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KEY=IN - GRANT MIDDLETON

ROBERT'S RULES OF ORDER

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SHAPE, STRUCTURE AND PATTERN RECOGNITION

World Scientific

THE BIG BOOK OF CONFLICT RESOLUTION GAMES: QUICK, EFFECTIVE ACTIVITIES TO IMPROVE COMMUNICATION, TRUST AND COLLABORATION

McGraw Hill Professional Make workplace conflict resolution a game that EVERYBODY wins! Recent studies show that typical managers devote more than a quarter of their time to resolving coworker disputes. The Big Book of Conflict-Resolution Games offers a

wealth of activities and exercises for groups of any size that let you manage your business (instead of managing personalities). Part of the acclaimed, bestselling Big Books series, this guide offers step-by-step directions and customizable tools that empower you to heal rifts arising from ineffective communication, cultural/personality clashes, and other specific problem areas—before they affect your organization's bottom line. Let The Big Book of Conflict-Resolution Games help you to: Build trust Foster morale Improve processes Overcome diversity issues And more Dozens of physical and verbal activities help create a safe environment for teams to explore several common forms of conflict—and their resolution. Inexpensive, easy-to-implement, and proved effective at Fortune 500 corporations and mom-and-pop businesses alike, the exercises in The Big Book of Conflict-Resolution Games delivers everything you need to make your workplace more efficient, effective, and engaged.

SOLID STATE TECHNOLOGY

NASA TECH BRIEFS

THE SCRIBE METHOD

THE BEST WAY TO WRITE AND PUBLISH YOUR NON-FICTION BOOK

DIGITAL ORTHOPEDICS

Springer This book addresses all aspects of digital techniques in orthopedics, from development of the core principles to imaging techniques, computer-aided design, reverse engineering and their applications. It illustrates the successful applications in accurate operation using 3-D reconstruction and applied digital techniques. All illustrations and tables were meticulously selected and are easy to understand. The book was written for all doctors and researchers who work in the fields of orthopedics, CAD/CAM and anatomy. Above all, surgeons, physiatrists, radiologists, and engineers in image processing and orthopedics will find it a valuable resource.

INFOWORLD

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POPULAR PHOTOGRAPHY

THE SPANISH LOVE DECEPTION

A NOVEL

Simon and Schuster A TikTok sensation, this rom-com about a young woman who agrees to fake date a colleague and bring him to her sister's wedding has "everything you could want in a romance" (Helen Hoang, New York Times bestselling author). Catalina Martín desperately needs a date to her sister's wedding. Especially since her little white lie about her American boyfriend has spiraled out of control. Now everyone she knows—including her ex and his fiancée—will be there and eager to meet him. She only has four weeks to find someone willing to cross the Atlantic and aid in her deception. New York to Spain is no short flight and her raucous family won't be easy to fool. Enter Aaron Blackford—her tall, handsome, condescending colleague—who surprisingly offers to step in. She'd rather refuse; never has there been a more aggravating, blood-boiling, and insufferable man. But Catalina is desperate, and as the wedding draws nearer, Aaron looks like her best option. And she begins to realize he might not be as terrible in the real world as he is at the office.

WEB APPLICATION DESIGN HANDBOOK

BEST PRACTICES FOR WEB-BASED SOFTWARE

Morgan Kaufmann Delivers a thorough examination of best practices and proven results for many different kinds of applications, including porting existing applications to the Internet from a PDA or Web-enabled cell phone, plus a quick reference for designers looking for fast solutions to enhance Web applications. Original. (Advanced)

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HOW TO CONDUCT SURVEYS

A STEP-BY-STEP GUIDE

SAGE Publications Packed with new topics that reflect today's challenges, the Sixth Edition of the bestselling How to Conduct Surveys guides readers through the process of developing their own rigorous surveys and evaluating the credibility and transparency of surveys created by others. Offering practical, step-by-step advice and written in the same clear and accessible style as author Arlene Fink's other works, the book focuses on choosing the appropriate type of survey, writing survey questions and responses, formatting the survey, deciding on the characteristics and numbers of respondents to include, choosing how often to survey respondents, and analyzing and reporting the results. Available with Perusall—an eBook that makes it easier to prepare for class Perusall is an award-winning eBook platform featuring social annotation tools that allow students and instructors to collaboratively mark up and discuss their SAGE textbook. Backed by research and supported by technological innovations developed at Harvard University, this process of learning through collaborative annotation keeps your students engaged and makes teaching easier and more effective. Learn more.

POPULAR PHOTOGRAPHY

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PAPERTOY GLOWBOTS

46 GLOWING ROBOTS YOU CAN MAKE YOURSELF!

Workman Publishing Origami meets amazing creatures in a book of paper craft fun! Papertoy Glowbots introduces 46 robots that have the added cool factor of lighting up, whether using glow-in-the-dark stickers that come with the book or light sources like flashlights, Christmas tree lights, and electric tea lights. The 46 die-cut paper robots are created by Brian Castleforte, author of Papertoy Monsters, along with the hottest papertoy designers from around the world. Meet the robots and read about their entertaining backstories in the front, then turn to the card stock section in the back to build them. The templates are die-cut and ready to pop out, fold, and glue. Bold, colorful graphics ensure the robots look as amazing in the daytime as they do with the lights off.

