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### KEY=PERT - DEVAN CECELIA

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### PERT MATH STUDY GUIDE 2020 - 2021

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### A COMPREHENSIVE REVIEW AND STEP-BY-STEP GUIDE TO PREPARING FOR THE PERT MATH

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**Effortless Math Education www.EffortlessMath.com** A PERFECT book to help you prepare for the PERT Math test! Successfully Used by Thousands of PERT Test Takers PERT Math Study Guide, which reflects the 2020 - 2021 test guidelines, is designed by top PERT Math instructors and test prep experts to help test takers succeed on the PERT Math Test. The updated version of this comprehensive PERT Math preparation book includes Math lessons, extensive exercises, sample PERT Math questions, and quizzes with answers and detailed solutions to help you hone your math skills, overcome your exam anxiety, boost your confidence—and do your best to ace the PERT exam on test day. Upon completion of this perfect PERT Math prep book, you will have a solid foundation and sufficient practice to ace the PERT Math test. Not only does this all-inclusive prep book offer everything you will ever need to prepare for the PERT Math test, but it also contains two complete and realistic PERT Math tests that reflect the format and question types on the PERT to help you check your exam-readiness and identify where you need more practice. PERT Math Study Guide contains many exciting and unique features to help you prepare for the PERT Math test, including: Content 100% aligned with the 2020 PERT® test Written by PERT Math instructors and test experts Complete coverage of all PERT Math concepts and topics which you will be tested Step-by-step guide for all PERT Math topics Abundant Math skill building exercises to help test-takers approach different question types that might be unfamiliar to them Exercises on different PERT Math topics such as integers, percent, equations, polynomials, exponents and radicals 2 full-length practice tests (featuring new question types) with detailed answers This PERT Math prep book and other Effortless Math Education books are used by thousands of students each year to help them review core content areas, brush-up in math, discover their strengths and weaknesses, and achieve their best scores on the PERT test. Recommended by Test Prep Experts Visit [www.EffortlessMath.com](http://www.EffortlessMath.com) for Online Math Practice

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### PERT MATH FULL STUDY GUIDE

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### COMPREHENSIVE REVIEW + PRACTICE TESTS + ONLINE RESOURCES

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**Effortless Math** Preparing for your PERT Math test? Looking for the best prep book to help you ace the PERT Math test? PERT Math Full Study Guide, which reflects the 2021 test guidelines, contains extensive exercises, math problems, sample PERT math questions, and practice tests to help you hone your math skills, overcome your exam anxiety, boost your confidence, and do your best to succeed on the PERT Math test. This book reviews a handful of PERT Math topics and concepts such as: Fractions, Mixed numbers, Integers, Percent, Equations, Polynomials, Exponents, Radicals, and more. All topics are simply and concisely explained, allowing you to develop your mathematics skills. Two realistic PERT Math practice tests that reflect the format and question types on the PERT will help you check your exam-readiness and identify where you need more practice. PERT Math Full Study Guide contains many exciting and unique features to help you prepare for your PERT Math test, including: ✓ Content 100% aligned with the 2021 PERT test ✓ Complete coverage of all PERT Math concepts which you will be tested ✓ A beginner-friendly guide for all PERT Math topics ✓ Abundant Math skills building exercises to help you approach unfamiliar question types ✓ 2 full-length PERT Math practice tests featuring new questions, with decisive answers. ✓ And much more ... With PERT Math Full Study Guide, you can focus on rapidly improving your PERT Math test scores. It doesn't matter if you don't have a tutor, as this comprehensive PERT Math study guide was designed for self-study in mind. However, this book can also be used with a tutor or for classroom usage. Ideal for self-study and classroom usage!

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### PREPARE FOR THE PERT MATH TEST IN 7 DAYS

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### A QUICK STUDY GUIDE WITH TWO FULL-LENGTH PERT MATH PRACTICE TESTS

