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KEY=2010 - NATHALIA LEE

AARP Excel 2010 For Dummies

John Wiley & Sons **Crunch numbers the easy way with Excel 2010 This handy mini guide is packed with the information you need to become a spreadsheet superstar! You'll learn to find your way around Excel 2010, enter data on a worksheet, create simple formulas, format cells, preview and print pages, and more. Whether you're new to Excel 2010 or new to Excel altogether, the basics are all here. Open the book and find: Ten cool Excel 2010 features How to navigate the Ribbon A guide to formatting cells Where to turn for online help How to make your spreadsheets look the way you want**

AARP PowerPoint 2010 For Dummies

John Wiley & Sons **Add some pizzazz to your presentations Slideshows are one of the best ways to captivate your audience during a presentation, and this one-of-a-kind mini guide will show you how to build great-looking slides, add sound and video, animate your slideshow graphics, and more. Whether you're showing off pictures from your summer vacation or trying to raise money for your favorite cause, PowerPoint 2010 is sure to add the power you need to all your presentations. Open the book and find: What's new in PowerPoint 2010 Tips on navigating the Ribbon How to**

create and edit a slide presentation Hints for working in Backstage View How to set up a presentation

Catastrophic Politics

The Rise and Fall of the Medicare Catastrophic Coverage Act Of 1988

Penn State Press

Office 2010 For Seniors For Dummies

For Dummies **Clear, easy-to-understand instructions for seniors who want to get the most out of Microsoft Office 2010** Seniors are buying computers—both desktops and laptops—in record numbers to stay in touch with family and friends, connect with peers, research areas of interest, make purchases online, or learn a new skill. Assuming no prior knowledge of Microsoft Office, this book is aimed at seniors who are interested in maximizing the capabilities of Microsoft Word, Excel, PowerPoint, and Outlook. Written in large typeface and featuring enlarged figures and drawings to make the book easier to read, this fun and friendly book begins by showing you how to start each application and maneuver the interface. You'll benefit from detailed explanations on how to accomplish specific tasks through the use of examples and templates. Targets seniors who are interested in using the Microsoft Office suite for any number of reasons: keep in touch with family and friends, research topics of interest, shop online, learn a new skill, and more Assumes no prior knowledge of Microsoft Office and walks you through each application: Word (documents), Excel (spreadsheets), PowerPoint (presentations), and Outlook (e-mail) Features a large font for text and enlarged figures and drawings to make the book accessible and easy to read Explains how to open each application and navigate the interface, and clearly demonstrates how to accomplish specific tasks in each application Includes helpful examples and templates of letters, faxes, a budget grid, and more to assist with the learning process With age comes wisdom—and with Office 2010 For Seniors For Dummies comes the information you need to establish positive Office 2010 habits!

How Cycling Can Save the World

Penguin **Peter Walker**—reporter at the Guardian and curator of its popular bike blog—shows how the future of humanity depends on the bicycle. Car culture has ensnared much of the world—and it's no wonder. Convenience and comfort (as well as some clever lobbying) have made the car the transportation method of choice for generations. But as the world evolves, the high cost of the automobile is made clearer—with its dramatic effects on pollution, the way it cuts people off from their communities, and the alarming rate at which people are injured and killed in crashes. Walker argues that the simplest way to tackle many of these problems at once is with one of humankind's most perfect inventions—the bicycle. In *How Cycling Can Save the World*, Walker takes readers on a tour of cities like Copenhagen and Utrecht, where everyday cycling has taken root, demonstrating cycling's proven effect on reducing smog and obesity, and improving quality of life and mental health. Interviews with public figures—such as Janette Sadik-Khan, who led the charge to create more pedestrian- and cyclist- friendly infrastructure in New York City—provide case studies on how it can be done, and prove that you can make a big change with just a few cycling lanes and a paradigm shift. Meticulously researched and incredibly inspiring, *How Cycling Can Save the World* delivers on its lofty promise and leads readers to the realization that cycling could not only save the world, but have a lasting and positive impact on their own lives.

