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## Geometry

Guaranteed to boost test scores and grades. The essentials of this branch of mathematics are an important foundation that future more advanced math is built upon. Using this as a review and reinforcement tool is quick and easy to do daily or weekly, keeping all concepts fresh once you move deeper into the subject. For complete coverage, get the Geometry Part 2 QuickStudy guide and use the two guides to study, reference, review and ace the grade. 6-page laminated guide includes: Geometric Formulas Undefined Terms Defined Terms Space Shapes Lines Planes Line Segments Rays Angles Suggested uses: Quick Reference - instead of digging into the textbook to find a core answer you need while studying, use the guide to reinforce quickly and repeatedly Memory - refreshing your memory repeatedly is a foundation of studying, have the core answers handy so you can focus on understanding the concepts Test Prep - no student should be cramming, but if you are, there is no better tool for that final review

# Medical Math

Quickstudy Calculations, formulas, measurements, conversions, dosages, rates, equivalents and more are expertly organized in this 6 page laminated reference guide with clear color coded sections and easy to read layout. You can find your answer fast as a medical professional or a medical student on the job or in the classroom. Author Dr. Shelley C. Safian is a professor and author of six textbooks and multiple best selling QuickStudy reference guides. Topics covered include: Measurement Basics Calculations & Formulas Apothecary System Laboratory Measures Reimbursement Calculators Health-Care Operating Indicators Coding Measurements Burns - Adults, Children, Infants Coding Excision of Lesions, Laceration & Wound Repair Pediatric Definitions Dosage Calculators Expected Growth Rates APGAR Scoring for Newborns Clinical Indicators Respiration, Blood Pressure, Cardiac Output, Stroke Symptoms, Hemodynamic Parameters, Blood Flow Rate, Mean Arterial Pressure (MAP), Body Mass Index (BMI), Cardiac Assessment Vital Signs Table by Age Pressure Ulcer Risk Assessment Pulse Rates by Age & Pulse Volume Variations Pain Scale, Aldrete Score/Postanesthetic Recovery Score, Electrolytes & Imbalance Levels & Calculations, Arterial & Venous Blood Normal Values, Dosage Calculations, Arterial Blood Gases: Normal Values, Edema Rating Scale, Deep Tendon Reflexes Grading, Muscle Strength, Body Surface Area Intravenous Drip & Flow Rates Needle Lengths & Gauges Lung Volume & Capacities, Respiratory Management Home Health Care Group Severity Levels Heart Failure Classifications Glasgow Coma Scale Trauma Score Titration Table

# Japanese Grammar Quick Reference Guide

Quickstudy The essence of beginning and intermediate Japanese.

# German Grammar

Language learning is retraining your brain, and any form of training requires focus, constant practice and especially support. This most handy support tool can easily come with you anywhere. In 6 laminated pages the coverage is so succinct that our author fit the essentials of the language into a complete reference, with the need-to-know details you would find on a German final exam. This inexpensive and expertly written tool is a must have for repetition and review. 6-page laminated guide includes: The German Alphabet Cardinal Numbers Ordinal Numbers Capitalization Case System Nouns Articles, Der-Words & Ein-Words Adjectives Pronouns Prepositions Da- & Wo-Compounds Adverbs Negation: Nicht & Kein Comparative & Superlative Verbs General Word Order Suggested

Uses: Students - a very lightweight, inexpensive grade-booster that can be slipped between your notebook pages for quick and easy answers Teachers - Inexpensive classroom tool, whether you have a few for those students struggling or a whole class set that can last your entire career with the durable lamination Travelers - Being flat, laminated and with essentials being easy to find, if you have moved beyond one word translations and are striving to speak correctly, this is a great travel buddy

## Old Testament, Quick Reference Guide

Quickstudy A breakdown of the major elements of the Old Testament, with references to books and verses. Each book is broken down by: author, major characters, date written, setting, main themes, and a listing of major events with book and verse references.

## Logic

Quickstudy This 4-page study guide contains fundamental logic definitions and analysis which is specifically designed to aid science students.

## Math Fundamentals 1

Quickstudy Want to excel in your basic math courses? Look no further than this enhanced 3-panel "Quizzers" edition of our best-selling Math Fundamentals guide. A comprehensive list of sample problems--and their answers for easy checking of work--newly included with the guide provide better understanding of such math basics as decimals, integers, ratios, and more. The same great tips, examples, and diagrams from the original version can also be found here for easy reference.