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**Effortless Math Education www.EffortlessMath.com** The BEST prep book to help you prepare for the PERT Math Test Quickly! Prepare for the PERT Math Test in 7 Days, which reflects the 2019 and 2020 test guidelines and topics, incorporates the best method and the right strategies to help you hone your math skills, overcome your exam anxiety, and boost your confidence -- and do your best to defeat PERT Math test quickly. This quick study guide contains only the most important and critical math concepts a student will need in order to succeed on the PERT Math test. Math concepts in this book break down the topics, so the material can be quickly grasped. Examples are worked step-by-step to help you learn exactly what to do. This PERT Math new edition has been updated to duplicate questions appearing on the most recent PERT Math tests. It contains easy-to-read essential summaries that highlight the key areas of the PERT Math test. You only need to spend about 3 - 5 hours daily in your 7-day period in order to achieve your goal. After reviewing this book, you will have solid foundation and adequate practice that is necessary to fully prepare for the PERT Math. Prepare for the PERT Math Test in 7 Days is for all PERT Math test takers. It is a breakthrough in Math learning — offering a winning formula and the most powerful methods for learning basic Math topics confidently. Each section offers step-by-step instruction and helpful hints, with a few topics being tackled each day. Two complete PERT Math tests are provided to refine your Math skills. Inside the pages of this comprehensive book, students can learn math topics in a structured manner with a complete study program to help them understand essential math skills. It also has many exciting features, including: Content 100% aligned with the 2019-2020 PERT test Written by PERT Math tutors and test experts Complete coverage of all PERT Math concepts and topics which you will be tested Step-by-step guide for all PERT Math topics Dynamic design and easy-to-follow activities Over 500 additional PERT math practice questions in both multiple-choice and grid-in formats with answers grouped by topic, so you can focus on your weak areas 2 full-length practice tests (featuring new question types) with detailed answers Effortlessly and confidently follow the step-by-step instructions in this book to prepare for the PERT Math in a short period of time. You'll be surprised how fast you master the Math topics covering on PERT Math Test. Ideal for self-study as well as for classroom usage. Recommended by Test Prep Experts Visit [www.EffortlessMath.com](http://www.EffortlessMath.com) for Online Math Practice

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### PERT STUDY GUIDE 2021-2022

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### EXAM PREP REVIEW AND PRACTICE QUESTIONS FOR THE FLORIDA POSTSECONDARY EDUCATION READINESS TEST

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**Trivium LLC** Updated for 2021, Trivium Test Prep's unofficial, NEW PERT Study Guide 2021-2022: Exam Prep Review and Practice Questions for the Florida Postsecondary Education Readiness Test isn't your typical exam prep! Because we know your time is limited, we've created a product that goes beyond what most study guides offer. With PERT Study Guide 2021-2022, you'll benefit from a quick but total review of everything tested on the exam with current, real examples, graphics, and information. These easy to use materials give you that extra edge you need to pass the first time. FLDOE was not involved in the creation or production of this product, is not in any way affiliated with Trivium Test Prep, and does not sponsor or endorse this product. Trivium Test Prep's PERT Study Guide 2021-2022 offers: A full review of what you need to know for the PERT exam Practice questions for you to practice and improve Test tips to help you score higher Trivium Test Prep's PERT Study Guide 2021-2022 covers: Math Reading Writing ...and includes a FULL practice test! About Trivium Test Prep Trivium Test Prep is an independent test prep study guide company that produces and prints all of our books right here in the USA. Our dedicated professionals know how people think and learn, and have created our test prep products based on what research has shown to be the fastest, easiest, and most effective way to prepare for the exam. Unlike other study guides that are stamped out in a generic fashion, our study materials are specifically tailored for your exact needs. We offer a comprehensive set of guides guaranteed to raise your score for exams from every step of your education; from high school, to college or the military, to graduate school. Let our study guides guide you along the path to the professional career of your dreams!

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### OPTIMIZATION AND BUSINESS IMPROVEMENT STUDIES IN UPSTREAM OIL AND GAS INDUSTRY

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**John Wiley & Sons** Delves into the core and functional areas in the upstream oil and gas industry covering a wide range of operations and processes Oil and gas exploration and production (E&P) activities are costly, risky and technology-intensive. With the rise in global demand for oil and fast

depletion of easy reserves, the search for oil is directed to more difficult areas – deepwater, arctic region, hostile terrains; and future production is expected to come from increasingly difficult reserves – deeper horizon, low quality crude. All these are making E&P activities even more challenging in terms of operations, technology, cost and risk. Therefore, it is necessary to use scarce resources judiciously and optimize strategies, cost and capital, and improve business performance in all spheres of E&P business. *Optimization and Business Improvement Studies in Upstream Oil and Gas Industry* contains eleven real-life optimization and business improvement studies that delve into the core E&P activities and functional areas covering a wide range of operations and processes. It uses various quantitative and qualitative techniques, such as Linear Programming, Queuing theory, Critical Path Analysis, Economic analysis, Best Practices Benchmark, Business Process Simplification etc. to optimize Productivity of drilling operations Controllable rig time loss Deepwater exploration strategy Rig move time and activity schedule Offshore supply vessel fleet size Supply chain management system Strategic workforce and human resource productivity Base oil price for a country Standardize consumption of materials Develop uniform safety standards for offshore installations Improve organizational efficiency through business process simplification The book will be of immense interest to practicing managers, professionals and employees at all levels/ disciplines in oil and gas industry. It will also be useful to academicians, scholars, educational institutes, energy research institutes, and consultants dealing with oil and gas. The work can be used as a practical guide to upstream professionals and students in petroleum engineering programs.

