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KEY=MANAGERS - MAXIM MENDEZ

FACILITIES MANAGER'S DESK REFERENCE

John Wiley & Sons To help the facilities manager meet the needs of their organization, the Facilities Manager's Desk Reference provides the facilities manager with an invaluable source of highly relevant, practical information on the all the principal FM services, as well as information on legal compliance issues, the development of strategic policies and tactical best practice information. Fully updated over the first edition, and presented in an easily readable, concise format with a clear practitioner perspective, the book covers both hard and soft facilities management issues. It will be a first point of reference for all busy facilities managers, saving them time by providing access to the information needed to ensure the safe, effective and efficient running of any facilities function.

FACILITIES MANAGER'S DESK REFERENCE

John Wiley & Sons A practical guide to the principle services of facilities management, revised and updated The updated third edition of Facilities Manager's Desk Reference is an invaluable resource covering all the principal facility management (FM) services. The author—a noted facilities management expert—provides the information needed to ensure compliance to current laws, to deliver opportunities to adopt new ways of using built environments, and to identify creative ways to reduce operational occupancy costs, while maintaining appropriate and productive working environment standards. The third edition is fully updated and written in an approachable and concise format. It is comprehensive in scope, the author covering both hard and soft facilities management issues. Since the first edition was published it has become a first point of reference for busy facilities managers, saving them time by providing access to the information needed to ensure the safe, effective and efficient running of any facilities function. This important book: Has been fully updated, reviewing the essential data covering the principal FM services Is highly practical, ideal for the busy FM practitioner Presents information on legal compliance issues, the development of strategic policies, tactical best practices, and much more Is a time-saving resource that brings together essential, useful, and practical FM information in one handy volume; Written for students and professional facilities managers, Facilities Manager's Desk Reference is designed as a practical resource that offers FM's assistance in finding solutions to the myriad demands of the job.

MANAGEMENT INFORMATION SYSTEMS

MANAGING THE DIGITAL FIRM

Pearson Educación Management Information Systems provides comprehensive and integrative coverage of essential new technologies, information system applications, and their impact on business models and managerial decision-making in an exciting and interactive manner. The twelfth edition focuses on the major changes that have been made in information technology over the past two years, and includes new opening, closing, and Interactive Session cases.

RESEARCH METHODS FOR CONSTRUCTION

John Wiley & Sons This new edition of a valued guide for construction students will: instil rigour into your problem solving and the production of reports and publications is one of the few books to provide guidance on research formulation, methodologies, and methods specifically for construction students has been extended in scope to cover many areas of debate, e.g. research ethics, and quantitative & qualitative research

MANAGEMENT OF RESEARCH AND DEVELOPMENT ORGANIZATIONS

MANAGING THE UNMANAGEABLE

John Wiley & Sons This edition has been completely revised. The authors, noted authorities in the field, focus on ways to improve R&D organization productivity and foster excellence in such companies. They describe how to design jobs, organize hierarchies, resolve conflicts, motivate employees, and create an innovative work environment. Features extensive cross-cultural coverage of European and Pacific Rim R&D organizations and policies which greatly differ from the US. Includes an entirely new section on various strategic planning elements unique to an R&D organization along with a case study.

CLINICAL INTERVIEWING, WITH VIDEO RESOURCE CENTER

John Wiley & Sons Clinical Interviewing, Fifth Edition blends a personal and easy-to-read style with a unique emphasis on both the scientific basis and interpersonal aspects of mental health interviewing. It guides clinicians through elementary listening and counseling skills onward to more advanced, complex clinical assessment processes, such as intake interviewing, mental status examination, and suicide assessment. Fully revised, the fifth edition shines a brighter spotlight on the development of a multicultural orientation, the three principles of multicultural competency, collaborative goal-setting, the nature and process of working in crisis situations, and other key topics that will prepare you to enter your field with confidence, competence, and sensitivity.