## Biochemistry Chemical Concepts Reference Guide

Quickstudy: Academic Leave it to our experts at QuickStudy to help explain the complex world of biochemistry in an easy-to-understand fashion. This 3-panel (6-page) guide provides the most comprehensive information on the subject--definitions, formulas, molecular structure, and full-color charts and illustrations highlighting important chemical concepts.

# GED Test Prep Mathematical Reasoning

Quickstudy Reference Guides Quick and easy-to-read coverage of every mathematical concept covered on the exam with examples to boost your score all in one 6 page laminated reference guide that is handy and durable enough to take anywhere for studying, reviewing or refreshing. We do not add pages to charge higher prices or leave pages half empty, we pack each page with quality answers to your questions and design guides so you can find facts fast for the most powerful study tool at the lowest possible price. 6 page laminated guide includes: Test Overview Arithmetic Basic Algebra Ratios & Proportions Linear Equations & the Coordinate Plane Measurement & Geometry Data Analysis & Probability Mathematical Models Scoring the GED Math Test

## Anatomy of the Digestive System

Quickstudy Reference Guides Designed to be the best pocket quick reference and refresher on the market offering a lot of information at a great value. The anatomical label text is very small to accomplish this, so those with poor eyesight be warned, this guide is not for you. Perfect for a lab coat or clipboard and a quick check of a body part and location, we pushed the limits of these 6 laminated pages. A laminated, flat trifold measuring 4 by 6 inches adds no weight to the pocket and can be stored practically anywhere. There are over 10 million QuickStudy anatomy guides in print, all with Illustrations by award-winning and best-selling medical illustrator Vincent Perez, whose life mission is cataloging the beauty and detail of our complicated body systems for the medical professional, the formative student and the inquisitive layperson. 6-page laminated guide includes illustrated and labeled: Anterior Digestive System & Viscera Stomach Liver, Gallbladder & Pancreas Small Intestine (Schematic) Large Intestine Digestive Wall Layers Esophagus Stomach Small Intestine Large Intestine Mouth Tongue

## Studying Tips, Tricks and Hacks

Get better grades using proven tactics of the most successful students. Learning so many subjects can be so much easier when taught how to study. This quick and easy 6 page laminated reference to those tactics can help reinforce with every review. Follow the guide and practice, practice, practice the tactics until they are habit. Harness the power of routine, build self-discipline, develop time management skills and success will follow. Practice will be easier with this guide as a road map. Once these skills are habit, you will know the road to success like the back of your hand. 6-page laminated guide includes: Start Positive, End Positive Study Habits in

Class Reading at Home Studying for Specific Subjects Daily & Weekly Reviews Discipline & Organization in Planning Motivation Power Breaks Study Aids Practice Makes Perfect Collaborate: Bring Together Great Minds Committing Knowledge to Long Term Memory Study Environment Final Review Why You Should Never Cram Before the Big Day Test Day: Time to Shine Test-Taking Tips Suggested uses: Parents - Get this guide early and know how to help your child study from a young age to make your, and their, lives easier and ultimately more successful Students - Keep this guide for reviewing regularly until these tactics become habit, then still review the guide for future support Educators & Administrators - Consider buying in bulk as a handout to students to promote healthy study habits, boost test scores, grades and student success rates

## Political Science

### A Quickstudy Reference Guide

Quickstudy Reference Guides Highly relevant on today's world stage, this succinct guide to systems of government and the analysis of political activity and behavior can support students taking the course and anyone interested in understanding these systems that ultimately determine our way of life. Comprehensive 6 page laminated guide will boost grades and is a fact filled gold mine for political conversations and debates backed by the high qualifications of our coauthors, both professors and honorees in the field of U.S. and international politics. 6 page laminated guide includes: World Governments by Country Theories of World Politics Three Levels of Analysis Modern International System International Law International Political Economy United Nations Arms Control Actors in World Politics War Philosophy of the Social Sciences Major U.S. Foreign Policy Events: 2000-2018 What Kind of Country is the United States? The Three Branches of the Federal Government How a Bill Becomes a Law

## Field Book for Describing and Sampling Soils

## Latin Grammar

Quickstudy Reference Guides Latin is the key that opens the door to many other languages. This 6 page laminated reference guide is designed for quick access, easy review and focus. With the most important aspects of the language pin-pointed by our author and professor. Reviewing this guide often - will boost grades. An inexpensive tool that can go anywhere and help to retrain the brain to

tackle many other languages is a must have. 6-page laminated guide includes: Word Order The Latin Alphabet Gender Case System Ordinals Numerals The Roman Calendar Nouns Pronouns Articles Adjectives Comparatives & Superlatives Prepositions Adverbs Verbs Verb Conjugations Constructions

## Statistics, Quick Reference Guide

Quickstudy This guide is a perfect overview for the topics covered in introductory statistics courses.