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## PERT MATH TEST PREP

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### THE ULTIMATE GUIDE TO PERT MATH + 2 FULL-LENGTH PRACTICE TESTS

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**Effortless Math** Everything You Need to Ace the PERT Math Test 2021! Are you preparing for the PERT Math? Looking for the best PERT Math Prep book to help you succeed on the test? Not sure if you're ready to take the test? Don't worry, PERT Math Test Prep has you covered! PERT Math Test Prep, which reflects the 2021 test guidelines, is a comprehensive study guide to help test takers to attain outstanding results. Covering every PERT Math topic and Focusing on proven test-taking strategies, this is a prep book that has been designed specifically to help test takers hone their math skills, overcome exam anxiety, boost their confidence – and do their best to ace the PERT Math test. Here's why more and more PERT Math teachers and test takers turn to this PERT Math test prep: - Content 100% aligned with the 2021 PERT test - Targeted Review - study only what you need to know - Step-by-step guide for all PERT Math topics - Abundant Math skills building exercises to help test-takers approach different question types - 2 full-length practice tests (featuring new question types) with detailed answers - And much more! The best way to prepare for the PERT Math test is with thorough practice in every math topic tested— and that's what exactly you'll get with PERT Math Test Prep. You will have everything you need to succeed on the PERT Math test right in your hands. Start studying today! Ideal for self-study and classroom usage!

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## SCHEDULE, COST, AND PROFIT CONTROL WITH PERT

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### A COMPREHENSIVE GUIDE FOR PROGRAM MANAGEMENT

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### CISA CERTIFIED INFORMATION SYSTEMS AUDITOR STUDY GUIDE

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**John Wiley & Sons** The industry-leading study guide for the CISA exam, fully updated More than 27,000 IT professionals take the Certified Information Systems Auditor exam each year. SC Magazine lists the CISA as the top certification for security professionals. Compliances, regulations, and best practices for IS auditing are updated twice a year, and this is the most up-to-date book available to prepare aspiring CISAs for the next exam. CISAs are among the five highest-paid IT security professionals; more than 27,000 take the exam each year and the numbers are growing Standards are updated twice a year, and this book offers the most up-to-date coverage as well as the proven Sybex approach that breaks down the content, tasks, and knowledge areas of the exam to cover every detail Covers the IS audit process, IT governance, systems and infrastructure lifecycle management, IT service delivery and support, protecting information assets, disaster recovery, and more Anyone seeking Certified Information Systems Auditor status will be fully prepared for the exam with the detailed information and approach found in this book. CD-ROM/DVD and other supplementary materials are not included as part of the e-book file, but are available for download after purchase

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## COMPTIA PROJECT+ STUDY GUIDE AUTHORIZED COURSEWARE

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### EXAM PK0-003

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**John Wiley & Sons** Prepare for CompTIA's newly updated Project+ certification exam CompTIA is offering the first major update to its Project+ certification in six years, and this in-depth study guide from project management industry experts Kim and William Heldman is the perfect preparation for the new exam. You'll find complete coverage of all exam objectives, including key topics such as project planning, execution, delivery, closure, and others. CompTIA's Project+ is the foundation-level professional exam in the complex world of project management; certified project managers often choose to go on and obtain their Project Management Professional (PMP®) certifications as well Provides complete coverage of all exam objectives for CompTIA's first update to the Project+ exam in six years Covers project planning, execution, delivery, change, control, communication, and closure Demonstrates and reinforces exam preparation with practical examples and real-word scenarios Includes a CD with Sybex test engine, practice exams, electronic flashcards, and a PDF of the book Approach the new Project+ exam with confidence with this in-depth study guide! Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file. (PMP and Project Management Professional are registered marks of Project Management Institute, Inc.)

