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## **KEY=ZF - EMMALEE SARAI**

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### **BODY PIERCING AND TATTOOING**

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#### **MAKING SMART CHOICES**

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*The Rosen Publishing Group, Inc* **With body piercing and tattooing becoming more popular and mainstream, many teens may think about engaging in these forms of body modification. An excellent resource for young people pondering a piercing or tattoo, this title presents some of the pros and cons they should consider. In an honest and engaging manner, the author presents important information teens need to protect their health, including how to identify a reputable studio, what to expect from the procedures, and how to do proper aftercare. Legal, social, and familial issues are explored, too, including the importance of discussing the decision with their parents and choosing tattoos or piercings they can live with throughout adulthood.**

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## **CHEVROLET IMPALA & MONTE CARLO**

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### **IMPALA 2006 THRU 2011 - MONTE CARLO 2006 AND 2007**

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*Haynes Manuals N. America, Incorporated* **Haynes manuals are written specifically for the do-it-yourselfer, yet are complete enough to be used by professional mechanics. Since 1960 Haynes has produced manuals written from hands-on experience based on a vehicle teardown with hundreds of photos and illustrations, making Haynes the world leader in automotive repair information.**

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## **CCNP ROUTE 642-902 OFFICIAL CERTIFICATION GUIDE**

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*Cisco Press* **This is the eBook version of the print title. Note that the eBook does not provide access to the practice test software that accompanies the print book. Trust the best selling Official Cert Guide series from Cisco Press to help you learn, prepare, and practice for exam success. They are built with the objective of providing assessment, review, and practice to help ensure you are fully prepared for your certification exam. Assess your knowledge with chapter-opening quizzes Review key concepts with Exam Preparation Tasks CCNP ROUTE 642-902 Official Certification Guide is a best of breed Cisco® exam study guide that focuses specifically on the objectives for the CCNP® ROUTE exam. Senior instructor and best-selling author Wendell Odom shares preparation hints and test-taking tips, helping you identify areas of weakness and improve both your conceptual knowledge and hands-on skills. Material is presented in a concise manner, focusing on increasing your understanding and retention of exam topics. CCNP ROUTE 642-902 Official Certification Guide presents you with an organized test preparation routine through the use of proven series elements and techniques. "Do I Know This Already?" quizzes open each chapter and allow you to decide how much time you need to spend on each section. Exam topic lists make referencing easy. Chapter-ending Exam Preparation Tasks sections help drill you on key concepts you must know thoroughly. Well-regarded for its level of detail, assessment features, and challenging review questions and exercises, this official study guide helps you master the concepts and techniques that will enable you to succeed on the exam the first time. CCNP ROUTE 642-902 Official Certification Guide is part of a recommended learning path from Cisco that includes simulation and hands-on training from authorized Cisco Learning Partners and self-study products from Cisco Press. To find out more about instructor-led training, e-learning, and hands-on instruction offered by authorized Cisco Learning Partners worldwide, please visit [www.cisco.com/go/authorizedtraining](http://www.cisco.com/go/authorizedtraining) Wendell Odom, CCIE® No. 1624, is a 28-year veteran of the networking industry. He currently works as an independent author of Cisco certification resources and occasional instructor of Cisco authorized training for Skyline ATS. He has worked as a network engineer, consultant, systems engineer, instructor, and course developer. He is the author of several best-selling Cisco certification titles. He maintains lists of current titles, links to Wendell's blogs, and other certification resources at [www.TheCertZone.com](http://www.TheCertZone.com). This official study guide helps you master all the topics on the CCNP ROUTE exam, including: Network design, implementation, and verification plans EIGRP OSPF IGP Redistribution Policy-based routing and IP service-level agreement (IP SLA) BGP IPv6 IPv4 and IPv6 coexistence Routing over branch Internet connections This volume is part of the Official Certification Guide Series from Cisco Press. Books in this series provide officially developed exam preparation materials that offer assessment, review, and practice to help Cisco Career Certification candidates identify weaknesses, concentrate their study efforts,**

and enhance their confidence as exam day nears.

