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## **KEY=WEEK - GAEL BRADFORD**

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### **THE 12 WEEK YEAR**

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#### **GET MORE DONE IN 12 WEEKS THAN OTHERS DO IN 12 MONTHS**

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*John Wiley & Sons* The guide to shortening your execution cycle down from one year to twelve weeks Most organizations and individuals work in the context of annual goals and plans; a twelve-month execution cycle. Instead, The 12 Week Year avoids the pitfalls and low productivity of annualized thinking. This book redefines your "year" to be 12 weeks long. In 12 weeks, there just isn't enough time to get complacent, and urgency increases and intensifies. The 12 Week Year creates focus and clarity on what matters most and a sense of urgency to do it now. In the end more of the important stuff gets done and the impact on results is profound. Explains how to leverage the power of a 12 week year to drive improved results in any area of your life Offers a how-to book for both individuals and organizations seeking to improve their execution effectiveness Authors are leading experts on execution and implementation Turn your organization's idea of a year on its head, and speed your journey to success.

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### **THE 12 WEEK YEAR FIELD GUIDE**

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#### **GET MORE DONE IN 12 WEEKS THAN OTHERS DO IN 12 MONTHS**

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*John Wiley & Sons* Update your thinking and avoid complacency with the 12 week year Are you ready to change your life? This hands-on template for implementing advice from the game-changing book The 12 Week Year is a study guide that makes it easy for anyone to apply the 12 week year to their own lives. Instead of getting bogged down in annualized thinking that produces pitfalls and saps productivity,

follow along with this guide to redefine your “year” to be just 12 weeks long. By doing so, you’ll avoid complacency, begin to focus on what matters most, create better clarity, and develop a sense of urgency so that “now” is always the right time to act. Applicable to business growth, career goals, and life in general, the 12 week plan will help you improve in any—or every—area. By closing the “knowing-doing gap,” you’ll discover how to execute on what you already know and greatly expand the boundaries of your capabilities. Learn to: Create your personal and business visions with step-by-step tips Develop your own 12 week plan by applying what you know to what you do Put over 10 years of field-tested content, exercises, and templates to work for you Build a 12 week commitment and apply the system to your own life and business Take back your life, improve your thinking, and advance your business or career by implementing real-world, hands-on methods in *The 12 Week Year Study Guide*.

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## **THE 12 WEEK YEAR**

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## **THE 12 WEEK YEAR FOR WRITERS**

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### **A COMPREHENSIVE GUIDE TO GETTING YOUR WRITING DONE**

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*John Wiley & Sons* Get more words on the page with this proven and popular system *The 12 Week Year for Writers: A Comprehensive Guide to Getting Your Writing Done* is an easy-to-implement and practical framework for writers to get more work done in less time. You’ll answer big picture questions—What is my vision for the future? What are my writing goals?—while enacting a comprehensive system to plan and execute your writing. You’ll create a 12 Week Plan and a Model Week, collaborate with a weekly writing group, keep score, and learn to stick to a weekly execution routine. The book will also show you how to: Manage multiple writing projects at the same time Develop a prolific writer’s mindset and increase your output with the 12 Week Year system Deal with actionable specifics, like when and where to write Ideal for writers in all genres and fields, *The 12 Week Year for Writers* is the perfect hands-on guide for academic and business writers, authors, students, columnists, bloggers,

and copy and content writers who seek to increase their productivity and get more quality words on the page.

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## **UNCOMMON ACCOUNTABILITY**

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### **A RADICAL NEW APPROACH TO GREATER SUCCESS AND FULFILLMENT**

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*John Wiley & Sons* Own your choices and discover the true meaning of accountability. The implementation of true, organization-wide accountability has the potential to transform your firm's—and your personal—performance. Unfortunately, the word “accountability” often has negative connotations, including blame, fear, and conflict. In *Uncommon Accountability*, best-selling authors and leadership strategists Brian Moran and Michael Lennington compellingly argue for a positive and affirming conception of accountability—one that stands for personal ownership of one's goals, actions, and progress. The authors show you how to harness the power of accountability, with all of its built-in potential to enable growth and learning, improve well-being, reduce stress, and drive results. You'll also learn to: Manage negative consequences by “holding others capable” and stop playing the blame game. Shift your thinking to take real advantage of simple behavior changes that improve results and engagement. Emphasize the power and importance of personal choice in every interaction. Containing real-world case studies that show you how to apply the principles contained within to your own circumstances, *Uncommon Accountability* is the perfect tool to unlock the potential of your team members.

