Powerful Primary Geography
Jul 02 2022 Powerful Primary Geography: A Toolkit for 21st-Century Learning explores the need for children to understand the modern world and their place in it. Dedicated to helping teachers inspire children's love of place, nature and geographical adventures through facilitating children's voice and developing their agency, this book explores the way playful opportunities can be created for children to learn how to think geographically, to solve real-life problems and to apply their learning in meaningful ways to the world around them. Based on the very latest research, Powerful Primary Geography helps children understand change, conflict and contemporary issues influencing their current and future lives and covers topics such as Weather and

climate change • Sustainability • Engaging in their local and global community • Graphicacy, map work and visual literacy • Understanding geography through the arts. Including several case studies from primary schools in Ireland, this book will help aid teachers, student teachers and education enthusiasts in preparing children for dealing with the complex nature of our contemporary world through artistic and thoughtful geography. Facilitating children's engagement as local, national and global citizens ensures geography can be taught in a powerful and meaningful manner.

The Data Warehouse Toolkit
Jun 08 2020 This old edition was published in 2002. The current and final edition of this book is The Data Warehouse Toolkit: The Definitive Guide to Dimensional Modeling, 3rd

Edition which was published in 2013 under ISBN: 9781118530801. The authors begin with fundamental design recommendations and gradually progress step-by-step through increasingly complex scenarios. Clear-cut guidelines for designing dimensional models are illustrated using real-world data warehouse case studies drawn from a variety of business application areas and industries, including: Retail sales and e-commerce Inventory management Procurement Order management Customer relationship management (CRM) Human resources management Accounting Financial services Telecommunications and utilities Education Transportation Health care and insurance By the end of the book, you will have mastered the full range of powerful

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techniques for designing dimensional databases that are easy to understand and provide fast query response. You will also learn how to create an architected framework that integrates the distributed data warehouse using standardized dimensions and facts.

The Data Warehouse Toolkit Mar 06 2020 Updated new edition of Ralph Kimball's groundbreaking book ondimensional modeling for data warehousing and businessintelligence! The first edition of Ralph Kimball's The Data WarehouseToolkit introduced the industry to dimensional modeling,and now his books are considered the most authoritative guides inthis space. This new third edition is a complete library of updateddimensional modeling techniques, the most comprehensive collectionever. It covers new and enhanced star schema dimensional modelingpatterns, adds two new chapters on ETL techniques, includes new andexpanded business matrices for 12 case studies, and more. Authored by Ralph Kimball and Margy Ross, known worldwide aseducators, consultants, and influential thought leaders in datawarehousing and business intelligence Begins with fundamental design recommendations and progressesthrough increasingly complex scenarios Presents unique modeling techniques for business applicationssuch as inventory management, procurement, invoicing, accounting,customer relationship management, big data analytics, and more Draws

real-world case studies from a variety of industries,including retail sales, financial services, telecommunications,education, health care, insurance, e-commerce, and more Design dimensional databases that are easy to understand andprovide fast query response with The Data WarehouseToolkit: The Definitive Guide to Dimensional Modeling, 3rdEdition.

Brain Power May 08 2020 Discover how to train your brain and become the best you can be in this empowering and inclusive guide by the nation's favourite doctor, Dr Ranj. Brains don't look like much, do they? A touch of slime here, some squishy grey stuff there. But in fact, your brain is more powerful than any supercomputer, and it is completely fascinating. Have you ever wondered why you're left-handed? Or why you have dreams? Or what causes pins and needles? I'll tell you what else: your brain is completely unique. That's right: no one else has a brain quite like yours. So if you want to learn how to make the most of YOUR brain, this is the book for you. It doesn't just explain how the brain works. It'll teach you how to train your brain to get better at stuff you find difficult. It'll show you how different people think in different ways and why that makes each person so special. It'll help you keep your mind happy and healthy. Because when that brilliant brain of yours is in tip-top condition, you can be the BEST version of you. You'll discover: - Why some skills come to you more easily than others - How to cope with knockbacks and

improve on the difficult stuff - Why we feel certain emotions and how to manage the difficult ones - How to keep your brain in top condition for learning - Why looking after your mind is the key to growing up happy Including insights from neurodiverse young people, the book also features bright two-colour illustrations from David O'Connell and dyslexia-friendly design. NHS paediatrician and Sunday Times bestselling author of How to Grow Up and Feel Amazing, Dr Ranj, is here to inspire ALL young readers to love themselves, however their brains work.

