

San Miguel's History  
 The Manager's Guide to Bullies in the Workplace  
 Best of TOC  
 Personal Names, Hitler, and the Holocaust  
 Enterprise Security Risk Management  
 Transforming Supply Chains  
 The Manager's Guide to Quick Crisis Response  
 The Global EBook Market: Current Conditions & Future Projections  
 Building Effective Cybersecurity Programs  
 Modelling a German 15cm sIG33 (Sf) auf Panzerkampfwagen 38(t) Ausf.H (SdKfz I38/I)  
 The Manager's Guide to Business Continuity Exercises  
 Occupational Therapy with Elders - eBook  
 Holidays at Roselands. [With Plates.]  
 The Science and Treatment of Psychological Disorders  
 Simplifying Cause Analysis  
 Integrative Medicine, eBook  
 Adaptive Business Continuity: A New Approach  
 Data Protection in the Internet  
 Fahrenheit 451  
 A Little History of the World  
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 A key role for veterinary authorities and animal health practitioners in preventing and controlling neglected parasitic zoonoses  
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 Tasks for the Veterinary Assistant  
 William J. Conaway  
 Vali Hawkins Mitchell, Ph.D, LMHC, REAT, CEAP I. M. Nick Brian Allen, Esq., CISSP, CISM, CPP, CFE  
 John Gattorna Bruce T. Blythe Ruediger Wischenbart Tari Schreider, SSCP, CISM, C|CISO, ITIL  
 Foundation Gary Edmundson Jim Burtles, KLJ, MMLJ, Hon FBCI Helene Lohman Martha Finley  
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 Shobha N. Bhattachar Food and Agriculture Organization of the United Nations Hans G. Hoffmann Jorge G. Ruiz E. B. White  
 Brian Clifton Abdul Kader Mohiuddin A. A. Milne Hans G. Hoffmann Pariah S. Burke George Orwell Sarah J. Maas Teresa Sonsthagen

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a twenty four page booklet of the history of san miguel de allende from the settlement through the war for independence with historic pictures

as a manager you can usually handle disruptive employees but sometimes their emotional states foster workplace tension even making them a danger to others your own confidence is at risk in the manager s guide to bullies in the workplace coping with emotional terrorists noted counselor dr vali hawkins mitchell gives you sensible advice for keeping the bully from dominating the workgroup and destroying productivity and maintaining your own healthy emotional balance at the same time sometimes the difficult person is an overt physical bully which makes it easy to simply fire the person much of the time however the problems are more subtle and build up over periods of time they undermine your ability to manage your team and they can spread to the rest of the team destroying teamwork and productivity in this short book dr vali helps you to recognize the types of upsetting work situations that bullies exploit to their own advantage such as change grief and violence understand why emotional terrorists make it so difficult for you as a manager to deal with their behavior see the symptomatic tools and techniques of the emotional terrorist such as harassment lying to supervisors tampering with documents etc conduct training to help other managers and team members recognize and handle the signs of impending emotional conflict you will love the snakes in the schoolyard exercise know exactly what to say and not say when you must have a one on one interview with someone you consider to be a bully be an effective manager in a world of challenges protecting and preserving the mental health of your employees and yourself dr vali uses realistic examples and humor to help you handle the challenges you face and to show the degree to which she really understands your situation with her guidance you will be more comfortable with knowing when you can handle the situation through simply being the good manager when you need to call in an outside mental health professional and when you need to call 911

personal names hitler and the holocaust a socio onomastic study of genocide and nazi germany provides readers with an increased understanding of and sensitivity to the many powerful ways in which personal names are used by both perpetrators and victims during wartime this book concentrates on one of the most terrifying and yet fascinating periods of modern history the holocaust in particular it examines the different ways in which personal names were used by nationalist socialists to hunt and destroy the victims of their genocidal ideology even before requiring jewish residents to wear a yellow star of david and have the letter j stamped on their passports nazi leaders had decreed that all jewish women and men must add the names sara h and israel to their documentation it did not take long for the perfidious logic behind this naming onomastic legislation to become frighteningly clear it made it that much easier to pinpoint jewish residents for discrimination marginalization relocation deportation and ultimately extermination through compelling first hand accounts from holocaust survivors in depth interviews with descendants of nazi war criminals and a plethora of chilling cases extracted directly from the meticulous records kept by the national socialists this work presents a harrowing historical account of the way personal names were used during the third reich to achieve hitler s homicidal vision importantly the use of personal names and naming to target and annihilate victims is not a historical anomaly of world war ii but a widespread sociolinguistic practice that has been demonstrated in many modern day acts of genocide from rwanda to bosnia berlin to washington when governmental controls are abridged and ethical boundaries are crossed very quickly