FOUNDATIONS OF DECISION ANALYSIS

Pearson College Division For courses in Decision Making and Engineering. The Fundamentals of Analyzing and Making Decisions Foundations of Decision Analysis is a groundbreaking text that explores the art of decision making, both in life and in professional settings. By exploring themes such as dealing with uncertainty and understanding the distinction between a decision and its outcome, the First Edition teaches readers to achieve clarity of action in any situation. The book treats decision making as an evolutionary process from a scientific standpoint. Strategic decision-making analysis is presented as a tool to help students understand, discuss, and settle on important life choices. Through this text, readers will understand the specific thought process that occurs behind approaching any decision to make easier and better life choices for themselves.

FAMILY THERAPY

MODELS AND TECHNIQUES

SAGE Publications This text offers a straightforward, comprehensive overview of both traditional and evolving theoretical models of family therapy and intervention techniques as well as a discussion of clinical issues unique to family therapy practice. Aiming to prepare students to develop beginning proficiency in family therapy, the authors outline major family therapy models in detail, including a step by step description of concepts, theories, skills, and techniques as well as a history of each model and its conceptual and theoretical underpinnings. The text also provides extensive case illustrations of family interviews that identify the specific stages, clinical issues, concepts, theories and techniques associated with each model. This core text is designed for graduate level courses such as Family Therapy, Marriage and Family Therapy, Marriage and Family Counseling, Family Systems Theory, and Family Counseling in departments of social work, psychology, nursing, education, or human services.

MANAGING RESEARCH, DEVELOPMENT AND INNOVATION

MANAGING THE UNMANAGEABLE

John Wiley & Sons Now fully revised and updated—the classic book on effective R&D management "This thoughtful and detailed work outlines what is required in order to achieve the desired end results in a networked world where teamwork and collaboration are increasingly important to globally dispersed workforces." —John Chambers, Chairman and CEO, Cisco Praise for the Second Edition "This is a superbly written book and could make an excellent reference and text for related university courses." —E. Lile Murphree, Jr., PhD, former Chairman, Department of Engineering Management, The George Washington University "Provides a superb exposition of the role that social and psychological phenomena play in today's organizations." —Fred E. Fiedler, Professor of Psychology Emeritus, University of Washington, Seattle As the economy shifts from producing goods to producing information, the role of researchers in shaping the future has become immense. By taking advantage of modern technology, the highly trained and predominantly autonomous researchers from around the globe collect and share information better than ever—yet, there is still a lack of an effective centralized structure for an R&D organization manager to integrate the efforts from many disparate individuals into a unified plan. Managing Research, Development, and Innovation, Third Edition covers the management skills and leadership theories essential to generating products and excelling in today's global economy. Topics of interest include how to design jobs, organize hierarchies, resolve conflicts, motivate employees, and create an innovative work environment. Discover how superior management skills can increase funding, generate profit, and improve the effectiveness of technologically based organizations. This new revised edition: Covers all aspects of the research and development process—with focus on the human management function Includes two new chapters covering the innovation process critical to research and development of new products and services Outlines the challenging issues related to diversity in science and technology organizations and provides insights as to how diversity can be used to enhance creativity Managing Research, Development, and Innovation, Third Edition is the most complete, insightful book of its kind. Useful for professionals and graduate students alike, the text demonstrates in clear, straightforward prose how good management skills will shape the future.

FUNDAMENTALS OF MEDICAL-SURGICAL NURSING

A SYSTEMS APPROACH

John Wiley & Sons Fundamentals of Medical-Surgical Nursing: a Systems Approach is a comprehensive yet easy-to-read overview of medical and surgical nursing, designed specifically to support all nursing students learning to care for the adult patient. Highly illustrated and with an easy-to-follow systems-based structure, it provides a thorough foundation in anatomy and physiology, pathophysiology,