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## CISSP (ISC)2 CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL OFFICIAL STUDY GUIDE

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**John Wiley & Sons** This comprehensive book will guide readers through CISSP exam topics, including: Access Control Application Development Security Business Continuity and Disaster Recovery Planning Cryptography Information Security Governance and Risk Management Legal, Regulations, Investigations and Compliance Operations Security Physical (Environmental) Security Security Architecture and Design Telecommunications and Network Security This study guide will be complete with 100% coverage of the exam objectives, real world scenarios, hands-on exercises, and challenging review questions, both in the book as well via the exclusive Sybex Test Engine.

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## PERT STUDY GUIDE 2021-2022

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### PERT STUDY GUIDE BOOK, TEST PREP, PRACTICE QUESTIONS FOR FLORIDA

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**Miller Test Prep** Miller Test Prep's study guide for the PERT is the solution for students who want to maximize their score and minimize study time. Our study guides are carefully designed to provide only that clear and concise information you need. That's precisely why we put "Clear & Concise" on our cover. The standard for the study guide industry is to "throw in the kitchen sink" when it comes to making a book, meaning you are stuck with hundreds of pages of repetitive information, redundant and confusing examples, and more practice questions than any person could be expected to work through. This results in students feeling overwhelmed, leading to reduced self-confidence, which leads to lower scores! Instead, Miller Test Prep has worked specifically with tutors. Why tutors you ask? Tutors specialize in helping students comprehend information that has already been presented by a teacher. That means they see time and again what students struggle with and what actually works to help them. They specialize in helping students who have previously failed, to succeed. We compiled their decades of experience helping students just like you into this study guide, so you pass the first time! In this PERT book, we ensure you are thoroughly prepared for this critically important test: Comprehensive review of all PERT exam sections: Reading Mathematics Writing Step-by-step examples for every concept tested Practice test questions like the real exam Detailed, thorough answer key explanations

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## THE FUJIFILM X-T20

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### 125 X-PERT TIPS TO GET THE MOST OUT OF YOUR CAMERA

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#### Rocky Nook, Inc.

In this book, popular Fuji Rumors "X-Pert Corner" columnist Rico Pfirstinger teaches about the little-known capabilities of the X-T20, which he's discovered through months of in-depth research and experimentation with the camera. After a brief overview of the camera's basic functions, Rico cuts to the chase and provides a plethora of tips and practical instructions not found in the user's manual. With this knowledge, you will be able to fully exploit the capabilities of the X-T20.

p.p1 {margin: 0.0px 0.0px 0.0px 0.0px; font: 11.0px Verdana} p.p2 {margin: 0.0px 0.0px 0.0px 0.0px; font: 11.0px Verdana; min-height: 13.0px} span.Apple-tab-span {white-space:pre}

The Fujifilm X-series cameras have amazing features but may require an adjustment period for those new to using these cameras, even photographers who have been lifetime DSLR shooters. This guide will help you to quickly feel comfortable using your camera so that you can achieve excellent results.

Topics covered include:

- Menu shortcuts
- Long exposures
- Firmware upgrades
- Hybrid autofocus system
- Auto and manual focusing
- Face detection
- ISOless sensor
- Dynamic Range expansion
- Film simulations
- Custom settings
- RAW conversion
- Panoramas
- Movies
- Self-timer
- Flash
- Adapted lenses
- And much more...

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## **A PRACTICAL GUIDE TO EARNED VALUE PROJECT MANAGEMENT**

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**Berrett-Koehler Publishers** *The Best Resource on Earned Value Management Just Got Better! This completely revised and updated guide to earned value (EV) project management is the go-to choice for both corporate and government professionals. A Practical Guide to Earned Value Project Management, Second Edition, first offers a general overview of basic project management best practices and then delves into detailed information on EV metrics and criteria, EV reporting mechanisms, and the 32 criteria of earned value management systems (EVMS) promulgated by the American National Standards Institute and the Electronic Industries Alliance and adopted by the Department of Defense. This second edition includes new material on:* • EV metrics • Implementing EVMS • Government contracts • Time-based earned schedule metrics • Critical chain methodologies

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## **CAMBRIDGE NATIONAL LEVEL 1/2 CERTIFICATE IN INFORMATION TECHNOLOGIES**

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**Hachette UK** *Target success in the Cambridge National Certificate in Information Technologies with this essential classroom resource that will develop students' understanding of data, build their transferable skills and knowledge to become confident users of technology and help them prepare for the external assessment. Builds students' knowledge through clearly focused content and activities to assess understanding and aid progression Prepares your students for the examined assessment with opportunities to test and consolidate understanding Provides students with contexts to apply digital technology skills*