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something as simple as a person's name can determine who lives and who dies

as a security professional have you found that you and others in your company do not always define security the same way perhaps security interests and business interests have become misaligned brian allen and rachel loyear offer a new approach enterprise security risk management esrm by viewing security through a risk management lens esrm can help make you and your security program successful in their long awaited book based on years of practical experience and research brian allen and rachel loyear show you step by step how enterprise security risk management esrm applies fundamental risk principles to manage all security risks whether the risks are informational cyber physical security asset management or business continuity all are included in the holistic all encompassing esrm approach which will move you from task based to risk based security how is esrm familiar as a security professional you may already practice some of the components of esrm many of the concepts such as risk identification risk transfer and acceptance crisis management and incident response will be well known to you how is esrm new while many of the principles are familiar the authors have identified few organizations that apply them in the comprehensive holistic way that esrm represents and even fewer that communicate these principles effectively to key decision makers how is esrm practical esrm offers you a straightforward realistic actionable approach to deal effectively with all the distinct types of security risks facing you as a security practitioner esrm is performed in a life cycle of risk management including asset assessment and prioritization risk assessment and prioritization risk treatment mitigation continuous improvement throughout enterprise security risk management concepts and applications the authors give you the tools and materials that will help you advance you in the security field no matter if you are a student a newcomer or a seasoned professional included are realistic case studies questions to help you assess your own security program thought provoking discussion questions useful figures and tables and references for your further reading by redefining how everyone thinks about the role of security in the enterprise your security organization can focus on working in partnership with business leaders and other key stakeholders to identify and mitigate security risks as you begin to use esrm following the instructions in this book you will experience greater personal and professional satisfaction as a security professional and you'll become a recognized and trusted partner in the business critical effort of protecting your enterprise and all its assets

reinvent your supply chain from the outside in cut costs growth revenue and increase customer satisfaction we are now seeing and experiencing increasing turbulence in practically all our major industries which is leading to costly misalignments between suppliers and their customers end users the world is no longer as forgiving as it was a few decades ago customers going online have become increasingly demanding and the operating environment has become exceedingly complex this combination means that companies wishing to survive and thrive in the coming decades must transform themselves to become more agile and market responsive the problem is where to start this transformation journey we all pay lip service to being customer centric but the reality is that most of the world's large corporations have built up their logistics networks and by extension their enterprise supply chains over many years of sunk investment pursuing the flawed philosophy of one size fits all the solution to this dilemma is the dynamic alignment™ framework which directly links the target market to the operational strategies internal cultural capability and leadership styles inside our enterprise it will help you to adopt an outside in perspective of our market by seeing the world through the lens of our customers and use the insights gained in this way to reverse engineer the capabilities inside our enterprises to more precisely align with customers expectations transforming supply chains allows you to segment your customer's expectations into not one but several dominant buying behaviours by identifying how your market is structured you can develop matching value propositions and corresponding operational strategies for each

behavioural segment identified and then use those findings to redefine the internal operating structure as well as the external supply chains companies already using this model have seen greater customer satisfaction an uplift in revenue and a reduction in costs in some cases companies have doubled their margins within a year the full text downloaded to your computer with ebooks you can search for key concepts words and phrases make highlights and notes as you study share your notes with friends ebooks are downloaded to your computer and accessible either offline through the bookshelf available as a free download available online and also via the ipad and android apps upon purchase you ll gain instant access to this ebook time limit the ebooks products do not have an expiry date you will continue to access your digital ebook products whilst you have your bookshelf installed

avoid being blindsided by an unexpected emergency or crisis in the workplace violence natural disaster or worse bruce blythe s the manager s guide to quick response in a crisis effective action in an emergency offers the time tested skills that prepare you to act effectively on behalf of yourself and your co workers in the face of threat and chaos blythe uses real world case studies examples and checklists to help you be the top notch leader the situation requires hope for the best and prepare for the worst sums up blythe s philosophy this short book is the essence of the basic practical counseling that he would give if he were sitting next to you at your desk to help you figure out what to do next he offers real world examples of what has worked and not worked in his 30 years of experience with companies just like yours with blythe s advice you can act fast to find out the accurate facts you need to strategize and implement a response compile a checklist of immediate action items create a crisis command center ccc select the best people for your action team and determine action steps understand how to make good decisions in a crisis or emergency handle the human side of a traumatic incident set priorities in multiple timeframes establish a new normal as everyone phases back into productive work after the incident to help you take the actions that will make a difference the book includes practical forms checklists cases studies and real life examples quick use response guide at the end of each chapter all four can form a handy pocket guide

the global ebook report documents and analyses how ebook markets emerge in the us uk continental europe brazil china india russia and the arab world it combines the best available data and references to specialized local actors with thematic chapters focusing on critical policy debates and on key driving forces notably ebook bestsellers and pricing strategies across european markets self publishing government regulation piracy and the expanding impact of global players the global ebook report is available for download from october 1st 2013 at global ebook com a project of rüdiger wischenbart content and consulting

