



Read@Work

Your Reading Supplement for Work and More

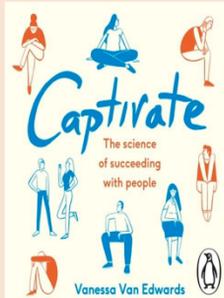
When we focus on others, our world expands.

- Daniel Goleman

CURATED READS

Social Quotient

Social intelligence (or quotient) refers to the ability to manage people, to know what to say, and how to present oneself in different social situations. This is a skill that can be learnt and developed by observing social cues, practicing active listening and being respectful of cultural differences.



Captivate: The Science of Succeeding with People

by Vanessa Van Edwards
Call no.: English 302.222 EDW

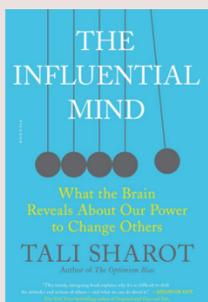
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Say goodbye to awkward moments and discover how you can make a memorable impression in any social setting. Learn how to read non-verbal cues, decode micro-expressions and use storytelling to build rapport, make connections and improve your interpersonal intelligence.

Borrow the e-book [here](#).

The Influential Mind: What the Brain Reveals About Our Power to Change Others

by Tali Sharot
Call no.: English 158.2 SHA



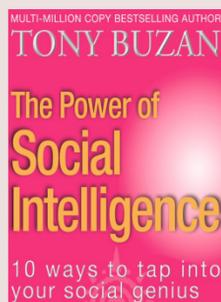
All rights reserved, London: Little Brown Book Group, 2017.

Hailed as one of 2017's best books, neuroscientist Tali Sharot uses research-based theory to illustrate the techniques that can be used to influence people around us. She argues that appealing to people's emotions and curiosity is more effective than data when trying to change their beliefs and actions.

Borrow the book [here](#).

The Power of Social Intelligence

by Tony Buzan



All rights reserved, London: HarperCollins Publishers, 2014.

With four colour maps and lively text, this book shows you how to: improve every aspect of your social skills; become more confident; have a more active social life; become a better communicator and public speaker; and improve every aspect of your social skills in relationships and at work.

Borrow the e-book [here](#).

5 Ways to Improve Your Social Skills at Work and Elsewhere

Huffington Post Article



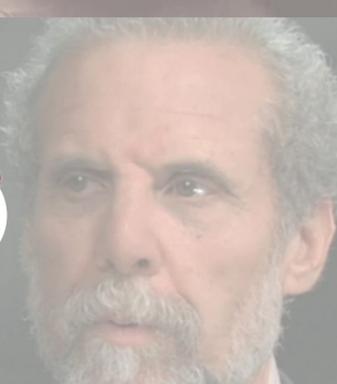
Improve your social interactions with the five tips recommended in this article such as learning to read body language, projecting a confident image, being an active listener, preparing several good conversation starters and focusing your attention on the people around you.

Read more [here](#).



Social Intelligence and Leadership

An Interview with **Daniel Goleman** Psychologist



WATCH THIS!

Social Intelligence and Leadership by Harvard Business Review
An Interview with Daniel Goleman

THE HIT LIST

Fantastic Fiction and Where to Find Them

A nanny who has to take care of two fire children who spontaneously burst into flames when they're upset (*Nothing to See Here*). A modern-day retelling of the fairytale Hansel and Gretel (*The Dutch House*). Children with special powers who are kidnapped and subjected to cruel experiments by a secret government organisation (*The Institution*). These are some of the fantastic fiction that we've been loving lately and where can you find them?

You can find them [here](#).



BOOKS WE LOVE: FANTASTIC FICTION AND WHERE TO FIND THEM



GET PROFESSIONAL



WHAT'S HAPPENING

Get Professional Series

The Get Professional series focuses on vital skills to improve workplace productivity and efficiency, especially soft skills that are often overlooked. Designed for working adults, the third season will cover essential skills such as EQ at work and networking, business writing, presentation skills and more. Join us as we show you how to make the best impression through expert-led workshops.

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