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## **DEVELOPING STRATEGIC WRITERS THROUGH GENRE INSTRUCTION**

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### **RESOURCES FOR GRADES 3-5**

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*Guilford Publications* The Common Core State Standards (CCSS) identify three essential writing genres: narrative, persuasive, and informative. This highly practical guide offers a systematic approach to instruction in each genre, including ready-to-use lesson plans for grades 3-5. Grounded in research on strategy instruction and self-regulated learning, the book shows how to teach students explicit strategies for planning, drafting, evaluating, revising, editing, and publishing their writing. Sixty-four reproducible planning forms and student handouts are provided in a convenient large-size format; purchasers also get access to a Web page where they can download and print the reproducible materials. The Appendix contains a Study Guide to support professional learning.

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### **AN EASYGUIDE TO APA STYLE**

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*SAGE* Master APA style and format quickly and easily! Written by experienced psychology instructors Beth M. Schwartz, R. Eric Landrum & Regan A.R. Gurung, who are respected members of the APA's Teaching of Psychology division, *An EasyGuide to APA Style: Second Edition* provides an easy alternative for anyone struggling with APA style. Written in a clear, conversational, and humorous style, this book presents easy-to-understand explanations of how to write research papers, cite research, and do any work requiring APA format. The authors simplify the process with easy-to-follow advice, tips, and visual representations of how to use APA style. This updated edition includes easy-to-read screen shots as well as guidance on where to find answers to commonly asked student questions.

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### **DIGITAL SATELLITE NAVIGATION AND GEOPHYSICS**

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#### **A PRACTICAL GUIDE WITH GNSS SIGNAL SIMULATOR AND RECEIVER LABORATORY**

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*Cambridge University Press* Bridge the gap between theoretical education and practical work experience with this hands-on guide to GNSS, which features: • A clear, practical presentation of GNSS theory, with emphasis on GPS and GLONASS • All the essential theory behind software receivers and signal simulators • Key applications in navigation and geophysics, including INS aiding, scintillation monitoring, earthquake studies and more • Physical explanations of various important phenomena, including the similarity of code delay and phase advance of GNSS signals, and negative cross-correlation between scintillation intensity and phase variations. Whether you are a practising engineer, a researcher or a student, you will gain a wealth of insights from the authors' 25 years of experience. You can explore numerous practical examples and case studies and get hands-on user experience with a bundled real-time software receiver, signal simulator and a set of signal data, enabling you to create your own GNSS lab for research or study.

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### **CISCO FIELD MANUAL**

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#### **ROUTER CONFIGURATION**

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*Cisco Press* The ultimate command reference for configuring Cisco "RM" routers and switches. This guide presents the common elements of complex configurations for Cisco "RM" routers, switches, and firewalls in an intuitive, easy-to-reference format.

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### **DEVELOPMENTAL BIOLOGY OF NEOPLASTIC GROWTH**

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*Springer Science & Business Media* In this book, tumour growth is perceived as a deviation from the normal development of the human organism. The molecular, cellular, and tissue determinants of different tumours are discussed showing that each is a different disease, often corresponding to a particular developmental stage. The natural history of several cancers illustrates how clinical incidence can be just the visible part of the iceberg, while the first changes at the tissue level sometimes occur several years before tumour growth becomes manifest. Several mechanisms are proposed to explain the distribution of cancers during the human life span and the decline of the incidence of cancers during human senescence.

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### **BUILD YOUR OWN SEARCH ENGINE**

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#### **PYTHON PROGRAMMING SERIES**

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Mirzal provides software you need to implement your own search engine. Python, a popular multiplatform scripting language with simple syntax and comprehensive libraries, was chosen for the search engine, and step-by-step instructions for installation in Windows and Linux environments are given.