you know by now that your company could not survive without the internet not in today s market you are either part of the digital economy or reliant upon it with critical information assets at risk your company requires a state of the art cybersecurity program but how do you achieve the best possible program tari schreider in building effective cybersecurity programs a security manager s handbook lays out the step by step roadmap to follow as you build or enhance your cybersecurity program over 30 years tari schreider has designed and implemented cybersecurity programs throughout the world helping hundreds of companies like yours building on that experience he has created a clear roadmap that will allow the process to go more smoothly for you building effective cybersecurity programs a security manager s handbook is organized around the six main steps on the roadmap that will put your cybersecurity program in place design a cybersecurity program establish a foundation of governance build a threat vulnerability detection and intelligence capability build a cyber risk management capability implement a defense in depth strategy apply service management to cybersecurity programs because schreider has researched and analyzed

over 150 cybersecurity architectures frameworks and models he has saved you hundreds of hours of research he sets you up for success by talking to you directly as a friend and colleague using practical examples his book helps you to identify the proper cybersecurity program roles and responsibilities classify assets and identify vulnerabilities define an effective cybersecurity governance foundation evaluate the top governance frameworks and models automate your governance program to make it more effective integrate security into your application development process apply defense in depth as a multi dimensional strategy implement a service management approach to implementing countermeasures with this handbook you can move forward confidently trusting that schreider is recommending the best components of a cybersecurity program for you in addition the book provides hundreds of citations and references allow you to dig deeper as you explore specific topics relevant to your organization or your studies

the bison and grille are today s commonly used names for the german self propelled 15cm schwere infanteriegeschütz 33 sig33 vehicles of world war ii the sig33 was the most powerful support weapon for the german infantry at the beginning of the war and from 1940 it was mounted on a range of tracked vehicles this title provides a detailed step by step guide to modelling a 1 35 scale german self propelled sig33 vehicle the modeller is led through the various skill levels of construction by combining existing kits with some aftermarket accessories and scratch built items key aspects such as finishing techniques including painting and displaying your model are also covered this guide forms part of osprey modelling 19 modelling the german 15cm sig33 bison and grille ebook

you designed your business continuity plan to keep your business in business regardless of the forces of man and nature but how do you know that the plan really works few companies can afford the recommended full scale exercises several times a year in the manager s guide to business continuity exercises jim burtles an internationally known expert details the options for conducting a range of tests and exercises to keep your plan effective and up to date your challenge is to maintain a good and effective plan in the face of changing circumstances and limited budgets if your situation is like that in most companies you really cannot depend on the results of last year s test or exercise of the plan people tend to forget lose confidence lose interest or even be replaced by other people who were not involved in your original planning jim burtles explains you cannot have any real confidence in your plans and procedures until they have been fully tested exercises are the only way we can be sure that the people will be able to interpret the plans and procedures correctly within the requisite timeframe under difficult circumstances as you do your job in this constantly shifting context jim burtles helps you to differentiate between an exercise and a test and see the value of each in your bc program understand the different types of plans and identify the people who need to be involved in exercises and tests for each use the five stage growth path from desktop to walkthrough to full scale exercise to conduct gradual testing educate personnel foster capability and build confidence create a variety of unusual scenario plot lines that will keep up everyone s interest identify the eight main elements in developing and delivering a successful bc exercise select and prepare a delivery team and a response team for your exercise make sure everyone understands the rules of engagement use the lessons learned from exercises and tests to audit update and maintain the plan you are well aware that a host of problems may crop up in any kind of company wide project these problems can range from basic logistics like time and place to non support from executives and managers to absenteeism to the weather to participants forgetting their lines throughout the book burtles uses his decades of experience working with companies like yours to give you useful examples case studies and down to earth advice to help you handle the unexpected and work toward the results you are looking for

get the focused foundation you need to successfully work with older adults occupational therapy with elders strategies for the cota 4th edition is the only comprehensive book on geriatric occupational therapy designed specifically for the certified occupational therapy assistant it provides in depth coverage of each aspect of geriatric practice from wellness and prevention to death and dying expert authors helene lohman sue byers connon and rené padilla offer an unmatched discussion of diverse populations and the latest on geriatric policies and procedures in this fast growing area of practice you will come away with a strong foundation in aging trends and strategies for elder care in addition to having a deep understanding of emerging areas such as low vision rehabilitation driving and mobility issues alzheimer s disease and other forms of dementia new technological advancements health literacy public policy dignity therapy and more plus you will benefit from 20 additional evidence briefs and numerous case studies to help apply all the information you learn to real life practice it s the focused evidence based and client centered approach that every occupational therapy assistant needs to effectively care for today s elder patients unique focus on the occupational therapy assistant highlights the importance of cotas to the care of elder clients unique attention to diverse populations and cultures demonstrates how to respect and care for clients of different backgrounds unique discussion of elder abuse battered women and literacy includes information on how the ota can address these issues that are often overlooked user resources on evolve feature learning activities to help you review what you have learned and assess your comprehension case studies at the end of certain chapters illustrate principles and help you understand content as it relates to real life situations multidisciplinary approach demonstrates the importance of collaboration between the ot and ota by highlighting the ota s role in caring for the elderly and how they work in conjunction with occupational therapists key terms chapter objectives and review questions are found in each chapter to help identify what information is most important new 20 additional evidence briefs have been added to reinforce this book s evidence based client centered approach new incorporation of emr prevalence and telehealth as a diagnostic and monitoring tool have been added throughout this new edition new expanded content on mild cognitive impairment health literacy and chronic conditions have been incorporated throughout the book to reflect topical issues commonly faced by ots and otas today new coverage of technological advancements has been incorporated in the chapter on sensory impairments new other updated content spans public policy hipaa power of attorney advanced directives alternative treatment settings dignity therapy and validation of the end of life new merged chapters on vision and hearing impairments create one sensory chapter that offers a thorough background in both areas