Essentials of Modern Business Statistics with Microsoft Excel

Cengage Learning **ESSENTIALS OF MODERN BUSINESS STATISTICS, 6TH EDITION** provides an introduction to business statistics that blends a conceptual understanding of statistics with the real-world application of statistical methodology. Leading the business statistics market for two decades, this author team is renowned for their high-quality problems, unwavering accuracy, and signature problem-scenario approach that clearly illustrates how to apply statistical methods in practical business situations. The Sixth Edition is packed with all-new Case Problems, Statistics in Practice applications, and real data examples and exercises. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Windows 7 Plain & Simple

Microsoft Press **Get the fast facts that make learning Windows 7 plain and simple! This no-nonsense guide uses easy, numbered steps and concise, straightforward language to show the most expedient way to perform tasks and solve problems in Windows 7. Here's what you'll learn to do: Run programs, control gadgets, play games. Send e-mail, browse the Web, and share your files. Organize your digital media, including photos, music, and videos. Burn CDs and DVDs; make your own movies. Set up your printer and a simple home network. Manage security settings and perform easy tune-ups and fixes. Here's how you'll learn it: Jump in wherever you need answers. Easy-to-follow steps and screenshots show you exactly what to do. Handy tips teach you new techniques and shortcuts. Quick TRY THIS! Exercises help you apply what you've learned right away.**

Microsoft Excel 2010 In Depth

Pearson Education **Excel 2010 In Depth is the beyond-the-basics, beneath-the-surface guide for everyone who wants to streamline their work with Excel 2010, and get more done in less time. Legendary Excel expert Bill Jelen provides specific, tested, proven solutions to the problems Excel users run into every day: challenges other books ignore or oversimplify. Jelen thoroughly covers all facets of working with Excel 2010, and adds new chapters on Excel Web App which allows multiple users to edit a spreadsheet simultaneously. New coverage also includes: Slicer, which offers dynamic filtering of PivotTables; Sparklines, which add data visualization to any cell; Calculation engine which improves the speed and accuracy of math, financial, and statistical functions; and the new version of Solver. As with all In Depth books, Excel 2010 In Depth presents comprehensive coverage, breakthrough techniques, exclusive shortcuts, quick access to information, troubleshooting help for tough problems, and real-world examples with nothing glossed over or left out. Step-by-step instructions with icons guide readers through essential tasks such as designing tables, entering data, importing external data, designing and executing queries, and designing data entry forms and printed reports. Additional chapters on advanced form and report design emphasize data entry efficiency and presentation clarity. By Bill Jelen, aka MrExcel, an Excel MVP and the principal behind the leading Excel website, MrExcel.com Covers all aspects of working with Excel 2010, from its updated Ribbon interface to its breakthrough collaboration and improved business intelligence For everyone who wants to get the most out of Excel 2010, from casual users to**

corporate professionals

The Invention of Wings

With Notes

Penguin **The newest Oprah's Book Club 2.0 selection: this special eBook edition of *The Invention of Wings* by Sue Monk Kidd features exclusive content, including Oprah's personal notes highlighted within the text, and a reading group guide. Writing at the height of her narrative and imaginative gifts, Sue Monk Kidd presents a masterpiece of hope, daring, the quest for freedom, and the desire to have a voice in the world. Hetty "Handful" Grimke, an urban slave in early nineteenth century Charleston, yearns for life beyond the suffocating walls that enclose her within the wealthy Grimke household. The Grimke's daughter, Sarah, has known from an early age she is meant to do something large in the world, but she is hemmed in by the limits imposed on women. Kidd's sweeping novel is set in motion on Sarah's eleventh birthday, when she is given ownership of ten year old Handful, who is to be her handmaid. We follow their remarkable journeys over the next thirty five years, as both strive for a life of their own, dramatically shaping each other's destinies and forming a complex relationship marked by guilt, defiance, estrangement and the uneasy ways of love. As the stories build to a riveting climax, Handful will endure loss and sorrow, finding courage and a sense of self in the process. Sarah will experience crushed hopes, betrayal, unrequited love, and ostracism before leaving Charleston to find her place alongside her fearless younger sister, Angelina, as one of the early pioneers in the abolition and women's rights movements. Inspired by the historical figure of Sarah Grimke, Kidd goes beyond the record to flesh out the rich interior lives of all of her characters, both real and invented, including Handful's cunning mother, Charlotte, who courts danger in her search for something better. This exquisitely written novel is a triumph of storytelling that looks with unswerving eyes at a devastating wound in American history, through women whose struggles for liberation, empowerment, and expression will leave no reader unmoved. Please note there is another digital edition available without Oprah's notes. Go to Oprah.com/bookclub for more OBC 2.0 content**