medical management, and nursing care for the full spectrum of adult health conditions. Key features include: Extensive coverage of principles of nursing assessment, medication administration, infection prevention and control, and nutritional care Key need-to-know information and definitions for the anatomy, physiology, and pathology of a range of illnesses and conditions Detailed overviews of nursing care, including patient education, treatment, and complications An online resource centre with a range of extras for both lecturers and students, including case studies, reflective activities, interactive multiple choice questions, and further reading lists Fundamentals of Medical-Surgical Nursing: a Systems Approach is the ideal textbook to help students succeed on their adult nursing course. It is also available: as a Wiley E-Text, powered by VitalSource: an interactive digital version of the book featuring downloadable text and images, highlighting and note-taking facilities, book-marking, cross-referencing, in-text searching, and linking to references and glossary terms. instantly on CourseSmart at <http://www.coursesmart.co.uk/9780470658239>. CourseSmart offers extra functionality, as well as an immediate way to review the text. For more details, visit www.coursesmart.com/instructors or www.coursesmart.com/students.

DEVELOPING MANAGEMENT SKILLS

Prentice Hall "For undergraduate/graduate Principles of Management and Management Skills courses." Whetten/Cameron teaches students the ten essential skills all managers should possess in order to be successful. "Developing Management Skills", 7/e, " begin each chapter, starting with the PAMS assessment in the introduction, allowing students to see which skills they need to focus on more. It shows students with little work experience that most managers struggle with one or more skills presented in the book.

STRATEGIC MANAGEMENT AND BUSINESS POLICY

ENTERING 21ST CENTURY GLOBAL SOCIETY

THE SMALL BUSINESS BIBLE

EVERYTHING YOU NEED TO KNOW TO SUCCEED IN YOUR SMALL BUSINESS

John Wiley & Sons An updated third edition of the most comprehensive guide to small business success Whether you're a novice entrepreneur or a seasoned pro, The Small Business Bible offers you everything you need to know to build and grow your dream business. It shows you what really works (and what doesn't!) and includes scores of tips, insider information, stories, and proven secrets of success. Even if you've run your own business for years, this handy guide keeps you up to date on the latest business and tech trends. This Third Edition includes entirely new chapters devoted to social media, mobility and apps, and new trends in online discounting and group buying that are vital to small business owners everywhere. New chapters include: How to use Facebook, Twitter, and other social media tools to engage customers and potential stakeholders How to generate leads and win strategic partnerships with LinkedIn How to employ videos and YouTube to further your brand What you need to know about Groupon and group discount buying What mobile marketing can do for your business Give your small business its best shot by understanding the best and latest small business strategies, especially in this transformative and volatile period. The Small Business Bible offers every bit of information you'll need to know to succeed.

FUNDAMENTALS OF MANAGEMENT

ESSENTIAL CONCEPTS AND APPLICATIONS

THE BASICS OF COMMUNICATION RESEARCH

Cengage Learning Combining the time tested classical work of Earl Babbie with the insights of one of the most recognized and respected names in speech communication research, THE BASICS OF COMMUNICATION RESEARCH is the book for the Communication research methods course. With the authors' collective experience teaching research methods and as active researchers themselves you will find this text to be the authoritative text for your course. The authors frame research as a way of knowing, and provide balanced treatment to both quantitative and qualitative research traditions in communication research and present it in a student friendly and engaging format. It provides in-depth treatment of the role of reasoning in the research enterprise and how this reasoning process plays itself out in planning and writing a research proposal and report. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

FUNDAMENTALS OF MIDWIFERY

A TEXTBOOK FOR STUDENTS

John Wiley & Sons Fundamentals of Midwifery: A Textbook for Students makes the subject of midwifery accessible, informative and motivating, ensuring that it is an essential text for the aspiring midwife! This resource brings together knowledge from a collection of clinical experts and experienced academics to support your learning and prepare you for the challenges faced in contemporary midwifery healthcare. It presents you with the 'must-have' information that you need concerning both the theoretical and practical aspects of what it means to be a midwife. With extensive full colour illustrations throughout, as well as activities and scenarios, this user-friendly textbook will support you throughout your entire education programme. Fundamentals of Midwifery is essential reading for all pre-registration student midwives, as well as newly qualified midwives. KEY FEATURES: • Broad and comprehensive in scope, with chapters on: team working; antenatal care, intrapartum and postnatal care; infant feeding; public health and health promotion; perinatal mental health; complementary therapies; pharmacology and medicines management; and emergencies. • Interactive and student-friendly in approach, with activities throughout. • Brings together professional and clinical topics in one user-friendly book. • Ties in with the latest NMC Standards for pre-registration midwifery education. • Supported by an online resource centre featuring interactive multiple-choice questions, additional scenarios and activities, and links to further reading.