elsie felt in better spirits in the morning her sleep had refreshed her and she arose with a stronger confidence in the love of both her earthly and her heavenly father she found her papa ready and waiting for her he took her in his arms and kiss

the science and treatment of psychological disorders blends theory and research with practice and clinical application to provide learners with a solid foundation in psychological disorders and develop their understanding with up to date and relevant research examples and contexts from its first edition the focus of this book has always been on balancing contemporary research and clinical application while involving the learner in the problem solving engaged in by clinicians and scientists it continues to emphasize an integrative approach showing how psychopathology is best understood by considering multiple perspectives genetic neuroscientific cognitive behavioral and sociocultural and how these varying perspectives produce the clearest accounting of the causes of these disorders as well as provide insights into the best possible treatments with this new sixteenth edition abnormal psychology is dropped from the title the importance of stigma and mental illness is discussed throughout never is this more important than now when many social ills such as gun violence are too easily blamed on mental illness while we continue to warehouse

people with psychological disorders in jails at an astonishing rate an interactive multimedia learning experience this textbook includes access to an interactive multimedia e text icons throughout the print book signal corresponding digital content in the e text case study videos and pause and ponder activities a collection of fourteen 7 to 10 minute case study videos presents an encompassing view of a variety of psychological disorders featuring people experiencing these disorders and their families describing symptoms from their own perspective in addition each video provides concise information about the available treatment options and commentary from a mental health professional each video is presented in the context of a pause and ponder activity with the following elements part i pause readers are asked to read several short examples of everyday life situations facing a person or people with a particular disorder and assess their own ability to empathize part ii learn readers are directed to view the case study video and answer a series of questions with interactive self scoring part iii ponder finally readers are asked to respond to one or more open ended questions and to reassess their ability to empathize interactive figures charts tables appearing throughout the enhanced e text interactive figures process diagrams and tables facilitate the study of complex concepts and processes and help students retain important information even many of the simplest figures are interactive to encourage online readers to pause and absorb the information they present before scrolling on to additional reading interactive self scoring check your knowledge questions and practice quizzes students can check their answers to the check your knowledge questions at the end of each major chapter section instantly and each chapter includes a self scoring practice quiz to help prepare for graded assignments and exams

when the challenge is to get to the heart of a problem you need a simple and efficient cause investigation methodology and what would make a real difference would be an interactive map to lead you to the answer every time chester rowe s simplifying cause analysis a structured approach is your instruction book combined with the included downloadable interactive cause analysis tool you have been looking for the author intends this book for professionals like you who have some familiarity with cause analysis projects and are looking for a simple and efficient cause investigation methodology is a more effective and insightful way of asking why introducing his multi function event investigation tool chester rowe says there are already many scientific tools to help us understand the physical causes for machine failures the challenge now is to find a way of investigating human performance failure modes humans are often a major source of slips lapses and mistakes supporting his instructions with diagrams charts and real world examples from companies like yours the author takes you step by step through planning completing and documenting your investigation chapter 1 gives you a process to determine the level of effort that your investigation should encompass assess the level of effort needed and determine the rigor needed your investigation needs to be as risk informed as possible chapters 2 through 5 presents a new and innovative structure rigorous yet intuitively easy to remember to identify the underlying causes for the event cause road maps and conduct the investigation chapter 6 introduces conceptual human performance models and tells you how to begin focusing on the human behaviors involved chapters 7 and 8 present you with methods tools and techniques for carefully interviewing personnel chapters 9 through 13 put the pieces together showing you how to analyze and model the event determine corrective action and document the investigations and findings chester rowe developed the cause road map over many years to provide a comprehensive taxonomy for every cause investigation however fully implementing the cause road map requires the use of other tools to organize analyze and present the final results of your investigation to get you started rowe includes his downloadable interactive cause analysis tool an easy to use tool in familiar spreadsheet format free with your verified purchase of the book

written by physicians who are experts in both traditional and complementary medicine integrative