Modern Business Statistics with Microsoft Excel

Cengage Learning **MODERN BUSINESS STATISTICS, 5E** allows students to gain a strong conceptual understanding of statistics with a balance of real-world applications and a focus on the integrated strengths of Microsoft Excel 2013. To ensure student understanding, this best-selling, comprehensive text carefully discusses and clearly develops each statistical technique in a solid application setting. Microsoft Excel 2013 instruction, which is integrated in each chapter, plays an integral part in strengthening this edition's applications orientation. Immediately after each easy-to-follow presentation of a statistical procedure, a subsection discusses how to use Excel to perform the procedure. This integrated approach emphasizes the applications of Excel while focusing on the statistical methodology. Step-by-step instructions and screen captures further clarify student learning. A wealth of timely business examples, proven methods, and additional exercises throughout this edition demonstrate how statistical results provide insights into business decisions and present solutions to contemporary business problems. High-quality problems noted for their unwavering accuracy and the authors' signature problem-scenario approach clearly show how to apply statistical methods to practical business situations. New case problems and self-tests allow students to challenge their personal understanding. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Caring for Your Parents

The Complete Family Guide

Sterling Publishing Company, Inc. "Practical advice you can trust from the experts at AARP"--Cover.

Lies, Incorporated

The World of Post-truth Politics

Anchor "A progressive research and information center examines how organizations and lobbies like gun control, tobacco and alcohol and oil have combined forces to attack and distort the truth, cripple legislation and create controversy where there is none, "--NoveList.

Relatives Raising Children

An Overview of Kinship Care

Child Welfare League of Amer **The rapid growth of kinship foster care--full-time parenting of children by relatives or other adults who have a kinship bond with a child--has caught many child welfare agencies off guard. This monograph presents information needed by professionals, agencies, institutions, communities, and organizations to develop and provide services to kinship caregivers, kinship families, children, and parents. The monograph contains discussions of common clinical issues, suggests intervention strategies, examines kinship care's legal implications, and offers policy and program recommendations. Chapter 1 compares relative or kinship care to traditional family foster care, and outlines the characteristics of kinship care that necessitate changes in outlook and practice. Chapter 2 analyzes the clinical issues that must be considered in serving children, parents, and kinship caregivers. Chapters 3 and 4 provide guidance on child welfare practice with kinship families. Chapter 5 considers the effect of culturally based child-rearing practices, gender roles, and hierarchy of authority on child welfare practice with kinship families, as well as the impact of parental incarceration, substance abuse, and HIV/AIDS. Chapter 6 looks at the legal rights, responsibilities, and status of kinship families, caregivers, parents, and children. Chapter 7 discusses federal and state issues for program and policy development; this chapter also examines the philosophy and values underlying provision of financial support to kinship families, the emerging federal role, state policy directions, and permanency planning. Contains 40 references. (KB)**

Web Marketing For Dummies

John Wiley & Sons Get the latest tools and trends in web marketing with this new edition of a bestseller The rapidly changing landscape of web marketing requires those in the field to quickly adopt new technologies as they emerge. This updated edition provides the basics that every web marketer needs to know, including how to create web properties, exploit search engine optimization (SEO), and create effective e-mail campaigns. This new edition offers a broad revision in order for the content to catch up to the latest tools and trends in web marketing. This fun-but-straightforward guide explores trends in search engine, mobile, location-based, and consumer site marketing and examines ways to maximize success by analyzing results, avoiding legal issues, and keeping everything fresh and exciting. Reflects current marketing trends Explores social media and mobile marketing and offers insight into creating an effective landing page and retaining customers Guides you through creating a marketing plan, adjusting already-existing marketing materials for the web, and building an online presence Details ways to maximize the potential of SEO, e-mail campaigns, online advertising, blogging, e-commerce tools, and more Provides valuable advice for avoiding common mistakes and ways to liven up web marketing plans Web Marketing For Dummies, 3rd Edition has expanded its coverage so you can expand your web marketing reach.