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### **INTERNET FOR NURSING RESEARCH**

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#### **A GUIDE TO STRATEGIES, SKILLS, AND RESOURCES**

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*Springer Publishing Company* This book is a resource for using the internet as a tool in all aspects of nursing research--conducting it, teaching it, and using it. From searching online databases to creating surveys and recruiting research subjects online, the internet opens new possibilities in the research process, as well as new problems. Experienced researchers describe internet-based research methods, information on online methods for teaching research, and

accessing the research of others. The appendixes include samples of existing research projects that use internet-based methodologies, as well as a listing of online resources for researchers.

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### **BEYOND SLASH, BURN, AND POISON**

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### **TRANSFORMING BREAST CANCER STORIES INTO ACTION**

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*Rutgers University Press* .

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### **LAB MANUAL FOR PSYCHOLOGICAL RESEARCH**

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*SAGE Publications* The Lab Manual for Psychological Research, Fourth Edition provides students with opportunities to practice and apply the knowledge and skills learned in their research methods course. Developed for use in a lab course or as take-home review, the manual contains four types of practice: exercises that connect to specific concepts; exercises for developing a research project; APA-style exercises that become progressively more complex; and instruction for how to avoid plagiarism. This comprehensive and practical manual can be used with Dawn M. McBride's best-selling *The Process of Research in Psychology, Fourth Edition* or as a supplement to other core texts.

**INSTRUCTORS:** Bundle the Lab Manual for Psychological Research, Fourth Edition with *The Process of Research in Psychology, Fourth Edition* for only \$5 more! Bundle ISBN: 978-1-5443-6348-6

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### **BUSINESS SCHOOLS AND THEIR CONTRIBUTION TO SOCIETY**

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*SAGE* Business schools are arguably some of the most influential institutions in contemporary society. The research and education they provide set the standard for how future leaders manage local and global organizations - a responsibility requiring continual discussion, development and challenge. This exciting book explores the role of business schools through 3 key dimensions: - How business school legitimacy has been challenged by the recent economic crisis and corporate scandals; - How schools contribute to shaping and transforming business conduct; and - How institutions, past and present, develop their identities to face the challenges presented by the ongoing globalization process. Combining global perspectives from business school Deans, scholars and stakeholders, this book presents a unique discussion of the current and future challenges facing business schools and their contributions to society.

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### **CLINICAL PATHOLOGY BOARD REVIEW E-BOOK**

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*Elsevier Health Sciences* Clinical Pathology Board Review covers all of the major subject areas of clinical pathology, presenting you with an essential study guide for certification or recertification. Designed as a companion to *Anatomic Pathology Board Review, 2nd Edition*, this brand-new medical reference book will be a welcome resource for pathology residents and practicing pathologists alike. Understand all of the major subject areas of clinical pathology tested on the Clinical Pathology board exam, including chemistry, hematology, coagulation, microbiology, immunology (including HLA testing), transfusion medicine (including therapeutic apheresis), cytogenetics, and molecular diagnostics. Prepare for the boards with help from multiple-choice questions offered in a format that mimics that of the actual test. Effectively grasp key concepts with questions that integrate various areas of clinical pathology, as well as questions that bridge concepts in clinical pathology with those in anatomic pathology. Understand why an answer is correct or incorrect with help from brief explanations accompanying each. Review key concepts in laboratory medicine, correlate them to the associated clinical or laboratory information, and apply them to the diagnosis and management of human disease. Designed as a companion to *Anatomic Pathology Board Review, 2nd Edition* (ISBN: 9781455711406).

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### **CLUSTERS IN AUTOMOTIVE AND INFORMATION & COMMUNICATION TECHNOLOGY**

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### **INNOVATION, MULTINATIONALIZATION AND NETWORKING DYNAMICS**

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*Springer Science & Business Media* Information & communication technology (ICT) and the automotive sector are two of the most important industries in the EU and the US. The EU's eastern expansion and economic globalization have reinforced competition on the one hand; on the other hand the importance of outsourcing and off-shoring has increased. Against this background the intensification of innovation dynamics becomes crucial - and with them the role of regional innovation clusters. The analysis examines seven regions and six EU countries. The focus is on cluster and network dynamics in both industries, as regional ICT clusters are playing an increasingly central role in many European regions. Specialization and structural change in the automotive sector are highlighted, and new strategic approaches for multinational companies and changes in policy options are identified.