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## **HANDBOOK ON PERSONALIZED LEARNING FOR STATES, DISTRICTS, AND SCHOOLS**

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*IAP* The recent passage of the Every Student Succeeds Act (ESSA) presents new opportunities and greater flexibility in efforts to personalize learning for all children. The *Handbook on Personalized Learning for States, Districts, and Schools* provides insight and guidance on maximizing that new flexibility. Produced by the Center on Innovations in Learning (CIL), one of seven national content centers funded by the U.S. Department of Education, this volume suggests how teachers can enhance personalized learning by cultivating relationships with students and their families to better understand a child's learning and motivation. Personalized learning also encourages the development of students' metacognitive, social, and emotional competencies, thereby fostering students' self-direction in their own education, one aimed at mastery of knowledge and skills and readiness for career and college. Chapters address topics across the landscape of personalized learning, including co-designing instruction and learning pathways with students; variation in the time, place, and pace of learning, including flipped and blended classrooms; and using technology to manage and analyze the learning process. The Handbook's chapters include Action Principles to guide states, districts, and schools in personalizing learning.

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## **HANDBOOK OF RESEARCH ON NEW MEDIA LITERACY AT THE K-12**

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## **LEVEL: ISSUES AND CHALLENGES**

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### **ISSUES AND CHALLENGES**

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*IGI Global* Provides comprehensive articles on significant issues, methods, and theories currently combining the studies of technology and literacy.

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### **REMITTANCE-LED DEVELOPMENT: REBUILDING OLD DEPENDENCIES OR A POWERFUL SOURCE OF HUMAN DEVELOPMENT?**

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### **REBUILDING OLD DEPENDENCIES OR A POWERFUL SOURCE OF HUMAN DEVELOPMENT? A VIEW ON LATIN AMERICA**

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*kassel university press GmbH*

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### **THE NEW ELEMENTARY TEACHER'S HANDBOOK**

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### **FLOURISHING IN YOUR FIRST YEAR**

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*Corwin Press* Everything a new elementary teacher needs for getting started is right here! This comprehensive guide from veteran educators gives first-year teachers expansive classroom-tested strategies for those critical first days of school. Written in the reassuring tone of a mentor teacher, this research-based handbook walks the novice teacher through setting up your classroom, managing behavior, assessing students' performance, and partnering with families. Thoroughly updated, this new edition includes the latest tips on: Teaching with technology Differentiating instruction for students from diverse backgrounds, including English language learners Planning effective standards-based lessons Achieving professional growth through job-embedded professional development

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### **DUCTAL CARCINOMA IN SITU OF THE BREAST**

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*Springer* This book provides up-to-date information on all aspects of ductal carcinoma in situ of the breast, including epidemiology, imaging, pathologic and biologic features, interventional diagnostics, nonpalpable lesion localization, and treatment. Surgical procedures are described in detail, covering breast conservation techniques, conservative mastectomies, breast reconstruction options, and axillary surgery. Guidance is provided on how to ensure adequacy of surgical excision and avoid local recurrence when performing breast conservation surgery and how to minimize morbidity from axillary surgery. The role and techniques of partial and whole breast irradiation are described, and the use of adjuvant systemic therapy options, including endocrine therapy and chemotherapy, is explained. A concluding chapter addresses the issue of recurrence and its current management. This book, designed for ease of consultation, will be of value for all involved in the multidisciplinary care of patients with ductal carcinoma in situ of the breast, including surgeons, medical oncologists, pathologists, radiologists, and radiotherapists.

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## **MUSCULOSKELETAL RESEARCH AND BASIC SCIENCE**

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*Springer* Strong roots in basic science and research enhance clinical practice. This book is a rich source of information for basic scientists and translational researchers who focus on musculoskeletal tissues and for orthopedic and trauma surgeons seeking relevant up-to-date information on molecular biology and the mechanics of musculoskeletal tissue repair and regeneration. The book opens by discussing biomaterials and biomechanics, with detailed attention to the biologic response to implants and biomaterials and to the surface modification of implants, an important emerging research field. Finite element analysis, mechanical testing standards and gait analysis are covered. All these chapters are strongly connected to clinical applications. After a section on imaging techniques, musculoskeletal tissues and their functions are addressed, the coverage including, for example, stem cells, molecules important for growth and repair, regeneration of cartilage, tendons, ligaments, and peripheral nerves, and the genetic basis of orthopedic diseases. State-of-the-art applications such as platelet rich plasma were included. Imaging is a daily practice of scientists and medical doctors. Recent advancements in ultrasonography, computerized tomography, magnetic resonance, bone mineral density measurements using dual energy X-ray absorptiometry, and scintigraphy was covered following conventional radiography basics. Further extensive sections are devoted to pathology, oncogenesis and tumors, and pharmacology. Structure is always related with function. Surgical anatomy was therefore covered extensively in the last section.