The Future of Nursing

Leading Change, Advancing Health

National Academies Press The Future of Nursing explores how nurses' roles, responsibilities, and education should change significantly to meet the increased demand for care that will be created by health care reform and to advance improvements in America's increasingly complex health system. At more than 3 million in number, nurses make up the single largest segment of the health care work force. They also spend the greatest amount of time in delivering patient care as a profession. Nurses therefore have valuable insights and unique abilities to contribute as partners with other health care professionals in improving the quality and safety of care as envisioned in the Affordable Care Act (ACA) enacted this year. Nurses should be fully engaged with other health professionals and assume leadership roles in

redesigning care in the United States. To ensure its members are well-prepared, the profession should institute residency training for nurses, increase the percentage of nurses who attain a bachelor's degree to 80 percent by 2020, and double the number who pursue doctorates. Furthermore, regulatory and institutional obstacles -- including limits on nurses' scope of practice -- should be removed so that the health system can reap the full benefit of nurses' training, skills, and knowledge in patient care. In this book, the Institute of Medicine makes recommendations for an action-oriented blueprint for the future of nursing.

Consumer Economic Wellbeing

Springer This timely text overviews theories, concepts, and contexts relating to the emerging field of behavioral economics. Research theories and data gathered across psychology, sociology, marketing, finance, and other relevant disciplines are synthesized to identify and elaborate on the defining aspects of consumer economic wellbeing. Against a background of consumer rights and responsibilities, the book discusses consumer phenomena of earning, spending, saving, and borrowing and their contributions to improving (and in some cases to worsening) economic wellness. In addition, the author presents effective ways consumers can be encouraged to navigate key economic environments such as the media, advertising, and the internet, and to change negative financial behaviors. Among the featured topics: Historical perspective on consumer economic wellbeing. Consumer financial capability and economic wellbeing. The role of government in promoting consumer economic wellbeing. Corporate social responsibility. Theories of online shopping and e-banking. Desirable and undesirable consumption behavior. Consumer Economic Wellbeing clarifies issues and provides insights for researchers in the fields of consumer psychology and economics, psychologists and mental health professionals, and policy analysts. It is also useful as a text for college courses in related subjects.

Who's Got Your Back

The Breakthrough Program to Build Deep, Trusting

Relationships that Create Success-- and Won't Let You Fail

Currency Explains how to achieve personal and professional goals by building close, trusting relationships with others that help facilitate creative feedback, encouragement, and long-term success.

The Best of Everything After 50

The Experts' Guide to Style, Sex, Health, Money, and More

ReadHowYouWant.com **The Best of Everything after 50 provides top-dollar advice in an affordable format. When Barbara Grufferman turned fifty, she wanted to know how to be - and stay - a vibrant woman after the half-century mark. She went in search of a What to Expe...**

Pivot Table Data Crunching

Microsoft Excel 2010

Pearson Education **PivotTables may be Excel's most powerful feature, but Microsoft has estimated that only 15% of Excel users take advantage of them. That's because PivotTables (and their companion feature, PivotCharts) have a reputation for being difficult to learn. Not any more! In this book, Excel legends Bill Jelen ("MrExcel") and Michael Alexander teach PivotTables and PivotCharts step-by-step, using realistic business scenarios that any Excel user can intuitively understand. Jelen and Alexander go far beyond merely explaining PivotTables and PivotCharts: they present**