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### **CONCEPTS FROM TENSOR ANALYSIS AND DIFFERENTIAL GEOMETRY**

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*Elsevier* *Concepts from Tensor Analysis and Differential Geometry* discusses coordinate manifolds, scalars, vectors, and tensors. The book explains some interesting formal properties of a skew-symmetric tensor and the curl of a vector in a coordinate manifold of three dimensions. It also explains Riemann spaces, affinely connected spaces, normal coordinates, and the general theory of extension. The book explores differential invariants, transformation groups, Euclidean metric space, and the Frenet formulae. The text describes curves in space, surfaces in space, mixed surfaces, space tensors, including the formulae of Gauss and Weingarten. It presents the equations of two scalars  $K$  and  $Q$  which can be defined over a regular surface  $S$  in a three dimensional Riemannian space  $R$ . In the equation, the scalar  $K$ , which is an intrinsic differential invariant of the surface  $S$ , is known as the total or Gaussian curvature and the scalar  $U$  is the mean curvature of the surface. The book also tackles families of parallel surfaces, developable surfaces,

asymptotic lines, and orthogonal ennuples. The text is intended for a one-semester course for graduate students of pure mathematics, of applied mathematics covering subjects such as the theory of relativity, fluid mechanics, elasticity, and plasticity theory.

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## **PROGRAMMING RAZOR**

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### **TOOLS FOR TEMPLATES IN ASP.NET MVC OR WEBMATRIX**

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*"O'Reilly Media, Inc."* Take Razor for a test drive and discover first hand how this scripting syntax simplifies the way you create dynamic, data-driven websites. With this concise guide, you'll work with Razor syntax by building example websites with Microsoft WebMatrix and ASP.NET MVC. You'll quickly learn how Razor lets you combine code and content in a fluid and expressive manner on Windows-based servers. Programming Razor also explores components of the Razor API, and shows you how Razor templates are turned into rendered HTML. By the end of this book, you'll be able to create Razor-based websites with custom extensions that meet the specific needs of your projects. Use Razor with Microsoft WebMatrix to build a working blog, complete with data Organize and manage your web application, using Razor features for layouts, sections, and partial views Create clean and effective ASP.NET MVC views with the Razor View Engine Learn how the Razor API interprets Razor templates and turns them into executable .NET code Implement advanced techniques for exposing reusable code and sharing ASP.NET MVC views across projects

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## **HOME, SCHOOL, AND COMMUNITY RELATIONS**

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*Cengage Learning* This practical, comprehensive text is an indispensable guide for home-school-community collaborations. HOME, SCHOOL, & COMMUNITY RELATIONS, 9th Edition, meets the needs of teachers and administrators who desire to create effective, culturally-competent partnerships with diverse families, and helps to prepare future teachers for their careers. It provides an overview of modern families and their complex roles and beliefs to sensitize teachers to the diversity and needs of families they will encounter, including multilingual, multiethnic, multigenerational, and gender-diverse families from different socioeconomic backgrounds. The text fully discusses both the benefits of creating productive partnerships and the barriers that teachers must overcome. Abundant examples clarify the book's practical and effective communication strategies. Current developments in the field of early childhood education are emphasized, including brain research and development, legislative mandates in education, professional standards of the field, and strategies for working with families of students with diverse learning needs. 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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## **HORIZONS IN NEUROPSYCHOPHARMACOLOGY**

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*Elsevier* Horizons in Neuropsychopharmacology