medicine 5th edition uses a clinical disease oriented approach to safely and effectively incorporate alternative therapies into primary care practice drawing on available scientific evidence and the authors first hand experiences it covers therapies such as botanicals supplements mind body lifestyle choices nutrition exercise spirituality and other integrative medicine modalities this highly regarded reference offers practical guidance for reducing costs and improving patient care while focusing on prevention and wellness for a better quality of life explains how to make the best use of integrative medicine and the mechanisms by which these therapeutic modalities work keeping you at the forefront of the trend toward integrative health care templated chapters make it quick and easy to find key information such as dosing pearls the prevention prescription and therapeutic reviews that incorporates the evidence vs harm icon uses the reliable sort method strength of recommendation taxonomy to provide evidence based ratings grading both the evidence and the relative potential harm thoroughly updated ensuring that you remain well informed regarding the latest evidence contains 10 new chapters covering clinician resilience supporting immunity nash fatty liver hair loss rethinking the movement prescription compassion practices prescribing low dose naltrexone psychedelics tapering off ppis and opioids as well as an expanded osteopathy chapter covers timely topics aimed at reducing the epidemics of polypharmacy and opioid overuse as well as supporting immunity in the face of infectious diseases provides online access to multiple choice questions for every chapter perfect for board exam review enhanced ebook version included with purchase your enhanced ebook allows you to access all of the text figures and references from the book on a variety of devices

through a wealth of examples diagrams and real world case studies this groundbreaking book provides a streamlined realistic methodology to change business continuity dramatically and shows you how you can execute it in your own organization

this book identifies and explains the different national approaches to data protection the legal regulation of the collection storage transmission and use of information concerning identified or identifiable individuals and determines the extent to which they could be harmonised in the foreseeable future in recent years data protection has become a major concern in many countries as well as at supranational and international levels in fact the emergence of computing technologies that allow lower cost processing of increasing amounts of information associated with the advent and exponential use of the internet and other communication networks and the widespread liberalization of the trans border flow of information have enabled the large scale collection and processing of personal data not only for scientific or commercial uses but also for political uses a growing number of governmental and private organizations now possess and use data processing in order to determine predict and influence individual behavior in all fields of human activity this inevitably entails new risks from the perspective of individual privacy but also other fundamental rights such as the right not to be discriminated against fair competition between commercial enterprises and the proper functioning of democratic institutions these phenomena have not been ignored from a legal point of view at the national supranational and international levels an increasing number of regulatory instruments including the european union s general data protection regulation applicable as of 25 may 2018 have been adopted with the purpose of preventing personal data misuse nevertheless distinct national approaches still prevail in this domain notably those that separate the comprehensive and detailed protective rules adopted in europe since the 1995 directive on the processing of personal data from the more fragmented and liberal attitude of american courts and legislators in this respect in a globalized world in which personal data can instantly circulate and be used simultaneously in communications networks that are ubiquitous by nature these different national and regional approaches are a major source of legal conflict



eh gombrich s bestselling history of the world for young readers tells the story of mankind from the stone age to the atomic bomb focusing not on small detail but on the sweep of human experience the extent of human achievement and the depth of its frailty the product of a generous and humane sensibility this timeless account makes intelligible the full span of human history in forty concise chapters gombrich tells the story of man from the stone age to the atomic bomb in between emerges a colorful picture of wars and conquests grand works of art and the spread and limitations of science this is a text dominated not by dates and facts but by the sweep of mankind s experience across the centuries a guide to humanity s achievements and an acute witness to its frailties

when confederate men marched off to battle southern women struggled with the new responsibilities of directing farms and plantations providing for families and supervising increasingly restive slaves drew faust offers a compelling picture of the more than half million women who belonged to the slaveholding families of the confederacy during this period of acute crisis when every part of these women s lives became vexed and uncertain

although the digital revolution has made content available to more people than print books ever could ebooks are still only as accessible as the foundation they re built on and all too often the foundation is weak but that s changing with the introduction of epub 3 publishers now have the means to create a single rich data source for audiences of all reading abilities through practical tips and examples accessible epub 3 takes you inside the epub 3 format and explores how you can enrich and enhance content for all readers author matt garrish demystifies the process of making content easier to access demonstrating how accessible practices are intertwined with standard content best practices among many techniques this guide will teach you how to add structure and meaning to your publications to make them more usable by accessible technologies tailor epub navigation documents for readers requiring either full or reduced navigation create media overlays to synchronize human narration with text display improve text to speech playback by adding ssml pls lexicons and css3 speech functionality

a practical no nonsense guide into the essentials of composing and publishing ebooks the kit provides advice and step by step instructions on how to set up a file for conversion into the dominant formats of epub mobi kindle optimised pdf as well as the new fixed layout formats suitable for spread oriented books you ll then see how to package the files for uploading to online distributors such as amazon apple and kobo by starting with a master file that is similar to that created for print or print on demand pod production the kit also provides strategies for getting out the word about your title to the global community what s new in the 3rd edition information on the new export features from indesign cc creative cloud that allow you to export to fixed layout formats as well as flowable epub files for ebook devices an up to date review of the latest dedicated ebook readers smartphones phablets and tablets in terms of what functionality they have for enhanced ebook files the best free conversion programs step by step instructions on how to set up your book in ibooks author and how to prepare and add multimedia elements to your ibooks author work streamlining your workflow in word pages and adobe s creative cloud suite to shorten the conversion process hands on directions on how to use sigil to edit your epub files and calibre to view and convert them to kindle friendly mobi files how to validate your files in ibooks author and kindle previewer offline before uploading them to apple and the kindle store when to outsource conversion of your book to whom and how much you should expect to pay updated social media strategies for spreading the word about your book and much much more