practical "recipes" for solving a wide range of business problems. Drawing on more than 30 combined years of Excel experience, they provide tips and tricks you won't find anywhere else, and show exactly how to sidestep common mistakes. Coverage includes: " Creating PivotTables, customizing them, and changing the way you view them " Performing calculations within PivotTables " Using PivotCharts and other visualizations " Analyzing multiple data sources with PivotTables " Sharing PivotTables with others " Working with and analyzing OLAP data " Making the most of Excel 2010's powerful new PowerPivot feature " Using Excel 2010's Slicer to dynamically filter PivotTables " Enhancing PivotTables with macros and VBA code This book is part of the new MrExcel Library series, edited by Bill Jelen, world-renowned Excel expert and host of the enormously popular Excel help site, MrExcel.com. Teaches PivotTables, PivotCharts, and Excel 2010's new PowerPivot feature through real-world scenarios that make intuitive sense to users at all levels Includes proven PivotTable recipes for instant on-the-job results Helps Excel users avoid common pitfalls and mistakes Part of the brand-new MrExcel Library series, edited by Excel legend Bill Jelen

PowerPivot for the Data Analyst

Microsoft Excel 2010

Pearson Education **ANALYZE HUGE AMOUNTS OF BUSINESS DATA FASTER, MORE EASILY, AND MORE ACCURATELY! Use Microsoft's free PowerPivot add-in for Excel 2010 to analyze immense amounts of data from any source, perform state-of-the-art business analysis far more easily, and make better decisions in less time! Simple, step-by-step instructions walk you through installing PowerPivot, importing data, using PivotTables with PowerPivot, using super-powerful DAX functions and measures, reporting to print or SharePoint, and a whole lot more. Whatever your Excel data analysis experience, this book will help you use PowerPivot to get the right answers, right now—without IT's help! Import and integrate data from spreadsheets, SQL Server, Access, Oracle, text files, Atom data feeds, and other sources Analyze multiple tables together, without complicated VLOOKUPS Format, sort, and filter data in the PowerPivot window Add calculated columns using new DAX functions Create powerful reports from PowerPivot data—and format them so executives instantly get your point Discover PivotTable tricks that work even better in PowerPivot Control multiple PivotTable elements on one worksheet, with one set of Excel 2010 Slicers Use DAX Measures to quickly perform tasks that were difficult or impossible with Calculated Fields Compare today's sales to yesterday's-or to sales from the**

parallel period last fiscal year. Use Named Sets to prepare asymmetric reports, show actuals for past months and plan for future months.

The Great Eight

How to Be Happy (even when you have every reason to be miserable)

Thomas Nelson **Beloved Olympic skater shares his secrets to happiness on and off the ice. Scott Hamilton has experienced the heights of accomplishment and the depths of disease, from winning the Gold to becoming a cancer and brain tumor survivor. But through his successes, struggles, and setbacks, Hamilton has never lost his trademark humor and honesty. More important, he has never lost his faith and optimism. How does he keep smiling? In The Great Eight, Scott uses stories from his international career and personal life to describe the eight secrets that — through commitment and repetition — have helped him “clear the ice,” get back up, and “smile like Kristi Yamaguchi.” “Scott Hamilton . . . lives his life as a champion. Everyone needs the positive message of this greatly inspiring book.” ~Kristi Yamaguchi, Olympic Gold Medalist “I know and love Scotty Hamilton. You will, too, after you read this book.” ~William Shatner “The Great Eight is an inspiration to us all.” ~Donald J. Trump “It’s like my bud Scott says: ‘You can’t just skate through life and expect to be happy!’” ~Kevin Nealon, actor, comedian, Saturday Night Live alum**

Explaining Divergent Levels of Longevity in High-Income Countries

National Academies Press **During the last 25 years, life expectancy at age 50 in the United States has been rising, but at a slower pace than in many other high-income countries, such as Japan and Australia. This difference is particularly notable given that the United States spends more on health care than any other nation. Concerned about this divergence, the National Institute on Aging asked the National Research Council to examine evidence on its possible**