The Thinker's Toolkit Jun 01 2022 An invaluable resource for any manager or professional, this book offers a collection of proven, practical methods for simplifying any problem and making faster, better decisions every time.

The Design Thinking Toolbox Jan 16 2021 How to use the Design Thinking Tools A practical guide to make innovation happen The Design Thinking Toolbox explains the most important tools and methods to put Design Thinking into action. Based on the largest international survey on the use of design thinking, the most popular methods are described in four pages each by an expert from the global Design Thinking community. If you are involved in innovation, leadership, or design, these are tools you need. Simple instructions, expert tips, templates, and images help you implement each tool or method. Quickly and comprehensively familiarize yourself with the best design thinking tools

Select the appropriate warm-ups, tools, and methods Explore new avenues of thinking Plan the agenda for different design thinking workshops Get practical application tips The Design Thinking Toolbox help innovators master the early stages of the innovation process. It's the perfect complement to the international bestseller The Design Thinking Playbook.
High-Impact Tools for Teams Jan 28 2022 Take advantage of a powerful visual management tool for teams as you work together and deliver great results. It's been used by thousands of teams for project success! 59% of U.S. workers say that communication is their team's biggest obstacle to success, followed by accountability at 29% (Atlassian). High-Impact Tools for Teams explains a simple, powerful tool that helps team leaders and members align and get clarity on exactly who is responsible for each part of the team's most important activities and projects. The tool is complemented by 4 trust add-ons that help teams build trust and increase psychological safety, so every member can be confident in sharing ideas or concerns about obstacles the team may face. It's a proven tool for project teams, based on years of research, and thousands of teams are already using the Team Alignment Map to run effective "get-to-action meetings", give projects a good start and de-silo organizations. Co-author Alex Osterwalder is the international best-selling

author who co-created the Business Model Canvas, a strategic management tool used by 1 million+ industry leaders globally. Plan as a team and know who does what Uncover and proactively remove the most likely obstacles to any project Boost team member contributions Run more effective team meetings Get more successful projects With the guidance of High-Impact Tools for Teams, you can be better prepared as a team leader or team member to plan effectively, reduce risks, and collaborate with others. Your team will be accountable and ready to deliver results!
The McKinsey Edge: Success Principles from the World's Most Powerful Consulting Firm Sep 11 2020 47 strategies elite managers follow to reach the highest level of success The McKinsey Edge culls the personal best practices of an exclusive group of managers connected to McKinsey & Company, a firm that services eighty percent of the world's largest corporations. Through a wealth of 47 rigorously selected, battle-tested, immediately implementable, and practical tips, readers discover the secrets to building the self, growing with others, enhancing process management, and going the extra mile to reach the next leadership horizon. Everyone struggling to accelerate their career will keep this book at their fingertips for its rare, real-world advice for ascending through the levels of management—all of which require specific mindsets and capabilities that only a handful

of people ever master.
Visual Thinking Jul 30 2019 Visual thinking and drawing are both becoming increasingly important in today's business settings. A picture really can tell a thousand words. Visualization is a crucial part of the journey for companies seeking to boost enterprise agility, break down silos and increase employee and customer engagement. Visualizing thought processes can help break down complex problems. It empowers teams and staff to build on one another's ideas, fosters collaboration, jump-starts co-creation and boosts innovation. This book will help brush aside misconceptions that may have prevented you using these techniques in your workplace. You don't need Van Gogh's artistic talent or Einstein's intelligence to harness the power of visual thinking and make your company more successful. With the right mindset and the simple skills this book provides you the skills to develop your own signature and style and start generating change by integrating visual communication into your business setting.
How to Write Effective Business English Mar 30 2022 How to Write Effective Business English gives guidance to both native and non-native English speakers on how to express yourself clearly and concisely. With case studies and real-life examples that demonstrate how English is used internationally in business, and full of ideas to help you get your