## Torts

BarCharts, Inc was founded on our law guides created by the owner, designed to understand the significance of details within the larger scheme of the law, as a daily refresher, and to review before the Bar Exam. Twenty five years later we keep those guides up to date for students of law and criminal justice, paralegals and practicing lawyers to have the most handy legal reference to the most important points of the law possible in 6 laminated pages. 6-page laminated guide includes: Intentional Torts Negligence Duty of Care Nuisance Defamation Invasion of Privacy Misrepresentation Special Issues Strict Liability Tort Reform Suggested uses: Students - with the sheer volume of facts to learn as a student of law, use this quick reference tool to find essential answers fast and review and refresh until you know you are prepared Exams - use as the last review for tests or even the Bar exam Professionals - use for employee reference in the office or use to refresh for yourself

## Anatomy of the Organs

No anatomical reference is as inexpensive and as loaded with meticulously detailed, beautifully illustrated structures of the human organs, clearly and concisely labeled for easy identification. There are over 10 million QuickStudy anatomy guides in print, all with Illustrations by award-winning and best-selling medical illustrator Vincent Perez, whose life mission is cataloging the beauty and detail of our complicated body systems for the medical professional, the formative student and the inquisitive layperson. 6-page laminated guide includes illustrated and labeled: Organs - Full Torso Anterior Respiratory & Urinary Male & Female Urogenital Systems Respiratory Tracts Right Kidney Left Adrenal Gland Anterior Digestive Hepatic Portal Veins Stomach Small Intestine (Schematic), Large Intestine Anterior Circulatory System Thoracic, Neck & Head Veins/Arteries Anterior Heart & Vessels Posterior Heart Anterior Thoracic Nerves Phrenic & Vagus Nerves Spinal Nerves, Spinal Chord Lymphatic System Deep Abdominal & Inguinal Nodes Dorsal Spleen

Stomach & Pancreas Large Intestine Lymphatics Arm Axilla & Thorax Lymphatics Heart & Lungs Suggested uses: Students - handy reference that is compact and easily reviewed on a daily basis Administrative - use for billing and coding Doctors - use guide to educate patients or for reference with staff

## Chicago Manual of Style Guidelines

Quickstudy When that research paper comes due and you've forgotten your style manual, get the guidance you need quickly with the Chicago Manual of Style QuickStudy guide. Based on the 16th edition of CMS, this handy, easy-to-carry three-panel guide contains the information you need for writing academic papers to CMS specifications, pared down to the essentials, including common, real-world sample references for both CMS citation formats so that you can be sure you are giving appropriate credit where credit is due.

## Adobe Acrobat DC Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts - Laminated Card)

Laminated quick reference guide showing step-by-step instructions and shortcuts for how to use Adobe Acrobat DC. Covers BOTH Windows & Mac versions of Acrobat DC. The following topics are covered: Home, Tools, & Document Views; Customizing the Tools Pane; Creating a PDF: from within Acrobat; from Internet Web Pages; from Other Programs. Combining Files into a PDF: Creating a PDF Portfolio; Creating PDFs from Multiple Files. Adding Comments and Markup; Adding a Sticky Note; Reviewing Comments. Changing Description and Metadata Finding and Searching Zooming and Reordering Pages Deleting Pages Creating Watermarks Using a Stamp Optical Character Recognition Adding or Touching up Content Creating Headers and Footers Working with Links Creating Bookmarks Attaching a File Signing a Document Security Applying Password Encryption Reviewing Documents with Others Using Comment and Review Tracking Reviews Also includes a list of Windows and Mac keyboard shortcuts

# Spanish Medical Conversation, Quick Reference Guide

Quickstudy Basic phrases and key words to help patients and health-care providers communicate more easily.

# Mycology Benchtop Reference Guide

# An Illustrated Guide for Commonly Encountered Fungi

# APA Guidelines - 7th Edition

# A Quickstudy Laminated Reference Guide

Quickstudy Reference Guides Quick reference guide to the 7th edition of the American Psychological Association's publication manual for rules of punctuation, reference citation, structure and format in 6 laminated handy pages filled with the answers you need for these commonly used guidelines. This style guide is used largely in academics, psychology, communications, business, nursing, social sciences, criminology, education, economics and more. Having a quick reference handy can speed up the writing and editing process allowing the writer to focus on the quality of the paper, ensuring a better grade if you are a student or a more professionally clean article or paper if writing for publication in your field. For the convenience and benefit of increasing the quality of your writings, the price makes it easy to add this to your writers toolbox. 6 page laminate guide includes: What is APA Style? Scientific Writing Manuscript Structure & Content Clear & Concise Writing The Mechanics of Style Visuals & Results Paper Format with Sample Paper Citing Sources in the Text with Examples Reference Type List Sample Reference List Publication Process Suggested uses: Students - Handy reference while writing papers, collect the set of guides you need for your classes to easily switch between styles Professors/Teachers - Keep handy while writing for academic journals in your subject area Professionals - Use while writing academic articles or papers for publication