causes. According to *Explaining Divergent Levels of Longevity in High-Income Countries*, the nation's history of heavy smoking is a major reason why lifespans in the United States fall short of those in many other high-income nations. Evidence suggests that current obesity levels play a substantial part as well. The book reports that lack of universal access to health care in the U.S. also has increased mortality and reduced life expectancy, though this is a less significant factor for those over age 65 because of Medicare access. For the main causes of death at older ages -- cancer and cardiovascular disease -- available indicators do not suggest that the U.S. health care system is failing to prevent deaths that would be averted elsewhere. In fact, cancer detection and survival appear to be better in the U.S. than in most other high-income nations, and survival rates following a heart attack also are favorable. *Explaining Divergent Levels of Longevity in High-Income Countries* identifies many gaps in research. For instance, while lung cancer deaths are a reliable marker of the damage from smoking, no clear-cut marker exists for obesity, physical inactivity, social integration, or other risks considered in this book. Moreover, evaluation of these risk factors is based on observational studies, which -- unlike randomized controlled trials -- are subject to many biases.

Absolute Beginner's Guide to Computer Basics

Pearson Education Guides beginning users through basic PC operations in Microsoft Windows, demonstrating how to print letters, manage finances, shop online, send and receive e-mail, and customize the desktop.

Europe For Dummies

John Wiley & Sons

Juggling Life, Work, and Caregiving

This book is a companion to the PBS documentary *Caring for Mom and Dad* (May 2015) and Sally Hurme's *ABA/AARP Checklist for Family Caregivers: A Guide to Making It Manageable*.

Ebersole and Hess' Gerontological Nursing & Healthy Aging - E-Book

Elsevier Health Sciences **Ebersole & Hess' Gerontological Nursing and Healthy Aging** is the only gerontological nursing text that follows a wellness-based, holistic approach to older adult care. Designed to facilitate healthy aging regardless of the situation or disease process, this text goes beyond simply tracking recommended treatments to address complications, alleviate discomfort, and help older adults lead healthy lives. Featuring evidence-based practice boxes, safety alerts, expanded tables, and careful attention to age, gender, and cultural differences, Ebersole & Hess' Gerontological Nursing and Healthy Aging is the most complete text on the market. Focus on health and wellness helps you gain an understanding of the patient's experience. AACN and the Hartford Institute for Geriatric Nursing core competencies integrated throughout. Consistent chapter organization and pedagogy, including Learning Objectives, Glossary, and Research and Study Questions/Activities. Evidence-Based Practice boxes summarize research findings that confirm effective practices or identify practices with unknown, ineffective, or harmful effects. Careful attention to age, cultural, and gender differences helps you understand these important considerations in caring for older adults. Expanded tables, boxes, and forms, including the latest scales and guidelines for proper health assessment make information easy to find and use. Activities and discussion questions at the end of every chapter equip you with the information you need to assess the patient. **UPDATED!** Healthy People 2020 boxes integrate information about healthy aging. **NEW!** Safety Alerts highlight safe practices and quality of care QSEN competencies. **NEW!** Chapter on Neurologic Compromise expands content on stroke and Parkinson's disease.

Ebersole and Hess' Gerontological Nursing & Healthy Aging4

Ebersole and Hess' Gerontological Nursing & Healthy Aging

Elsevier Health Sciences **Ebersole & Hess' Gerontological Nursing and Healthy Aging** is the only gerontological nursing text that follows a wellness-based, holistic approach to older adult care. Designed to facilitate healthy aging regardless of the situation or disease process, this text goes beyond simply tracking recommended treatments to address complications, alleviate discomfort, and help older adults lead healthy lives. Featuring evidence-based practice boxes, safety alerts, expanded tables, and careful attention to age, gender, and cultural differences, Ebersole & Hess' Gerontological Nursing and Healthy Aging is the most complete text on the market. Focus on health and wellness helps you gain an understanding of the patient's experience. AACN and the Hartford Institute for Geriatric Nursing core competencies integrated throughout. Consistent chapter organization and pedagogy, including Learning Objectives, Glossary, and Research and Study Questions/Activities. Evidence-Based Practice boxes summarize research findings that confirm effective practices or identify practices with unknown, ineffective, or harmful effects. Careful attention to age, cultural, and gender differences helps you understand these important considerations in caring for older adults. Expanded tables, boxes, and forms, including the latest scales and guidelines for proper health assessment make information easy to find and use. Activities and discussion questions at the end of every chapter equip you with the information you need to assess the patient. **UPDATED!** Healthy People 2020 boxes integrate information about healthy aging. **NEW!** Safety Alerts highlight safe practices and quality of care QSEN competencies. **NEW!** Chapter on Neurologic Compromise expands content on stroke and Parkinson's disease.