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## **BUSINESS PLANS THAT WORK: A GUIDE FOR SMALL BUSINESS 2/E**

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*McGraw Hill Professional* Turn your great idea into BIG PROFITS with a powerful, persuasive business plan! With any endeavor, good planning is the key to good results—especially in the launch of a new business or product. Business Plans That Work gives you an easy-to-follow template for conceptualizing, writing, focusing, and revising a business plan that converts your business idea into financial profit. A virtual blueprint for entrepreneurial success, this new edition of the popular entrepreneur's guide provides all the tools you need to communicate the value of your idea to investors and attract key talent, and create a plan you can turn to throughout the entire process of starting and running a business. You'll learn how to: Determine what to include in each plan, why, and for whom Secure the capital you need to get the project off the ground Assess opportunities and risks involved in your project Avoid common pitfalls that cost money, time, and effort With Business Plans That Work, you have everything you need to create winning strategies for development, sales, marketing, operations, distribution, and everything else successful ventures are founded on.

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## **BUSINESS SECRETS OF THE TRAPPIST MONKS**

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### **ONE CEO'S QUEST FOR MEANING AND AUTHENTICITY**

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*Columbia University Press* August Turak is a successful entrepreneur, corporate executive, and award-winning author who attributes much of his success to living and working alongside the Trappist monks of Mepkin Abbey for seventeen years. As a frequent monastic guest, he learned firsthand from the monks as they grew an incredibly successful portfolio of businesses. Service and selflessness are at the heart of the 1,500-year-old monastic tradition's remarkable business success. It is an ancient though immensely relevant economic model that preserves what is positive and productive about capitalism while transcending its ethical limitations and internal contradictions. Combining vivid case studies from his thirty-year business career with intimate portraits of the monks at work, Turak shows how Trappist principles can be successfully applied to a variety of secular business settings and to our personal lives as well. He demonstrates that monks and people like Warren Buffett are wildly successful not despite their high principles but because of them. Turak also introduces other "transformational organizations" that share the crucial monastic business strategies so critical for success.



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## RESIDENTIAL BUILDING CODES ILLUSTRATED

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### A GUIDE TO UNDERSTANDING THE 2009 INTERNATIONAL RESIDENTIAL CODE

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*John Wiley & Sons* An easy-to-use illustrated guide to building codes for residential structures As the construction industry moves to a single set of international building codes, architects and construction professionals need an interpretive guide to understand how the building code affects the early design of specific projects. This newest addition to Wiley's series of focused guides familiarizes code users with the 2009 International Residential Code® (IRC) as it applies to residential buildings. The book provides architects, engineers, and other related building professionals with an understanding of how the International Residential Code was developed, and how it is likely to be interpreted when applied to the design and construction of residential buildings. • User-friendly visual format that makes finding the information you need quick and easy • The book's organization follows the 2009 International Residential Code itself • Nearly 900 illustrations, by architectural illustrator Steven Juroszek in the style of noted illustrator and author Frank Ching, visualize and explain the codes • Text written by experienced experts who have been instrumental in gaining acceptance for the new unified building code This book is an essential companion to the IRC for both emerging practitioners and experienced practitioners needing to understand the new IRC.

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## BEYOND THE BIG DITCH

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### POLITICS, ECOLOGY, AND INFRASTRUCTURE AT THE PANAMA CANAL

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*MIT Press* A historical and ethnographic study of the conflict between global transportation and rural development as the two intersect at the Panama Canal. In this innovative book, Ashley Carse traces the water that flows into and out from the Panama Canal to explain how global shipping is entangled with Panama's cultural and physical landscapes. By following container ships as they travel downstream along maritime routes and tracing rivers upstream across the populated watershed that feeds the canal, he explores the politics of environmental management around a waterway that links faraway ports and markets to nearby farms, forests, cities, and rural communities. Carse draws on a wide range of ethnographic and archival material to show the social and ecological implications of transportation across Panama. The Canal moves ships over an aquatic staircase of locks that demand an enormous amount of fresh water from the surrounding region. Each passing ship drains 52 million gallons out to sea—a volume comparable to the daily water use of half a million Panamanians. Infrastructures like the Panama Canal, Carse argues, do not simply conquer nature; they rework ecologies in ways that serve specific political and economic priorities. Interweaving histories that range from the depopulation of the U.S. Canal Zone a century ago to road construction conflicts and water hyacinth invasions in canal waters, the book illuminates the human and nonhuman actors that have come together at the margins of the famous trade route. 2014 marks the 100th anniversary of the Panama Canal. *Beyond the Big Ditch* calls us to consider how infrastructures are materially embedded in place, producing environments with winners and losers.