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## **WHO GUIDELINES FOR INDOOR AIR QUALITY**

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### **SELECTED POLLUTANTS**

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*World Health Organization* This book presents WHO guidelines for the protection of public health from risks due to a number of chemicals commonly present in indoor air. The substances considered in this review, i.e. benzene, carbon monoxide, formaldehyde, naphthalene, nitrogen dioxide, polycyclic aromatic hydrocarbons (especially benzo[a]pyrene), radon, trichloroethylene and tetrachloroethylene, have indoor sources, are known in respect of their hazardousness to health and are often found indoors in concentrations of health concern. The guidelines are targeted at public health professionals involved in preventing health risks of environmental exposures, as well as specialists and authorities involved in the design and use of buildings, indoor materials and products. They provide a scientific basis for legally enforceable standards.

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## **DEPARTMENT OF THE INTERIOR AND RELATED AGENCIES APPROPRIATIONS FOR 2000**

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### **HEARINGS BEFORE A SUBCOMMITTEE OF THE COMMITTEE ON APPROPRIATIONS, HOUSE OF REPRESENTATIVES, ONE HUNDRED SIXTH CONGRESS, FIRST SESSION**

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**DEPARTMENT OF THE INTERIOR AND RELATED AGENCIES  
APPROPRIATIONS FOR 2000: JUSTIFICATION OF THE BUDGET  
ESTIMATES: INDIAN HEALTH SERVICE**

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**THE BUSINESS GUIDE TO SUSTAINABILITY**

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**PRACTICAL STRATEGIES AND TOOLS FOR ORGANIZATIONS**

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*Routledge* The Business Guide to Sustainability is a practical introduction to implementing a comprehensive sustainability strategy in any organization. Written by top business consultants, this useful book can be applied in both large and small enterprises. This edition shifts away from a discussion of CSR to focus more squarely on sustainability. It explores strategies for implementing sustainability in each of the functional areas of the corporation (accounting, HR, operations, etc.), while providing examples from a range of sectors, including manufacturing, services, and government. The book also includes the authors' S-CORE assessment tool to help organizations determine whether they are on the right track, identify new opportunities, and assign accountability and responsibility. Brimming with interesting stories and examples, and covering new developments such as the emergence of BRICs and the effects of the Great Recession, this book will interest managers, business owners, and students for whom sustainability is a priority.

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**MATERNAL CHILD NURSING CARE IN CANADA - E-BOOK**

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*Elsevier Health Sciences* Featuring the most accurate, current, and clinically relevant information available, Perry's Maternal Child Nursing Care in Canada combines essential maternity and pediatric nursing information in one text. Comprehensive coverage includes promotion of wellness and the care for persons experiencing common health concerns throughout the lifespan, care in childbearing, as well as the health care of children and child development in the context of the family. Health concerns, including physiological dysfunctions and special needs and illnesses, are also featured. This text provides a family-centred care approach that recognizes the importance of collaboration with families when providing care. Medication Alerts stress medication safety concerns for better therapeutic management. Safety Alerts highlighted and integrated within the content draw attention to developing competencies related to safe nursing practice. Research Focus boxes identify best practices by presenting evidence and how to apply the knowledge learned. Atraumatic Care boxes in the pediatric unit teach you how to provide competent and effective care to pediatric patients with the least amount of physical or psychological stress. Community Focus boxes emphasize community issues, supply resources and guidance, and illustrate nursing care in a variety of settings. Clinical reasoning case studies offer you opportunities to test and develop your analytical skills and apply knowledge in various settings. Cultural Awareness boxes explore beliefs and practices about pregnancy, childbirth, parenting, women's health concerns, and caring for sick children. Evidence-Informed Practice boxes highlight findings that confirm effective practices or that identify practices with unknown, ineffective, or harmful effects. Emergency boxes alert you to emergency situations and guide you

step-by-step through emergency procedures. Family-Centred Care boxes highlight the needs or concerns of families that you should consider in providing family-centred care. Guidelines boxes outline nursing procedures in an easy-to-follow format. Home Care boxes detail important information that you need to deliver care to patients and families in the home setting. Medication Guide boxes include key information about medications used in maternity and newborn care, including their indications, adverse effects, and nursing considerations. Patient Teaching boxes assist you in helping patients and families become involved in their own care with optimal outcomes.