Psychedelic Healing

Simon and Schuster

The AIG Story

John Wiley & Sons Selected as one of Motley Fool's "5 Great Books You Should Read" In The AIG Story, the company's long-term CEO Hank Greenberg(1967 to 2005) and GW professor and corporate governance expert Lawrence Cunningham chronicle the origins of the company and its relentless pioneering of open markets everywhere in the world. They regale readers with riveting vignettes of how AIG grew from a modest group of insurance enterprises in 1970 to the largest insurance company in world history. They help us understand AIG's distinctive entrepreneurial culture and how its outstanding employees worldwide helped pave the road to globalization. Corrects numerous common misconceptions about AIG that arose due to its role at the center of the financial crisis of 2008. A unique account of AIG by one of the iconic business leaders of the twentieth century who developed close relationships with many of the most important world leaders of the period and helped to open markets everywhere Offers new critical perspective on battles with N. Y. Attorney General Eliot Spitzer and the 2008 U.S. government seizure of AIG amid the financial crisis Shares considerable information not previously made public The AIG Story captures an impressive saga in business history--one of innovation, vision and leadership at a company that was nearly--destroyed with a few strokes of governmental pens. The AIG Story carries important lessons and implications for the U.S., especially its role in international affairs, its approach to business, its legal system and its handling of financial crises.

Human Resource Management in the Public Sector: Policies and Practices

M.E. Sharpe

Predictably Irrational

The Hidden Forces That Shape Our Decisions

Harper Collins An upbeat cultural evaluation of the sources of illogical decisions explores the reasons why irrational thought often overcomes level-headed practices, offering insight into the structural patterns that cause people to make the same mistakes repeatedly. 150,000 first printing.

Transitions Theory

Middle Range and Situation Specific Theories in Nursing Research and Practice

Springer Publishing Company "It is very exciting to see all of these studies compiled in one book. It can be read sequentially or just for certain transitions. It also can be used as a template for compilation of other concepts central to nursing and can serve as a resource for further studies in transitions. It is an excellent addition to the nursing literature." Score: 95, 4 Stars. --Doody's "Understanding and recognizing transitions are at the heart of health care reform and this current edition, with its numerous clinical examples and descriptions of nursing interventions, provides important lessons that can and should be incorporated into health policy. It is a brilliant book and an important contribution to nursing theory." Kathleen Dracup, RN, DNSc Dean and Professor, School of Nursing University of California San Francisco Afaf Meleis, the dean of the University of Pennsylvania School of Nursing, presents for the first time in a single volume her original "transitions theory" that integrates middle-range theory to assist nurses in facilitating positive transitions for patients, families, and communities. Nurses are consistently relied on to coach and support patients going through major life transitions, such as illness, recovery, pregnancy, old age, and many more. A collection of over 50 articles published from 1975 through 2007 and five newly commissioned articles, Transitions Theory covers developmental, situational, health and illness, organizational, and therapeutic transitions. Each section includes an introduction written by Dr. Meleis in which she offers her historical and practical perspective on transitions. Many of the articles consider the transitional experiences of ethnically diverse patients, women, the

elderly, and other minority populations. **Key Topics Discussed:** Situational transitions, including discharge and relocation transitions (hospital to home, stroke recovery) and immigration transitions (psychological adaptation and impact of migration on family health) Educational transitions, including professional transitions (from RN to BSN and student to professional) Health and illness transitions, including self-care post heart failure, living with chronic illness, living with early dementia, and accepting palliative care Organization transitions, including role transitions from acute care to collaborative practice, and hospital to community practice Nursing therapeutics models of transition, including role supplementation models and debriefing models

Strategic Intelligence

Business Intelligence, Competitive Intelligence, and Knowledge Management

CRC Press **Strategic intelligence (SI) has mostly been used in military settings, but its worth goes well beyond that limited role. It has become invaluable for improving any organization's strategic decision making process. The author of Strategic Intelligence: Business Intelligence, Competitive Intelligence, and Knowledge Management recognizes synergies amo**

Employee Training & Development

McGraw-Hill Companies

Management Results

Mutual funds and closed-end companies to ...