CUSTOMER SERVICE

SKILLS FOR SUCCESS

"Customer Service, 4/e" by Lucas features how-to topics for the customer service professional. It covers the concepts and skills needed for success in business careers, including listening techniques, verbal and nonverbal communication, and use of technology. Emphasis is given to dealing with customer service problems and how to handle conflicts and stress. Insights and tips are also provided for customer service supervisory personnel

SIMULATION MODELING AND ANALYSIS

Since the publication of the first edition in 1982, the goal of Simulation Modeling and Analysis has always been to provide a comprehensive, state-of-the-art, and technically correct treatment of all important aspects of a simulation study. The book strives to make this material understandable by the use of intuition and numerous figures, examples, and problems. It is equally well suited for use in university courses, simulation practice, and self study. The book is widely regarded as the "bible" of simulation and now has more than 100,000 copies in print. The book can serve as the primary text for a variety of courses; for example: *A first course in simulation at the junior, senior, or beginning-graduate-student level in engineering, manufacturing, business, or computer science (Chaps. 1 through 4, and parts of Chaps. 5 through 9). At the end of such a course, the students will be prepared to carry out complete and effective simulation studies, and to take advanced simulation courses. *A second course in simulation for graduate students in any of the above disciplines (most of Chaps. 5 through 12). After completing this course, the student should be familiar with the more advanced methodological issues involved in a simulation study, and should be prepared to understand and conduct simulation research. *An introduction to simulation as part of a general course in operations research or management science (part of Chaps. 1, 3, 5, 6, and 9).

INTRODUCTION TO MANAGEMENT SCIENCE WITH SPREADSHEETS

Irwin Professional Pub This text combines the market leading writing and presentation skills of Bill Stevenson with integrated, thorough, Excel modeling from Ceyhun Ozgur. Professor Ozgur teaches Management Science, Operations, and Statistics using Excel, at the undergrad and MBA levels at Valparaiso University --and Ozgur developed and tested all examples, problems and cases with his students. The authors have written this text for students who have no significant mathematics training and only the most elementary experience with Excel.

BUILDING A DREAM

A CANADIAN GUIDE TO STARTING YOUR OWN BUSINESS

Good is recognized as a market leading text that offers a practical, "how to" approach to guiding students and potential small business entrepreneurs through the conceptual stages involved in setting up a business of their own. It is all about building the essential business plan, with many templates, forms, checklists, sample plans and real-life Canadian examples making it the most hands-on text available Good offers a strong supplement package, including an Instructor's Resource CD with an IM and PPT slides, Canadian videos offering additional practical examples/cases, and a robust OLC that will be expanded to include self-assessment exercises currently within the text in an interactive format.

ANALYSIS OF FINANCIAL TIME SERIES

John Wiley & Sons Provides statistical tools and techniques needed to understand today's financial markets The Second Edition of this critically acclaimed text provides a comprehensive and systematic introduction to financial econometric models and their applications in modeling and predicting financial time series data. This latest edition continues to emphasize empirical financial data and focuses on real-world examples. Following this approach, readers will master key aspects of financial time series, including volatility modeling, neural network applications, market microstructure and high-frequency financial data, continuous-time models and Ito's Lemma, Value at Risk, multiple returns analysis, financial factor models, and econometric modeling via computation-intensive methods. The author begins with the basic characteristics of financial time series data, setting the foundation for the three main topics: Analysis and application of univariate financial time series Return series of multiple assets Bayesian inference in finance methods This new edition is a thoroughly revised and updated text, including the addition of S-Plus® commands and illustrations. Exercises have been thoroughly updated and expanded and include the most current data, providing readers with more opportunities to put the models and methods into practice. Among the new material added to the text, readers will find: Consistent covariance estimation under heteroscedasticity and serial correlation Alternative approaches to volatility modeling Financial factor models State-space models Kalman filtering Estimation of stochastic diffusion models The tools provided in this text aid readers in developing a deeper understanding of financial markets through firsthand experience in working with financial data. This is an ideal textbook for MBA students as well as a reference for researchers and professionals in business and finance.