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## **SHRINKING VIOLETS**

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### **THE SECRET LIFE OF SHYNESS**

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*Profile Books* Our success as a species is built on sociability, so shyness in humans should be an anomaly. But it's actually remarkably common - we all know what it's like to cringe in embarrassment, stand tongue-tied at the fringe of an unfamiliar group, or flush with humiliation if we suddenly become the unwelcome centre of attention. In *Shrinking Violets*, Joe Moran explores the hidden world of shyness, providing insights on everything from timidity in lemon sharks to the role of texting in Finnish love affairs. As he seeks answers to the questions that shyness poses - Why are we shy? Can we overcome it? Does it define us? - he uncovers the fascinating stories of the men and women who were 'of the violet persuasion', from Charles Darwin to Agatha Christie, and from Tove Jansson to Nick Drake. In their stories - often both heart-breaking and inspiring - and through the myriad ways scientists and thinkers have tried to explain and cure shyness, Moran finds a hopeful conclusion. To be shy, he decides, is not simply a burden - it is also a gift, a different way of seeing the world that can be both enriching and inspiring.

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### **HOW TO FINISH YOUR PHD**

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*Catherine Pope Limited* Are you stuck in your PhD? Is progress imperceptible to the naked eye? You're feeling overwhelmed by everything that needs to be done and there's no clear path. The more you worry, the less work you get done; the less work that gets done, the more you worry: it's a vicious cycle. With the help of this practical book, you'll take a new approach to your thesis. I've coached thousands of PhD students through to the finish line. I also managed to complete my own PhD when it seemed vanishingly unlikely. Some people breeze through their PhD, knowing exactly what they're doing and never giving their supervisor a moment's worry. That probably isn't you. For most of us it's tough - that's why relatively few people get to call themselves Doctor. It's hard, but not impossible. I want to help make it possible for you. I'll help you understand why you're stuck and what you can do about it. By the end of the book, you'll have the clarity and confidence you need to finish your PhD. Together we'll create an action plan that's right for you. Each chapter includes activities and downloadable resources. You won't find anything about theory, methodologies, or epistemologies here. There are plenty of other books on how to write a PhD - this book is on how to finish it. Take a look at the

outline below to see what we'll cover. CONTENTS 1. What's the Purpose of PhD? Why are you doing a PhD? (I'll help you remember) What on earth is a thesis, anyway? How can you set some limits and avoid doing too much? 2. Getting Ready to Do Things Differently Forgetting the past and focusing on the future Adopting a growth mindset Overcoming imposter syndrome and defeating your inner critic 3. Making a Plan You're the project manager! Who's on your team? What needs to happen and when? Anticipating problems and solving them in advance Breaking everything down into more manageable chunks 4. Working with Your Supervisor What type of supervision do you need? Managing the supervisory relationship Resolving conflict Agreeing plans with your supervisor Soliciting effective feedback 5. Managing Competing Priorities Understanding your circle of control Managing your time effectively Saying no Choosing the best time to write Looking after your health 6. Becoming a More Productive Writer Protecting your writing time Finding the right place to work Improving focus and eliminating distractions Making writing easier for yourself Defeating procrastination 7. Building Routines and Keeping Going Meeting your monkey sidekick Creating startup and shutdown routines Developing good habits Measuring progress Avoiding perfectionism 8. Getting Ready for Submission Thinking about your examiners Breaking down the editing process How much time do you need for editing? Knowing when to stop Your submission checklist

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## **TRAINING ENGINEERING STUDENTS FOR MODERN TECHNOLOGICAL ADVANCEMENT**

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*IGI Global* Engineering education leads the preparation of the next generation of engineers. This is a difficult task as engineering practices rapidly evolve, pressured by the technological advancements promoted by these same engineers. Engineering schools are integrated into large and rigid higher education institutions (HEI) that are not known for their agility. Nevertheless, engineering educators must have the agility to go beyond HEI boundaries to close the gap between professional practice needs and engineering education. *Training Engineering Students for Modern Technological Advancement* examines the role of engineering teachers in preparing the next generation of engineers and presents perspectives on active learning methods for engineering education. As such, it contributes to bypassing the compartmentalized way of course organization typical in many HEIs and prepares for more agile engineering education. Covering topics such as game-based teaching methods, Industry 4.0, and management skills, this book is a dynamic resource ideal for engineers, engineering professors, engineering students, general educators, engineering professionals, academicians, and researchers.