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## THE PRACTICAL GUIDE TO CORPORATE SOCIAL RESPONSIBILITY

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### DO THE RIGHT THING

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*Routledge* Corporate social responsibility has gained substantial traction in recent decades but many still struggle with conveying the importance of integrating ethics and environmental and social values within the demands of a business world understandably concerned with making profit. First published in 2009 as 'Do the Right Thing', *The Practical Guide to Corporate Social Responsibility* guides you through the basics, teaching how to recognise CSR benefits and put principles into practice in a business-focussed way. This new edition helps readers get to grips with improving their organisation's environmental management, sustainability, health and safety and trading ethics with straightforward guidance and tips. A new 'Do The Right Thing' Model assists organisations with identifying risks and frames corporate social responsibility in a business context accessible to all. Features include: An updated Do the Right Thing Model aligned to the new ISO high level structure for management system standards 20 global case studies to demonstrate how the model can impact performance A corporate social responsibility policy template for your organisation's use Helpful 'Test your thinking' exercises to check your understanding and stretch your working knowledge 100 practical actions for you to start implementing today This is an essential introduction to the complex areas of corporate social responsibility that affect health and safety practitioners, environmental managers, human resources personnel and those working with quality and business assurance. It will also be critical reading for those looking to understand how CSR fits into the new high level structure of ISO 9001, ISO 14001 and ISO 45001.

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## DEVELOPING SUPERVISORS AND TEAM LEADERS

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*Routledge* Leaders and supervisors do not grow on trees; they must be developed. 'Developing Supervisors and Team Leaders' is a practical, how-to guide for creating leaders and supervisors. Spanning topics from determining needs to evaluating performance, it covers all aspects of how to develop the skills, insights, and attitude to lead others. Kirkpatrick demonstrates how to get others to share the same focus, purpose, and efforts toward improving an organization's quality of product or service. From determining needs, planning programs and training to the final evaluation, this book provides knowledge and practical tools for developing successful leaders. Donald Kirkpatrick, Ph.D., Emeritus Professor of the University of Wisconsin, is the author of numerous books and articles on the subject of management and performance.

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## CAMBRIDGE INTERNATIONAL AS AND A LEVEL ACCOUNTING REVISION GUIDE

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*Philip Allan* Get your best grades with this Cambridge International AS and A Level Accounting Revision Guide. - Manage your own revision with step-by-step support from experienced examiners Ian Harrison and Michael Hillman - Maintain an appropriate international focus in exams with examples and case studies from around the world - Get the top marks by applying accounting terms accurately with the help of definitions and key words Use the Revision Guide to prepare for the big day: - Plan and pace your revision with the revision planner- Use the expert tips to clarify key points - Avoid making typical mistakes with expert advice - Test yourself with rapid-fire questions and answers and tick off each topic as you complete it - Practise your exam skills with exam-style questions Also available: Cambridge International AS and A Level Accounting textbook by Ian Harrison (ISBN: 9781444181432). This title has not been through the Cambridge endorsement process.

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## CODING TECHNIQUES FOR MICROSOFT VISUAL BASIC.NET

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This unique title goes beyond simply using academic snippets of code to demonstrate a point or language construct to teach Visual Basic.Net. Designed for the beginning, self-taught, or even experienced programmers who are switching to Microsoft Visual Basic.Net from other languages, this book provides insights.