ENTREPRENEURSHIP

SUCCESSFULLY LAUNCHING NEW VENTURES

Prentice Hall Undergraduate course in Entrepreneurship and New Venture creation. Entrepreneurship 2/e takes students on the entire journey of launching a new venture, with a unique emphasis on the front end of the entrepreneurial process.

IT STRATEGY

ISSUES AND PRACTICES ISSUES AND PRACTICES

Pearson This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. IT Strategy: Issues and Practices, Third Edition provides a critical issues perspective that shows students how to deliver business value. As with the first two editions, this revision combines the insights of senior IT managers with academic research, bringing IT management to life and demonstrating how IT strategy plays out in contemporary business. This edition has been overhauled in order to reflect the most important issues facing IT managers today.

EBOOKS IN EDUCATION

REALISING THE VISION

Ubiquity Press

MANAGEMENT

PEOPLE, PERFORMANCE, CHANGE

McGraw-Hill

COMPUTER ORGANIZATION & ARCHITECTURE 7E

Pearson Education India

DEAF EDUCATION IN THE 21ST CENTURY

TOPICS AND TRENDS

Allyn & Bacon With the advent of new medical advances, new technologies, and new educational opportunities, the field of deaf education is rapidly changing and evolving. "Deaf Education in the 21st Century" provides readers with an up-to-date look at research, the changing population of deaf and hard-of-hearing students, and what implications these discoveries and changes mean for educators, interpreters, service providers, and parents. Features covered in "Deaf Education in the 21st Century: " - Information on myths and misconceptions about people who are deaf help students understand the issues and challenges that the deaf and hard of hearing population face each day- Multiple chapters focus on cognition and personal and social development and additionally offer students important information about deaf education that is not always included in introductory material.- A chapter that examines postsecondary opportunities and employment trends for the deaf and hard-of-hearing- Several chapters discussing the impact of cochlear implants on language and literacy help students understand this new and complex development in deaf education. - Extensive coverage on preparing personnel to serve individuals who are deaf or hard-of-hearing offers unique information, not often found in other texts, about what educators, interpreters and social service providers need to know and do to successfully work with the deaf population.

BASIC METHODS OF POLICY ANALYSIS AND PLANNING -- PEARSON ETEXT

Routledge Updated in its 3rd edition, Basic Methods of Policy Analysis and Planning presents quickly applied methods for analyzing and resolving planning and policy issues at state, regional, and urban levels. Divided into two parts, Methods which presents quick methods in nine chapters and is organized around the steps in the policy analysis process, and Cases which presents seven policy cases, ranging in degree of complexity, the text provides readers with the resources they need for effective policy planning and analysis. Quantitative and qualitative methods are systematically combined to address policy dilemmas and urban planning problems. Readers and analysts utilizing this text gain comprehensive skills and background needed to impact public policy.