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ELECTRONIC MUSICIAN

STRENGTHENING FORENSIC SCIENCE IN THE UNITED STATES

A PATH FORWARD

National Academies Press Scores of talented and dedicated people serve the forensic science community, performing vitally important work. However, they are often constrained by lack of adequate resources, sound policies, and national support. It is clear that change and advancements, both systematic and scientific, are needed in a number of forensic science disciplines to ensure the reliability of work, establish enforceable standards, and promote best practices with consistent application. *Strengthening Forensic Science in the United States: A Path Forward* provides a detailed plan for addressing these needs and suggests the creation of a new government entity, the National Institute of Forensic Science, to establish and enforce standards within the forensic science community. The benefits of improving and regulating the forensic science disciplines are clear: assisting law enforcement officials, enhancing homeland security, and reducing the risk of wrongful conviction and exoneration. *Strengthening Forensic Science in the United States* gives a full account of what is needed to advance the forensic science disciplines, including upgrading of systems and organizational structures, better training, widespread adoption of uniform and enforceable best practices, and mandatory certification and accreditation programs. While this book provides an essential call-to-action for congress and policy makers, it also serves as a vital tool for law enforcement agencies, criminal prosecutors and attorneys, and forensic science educators.

THE AMERICAN SCHOOL BOARD JOURNAL

BUSINESS INTELLIGENCE WITH SQL SERVER REPORTING SERVICES

Apress *Business Intelligence with SQL Server Reporting Services* helps you deliver business intelligence with panache. Harness the power of the Reporting Services toolkit to combine charts, gauges, sparklines, indicators, and maps into compelling dashboards and scorecards. Create compelling visualizations that seize your audience's attention and help business users identify and react swiftly to

changing business conditions. Best of all, you'll do all these things by creating new value from software that is already installed and paid for - SQL Server and the included SQL Server Reporting Services. Businesses run on numbers, and good business intelligence systems make the critical numbers immediately and conveniently accessible. Business users want access to key performance indicators in the office, at the beach, and while riding the subway home after a day's work. Business Intelligence with SQL Server Reporting Services helps you meet these need for anywhere/anytime access by including chapters specifically showing how to deliver on modern devices such as smart phones and tablets. You'll learn to deliver the same information, with similar look-and-feel, across the entire range of devices used in business today. Key performance indicators give fast notification of business unit performance Polished dashboards deliver essential metrics and strategic comparisons Visually arresting output on multiple devices focuses attention

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PLASTIC SURGERY E-BOOK

VOLUME 1 PRINCIPLES

Elsevier Health Sciences Completely revised to meet the demands of today's trainee and practicing plastic surgeon, Principles, Volume 1 of Plastic Surgery, 4th Edition, features new full-color clinical photos, dynamic videos, and authoritative coverage of hot topics in the field. Editor-narrated PowerPoint presentations offer a step-by-step audio-visual walkthrough of techniques and procedures in plastic surgery. Offers evidence-based advice from a diverse collection of experts to help you apply the very latest advances in plastic surgery and ensure optimal outcomes. Provides updated coverage of: Digital technology in plastic surgery; Repair and grafting of fat and adipose tissue; Stem cell therapy and tissue engineering; and Treatment of Lymphedema

ISSUES IN AESTHETIC, CRANIOFACIAL, MAXILLOFACIAL, ORAL, AND PLASTIC SURGERY: 2011 EDITION

ScholarlyEditions Issues in Aesthetic, Craniofacial, Maxillofacial, Oral, and Plastic Surgery: 2011 Edition is a ScholarlyEditions™ eBook that delivers timely, authoritative, and comprehensive information about Aesthetic, Craniofacial, Maxillofacial, Oral, and Plastic Surgery. The editors have built Issues in Aesthetic, Craniofacial, Maxillofacial, Oral, and Plastic Surgery: 2011 Edition on the vast

information databases of ScholarlyNews.™ You can expect the information about Aesthetic, Craniofacial, Maxillofacial, Oral, and Plastic Surgery in this eBook to be deeper than what you can access anywhere else, as well as consistently reliable, authoritative, informed, and relevant. The content of *Issues in Aesthetic, Craniofacial, Maxillofacial, Oral, and Plastic Surgery: 2011 Edition* has been produced by the world's leading scientists, engineers, analysts, research institutions, and companies. All of the content is from peer-reviewed sources, and all of it is written, assembled, and edited by the editors at ScholarlyEditions™ and available exclusively from us. You now have a source you can cite with authority, confidence, and credibility. More information is available at <http://www.ScholarlyEditions.com/>.

