continuously expand your knowledge and skills and engage with like-minded individuals. By participating in our online courses and interacting with experts and other learners, you can achieve your professional goals and advance your personal success. We believe that inspiring experiences and continuous learning are the keys to long-term success. Therefore, we invite you to explore our Academy and benefit from the diverse learning opportunities.

In addition, the Workbook Success Planner is the perfect complement to the guidebooks. This workbook helps you successfully implement the inspirations and tips from our books, step by step and day by day, whether it's about career goals, decision management, or financial planning. You can either print the Success Planner yourself or order it as a bound book. Each workbook comes with a free eBook.

Do you want a personalized eBook topic or an e-course on a specific subject? You can also find that in our publishing house at <u>https://best-of-hr.com/publisher/</u>. We will create your personalized eBook on a topic of your choice upon request. In the Academy of Best of HR - Berufebilder.de®, you will also find email courses with individual assignments, personal support, and certification.

As a book reader, you not only have the advantage of gaining information and new insights but also enjoy financial benefits that come with purchasing our books. As a newsletter subscriber or registered member, you will receive a 50% discount on all e-courses and a 20% discount on all other books as a member edition. You can find the books at <u>https://best-of-hr.com/shop/books/</u>. The coupon code is sent weekly via the <u>newsletter</u>. Additionally, there is the Premium Membership, a paid flat rate for one year, which includes all learning materials, downloads, and premium articles.

Successfully use the AI Extension to the Book for your Goals and to make Money

For those seeking further individual guidance and services, our concept of *AI Extended Books* offers the potential to analyze information, gain valuable insights, and show paths to achieving your individual goals. By utilizing AI in your work or personal life, you can gain many benefits and work much more efficiently. Through our AI solutions, you will discover new ways to explore your horizons in innovative ways. And the best part is that this service is free for you as a book buyer. In the appendix of the book, you will find a detailed explanation and numerous application examples to facilitate your successful handling of AI.

Our interactive <u>AI-assisted consultant</u> is there to assist you with any questions regarding success, career, and personal development. Our <u>AI-eTutor</u> supports the

learning experiences from our academy with individual exercises. And the interactive <u>travel planner</u> helps you plan individual moments of success.

One of the greatest strengths of AI is its ability to process large amounts of data and recognize patterns. By using machine learning algorithms, AI can learn from this data and make predictions. This enables you to make informed decisions, optimize your strategies, and even solve complex problems. Whether it's your personal career management, optimizing communication processes, or improving work efficiency - AI can help you achieve your goals more effectively.

With the AI tools from Best of HR - Berufebilder.de®, you can even earn money. This is done through an affiliate program, a marketing strategy where companies collaborate with affiliates to promote and sell products or services. Affiliates are individuals or companies that act as partners and receive a commission for every sale or action they generate. To participate in our affiliate program, please register for our partner program.

Experience Success and Inspiration: Discover your Way and support Sustainability

But that's not all! We want to offer you a very special opportunity that will make your journey to personal growth and success even more unforgettable. Because we know that it's not just about reading, but also about experiencing and applying what you've learned. That's why we want to offer you exclusive vouchers for suitable trips and other items that perfectly match your chosen guide. To achieve this, we work with numerous network partners in accordance with our compliance guidelines.

So imagine putting the inspiring wisdom of your book into action while creating unforgettable memories at the same time. Whether it's a relaxing break at a wellness resort, an adventurous trip into nature, or a workshop that further develops your skills - with our specially selected vouchers, you can put what you've learned into practice directly and enjoy unforgettable experiences at the same time.

Let yourself be inspired by our guides and discover the possibilities that await you. Because we believe that true change doesn't just happen in the mind, but also in the heart and in action. So get ready to elevate your life to a new level with individual moments of success and make your dreams come true. By the way, 5 percent of your purchase goes to non-profit organizations that are dedicated to projects such as reforestation and climate protection.

So you see: from cost savings to access to knowledge and education, to the opportunity to experience and live your own successes, to inspiration for entrepreneurial activities, and the possibility to earn money with our publishing house - reading our books can provide you with financial benefits in various ways.

Growth Mindset in LeanStartup: Start the growth engine // By Eric Ries

Most of the decisions that startups face are anything but clear. One of these concerns the product publication. Another is the work organization of employees.

The dilemma with product publication

A fundamental problem for companies is the product release or the right time for it: How often should a release take place? Once a week, daily, quarterly or once a year?

Product publications cause a lot more, so that the effectiveness of the product is often less time-consuming. Too long to wait can lead to ultimate waste if a product is created that nobody wants.

How long to plan for product development?

How much time and energy should companies invest in infrastructure and planning right from the beginning, in anticipation of success? Too much may mean wasting valuable time that would have been better spent on learning.

Too little could be disastrous because you may miss the chances of success that exist in the start-up phase of a technology, and leave the market leadership to a competitor who travels fast.

What does the work organization look like?

Another decision concerns work organization in companies: what tasks should employees perform during their working hours? How do we transfer responsibility for learning processes at the organizational level?

Classic-style departments create incentive mechanisms that support excellence in their area of expertise: marketing, sales, product development.

The start-up's biggest enemy: uncertainty

But what if the interests of the company are best served by cross-cutting cooperation? Startups need organizational structures that fight their biggest enemy: the extreme uncertainty with which they must live.

The lean manufacturing movement faced similar issues in the factory buildings. The answers also apply to startups, albeit with some modifications.

The first important question before converting to a lean company is: which activities are value-creating and which are a form of waste?

The technique of the Lean method

Once you have clarified that, you can start using Lean methods to eliminate the redundant ones and increase the efficiency of the value-creating ones.

In order for these techniques to be used in a start-up, they must be adapted to the entrepreneurship environment. The value of a startup is not to develop products or services, but to learn how to build a viable business model.

Therefore the question arises:

- What products do customers really want?
- How can our business segment grow?
- Who is our customer?
- What recommendations from customers should we take into consideration and which ones can we ignore?

Decisions, maximizing success opportunities

These questions must be answered as soon as possible in order to maximize the success of a start-up. They are a valuable element. Lean startups are important in this process, without the need to sacrifice their cardiac blood - their speed and maneuverability.

Contrary to popular belief, lethargy and bureaucracy are not an inevitable fate as companies reach maturity. With the right foundation, a lean startup can become a lean established business if it maintains its maneuverability, learning orientation, and culture of innovation even in the scaling phase.

Just-in-time solutions

In the ninth chapter we will see how Lean startups can take advantage of the counterintuitive power of small lot or batch sizes. Lean Manufacturing uses just-in-time production to manufacture the products, reducing stock flow and return.

Lean start-ups have just-in-time scalability (the adaptability of a product, for example a software, when requirements are changed) and perform product experiments without investing heavily in planning and design.