FREEDOM OF EXPRESSION IN THE MARKETPLACE OF IDEAS

SAGE A comprehensive guide to effective participation in the public debate about our most indispensable right: freedom of expression Encouraging readers to think critically about freedom of speech and expression and the diverse critical perspectives that challenge the existing state of the law, this text provides a comprehensive analysis of the historical and legal contexts of the First Amendment, from its early foundations all the way to censorship on the Internet. Throughout the book, authors Douglas M. Fraleigh and Joseph S. Tuman use the "Marketplace of Ideas" metaphor to help readers visualize a world where the exchange of ideas is relatively unrestrained and self-monitored. The text provides students with the opportunity to read significant excerpts of landmark decisions and to think critically about the issues and controversies raised in these cases. Students will appreciate the treatment of contemporary issues, including free speech in a post-9/11 world, free expression in cyberspace, and First Amendment rights on college campuses. Features: Demystifies free speech law, encouraging readers to grapple with the complexities of significant ethical and legal issues Sparks student interest in "big picture" issues while simultaneously covering important foundational material, including incitement, fighting words, true threats, obscenity, indecency, child pornography, hate speech, time place and manner restrictions, symbolic expression, restrictions on the Internet, and terrorism. Includes significant excerpts from landmark freedom of expression cases, including concurring or dissenting opinions where applicable, to help students become active learners of free expression rights Offers critical analysis and alternative perspectives on free expression doctrines to demonstrate that existing doctrine is not necessarily ideal or immutable Includes a global perspective on free expression including a chapter on international and comparative perspectives that helps students see how the values of different cultures influence judicial decisions

EFFECTIVE SMALL BUSINESS MANAGEMENT

Pearson Higher Ed This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Discover how to successfully launch and manage a small business. Open your mind to the possibilities, challenges, and rewards of becoming a small business owner with Effective Small Business Management. This text provides readers with the tools they need in order to launch and manage a small business. This edition features new and current examples, updated information on ethics and social responsibility, and several new pedagogical features.

OCCUPATIONAL SAFETY AND HEALTH FOR TECHNOLOGISTS, ENGINEERS, AND MANAGERS

Known for its comprehensive coverage, this text covers all aspects of occupational safety and health in today's global workplace. Appropriate for safety management, engineering and technology programs, the book follows a logical sequence that provides a historical perspective and overview, covers the laws and regulations, discusses the human element, examines hazard assessment, prevention, and control, and covers management of safety and health. This edition features updated OSHA standards and contemporary topics such as safety culture, safety's role in global competitiveness, workplace violence, natural disasters and terrorism. Some new features include: All OSHA standards, as well as those of other regulatory agencies, were updated Chapter 4: Added a new section on the "Emerging Role of Safety Professionals Chapter 9: Added a new section on the safety professional's role in product recalls Chapter 15: Added a new section on practical prevention measures for reducing slip and fall hazards and a new checklist for enhancing vision protection

THE VR BOOK

HUMAN-CENTERED DESIGN FOR VIRTUAL REALITY

Morgan & Claypool Virtual reality (VR) potentially provides our minds with direct access to digital media in a way that at first seems to have no limits. However, creating compelling VR experiences is an incredibly complex challenge. When VR is done well, the results are brilliant and pleasurable experiences that go beyond what we can do in the real world. When VR is done badly, not only is the system frustrating to use, but sickness can result. Reasons for bad VR are numerous; some failures come from the limitations of technology, but many come from a lack of understanding perception, interaction, design principles, and real users. This book discusses such issues, focusing upon the human element of VR rather than technical implementation, for if we do not get the human element correct, then no amount of technology will make VR anything more than an interesting tool confined to research laboratories. Even when VR principles are fully understood, first implementations are rarely novel and never ideal due to the complex nature of VR and the countless possibilities. However, the VR principles discussed within enable us to intelligently experiment with the rules and iteratively design towards innovative experiences.

EMPIRICAL POLITICAL ANALYSIS

PEARSON NEW INTERNATIONAL EDITION COURSESMART ETEXTBOOK

Routledge Empirical Political Analysis introduces students to the full range of qualitative and quantitative methods used in political science research. Organized around all of the stages of the research process, this comprehensive text surveys designing experiments, conducting research, evaluating results, and presenting findings. With exercises in the text and in a companion lab manual, Empirical Political Analysis gives students applied insights on the scopes and methods of political science research. Features: Offers comprehensive coverage of quantitative and qualitative research methods in political science, a hallmark since it first published over 25 years ago. Covers the research process from start to finish—hypothesis formation, literature review, research design, data gathering, data analysis, and research report writing. Includes in-depth examples of political science research to give discipline-specific instruction on political analysis. Features a "Practical Research Ethics" box in every

chapter to make students aware of common ethical dilemmas and potential solutions to them. Written by political scientists who actively publish in subfields ranging from comparative politics to environmental policy to political communications to voting behavior. Includes learning goals, key terms, and research examples to help students engage and explore the most important concepts.