unleash your ipod touch and take it to the limit using secret tips and techniques fast and fun to read taking your ipod touch 5 to the max will help you get the most out of ios 5 on your ipod touch

you'll find all the best undocumented tricks as well as the most efficient and enjoyable introduction to the iPod touch available starting with the basics you'll quickly move on to discover the iPod touch's hidden potential like how to connect to a TV and get contract-free VoIP from email and surfing the net to using iTunes, iBooks, games, photos, ripping DVDs and getting free VoIP with Skype or Facetime. Whether you have a new iPod touch or an older iPod touch with iOS 5 you'll find it all in this book. You'll even learn tips on where to get the best and cheapest iPod touch accessories. Get ready to take iPod touch to the max.

A fastidious Englishman, Phileas Fogg, puts his life's savings at stake, claiming he can travel around the world in just eighty days. Thus begins his fantastic journey, full of excitement and a great deal of risk. Phileas Fogg and his servant Passepartout visit many foreign lands, exotic and beautiful. Amidst all the excitement is a case of mistaken identity which has a Scotland Yard detective hot at their heels. Will Phileas Fogg lose the bet? Will he be put behind bars for robbing a bank? Read on to find out.

A practical, no-nonsense guide into the essentials of composing and publishing ebooks, the kit provides advice and step-by-step instructions on how to set up a file for conversion into the dominant formats of EPUB, MOBI, Kindle, optimized PDF, as well as the new fixed layout formats suitable for spread-oriented books. You'll then see how to package the files for uploading to online distributors such as Amazon, Apple, and Google by starting with a master file that is similar to that created for print or print-on-demand POD production. The kit also provides strategies for getting out the word about your title to the global community. What's new in the 4th edition: information on the new export features from Adobe InDesign Creative Cloud Suite that allow you to export your files with confidence to the key ebook formats; an up-to-date review of the latest ebook readers, smartphones, phablets, and tablets in terms of their functionality for enhanced ebook files; step-by-step instructions on how to set up your book in Kindle Create and iBooks Author and how to prepare text and add interactive and multimedia elements to enhance your ebook; how to streamline your workflow from Word or Pages via Adobe's Creative Cloud Suite to shorten the conversion process; hands-on directions on how to use emulators like Sigil and Calibre to fine-tune your EPUB files and convert them to Kindle-friendly MOBI files; how to validate your files offline with a single click before uploading them to distributors like Google, Apple, Kobo, and Amazon; when to outsource tasks related to your book's preparation and conversion to ebook formats and how much you should expect to pay; up-to-date social media strategies for spreading the word about your book; and much, much more. Reviews heartily recommend this as a worthwhile way to commence or continue your digital publishing journey. Outlining the current state of play, it also contains great information based on Dr. Reiter's hands-on experience: tips on how to set up your book; convert to a variety of formats; and upload your title to the major ebook retailers. Buy it and read it. Anna Maguire Digiredo.

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tackling translational medicine with a focus on the drug discovery development interface this book integrates approaches and tactics from multiple disciplines rather than just the pharmaceutical aspect of the field the authors of each chapter address the paradox between the molecular understanding of diseases drug discovery and drug development laying out the detailed trends from various fields different chapters are dedicated to target engagement toxicological safety assessments and the compelling relationship of optimizing early clinical studies with design strategies the book also highlights the importance of balancing the three pillars sufficient efficacy acceptable safety and appropriate pharmacokinetics all of which are crucial to successful efforts in discovery and development with discussions regarding the combined approaches of molecular research personalized medicine pre clinical and clinical development as well as targeted therapies this compendium is a flexible fit perfect for professionals in the pharmaceutical industry and related academic fields

neglected parasitic zoonoses such as cysticercosis and echinococcosis are a group of zoonoses that continue to impose a significant burden and affect livelihoods of the vulnerable populations that typically have limited access to adequate sanitation basic living conditions health and veterinary services and awareness recognising the disease burden and importance of a multisectoral approach to controlling and eliminating neglected parasitic zoonoses in 2018 the regional tripartite jointly organised a regional workshop on neglected foodborne parasitic zoonoses to control zoonoses in an efficient effective and sustainable way it is important to understand the transmission cycle of each disease and to implement strategic interventions at key stages via multisectoral participation from public health animal health environmental health and food safety prevention and control of infection in animals is one of the critical means to reduce the burden of zoonoses in humans therefore the animal health sector has a very important role to play however awareness and knowledge are often limited among veterinary authorities public health practitioners animal health practitioners and animal owners this handbook focuses on interventions that the animal health sector can implement to prevent human and animal disease caused by these parasites it aims to provide up to date information in a concise form and is expected to encourage the relevant stakeholders to take actions to control and prevent neglected parasitic zoonoses although the handbook was written primarily for asia and the pacific region the information is relevant in many other regions we hope you find this handbook useful and practical