Family Caregivers on the Job

Moving Beyond ADLs and IADLs

United Hospital Fund **More than 27 million Americans care for a seriously ill or aging relative at home. Yet neither health care professionals nor policymakers have the tools necessary to describe the tasks family caregivers perform, the first step toward developing supportive services and policies. Instead, they have relied on Activities of Daily Living (ADLs) and Instrumental Activities of Daily Living (IADLs), measures developed to assess care recipients' functional deficits, to assess the realities of the lives of their care providers. The authors of this book seek to redress the gap.--Cover. p. 4.**

Educational Leadership and Administration: Concepts, Methodologies, Tools, and Applications

Concepts, Methodologies, Tools, and Applications

IGI Global **The delivery of quality education to students relies heavily on the actions of an institution's administrative staff. Effective leadership strategies allow for the continued progress of modern educational initiatives. Educational Leadership and Administration: Concepts, Methodologies, Tools, and Applications provides comprehensive research perspectives on the multi-faceted issues of leadership and administration considerations within the education sector. Emphasizing theoretical frameworks, emerging strategic initiatives, and future outlooks, this publication is an ideal reference source for educators, professionals, school administrators, researchers, and practitioners in the field of education.**

Setting a New Agenda for Student Engagement and Retention in Historically Black Colleges and Universities

IGI Global **As more Americans are attending college, historically black colleges and universities (HBCUs) are now in a position where they must directly compete with other institutions. While other colleges and universities might have more resources and stronger infrastructures, HBCUs provide better opportunities to meet the needs of students of color. Setting a New Agenda for Student Engagement and Retention in Historically Black Colleges and Universities explores the innovations that HBCUs can enact to better serve and prepare the next generation of African American leaders, and to be more competitive in the higher education landscape. As students need different forms of support throughout their academic career, it becomes necessary to engage them through mentorship, programming, and classroom management. This book is a valuable resource for educators and administration at HBCUs, sociologists, policy makers, and students studying education science and administration.**

Stay Rich for Life!

Growing & Protecting Your Money in Turbulent Times

Ballantine Books **This is Ed Slott's proven plan for generating enough personal wealth to last you the rest of your life. Given the challenging economic times, we will all welcome Ed Slott's concrete advice for generating enormous wealth. In this must-have book you'll learn how to: • Retire with more money than you ever could have imagined and still take care of your loved ones • Move your money from FOREVER taxed to NEVER taxed • Make your IRA and 401(k) safer during rocky periods • Pick the best financial advisor and learn what pitfalls to avoid • Think and plan like a multimillionaire • Make Uncle Sam work for you. Filled with real-life stories, Stay Rich for Life is for anyone looking to get out of debt, build their wealth, or plan for the future of their loved ones.**

Mission-Based Marketing

Positioning Your Not-for-Profit in an Increasingly Competitive World

John Wiley & Sons **A direct, practical guide revealing how you can lead your not-for-profit to success through mission-based marketing** Now in a Third Edition, **Mission-Based Marketing** is a direct, practical guide showing how you can lead your not-for-profit to success in a more competitive world. This book provides the knowledge and skills you need to build a market-driven organization that holds onto its core values, does a better job of providing mission, and successfully competes for funding, clients, referral sources, staff, and board members. Includes new material on nonprofit websites, social networking and new methods of communication, advances in technology, customer service in today's world, and the effects of marketing on fundraising Goes beyond the hows and whys to include lots of hands-on advice and real-world examples Other titles by Brinckerhoff: **Mission-Based Management: Leading Your Not-for-Profit In the 21st Century**, **Faith-Based Management: Leading Organizations That Are Based on More than Just Mission**, and **Social Entrepreneurship: The Art of Mission-Based Venture Development** Filled with new material, this book appraises the trends that have dramatically affected the not-for-profit sector in the past several years, and explains how an organization can shape this shifting landscape to its ultimate benefit.