MANAGERIAL ECONOMICS AND BUSINESS STRATEGY

McGraw-Hill/Irwin Baye's *Managerial Economics and Business Strategy* is one of the best-selling managerial economics textbooks. It is the first textbook to blend tools from intermediate microeconomics, game theory, and industrial organization for a managerial economics text. Baye is known for its balanced coverage of traditional and modern topics, and the fourth edition continues to offer the diverse managerial economics marketplace a flexible and up-to-date textbook. Baye offers coverage of frontier research in his new chapter on advanced topics. The Fourth Edition also offers completely new problem material, data, and much more.

ESSENTIAL ENDOCRINOLOGY AND DIABETES

John Wiley & Sons *Essential Endocrinology and Diabetes* provides the accurate and up-to-date knowledge required for treating all areas of endocrinology and diabetes, covering the latest research, clinical guidelines, investigational methods, and therapies. This classic text explains the vital aspects of endocrine physiology in a succinct and easy-to-use format, with full-colour illustrations, clinical images, and case studies to assist readers in applying theory to practice. The text covers the principles of endocrinology, clinical endocrinology, and clinical diabetes and obesity, and has been revised throughout to present the most recent developments in the field. The seventh edition includes new and updated material on the latest molecular techniques, approaches to clinical investigation and diagnostics, next generation sequencing technology, and positron emission tomography (PET). The treatment of type 1 diabetes and type 2 diabetes has been updated with clinical algorithms and reflects significant advances such as incretin-based therapies, SGLT2 inhibitors, the development of better insulins, and technologies that support self-management. Provides students and practitioners with comprehensive and authoritative information on all major aspects of endocrine physiology. Covers diagnosis, management, and complications of clinical disorders such as endocrine neoplasia, and type 1 diabetes and type 2 diabetes. Explains the core principle of feedback regulation, which is vital for the correct interpretation of many clinical tests. Features case histories, learning objectives, 'recap' links to chapter content, cross-referencing guides, key information boxes, and chapter summaries. *Essential Endocrinology and Diabetes, Seventh Edition* is the ideal textbook for medical and biomedical students, junior doctors, and clinicians looking to refresh their knowledge of endocrine science.

PRINCIPLES OF INFORMATION SECURITY

Cengage Learning Discover the latest trends, developments and technology in information security today with Whitman/Mattord's market-leading *PRINCIPLES OF INFORMATION SECURITY, 7th Edition*. Designed specifically to meet the needs of those studying information systems, this edition's balanced focus addresses all aspects of information security, rather than simply offering a technical control perspective. This overview explores important terms and examines what is needed to manage an effective information security program. A new module details incident response and detection strategies. In addition, current, relevant updates highlight the latest practices in security operations as well as legislative issues, information management toolsets and digital forensics. Coverage of the most recent policies and guidelines that correspond to federal and international standards further prepare you for success both in information systems and as a business decision-maker. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

MECHANICAL AND ELECTRICAL EQUIPMENT FOR BUILDINGS

Wiley

ELEMENTARY STATISTICS

Addison-Wesley

THEORY AND PRACTICE OF FAMILY THERAPY AND COUNSELING

Cengage Learning A model for successful integration of multiple points of view, James R. Bitter's *THEORY AND PRACTICE OF FAMILY THERAPY AND COUNSELING, 2E, International Edition* supports the development of personal, professional, and ethical family practice. The text's concrete, empirically based approaches, as well as diagnostics and visual tools, allow students to observe others in groups. Updated to reflect recent research and current practice, the Second Edition also includes a new chapter on Object Relations Family Therapy. Case studies, sample dialogues, and exercises help students apply the concepts they have learned.

STATISTICS FOR BUSINESS AND ECONOMICS

STUDENT SOLUTIONS MANUAL

Prentice Hall Steven C. Huchendorf, University of Minnesota. Contains detailed solutions to all even-numbered exercises.