# Essential Medical Terminology

Jones & Bartlett Publishers This best-selling introduction to medical terminology text is flexible enough to be used in a traditional or a self-instructional course format. Essential Medical Terminology, Third Edition, is based on the body-systems approach. Suited for students of all levels in the health professions, this text provides the appropriate amount of detail needed to learn the basics of medical terminology. After studying the fundamentals of pronunciation, students can study the chapters in any order the instructor deems appropriate. The Third Edition also includes a new chapter on Cancer Medicine. Each new copy of the text includes a user-friendly CD ROM\* with interactive flashcards, crossword puzzles, and additional exercises. This text with helpful online resources is highly accessible for all health care students, offering a wealth of valuable information at an attractive price. \*Please note electronic formats and Ebooks do not include access to the CD ROM. Essential Medical Terminology is also available as an online course. Learn more about Navigate Course Manager: Essential Medical Terminology <http://www.jblearning.com/catalog/9781449678371/>

## Dsm-5 Overview

Quickstudy Overview of highly relevant aspects of the updated Diagnostic and Statistical Manual of Mental Health Disorders - Fifth Edition (DSM) handbook used by health care professionals as a guide to diagnosing mental disorders. Our handy summary of disorders is a great reference tool for students and professionals to support the study and practice of the DSM-5 manual.

## Physical Therapy Quick Reference Guide

Quickstudy Comprehensive guide on definitions and assessments related to the Physical Therapy field.

## Office 2010 Common Features Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts -

## Laminated Card)

Laminated quick reference card showing step-by-step instructions and shortcuts for how to use features of Microsoft Office 2010 that are common to Word, Excel & PowerPoint. Great companion product to Word, Excel & PowerPoint Introduction guides. The following topics are covered: Using the Ribbon, Using The File Menu (Backstage View), Using the Quick Access Toolbar, Using the Status Bar, File Formats, Compatibility with Previous Versions, Formatting with the Mini Toolbar, Using Themes to Format a Document, Adding SmartArt, Using Shape Styles, The Research Task Pane, Creating an Embedded Object from Another Office File, Creating an Embedded Object from Another Office File, Creating a Hyperlink, Showing Macro and Form Controls, Inserting Comments, Deleting Comments, Removing Personal Information, Mark as Final, Saving as PDF, E-mailing a PDF, Restricting Distribution, Digital Signatures, Adding a Signature Line (Word, Excel), Signing a Signature Line, Viewing Digital Signatures, Working with Multiple Windows. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user.

## Gre - Verbal

Increase your score on the GRE with a tool that is easy to review and less expensive than any other study aid. Whether taking the exam while in college, after your undergrad, or with some time in-between, a 6-page laminated guide can go anywhere for review of techniques you will learn in exam prep courses or through test-taking books. Using one example per question type, a thorough breakdown of the thought process for the answer(s) reinforces the strategy for conquering each type of question on the test for a review you can do anywhere in record time. 6-page laminated guide includes: Exam Overview Text Completion Questions Sample Questions Explanation - How to Process & Answer One Blank & Two and Three Blank Passages Sentence Equivalence Sample Questions Explanation - How to Process & Answer Reading Comprehension Improve Your Reading Comprehension Author's Purpose Question Type Multiple Choice Questions Explanation - How to Process & Answer Sample Reading Comprehension Questions Multiple Choice - One Answer Multiple Choice - One or More Answers Explanation - How to Process & Answer Improving Your Vocabulary Scoring on the GRE Suggested uses: Review Anywhere - exam prep books are huge, with much space used for sample questions, this guide focuses on how to answer - keep in your bag or car to review any place, any time The Whole Picture - with 6 pages, it is easy to jump to one section or another to go straight to the core of the thought processes you need for answering questions Last Review - many people use our guides as a last review before they enter an exam