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## **STRENGTHENING FORENSIC SCIENCE IN THE UNITED STATES**

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### **A PATH FORWARD**

**National Academies Press** *Scores of talented and dedicated people serve the forensic science community, performing vitally important work. However, they are often constrained by lack of adequate resources, sound policies, and national support. It is clear that change and advancements, both systematic and scientific, are needed in a number of forensic science disciplines to ensure the reliability of work, establish enforceable standards, and promote best practices with consistent application. Strengthening Forensic Science in the United States: A Path Forward provides a detailed plan for addressing these needs and suggests the creation of a new government entity, the National Institute of Forensic Science, to establish and enforce standards within the forensic science community. The benefits of improving and regulating the forensic science disciplines are clear: assisting law enforcement officials, enhancing homeland security, and reducing the risk of wrongful conviction and exoneration. Strengthening Forensic Science in the United States gives a full account of what is needed to advance the forensic science disciplines, including upgrading of systems and organizational structures, better training, widespread adoption of uniform and enforceable best practices, and mandatory certification and accreditation programs. While this book provides an essential call-to-action for congress and policy makers, it also serves as a vital tool for law enforcement agencies, criminal prosecutors and attorneys, and forensic science educators.*

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## **PLANNING, IMPLEMENTING AND EVALUATING HEALTH PROMOTION PROGRAMS**

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**Jones & Bartlett Learning** *Planning, Implementing, and Evaluating Health Promotion Programs, Eighth Edition provides students with a comprehensive overview of the practical and theoretical skills needed to plan, implement, and evaluate health promotion programs in a variety of settings. The Eighth Edition incorporates a straightforward, step-by-step format to make concepts clear and the full process of health promotion planning understandable. This edition features updated information throughout, including the most current Responsibilities, Competencies and Subcompetencies (NCHCEC & SOPHE, 2020), the Code of Ethics for the Health Education Profession (CNHEO, 2020), a Report of the Joint Committee on Health Education and Promotion Terminology, and a new set of goals and objectives for the nation -- Healthy People 2030.*

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## INTRODUCTION TO SOFTWARE PROJECT MANAGEMENT

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**CRC Press** Although software development is one of the most complex activities carried out by man, sound development processes and proper project management can help ensure your software projects are delivered on time and under budget. Providing the know-how to manage software projects effectively, *Introduction to Software Project Management* supplies an access

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## A THOUSAND SPLENDID SUNS

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**Bloomsbury Publishing** *Mariam is only fifteen when she is sent to Kabul to marry Rasheed. Nearly two decades later, a friendship grows between Mariam and a local teenager, Laila, as strong as the ties between mother and daughter. When the Taliban take over, life becomes a desperate struggle against starvation, brutality and fear. Yet love can move a person to act in unexpected ways, and lead them to overcome the most daunting obstacles with a startling heroism.*

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## ACUTE PULMONARY EMBOLISM

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## A CHALLENGE FOR HEMOSTASIOLOGY

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**Springer Science & Business Media** *The value of echocardiography in the diagnostic work-up of patients with suspected acute pulmonary embolism.- New developments in the thrombolytic therapy of venous thrombosis.- Mechanism of blood coagulation. Newer aspects of anticoagulant and antithrombotic therapy.MR-angiography in the diagnosis of pulmonary embolism.Scintigraphy-ventilation/perfusion scanning and imaging of the embolus.- Clinical course and prognosis of acute pulmonary embolism.- The molecular mechanisms of inherited thrombophilia.*

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## THE FUJIFILM X-T3

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## 150 X-PERT TIPS TO GET THE MOST OUT OF YOUR CAMERA

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**Rocky Nook, Inc.** *In this book, popular Fuji Rumors "X-Pert Corner" columnist Rico Pfirstinger teaches you about the little-known capabilities of the Fujifilm X-T3, which he's discovered through months of in-depth research and experimentation with the camera. After a brief overview of the camera's basic functions, Rico cuts to the chase and provides a plethora of tips and practical instructions not found in the user's manual. With this knowledge, you will be able to take full advantage of the capabilities of the X-T3.*

The Fujifilm X-series cameras have amazing features but may require an adjustment period for those new to using these cameras, even photographers who have been lifetime shooters. This guide will help you to quickly feel comfortable using your camera so that you can achieve excellent results.