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this book offers a thorough examination of frailty covering its complexity through sections on foundational concepts pathogenesis research assessment methods management strategies care settings its relation to other chronic conditions and societal implications it provides a deep understanding of frailty s scientific basis advanced assessment tools innovative management and prevention approaches and examines frailty within diverse care settings and in relation to other health conditions by integrating multidisciplinary insights it presents a holistic view of frailty addressing its clinical societal and policy related aspects aiming to enhance well being and inform clinical practitioners educators and policymakers this book can serve as a reference guide with up to date information on frailty in older adults for geriatric medicine physicians primary care clinicians geroscience researchers nurses therapists ot pt st and social workers

sixty years ago on october 15 1952 e b white s charlotte s was published it s gone on to become one of the most beloved children s books of all time to celebrate this milestone the renowned newbery medalist kate dicamillo has written a heartfelt and poignant tribute to the book that is itself a beautiful translation of white s own view of the world of the joy he took in the change of seasons in farm life in the miracles of life and death and in short the glory of everything we are proud to include kate dicamillo s foreword in the 60th anniversary editions of this cherished classic charlotte s is the story of a little girl named fern who loved a little pig named wilbur and of wilbur s dear friend charlotte a cavatica a beautiful large grey spider who lived with wilbur in the barn with the help of templeton the rat who never did anything for anybody unless there was something in it for him and by a wonderfully clever plan of her own charlotte saved the life of wilbur who by this time had grown up to quite a pig how all this comes about is mr white s story it is a story of the magic of childhood on the farm the thousands of children who loved stuart little the heroic little city mouse will be entranced with charlotte the spider wilbur the pig and fern the little girl who understood their language the forty seven black and white drawings by garth williams have all the wonderful detail and warmhearted appeal that children love in his work incomparably matched to e b white s marvelous story they speak to each new generation softly and irresistibly

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the goal of a high quality cost effective and accessible health care for patients is achieved through constructing a team based and patient centered health care delivery system the expanded role of pharmacists uplifts them to patient care from dispensing and manufacturing or marketing of drugs along with doctors and allied health professionals pharmacists are increasingly recognized as an integral part of the patient care team furthermore colleges of pharmacy need to revise and update their curricula to accommodate the progressively increasing development in the pharmaceutical education and the evolving new roles of practicing pharmacists in patient care settings this book focuses on the expanded role of the pharmacists in total patient care including prescribing dispensing compounding administering and monitoring of drugs at home hospital community hospice critical care changeover and other care settings the sector is emerging in both developed and under developed countries overburdened by patient loads and the explosion of new drugs physicians turned to pharmacists more and more for drug information especially within institutional settings and today's patient care pharmacists are taking more interests in medication review and reconciliation patient education and counseling creating drug therapy regimen and monitoring compliance the purpose of this book is to guide the pharmacists in their daily interactions with patients and to ensure collaboration with other health professionals the contents are mostly based on recently published articles related to patient care with most recent ideas and activities followed by the patient care pharmacists around the globe however a pharmacist implements the care plan in collaboration with other health care professionals and the patient or caregiver along with professional guidelines the book discusses the concepts and best practices of patient interaction patient rights and ethical decision making for the professional pharmacist apprentice and student in every chapter the role of pharmacists in that chapter specific issues are detailed explicitly so that a professional pharmacist or a student can figure out his or her do's and don'ts in that specific situation moreover further reading references are listed as future recommendations so the book is an archive of potential references too among so many books about patient care either doctors or nurses roles are highlighted the proposed book highlights the pharmacists roles and responsibilities to the most separated from those of doctors and nurses with the most recent information obtained from most publications in several journals books bulletins newsletter magazines etc

this carefully crafted ebook the red house mystery is formatted for your ereader with a functional and detailed table of contents mark ablett is entertaining a house party at his english country house the guest list includes a widow and her marriageable daughter a retired major a willful actress and bill beverley a young man about town when mark's long lost brother robert the black sheep of the family arrives from australia things do not go as per plans and shortly thereafter robert is found shot dead now it is up to tony gillingham and his friend bill to figure out the locked room mystery and catch the murderer

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nineteen eighty four a novel often published as 1984 is a dystopian social science fiction novel by english novelist george orwell it was published on 8 june 1949 by secker warburg as orwell's ninth and final book completed in his lifetime thematically nineteen eighty four centres on the consequences of totalitarianism mass surveillance and repressive regimentation of persons and behaviours within society orwell himself a democratic socialist modelled the authoritarian government in the novel after stalinist russia more broadly the novel examines the role of truth and facts within politics and the ways in which they are manipulated the story takes place in an imagined future the year 1984 when much of the world has fallen victim to perpetual war omnipresent government surveillance historical negationism and propaganda great britain known as airstrip one has become a province of a totalitarian superstate named oceania that is ruled by the party who employ the thought police to persecute individuality and independent thinking big brother the leader of the party enjoys an intense cult of personality despite the fact that he may not even exist the protagonist winston smith is a diligent and skillful rank and file worker and outer party member who secretly hates the party and dreams of rebellion he enters into a forbidden relationship with a colleague julia and starts to remember what life was like before the party came to power