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## **THE MAUDSLEY PRESCRIBING GUIDELINES IN PSYCHIATRY**

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*John Wiley & Sons* The revised 13th edition of the essential reference for the prescribing of drugs for patients with mental health disorders The revised and updated 13th edition of *The Maudsley Prescribing Guidelines in Psychiatry* provides up-to-date information, expert guidance on prescribing practice in mental health, including drug choice, treatment of adverse effects and how to augment or switch medications. The text covers a wide range of topics including pharmacological

interventions for schizophrenia, bipolar disorder, depression and anxiety, and many other less common conditions. There is advice on prescribing in children and adolescents, in substance misuse and in special patient groups. This world-renowned guide has been written in concise terms by an expert team of psychiatrists and specialist pharmacists. The Guidelines help with complex prescribing problems and include information on prescribing psychotropic medications outside their licensed indications as well as potential interactions with other medications and substances such as alcohol, tobacco and caffeine. In addition, each of the book's 165 sections features a full reference list so that evidence on which guidance is based can be readily accessed. This important text: Is the world's leading clinical resource for evidence-based prescribing in day-to-day clinical practice and for formulating prescribing policy Includes referenced information on topics such as transferring from one medication to another, prescribing psychotropic medications during pregnancy or breastfeeding, and treating patients with comorbid physical conditions, including impaired renal or hepatic function. Presents guidance on complex clinical problems that may not be encountered routinely Written for psychiatrists, neuropharmacologists, pharmacists and clinical psychologists as well as nurses and medical trainees, The Maudsley Prescribing Guidelines in Psychiatry are the established reference source for ensuring the safe and effective use of medications for patients presenting with mental health problems.

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## **MINERALS YEARBOOK**

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## **SEXUALLY TRANSMITTED DISEASES, FOURTH EDITION**

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*McGraw-Hill Professional* The most respected, all-in-one global STD reference -- now in full-color A Doody's Core Title! 5 STAR DOODY'S REVIEW! "With a level of detail that is unmatched by any other textbook in the field of sexually transmitted diseases (STDs), this book is the ultimate reference in this area . . . No question about it -- this book is the ultimate resource for information about sexually transmitted diseases. -- Doody's Review Service" With a level of detail and scientific rigor that no other text can match, Sexually Transmitted Diseases takes you through all aspects of STDs, from epidemiology to diagnosis and public health measures. Featuring an exciting new full-color format, the fourth edition of Sexually Transmitted Diseases delivers the most encyclopedic overview of the clinical, microbiological, and public health aspects of STDs, including HIV. Turn to any page, and you'll find essential coverage of critical new developments in vaccines and prevention, global epidemiology, new treatments, and much more. Features of the Fourth Edition: The ultimate sourcebook on STDs, with top-to-bottom coverage of all STDs and all etiologies, from bacteria to viruses and more Cutting-edge insights and clinically relevant perspectives from a distinguished roster of international authorities in medicine, infectious disease, and public health NEW! Brand-new chapters that cover: Drug Use and STDs, Cervical Cancer and STDs, Prevention of Opportunistic Infections in AIDS, Pregnancy and Bacterial STDs, Pregnancy and Perinatal Transmission of STDs, The Role of Primary Care Clinicians in Managing STDs, and STD and HIV Vaccines NEW! Eye-catching full-color format with hundreds of precise illustrations that drive home chapter concepts and help you visualize various conditions

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## EXPANDING WAISTLINES

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### AN EDUCATOR'S GUIDE TO CHILDHOOD OBESITY

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*BRILL* The book explores the factors that contribute to obesity in society and the associated risks of excess weight on children and youth. Subsequent chapters discuss how to promote healthy eating practices and regular physical activity at school and home

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## OECD HEALTH POLICY STUDIES WAITING TIME POLICIES IN THE HEALTH SECTOR WHAT WORKS?

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### WHAT WORKS?

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*OECD Publishing* This book provides a framework to understand why there are waiting lists for elective surgery in some OECD countries and not in others. It also describes how waiting times are measured in OECD countries and reviews different policy approaches to tackling excessive waiting times.

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## GERIATRIC PSYCHIATRY

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### A CASE-BASED TEXTBOOK

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*Springer* This textbook presents real-world cases and discussions that introduce the various mental health syndromes found in the aging population before delving into the core concepts covered by geriatric psychiatry curricula. The text follows each case study with the vital information necessary for physicians in training, including key features of each disorder and its presentation, practical guidelines for diagnosis and treatment, clinical pearls, and other devices that are essential to students of geriatric psychiatry. With the latest DSM-5 guidelines and with rich learning tools that include key points, review questions, tables, and illustrations, this text is the only resource that is specifically designed to train both American and Canadian candidates for specialty and subspecialty certification or recertification in geriatric psychiatry. It will also appeal to audiences worldwide as a state-of-the-art resource for credentialing and/or practice guidance. The text meets the needs of the future head on with its straightforward coverage of the most frequently encountered challenges, including neuropsychiatric syndromes, psychopharmacology, eldercare and the law, substance misuse, mental health following a physical condition, medical psychiatry, and palliative care. Written by experts in the field, *Geriatric Psychiatry: A Case-Based Textbook* is the ultimate resource for graduate and undergraduate medical students and certificate candidates providing mental health care for aging adults, including psychiatrists, psychologists, geriatricians, primary care and family practice doctors, neurologists, social workers, nurses, and others.