Topics covered include:

- Menu shortcuts
  - Long exposures
  - Firmware upgrades
  - Hybrid autofocus system
  - Auto and manual focusing
  - Face detection
  - ISOless sensor
  - Dynamic Range expansion
  - Film simulations
  - Custom settings
  - RAW conversion
  - Movies
  - Self-timer
  - Flash
  - Adapted lenses
  - Taking Videos
  - And much more...
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## A MANAGEMENT GUIDE TO PERT/CPM

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## WITH GERT/PDM/DCPM AND OTHER NETWORKS

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Prentice Hall

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## RTO-ASSISTANT MOTOR VEHICLE INSPECTOR EXAM EBOOK-PDF

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**PREVIOUS YEARS' PAPERS OF VARIOUS EXAMS**

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**Chandresh Agrawal** *SGN. The Ebook RTO-Assistant Motor Vehicle Inspector Exam Covers Previous Years' Papers Of Various Exams with Answers.*

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**APSC-RTO-ASSAM MOTOR VEHICLE INSPECTOR EXAM EBOOK-PDF**

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**ALL SECTIONS COVERED**

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**Chandresh Agrawal** *SGN. The Ebook APSC-RTO-Assam Motor Vehicle Inspector Exam Covers All Sections Of The Exam.*

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**THE AMERICAN PSYCHIATRIC ASSOCIATION PRACTICE GUIDELINES FOR THE PSYCHIATRIC EVALUATION OF ADULTS, THIRD EDITION**

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**American Psychiatric Pub** *Since the publication of the Institute of Medicine (IOM) report Clinical Practice Guidelines We Can Trust in 2011, there has been an increasing emphasis on assuring that clinical practice guidelines are trustworthy, developed in a transparent fashion, and based on a systematic review of the available research evidence. To align with the IOM recommendations and to meet the new requirements for inclusion of a guideline in the National Guidelines Clearinghouse of the Agency for Healthcare Research and Quality (AHRQ), American Psychiatric Association (APA) has adopted a new process for practice guideline development. Under this new process APA's practice guidelines also seek to provide better clinical utility and usability. Rather than a broad overview of treatment for a disorder, new practice guidelines focus on a set of discrete clinical questions of relevance to an overarching subject area. A systematic review of evidence is conducted to address these clinical questions and involves a detailed assessment of individual studies. The quality of the overall body of evidence is also rated and is summarized in the practice guideline. With the new process, recommendations are determined by weighing potential benefits and harms of an intervention in a specific clinical context. Clear, concise, and actionable recommendation statements help clinicians to incorporate recommendations into clinical practice, with the goal of improving quality of care. The new practice guideline format is also designed to be more user friendly by dividing information into modules on specific clinical questions. Each module has a consistent organization, which will assist users in finding clinically useful and relevant information quickly and easily. This new edition of the practice guidelines on psychiatric evaluation for adults is the first set of the APA's guidelines developed under the new guideline development process. These guidelines address the following nine topics, in the context of an initial psychiatric evaluation: review of psychiatric symptoms, trauma history, and treatment history; substance use assessment; assessment of suicide risk; assessment for risk of aggressive behaviors; assessment of cultural factors; assessment of medical health; quantitative assessment; involvement of the patient in treatment decision making; and documentation of the psychiatric evaluation. Each guideline recommends or suggests topics to include during an initial psychiatric evaluation. Findings from an expert opinion survey have also been taken into consideration in making recommendations or suggestions. In addition to reviewing the available evidence on psychiatry evaluation, each guideline also provides guidance to clinicians on implementing these recommendations to enhance patient care.*

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**THE BOOK OF THE COURTIER**

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**Courier Corporation** *An insider's view of court life during the Renaissance, here is the handiwork of a 16th-century diplomat who was called upon to resolve the differences in a war of etiquette among the Italian nobility.*

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**HBR GUIDE TO PROJECT MANAGEMENT (HBR GUIDE SERIES)**

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**Harvard Business Press** *MEET YOUR GOALS—ON TIME AND ON BUDGET. How do you rein in the scope of your project when you've got a group of demanding stakeholders breathing down your neck? And map out a schedule everyone can stick to? And motivate team members who have competing demands on their time and attention? Whether you're managing your first project or just tired of improvising, this guide will give you the tools and confidence you need to define smart goals, meet them, and capture lessons learned so future projects go even more smoothly. The HBR Guide to Project Management will help you: Build a strong, focused team Break major objectives into manageable tasks Create a schedule that keeps all the moving parts under control Monitor progress toward your goals Manage stakeholders' expectations Wrap up your project and gauge its success*