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## PRACTITIONER'S GUIDE TO ASSESSING INTELLIGENCE AND ACHIEVEMENT

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*John Wiley & Sons* A complete guide to key intelligence and achievement tests and their effective use The tools used in the assessment process have changed dramatically in recent years. School and clinical psychologists need a comprehensive yet focused resource to which they can turn to learn the basics of key intelligence and achievement tests and how to use them in their assessments of children and adults. With its practical and straightforward presentation, Practitioner's Guide to Assessing Intelligence and Achievement provides that resource. Coedited by two well-known and respected scholars and researchers, Jack Naglieri and Sam Goldstein, the content in this timely book combines traditional and new conceptualizations of intelligence as well as ways to measure achievement. Truly readable and user-friendly, this book provides professionals with a single source from which to examine ability and achievement tests along the same general criteria. Each chapter is written by a leading scholar and test developer and is consistently structured for easy comparison of each test that is examined. Coverage includes: The theory underlying each test Description of each test Tips for administering and scoring each test Standardization, norms, and reliability of each scale Practical guidance for the use of each test Correspondence of each test to IDEA A practical tool designed to aid clinical psychologists in understanding the strengths and weaknesses of the various tests presented, Practitioner's Guide to Assessing Intelligence and Achievement provides students and practitioners with the information they need for their practice and testing efforts to be consistent with recent updates in the field and how those assessment instruments relate to changes in the laws that influence test use.

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## CHICKEN SOUP FOR THE NURSE'S SOUL

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## STORIES TO CELEBRATE, HONOR AND INSPIRE THE NURSING PROFESSION

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*Simon and Schuster* This collection of true stories champions the daily contributions, commitments and sacrifices of nurses.

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## CONSTITUTIONAL MYTHOLOGIES

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## NEW PERSPECTIVES ON CONTROLLING THE STATE

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*Springer Science & Business Media* Our societies obviously rest on common beliefs. These "myths" are tools that help us to develop and build common identities; they form the structure around which societies function. This does not imply that these beliefs are "true," in the sense that they would be supported by empirical facts. In social matters, myths have undoubtedly important functions to play even if no empirical facts support them. On the other hand, and precisely because they are not discussed, myths may be problematic: they may create illusions, conserve structures that are inefficient and unable to improve the situation of citizens. This is particularly true with constitutions. Constitutions are very important for societies: a constitution is a document — even in societies based on "unwritten" constitutions — which binds citizens together, creating unity among them, and which forms the framework within which our activities take place. As Nobel Prize laureate James Buchanan used to say: constitutions contain the rules of the social game we play in our everyday life. However, constitutions are not frequently debated by citizens. This is why we end up with common beliefs about these constitutions: they are above our heads, around us. We take them, their role, function, and nature as given. The purpose of this volume to investigate and challenge common constitutional myths. Featuring contributions from prominent economists, political scientists, and legal scholars, the chapters in this volume address such myths as "constitutions are binding social contracts," "constitutions are economic documents" and "constitutions are legal documents." Illustrating their analyses with historical and contemporary examples from the United States, Canada, and Europe, the authors build a multi-layered approach to understanding constitutions and their implications for social and political influence.

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## COGNITIVE ECOLOGIES AND THE HISTORY OF REMEMBERING

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## RELIGION, EDUCATION AND MEMORY IN EARLY MODERN ENGLAND

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*Palgrave Macmillan* This book unites research in philosophy and cognitive science with cultural history to re-examine memory in early modern religious practices. Offering an ecological approach to memory and culture, it argues that models derived from Extended Mind and Distributed Cognition can bridge the gap between individual and social models of memory.

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## DEVELOPING A NETWORKED SCHOOL COMMUNITY

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### A GUIDE TO REALISING THE VISION

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*Aust Council for Ed Research* Examines the next phase of schooling - the development of networked school communities. Already, there are pathfinding schools that have moved from the traditional paperbased form to become digital schools.