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## OUT-OF-FIELD TEACHING AND EDUCATION POLICY

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### INTERNATIONAL MICRO-EDUCATION POLICY

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*Springer Nature* This book focuses on the elusive out-of-field teaching phenomenon

and its direct effects on quality education globally. Based on the experiences and concerns of teachers and school leaders, it investigates the phenomenon's impact on everyday teaching and school practices, and offers insights into the challenges that out-of-field teachers face in maintaining their role as the "knowledgeable counterpart" in their teaching and learning environments. In this frame, it also highlights the often-overlooked importance of initial teacher education and its preparation of prospective teachers for employment in complex school contexts, subjects or year levels. The book emphasises the need to develop specific policy strategies to effectively address the global implications of out-of-field teaching, and explores the potential of micro-education policies as targeted support resources for teachers in these challenging positions. Through this new policy lens, which renegotiates the discourse of education policy as a quality education improvement framework, the book offers readers a comprehensive understanding of the urgent need for policy to uphold all stakeholders involved in these unique and complex environments. Accordingly, the book is a valuable resource for academic advisors, decision-makers, policy-makers, and educational and school leaders in developing new approaches to improving school outcomes that promote the retention of teachers for a strong and stable teaching workforce.

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## **PUBLIC PRIVATE PARTNERSHIPS IN EDUCATION**

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### **NEW ACTORS AND MODES OF GOVERNANCE IN A GLOBALIZING WORLD**

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*Edward Elgar Publishing* 'Far from simply being a form of cost sharing between the "state" and the "market," PPP has been celebrated by some, and condemned by others, as the champion of change in the new millennium. This book has been written by the best minds in education policy, political economy, and development studies. They convincingly argue that public private partnership represents a new mode of governance that ranges from covert support of the private sector (vouchers, subsidies) to overt collaboration with corporate actors in the rapidly growing education industry. The analyses are simply brilliant and indispensable for understanding how and why this particular best/worst practice went global.' - Gita Steiner-Khamsi, Columbia University, New York, US This insightful book brings together both academics and researchers from a variety of international organizations and aid agencies to explore the complexities of public private partnerships (PPPs) as a resurgent, hybrid mode of educational governance that operates across scales, from the community to the global. The contributors expertly study the different types of partnership arrangements and thoroughly critique the value of PPPs. Some chapters explore how PPPs, as a policy idea, have been constructed in transnational agendas for educational development and circulated globally, whilst other chapters explore the role and implications of PPPs in developing countries, providing arguments for and against an expanding reliance on PPPs in national educational systems. The theoretical framing of the book draws upon leading theories of international relations to develop a unique perspective on the global governance of education. It will prove insightful for both scholars and policymakers in public policy and education.

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## **PHYSICAL AND BIOLOGICAL HAZARDS OF THE WORKPLACE**

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*John Wiley & Sons* "Provides updated information on protecting workers from proven and possible health risks from manual material handling, extremes of temperature and pressure, ionizing and non-ionizing (magnetic fields) radiation, shiftwork, and more"--

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## **12 MONTHS TO \$1 MILLION**

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### **HOW TO PICK A WINNING PRODUCT, BUILD A REAL BUSINESS, AND BECOME A SEVEN-FIGURE ENTREPRENEUR**

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*BenBella Books* This is the road map to a seven-figure business . . . in one year or less The word "entrepreneur" is today's favorite buzzword, and any aspiring business owner has likely encountered an overwhelming number of so-called "easy paths to success." The truth is that building a real, profitable, sustainable business requires thousands of hours of commitment, grit, and hard work. It's no wonder why more than half of new businesses close within six years of opening, and fewer than 5 percent will ever earn more than \$1 million annually. *12 Months to \$1 Million* condenses the startup phase into one fast-paced year that has helped hundreds of new entrepreneurs hit the million-dollar level by using an exclusive and foolproof formula. By cutting out the noise and providing a clear and proven plan, this roadmap helps even brand-new entrepreneurs make decisions quickly, get their product up for sale, and launch it to a crowd that is ready and waiting to buy. This one-year plan will guide you through the three stages to your first \$1 million: • **The Grind (Months 0-4):** This step-by-step plan will help you identify a winning product idea, target customers that are guaranteed to buy, secure funding, and take your first sale within your first four months. • **The Growth (Months 5 - 8):** Once you're in business, you will discover how to use cheap and effective advertising strategies to get your product to at least 25 sales per day, so you can prove you have a profitable business. • **The Gold (Months 9-12):** It's time to establish series of products available for sale, until you are averaging at least 100 sales per day, getting you closer to the million-dollar mark every single day. Through his training sessions at *Capitalism.com*, Ryan Daniel Moran has helped new and experienced entrepreneurs launch scalable and sustainable online businesses. He's seen more than 100 entrepreneurs cross the seven-figure barrier, many of whom go on to sell their businesses. If your goal is to be a full-time entrepreneur, get ready for one chaotic, stressful, and rewarding year. If you have the guts to complete it, you will be the proud owner of a million-dollar business and be in a position to call your own shots for life.