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**PRINCIPLES OF SEQUENCING AND SCHEDULING**

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**John Wiley & Sons** *An updated edition of the text that explores the core topics in scheduling theory The second edition of Principles of Sequencing and Scheduling has been revised and updated to provide comprehensive coverage of sequencing and scheduling topics as well as emerging developments in the field. The text offers balanced coverage of deterministic models and stochastic models and includes new developments in safe scheduling and project scheduling, including coverage of project analytics. These new topics help bridge the gap between classical scheduling and actual practice. The authors—noted experts in the field—present a coherent and detailed introduction to the basic models, problems, and methods of scheduling theory. This book offers an introduction and overview of sequencing and scheduling and covers such topics as single-machine and multi-machine models, deterministic and stochastic problem formulations, optimization and heuristic solution approaches, and generic and specialized software methods. This new edition adds coverage on topics of recent interest in shop scheduling and project scheduling. This important resource: Offers comprehensive coverage of deterministic models as well as recent approaches and developments for stochastic models Emphasizes the application of generic optimization software to basic sequencing problems and the use of spreadsheet-based optimization methods Includes updated coverage on safe scheduling, lognormal modeling, and job selection Provides basic coverage of robust scheduling as contrasted with safe scheduling Adds a new chapter on project analytics, which supports the PERT21 framework for project scheduling in a stochastic environment. Extends the coverage of PERT 21 to include hierarchical scheduling Provides end-of-chapter references and access to advanced Research Notes, to aid readers in the further exploration of advanced topics Written for upper-undergraduate and graduate level courses covering such topics as scheduling theory and applications, project scheduling, and operations scheduling, the second edition of Principles of Sequencing and Scheduling is a resource that covers scheduling techniques and contains the most current research and emerging topics.*

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**SUSTAINABLE TOURISM DEVELOPMENT IN THE HIMALAYA: CONSTRAINTS AND PROSPECTS**

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**Springer Nature** *This book provides a detailed description of sustainable tourism development in the Uttarakhand Himalaya. Though the Uttarakhand Himalaya is bestowed with numerous locales of tourists/pilgrims' interests, tourism has not yet been developed substantially. This book describes geographical and cultural components of tourism, major types of tourism and tourist places, tourist/pilgrim circuits, case studies of the important tourists/pilgrims' routes, trends of tourism, development of homestay tourism, development of infrastructural facilities for tourism development, major constraints and prospects of sustainable tourism development, and conclusions. SWOC analysis of tourism activities has been carried out. The book is based on the author's observation of tourism development in the Uttarakhand Himalaya. Further, large tourism data was gathered and analyzed, using a qualitative and a quantitative method, and a sustainable tourism model was developed. This book is very useful for students, research scholars, academicians, and policymakers.*

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**MANAGEMENT OF ACUTE PULMONARY EMBOLISM**

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**Springer Science & Business Media** *This practical volume highlights traditional, novel, and evolving aspects of the diagnosis and treatment of pulmonary embolism (PE). The contributors comprise an international team of experts. Important aspects of diagnosis, risk stratification, and differential treatment of patients with PE are presented in a concise, yet comprehensive manner. Emphasis is placed on specific issues related to PE, including pregnancy, cancer, thrombophilia, and air travel.*

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**INTERNATIONAL HUMANITARIAN LAW**

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**Cambridge University Press** *The law that regulates armed conflicts is one of the oldest branches of international law, and yet continues to be one of the most dynamic areas of law today. This book provides an accessible, scholarly, and up-to-date examination of international humanitarian law, offering a comprehensive and logical discussion and analysis of the law. The book contains detailed examples, extracts from relevant cases, useful discussion questions, and a recommended reading list for every chapter. Emerging trends in theory and practice of international humanitarian law are also explored, allowing for readers to build on their knowledge, and grapple with some of the biggest challenges facing the law of armed conflict in the twenty-first century. This second edition offers new sections on issues like detention in non-international armed conflict, characterisation of non-international armed conflicts, expanded chapters on occupation and the protection of civilians, means and methods of warfare, and implementation, enforcement and accountability.*