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## SELF

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### A STUDY IN ETHICS AND ENDOCRINOLOGY

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*Elsevier* **SELF: A Study in Ethics and Endocrinology** considers the psycho-physical mechanisms and reactions in human nature and destiny. This book is composed of seven chapters and begins with a description of the complexity of human body and mind, specifically their physical basis and nature of functioning. These topics are followed by a presentation on the issues of homosexuality and hermaphroditism in human, as well as the role of endocrine system in these issues. The discussion then shifts to the psychiatric and psychological aspects of diverse human personality. A chapter examines the psychological distinction between male and female mind functioning. The last chapter focuses on the central problem of human ethics, the so-called "free will". This book will prove useful to psychologists, psychiatrists, and research workers who are interested in human nature.

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## REAL LIFE BEGINS AFTER HIGH SCHOOL

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### FACING THE FUTURE WITHOUT FREAKING OUT

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*Vine Books* This total independence thing really sneaks up on you. One minute you're picking out prom gear, cramming for finals, and screaming for your kid brother to get out of the bathroom. Then it hits you. In a few months, I'll be out of here!

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## DIGITAL PRINTING START-UP GUIDE

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*Cengage Learning*

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## THE ROADSIDE ROAD BIKE MAINTENANCE MANUAL

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*Falcon Guides* Provides road bike enthusiasts with step-by-step guidance to maintaining and repairing their bikes, combining an easy-to-use format and design with high quality photographs of the latest equipment, tools and techniques. Understanding how to maintain a road bike is a necessary skill. This book guides the reader through every repair possible and give tips on how to spot the early warning signs of trouble so that the problem can be fixed before it leads to costly replacements. The spiral bound design allows the book open flat so the reader can easily follow the fully illustrated step-by-step guidance. It is the perfect reference manual for the workshop or the backpack with lots of tips on how to conduct quick repairs for trouble out on the road.

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## CONTROLLING WITH SAP - PRACTICAL GUIDE

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*SAP PRESS* From basic transactions to troubleshooting, this title helps you execute your daily Controlling tasks with fewer steps and greater ease. It shows you how to manage master data, set up planning and budgeting work, and conduct actual postings using routine CO capabilities and new technologies integrated alongside the Controlling component.

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## CYBER SECURITY AND ACCOUNTING INFORMATION SYSTEMS

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### STAY AHEAD OF THE TECHNOLOGY CURVE

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*Createspace Independent Publishing Platform* With fast growth in information technologies, as well as an increasing number of mobile and wireless devices and services, the need to address vulnerabilities has been highly prioritized by many large corporations, as well as small and medium companies. The value of financial data in an accounting information system is extremely high. Thus, cybersecurity has become a critical concern in managing accounting information systems. Accounting information systems (AIS) aim to support all accounting functions and activities, including financial reporting, auditing, taxation, and management accounting. The AIS is a core knowledge area for accounting professionals and is a critical requirement for accounting practice. This book provides the essential knowledge for the accounting professional to stay ahead of the technology curve. This includes the accounting information system's characteristics, accounting cycles, and accounting processes; reviews different types of information system designs and architectures; and discusses cyber security, vulnerabilities, cyber crime, cyber-attacks, and defense strategies.

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**HOW TO PLAY GUITAR**

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**ELECTRIC AND ACOUSTIC: THE BASICS AND BEYOND**

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*Hal Leonard Corporation (Book)*. Packed with music, charts and photos, this easy-to-use guidebook provides lessons for playing electric and acoustic guitar by some of the guitar world's top teachers pros like Arlen Roth, Rick Gartner, Happy Traum, and Dan Crary. Topics range from the basics to "getting serious," and include: reading music, fretboard positioning, chords, strumming, bass runs, flatpicker's rhythm licks, fingerpicking, playing the blues, barre chords and their variations, techniques for practicing based on listening, and more. The companion CD contains 12 lessons in the book, from stringing and tuning the guitar to playing the blues scale in all positions and keys.

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**DEVELOPER'S GUIDE TO MICROSOFT ENTERPRISE LIBRARY: SOLUTIONS FOR ENTERPRISE DEVELOPMENT (WITH CD )**

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