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## **CHILDREN'S NEEDS - PARENTING CAPACITY**

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### **CHILD ABUSE, PARENTAL MENTAL ILLNESS, LEARNING DISABILITY, SUBSTANCE MISUSE, AND DOMESTIC VIOLENCE**

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*The Stationery Office* This second edition of "Children's needs - parenting capacity" updates the original exploration of the research literature in the light of legal and

policy changes in England and findings from more recent national and international research. The edition has also been expanded to cover parental learning disabilities and how it may impact on parenting and children's health and development. The findings show that these parenting issues affect children differently depending on their age and individual circumstances. While some children grow up apparently unscathed, others exhibit emotional and behavioural disorders. This knowledge can inform practitioners undertaking assessments of the needs of children and their families and effective service responses. This publication is essential reading for practitioners, managers and policy makers concerned with improving the outcomes for children and families who are experiencing such problems.

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## **HANDBOOK OF PROFESSIONAL DEVELOPMENT IN EDUCATION**

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### **SUCCESSFUL MODELS AND PRACTICES, PREK-12**

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*Guilford Publications* This comprehensive handbook synthesizes the best current knowledge on teacher professional development (PD) and addresses practical issues in implementation. Leading authorities describe innovative practices that are being used in schools, emphasizing the value of PD that is instructive, reflective, active, collaborative, and substantive. Strategies for creating, measuring, and sustaining successful programs are presented. The book explores the relationship of PD to adult learning theory, school leadership, district and state policy, the growth of professional learning communities, and the Common Core State Standards. Each chapter concludes with thought-provoking discussion questions. The appendix provides eight illuminating case studies of PD initiatives in diverse schools.

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## **SLEEP AND SAFETY**

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*Bentham Science Publishers* "The National Highway Traffic Safety Administration (NHTSA) estimates that upto 4 percent of all fatal crashes are caused by drowsy driving and as many as 100,000 patients deaths per year may be due to fatigue related medical errors by doctors and nurses i"

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## **ISSUES IN PEACE AND CONFLICT STUDIES**

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### **SELECTIONS FROM CQ RESEARCHER**

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*SAGE Publications* Do nation-states have a "Responsibility to Protect"? Can countries heal after atrocities? Who should clean up after conflicts end? These questions—and many more—are at the heart of peace and conflict studies. This collection aims to promote in-depth discussion, facilitate further research and help readers formulate their own positions on crucial issues. It is intended to be a supplement for courses in peace and conflict studies that are offered in departments of psychology, sociology, anthropology, political science, and across all social science disciplines. About CQ Researcher Readers In the tradition of nonpartisanship and current analysis that is the hallmark of CQ Press, CQ Researcher readers investigate important and controversial policy issues. Offer your students the balanced reporting, complete overviews, and engaging writing that CQ Researcher has consistently provided for more than 80 years. Each article gives substantial background and analysis of a

particular issue as well as useful pedagogical features to inspire critical thinking and to help students grasp and review key material: A pro/con box that examines two competing sides of a single question A detailed chronology of key dates and events An annotated bibliography that includes Web resources An outlook section that addresses possible regulation and initiatives from Capitol Hill and the White House over the next 5 to 10 years Photos, charts, graphs, and maps

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## **BUSN**

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*Cengage Learning 4LTR Press* solutions give students the option to choose the format that best suits their learning preferences. This option is perfect for those students who focus on the textbook as their main course resource. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

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## **ADDRESSING ADVERSITY**

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### **PRIORITISING ADVERSITY AND TRAUMA-INFORMED CARE FOR CHILDREN AND YOUNG PEOPLE IN ENGLAND.**