# Psychology Terminology

Quickstudy Reference Guides Find the words and definitions you need faster than any other source, plus psychologists and their most consequential work, defined theories, as well as areas of study in alphabetical order. In 6 laminated pages, expertly written and concise definitions can support your studies with just a glance. No closing of windows or leaving that page. Whether you are taking psychology to fulfill a requirement, you are a new student of psychology building a foundation, or you are already practicing and need a refresher or lookup of an uncommon term, you cannot go wrong with this high-value reference at an unbeatable price. 6 page laminated guide includes: All categories arranged alphabetically Psychology terms and succinct definitions Psychology Theorists - most consequential theory & work Theories & their definitions Areas of Study - with descriptions

# Nursing Teas Guide

Essential academic skill requirements covered for the TEAS test for entry into Nursing School, all in 6 laminated pages. Many people have underestimated this test their first time around and had to take it again, do not be one of them. These 6 laminated pages are a guide to success. Nurses are some of the biggest fans of QuickStudy guides, so start your collection and get started on a new career. Suggested uses: \* Students -study companion that can be reviewed any where and any time, to ensure you are keeping your goals in sight \* Teachers/Professors - a roadmap for your students training to take the TEAS to start a Nursing career \* Nursing Schools - a great opportunity to provide this tool for incoming students to help them pass the test and enter your program

# Improving Classroom Discussion

# Portuguese Grammar Reference Guide

Quickstudy Specially created for beginners to enhance their proficiency in Portuguese. Includes some important major differences between types of Portuguese by geographical region.

## Pocket Anesthesia

Lippincott Williams & Wilkins Designed for easy transport and quick reference, Pocket Anesthesia, presents essential information that residents, anesthesiologists, CRNAs, and medical students need on the wards and in the operating room. Edited by anesthesia faculty at Harvard Medical School, this pocket-size reference is ideally suited for today's fast-paced anesthesia environment--it is concise, easy to read, and evidence-based. Essential information is presented in a well-organized schematic outline format with many tables, algorithms, and diagrams. The book is filled with must-know facts about drugs, frequent intraoperative problems, differential diagnosis, common disease states, patient evaluation, and anesthetic considerations for each subspecialty. New to the revised, second edition, is the inclusion of ultrasound-guided regional anesthesia procedures.

## Maxwell Quick Medical Reference

## Quick Study Research Writing

## Papers, Theses & Dissertations

Quickstudy A concise overview of the appropriate way to produce text for academic purposes, our 3-panel (6-page) guide is sure to appeal to all students. Clear, step-by-step process for writing "done for scholars by other scholars" shows students how to critically read, think about, research, discuss and write ideas. This guide is also jam-packed with handy tips and techniques sure to improve academic writing at all levels.

## Spanish Legal Conversation

Quickstudy When it comes to legal matters, lawyers and their Spanish-speaking clients fully understand that proper communication is crucial when working on a particular case. Our 3-panel (6-page) guide can help by providing a thorough, up-to-date listing of the most important phrases and key words--as well as Spanish translations--within the legal field. Our guide, as always, is formatted for ease of use so that finding certain terms is a breeze! Includes a glossary of key legal terms, divided into concepts and actions for easy

reference.

## English Verbs Quick Reference Guide

Quickstudy Your handy guide to one of the most important parts of speech: The Verb.

## Linear Algebra

Quickstudy A complete quick reference guide for all aspects of Linear Algebra.

## Ap - Associated Press Style Guide

Quickstudy Reference Guides Handy reference that is as fast and durable as those people who choose to work in the world of mass media. Every tool helps with today's challenging goal of sharing information that is accurate, precise, clear and without bias, online, on air or in print (in words, photos, videos, or graphics, and in many mediums). The info you need to know regarding principles and guidelines to ethics, types of writing, uses of photography and videography, terminology, style, spelling, punctuation, and grammar is here in 6 laminated pages designed for quick access. Students in communications, mass media, and journalism, experienced writers, editors, managers and others at magazines, newspapers and news bureaus will find this tool a must-have. AP is also used in business for writing press releases, marketing campaigns and other corporate items, as well as online-only publishers, web content creators and bloggers. 6 page laminated guide includes: What Is AP Style? Special AP Stylebook Sections Broadcast Guidelines Business Guidelines Data Journalism Food Guidelines AP Principles Accuracy in Images Aim for On-the-Record Reporting Avoid Hate Speech Conflicts of Interest Copyright Infringement Corrections Data & Graphics Privacy Responses Social Media Terminology Punctuation Other Styles Recent Updates

## Theater Appreciation

# QuickStudy Laminated Reference Guide

## Pre-Algebra

Quickstudy Basic algebraic concepts. Useful for any student in pre-algebra and beyond as a reference tool.