one of the best fantasy book series of the past decade time magazine when magic has gone from the world and a vicious king rules from his throne of glass an assassin comes to the castle she is a prisoner but if she can defeat twenty three killers thieves and warriors in a competition to find the greatest assassin in the land she will become the king's champion and earn her freedom but the evil she encounters in the castle goes deep and as dark forces gather on the horizon forces which threaten to destroy her entire world the assassin must take her place in a fight greater than she could ever have imagined this is the epic heart stopping fantasy series that has turned 1 new york times bestselling author sarah j maas into a worldwide phenomenon fans new and old will dive into this ebook bundle containing the whole series throne of glass crown of midnight heir of fire queen of shadows empire of storms tower of dawn the thrilling finale kingdom of ash and the companion anthology the assassin's blade

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## Understanding Rachel's Speed: A Simplified Guide to Agile Project Management

The world of project management can often feel like navigating a dense jungle. Terms like "Agile," "sprints," and "velocity" can be intimidating. But understanding core concepts, even seemingly complex ones, can be surprisingly simple. This article explains "Rachel's speed," a simplified analogy to illustrate velocity in Agile development, making the concept accessible to everyone, regardless of their technical background.

### What is Velocity in Agile?

In Agile project management, "velocity" measures the amount of work a team completes in a single sprint (typically a 2-4 week period). It's not about individual speed, but about the collective output of the team. This output is usually measured in "story points," a relative unit representing the complexity and effort required to complete a task. A story point might represent a simple bug fix (1 point) or a complex feature implementation (5 points). The key is consistency within the team's definition of a story point.

### Introducing Rachel's Speed: A Simple Analogy

Imagine Rachel is a baker. Each sprint, she bakes a set of items (project tasks). Some are simple – like a dozen cookies (1 story point). Others are more complex – a layered cake (5 story points). Rachel's velocity isn't about how fast she individually mixes batter, but the total "baked goods points" she completes during each baking session (sprint). If she consistently bakes 15 points worth of goods per session (sprint), her velocity is 15. This is a consistent and predictable measure of her output.

### Tracking Rachel's Speed Over Time: Predicting Future Deliverables

Over several sprints, Rachel tracks her velocity. She notices she consistently bakes around 15 points worth of goods. This allows her to predict future output. If she has a large order (a large project) requiring 60 points worth of goods, she can estimate it will take her four sprints ( $60 \text{ points} / 15 \text{ points/sprint} = 4 \text{ sprints}$ ). This predictability is crucial for Agile project management. It allows for accurate planning and stakeholder communication.

### Factors Affecting Rachel's (and Team) Speed

Just like Rachel's baking, a team's velocity isn't static. Several factors influence it: **Team Size and Skillset:** A larger team with diverse skills might have a higher velocity than a smaller team. **Task Complexity:** More complex tasks naturally take longer and reduce velocity. **Team Dynamics:** Effective collaboration and communication greatly improve velocity. **External Factors:** Unforeseen

issues like bugs, dependencies, or changes in requirements can impact velocity.

## Using Rachel's Speed for Improved Planning

Understanding velocity, using the "Rachel's Speed" analogy, allows for better project planning:

- Realistic Estimation:** Based on past velocity, teams can more accurately estimate how long a project will take.
- Improved Sprint Planning:** Teams can plan more effectively by selecting appropriate tasks for each sprint based on their average velocity.
- Early Problem Detection:** A consistent drop in velocity can signal underlying issues, such as team morale problems or underestimated task complexities.

## Actionable Takeaways

- Focus on consistent output:** Velocity is about the consistent delivery of value, not individual speed.
- Track your progress:** Regularly monitor velocity to identify trends and potential issues.
- Adapt and adjust:** Velocity is not fixed; adjust plans as needed based on observed velocity and changing circumstances.

## Frequently Asked Questions (FAQs)

1. Is low velocity always bad? Not necessarily. A consistently low velocity might indicate overly complex tasks or hidden problems. But a low velocity for a small team working on a complex project isn't automatically a failure.
2. How do we determine story points? Teams typically use a relative scale (e.g., Fibonacci sequence: 1, 2, 3, 5, 8, 13...), comparing the relative effort and complexity of tasks.
3. What if our velocity fluctuates wildly? Significant fluctuations indicate potential problems. Analyze the cause (e.g., unclear requirements, unexpected bugs) and take corrective action.
4. Can we use Rachel's Speed in non-software projects? Absolutely! The concept applies to any project that can be broken down into smaller tasks and tracked over time.
5. Is Rachel's Speed a formal Agile methodology? No, it's a simplified analogy to help understand the concept of velocity in a relatable way. It's not a replacement for actual Agile methodologies but a tool to understand them better.

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web dementsprechend gestaltet sich auch das relativ junge und interdisziplinäre forschungsfeld der bionik strukturen und prozesse in der natur werden beobachtet und analysiert pflanzen und tiere demonstrieren oft vorbildlich wie bestimmte herausforderungen am einfachsten und effizientesten bewältigt werden können

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