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*YoungMinds / Health Education England / Human-Experience / An edited collection of papers published by YoungMinds and funded by Health Education England. With 1 in 3 adult mental health conditions related directly to adverse childhood experiences, it is vital that we understand the impact that adversity and trauma can have on the mental health and wellbeing of young people, and how we can strengthen resilience and support recovery. Addressing Adversity presents evidence, insight, direction and case studies for commissioners, providers and practitioners in order to stimulate further growth in adversity and trauma-informed care, and spark innovation and good practice across England. Section 1: Understanding adversity, trauma and resilience includes evidence and analysis of the impact that adverse childhood experiences and trauma have on children and young people's mental health and wider outcomes across the lifecourse. Section 2: Addressing childhood adversity and trauma includes insights from the NHS in England, organisations and clinicians working with children and young people who have experienced forms of adversity and trauma. Section 3: Emerging good practice includes insight, case studies and working examples of adversity and trauma-informed service models being developed across England. The collection ends with an agenda for change, calling on all Directors of Public Health, commissioners and providers to make adversity and trauma-informed care a priority in their locality.*

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## **THERAPEUTIC LIPIDOLOGY**

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*Springer Nature* This book is an up-to-date and comprehensive reference on lipidology. It will serve as a stimulus to the reader to continue to learn about the ever changing and fascinating field of therapeutic lipidology. It will also empower readers to improve and extend the lives of the patients they so conscientiously serve.

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## **GLASS' OFFICE GYNECOLOGY**

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*Lippincott Williams & Wilkins* "This is a mini textbook of gynecology to direct women's healthcare in the office. Care of the patient in the office is often different than what is learned in medical school or in the hospital-based residency. The work will outline epidemiology of gynecologic disease, examination tips, laboratory testing, diagnostic procedures, treatment and appropriate follow up as well as referral for specialty treatment and counseling"--Provided by publisher.

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## **GLOBAL PERSPECTIVES ON CHILDHOOD OBESITY**

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### **CURRENT STATUS, CONSEQUENCES AND PREVENTION**

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*Academic Press* Understanding the complex factors contributing to the growing childhood obesity epidemic is vital not only for the improved health of the world's future generations, but for the healthcare system. The impact of childhood obesity reaches beyond the individual family and into the public arenas of social systems and government policy and programs. *Global Perspectives on Childhood Obesity* explores these with an approach that considers the current state of childhood obesity around the world as well as future projections, the most highly cited factors contributing to childhood obesity, what it means for the future both for children and society, and suggestions for steps to address and potentially prevent childhood obesity. This book will cover the multi-faceted factors contributing to the rapidly growing childhood obesity epidemic. The underlying causes and current status of rapidly growing obesity epidemic in children in the global scenario will be discussed. The strategies for childhood obesity prevention and treatment such as physical activity and exercise, personalized nutrition plans and school and community involvement will be presented.

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## **PHARMACY MANAGEMENT, LEADERSHIP, MARKETING, AND FINANCE**

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*Jones & Bartlett Publishers* The Second Edition of the award-winning *Pharmacy Management, Leadership, Marketing, and Finance* has been updated to make this quality textbook an even more integral resource for your Pharmacy Management course. All previous chapters have been updated and multiple new chapters have been added including "Quality Improvement," "The Basics of Managing Risk," "Insurance Fundamentals," "Integrating Pharmacoeconomic Principles and Pharmacy Management," and "Developing and Evaluating Clinical Pharmacy Services." Chapters continue to be written in a concise and reader-friendly style, facilitating a deeper level of understanding of essential leadership and management concepts. The updated content has been designed with the next generation of pharmacists in mind and to prepare them using an integration of knowledge, skills, attitudes, and values. This includes new in-text features, such as the Management Challenge found at the end of each chapter, and online self-assessment questions and answers. With an easy-to-read and colorful new layout, engaging pedagogical features, and online tools and resources for both students and instructors, this new edition has everything needed to provide a complete and enriched learning experience. Instructor Resources Lesson Plans PowerPoint Presentations Sample Syllabus

Answers to End of Chapter Questions Case Studies Test Bank Student Companion  
Website includes: Self-Assessment Questions Interactive Glossary Crossword Puzzles  
Flashcards Web Links to additional learning materials

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## **SPORT AND EXERCISE PSYCHOLOGY**

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### **A CRITICAL INTRODUCTION**

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*Psychology Press* Sport and exercise psychology is a rapidly expanding field both academically and professionally. Aidan Moran provides the first textbook to combine an explanation of the theoretical foundations of sport and exercise psychology with critical reviews of contemporary research and practical suggestions for relevant independent research projects. Arranged in four complementary parts, the book moves from a general discussion of the nature and role of sport psychology to explorations of individual, group and health factors affecting performance. Designed to encourage students to apply their psychological knowledge and critical thinking abilities, each chapter features a summary and boxed highlights containing questions to help students gain maximum understanding of the material.