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**PROJECT MANAGEMENT**

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## A SYSTEMS APPROACH TO PLANNING, SCHEDULING, AND CONTROLLING

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**John Wiley & Sons** The landmark project management reference, now in a new edition Now in a Tenth Edition, this industry-leading project management "bible" aligns its streamlined approach to the latest release of the Project Management Institute's Project Management Body of Knowledge (PMI®'s PMBOK® Guide), the new mandatory source of training for the Project Management Professional (PMP®) Certification Exam. This outstanding edition gives students and professionals a profound understanding of project management with insights from one of the best-known and respected authorities on the subject. From the intricate framework of organizational behavior and structure that can determine project success to the planning, scheduling, and controlling processes vital to effective project management, the new edition thoroughly covers every key component of the subject. This Tenth Edition features: New sections on scope changes, exiting a project, collective belief, and managing virtual teams More than twenty-five case studies, including a new case on the Iridium Project covering all aspects of project management 400 discussion questions More than 125 multiple-choice questions (PMI, PMBOK, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

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### AN ILLUSTRATED COLOUR TEXT

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**Elsevier Health Sciences** Now in its fourth edition, this definitive and popular introduction to human behaviour in the context of health and illness includes three new chapters, many new contributors and a new co-editor. It is arranged in nine sections to cover the core concepts of psychology and sociology as they apply to medicine. The life cycle Development of the person Society and health Preventing illness and promoting health Illness, behaviour and the doctor-patient encounter Illness and disability Coping with illness and disability How do health services work How do you fit into all this? Topics presented as self-contained double-page spreads. Cases throughout to reinforce understanding of important concepts. Boxes and discussion points throughout. The authors comprise psychologists, sociologists and doctors. Highly illustrated 48 new contributors New co-editor, Gerry Humphris 3 new chapters: Malnutrition and obesity Urban nature health and well-being LGBT Health

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## PROJECT RISK ANALYSIS AND MANAGEMENT GUIDE

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**APM Publishing Limited** The second edition of the *Project Risk Analysis and Management Guide* maintains the flavour of the original and the qualities that made the first edition so successful. The new edition includes: The latest practices and approaches to risk management in projects; Coverage of project risk in its broadest sense, as well as individual risk events; The use of risk management to address opportunities (uncertain events with a positive effect on the project's objectives); A comprehensive description of the tools and techniques required; New material on the human factors, organisational issues and the requirements of corporate governance; New chapters on the benefits and also behavioural issues

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## COMPTIA PROJECT+ STUDY GUIDE

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### EXAM PK0-004

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**John Wiley & Sons** The bestselling Project+ preparation guide, updated for the latest exam The *CompTIA Project+ Study Guide, Second Edition* is your comprehensive resource for taking Exam PK0-004. With 100% coverage of all exam objectives, bolstered by real-world scenarios and the Sybex interactive learning environment, this book gives you everything you need to approach the exam with confidence. Detailed explanations and superior study tools cover and reinforce setup, initiation, planning, execution, delivery, change, control, communication, and closure, and the author Kim Heldman's twenty-five years of project management experience provide deep insight into real-world applications. Study tools include access to two bonus practice exams, allowing you to focus on areas you need further review, and electronic flashcards provide last minute review on key concepts. The Project+ exam is a first step into the complex world of project management, and serves as a springboard to the Project Management Institute's (PMI) PMP certification. This study guide helps you build the knowledge you need to be confident on exam day. Review 100 percent of the Project+ exam objectives Understand the real-world applications of each concept Gain expert insight drawn from real-world experience Access online practice exams, electronic flashcards, and more Every industry needs people who know how to deliver successful project outcomes. The Project+ exam parallels the PMI's A Guide to Project Management Body of Knowledge (PMBOK® Guide), so this smart study guide gives you a solid foundation for additional project management training and certification. The *CompTIA Project+ Study Guide, Second Edition* combines industry-leading expertise with Sybex resources to help you successfully begin your project management journey. **IOS Press**

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**A TAXONOMY FOR LEARNING, TEACHING, AND ASSESSING**

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**A REVISION OF BLOOM'S TAXONOMY OF EDUCATIONAL OBJECTIVES**

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**Pearson** *This revision of Bloom's taxonomy is designed to help teachers understand and implement standards-based curriculums. Cognitive psychologists, curriculum specialists, teacher educators, and researchers have developed a two-dimensional framework, focusing on knowledge and cognitive processes. In combination, these two define what students are expected to learn in school. It explores curriculums from three unique perspectives-cognitive psychologists (learning emphasis), curriculum specialists and teacher educators (C & I emphasis), and measurement and assessment experts (assessment emphasis). This revisited framework allows you to connect learning in all areas of curriculum. Educators, or others interested in educational psychology or educational methods for grades K-12.*