TIPS AND TRICKS IN PLASTIC SURGERY

Springer Nature The book covers the most innovative, contemporary, and common plastic surgery procedures, and aims to improve both reconstructive and aesthetic surgical results while decreasing the incidence of complications. In doing so, patient satisfaction, quality of care, and safety are enhanced. The text provides a wealth of knowledge seeking to enhance results, reduce morbidity, and ensure patient satisfaction. The book consists of five parts, running the gamut of Aesthetic Surgery, Reconstructive Procedures, Pediatric and Craniomaxillofacial Surgery, Adjunctive Procedures, and finally Hand and Upper Extremity. Written by experts in the field, each chapter describes tips and tricks through clear technical details, medical illustrations and, in some chapters, detailed videos. *Tips and Tricks in Plastic Surgery* serves as a valuable resource for clinicians, professionals and practitioners, as well as medical students on rotation.

THE UNDOMESTIC GODDESS

A NOVEL

Dial Press Workaholic attorney Samantha Sweeting has just done the unthinkable. She's made a mistake so huge, it'll wreck any chance of a partnership. Going into utter meltdown, she walks out of her London office, gets on a train, and ends up in the middle of nowhere. Asking for directions at a big, beautiful house, she's mistaken for an interviewee and finds herself being offered a job as housekeeper. Her employers have no idea they've hired a lawyer-and Samantha has no idea how to work the oven. She can't sew on a button, bake a potato, or get the #@%# ironing board to open. How she takes a deep breath and begins to cope-and finds love-is a story as delicious as the bread she learns to bake. But will her old life ever catch up with her? And if it does...will she want it back?

COMMERCE BUSINESS DAILY

DITCH THAT TEXTBOOK

FREE YOUR TEACHING AND REVOLUTIONIZE YOUR CLASSROOM

Textbooks are symbols of centuries-old education. They're often outdated as soon as they hit students' desks. Acting "by the textbook" implies compliance and a lack of creativity. It's time to ditch those textbooks--and those textbook assumptions about learning. In *Ditch That Textbook*, teacher and blogger Matt Miller encourages educators to throw out meaningless, pedestrian teaching and learning practices. He empowers them to evolve and improve on old, standard, teaching methods. *Ditch That Textbook* is a support system, toolbox, and manifesto to help educators free their teaching and revolutionize their classrooms.

ILLUSTRATED THEATRE PRODUCTION GUIDE

CRC Press *Illustrated Theatre Production Guide* delivers a step-by-step approach to the most prevalent and established theatre production practices, focusing on essential issues related to the construction of wooden, fabric, plastic, and metal scenery used on the stage. A must-have resource for both the community theatre worker who must be a jack of all trades and the student who needs to learn the fundamentals on his or her own, it covers the necessities in great detail, without bogging you down. Offering techniques and best-practice methods from an experienced industry expert, it will allow you to create a foundation on which to build a successful and resourceful career behind the scenes in theatre production. This third edition has been completely restructured to more effectively lead you through the basics of stagecraft. Through detailed lessons and hundreds of drawings, author John Holloway offers you solutions to the problems that you'll face every day in a production, from rigging to knot tying. New to this edition are guides to jobs in theatre, construction documentation, and video projection methods, with expanded information on Thrust Theatres, lighting, audio and video practices.

DATA SOURCES

SOMEBODY LOVES YOU, MR. HATCH

Simon and Schuster *Mr. Hatch* is tall and thin and lonely, and he does not smile. On Valentine's Day, he gets a surprise package in the mail. It is a heart-shaped, satin box filled with chocolates. "Somebody loves you", the note reads. He leaps for joy, he talks with his

neighbors (something he has never done), and he even throws a party and makes many new friends. Never mind that the package was delivered to the wrong address!

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POPULAR PHOTOGRAPHY

REFRAMING PHOTOGRAPHY

THEORY AND PRACTICE

Taylor & Francis In an accessible yet complex way, Rebekah Modrak and Bill Anthes explore photographic theory, history, and technique to bring photographic education up to date with contemporary photographic practice. --

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NEW KID

HarperCollins Winner of the Newbery Medal, Coretta Scott King Author Award, and Kirkus Prize for Young Readers' Literature! Perfect for fans of Raina Telgemeier and Gene Luen Yang, *New Kid* is a timely, honest graphic novel about starting over at a new school where diversity is low and the struggle to fit in is real, from award-winning author-illustrator Jerry Craft. Seventh grader Jordan Banks loves nothing more than drawing cartoons about his life. But instead of sending him to the art school of his dreams, his parents enroll him in a prestigious private school known for its academics, where Jordan is one of the few kids of color in his entire grade. As he makes the daily trip from his Washington Heights apartment to the upscale Riverdale Academy Day School, Jordan soon finds himself torn between two worlds—and not really fitting into either one. Can Jordan learn to navigate his new school culture while keeping his neighborhood friends and staying true to himself? This middle grade graphic novel is an excellent choice for tween readers, including

for summer reading. New Kid is a selection of the Schomburg Center's Black Liberation Reading List. Plus don't miss Jerry Craft's Class Act!

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STAYING ON COURSE

THE EARLY CHILDHOOD BOARD'S GUIDE TO SUCCESS

THE PHARMACEUTICAL JOURNAL AND PHARMACIST