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communications right first time, How to Write Effective Business English sets the scene for describing the benefits of good Business English, ideal for multinational companies where communication is a priority. For native English speakers, it may mean un-learning things you were taught at school and learning how to save time by getting to the point more quickly in emails; for elementary to immediate English speakers, it focuses on the areas that are easy to get wrong. How to Write Effective Business English draws on the author's wealth of experience, using real-life international business scenarios to develop your skills and provide you with some answers that even your boss might not know. You will learn a system to help you quickly and easily write emails, letters, CVs and more. Featuring sections on punctuation and grammar, and checklists to help you assess how you are getting on before moving on to the next stage, How to Write Business English has been praised by both native and non-native writers of English as an indispensable resource.

Agile Leadership Toolkit Jun 20 2021 Practical, Proven Tools for Leading and Empowering High-Performing Agile Teams A leader is like a farmer, who doesn't grow crops by pulling them but instead creates the perfect environment for the crops to grow and thrive. If you lead in organizations that have adopted agile methods, you know it's crucial to create the right environment for your agile teams. Traditional tools

such as Gantt charts, detailed plans, and internal KPIs aren't adequate for complex and fast-changing markets, but merely trusting employees and teams to self-manage is insufficient as well. In Agile Leadership Toolkit, longtime agile leader Peter Koning provides a practical and invaluable steering wheel for agile leaders and their teams. Drawing on his extensive experience helping leaders drive more value from agile, Koning offers a comprehensive toolkit for continuously improving your environment, including structures, metrics, meeting techniques, and governance for creating thriving teams that build disruptive products and services. Koning thoughtfully explains how to lead agile teams at large scale and how team members fit into both the team and the wider organization. Architect environments that help teams learn, grow, and flourish for the long term Get timely feedback everyone can use to improve Co-create goals focused on the customer, not the internal organization Help teams brainstorm and visualize the value of their work to the customer Facilitate team ownership and accelerate team learning Support culture change, and design healthier team habits Make bigger changes faster This actionable guide is for leaders at all levels—whether you're supervising your first agile team, responsible for multiple teams, or lead the entire company. Register your book for convenient access to downloads, updates, and/or

corrections as they become available. See inside book for details.

The Data Warehouse Toolkit Apr 06 2020 ". . . one of the definitive books of our industry. If you take the time to read only one professional book, make it this book." -W. H. Inmon One of the most dramatic new developments in database design, the dimensional data warehouse is a powerful database model that.significantly enhances managers' ability to quickly analyze large, multidimensional data sets. Written by the leading proponent of this revolutionary new approach, this valuable book/CD toolkit outfits you with all the nuts-and-bolts information you need to design, build, manage, and use dimensional data warehouses for virtually any type of business application, as well as software for querying dimensional data warehouses. Employing many real-life case studies of data warehouses, Ralph Kimball provides clear-cut guidelines on how to model data and design data warehouses to support advanced multidimensional decision support systems. Beginning with the relatively simple example of a data warehouse for a grocery store, he progresses, step-by-step, through an increasingly complex array of business applications in retail, manufacturing, banking, insurance, subscriptions, and airline reservations. By the end of the book, you will have mastered the full range of powerful techniques for creating, controlling, and

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navigating dimensional business databases that are easy to understand and navigate. On the CD-ROM you'll find: * Software for querying dimensional data warehouses. * Working models of all the databases described in the book.

How to Have a Good Day Nov 13 2020 In How to Have a Good Day, economist and former McKinsey partner Caroline Webb shows readers how to use recent findings from behavioral economics, psychology, and neuroscience to transform our approach to everyday working life. Advances in behavioral sciences are giving us an ever better understanding of how our brains work, why we make the choices we do, and what it takes for us to be at our best. But it has not always been easy to see how to apply these insights in the real world--until now. In How to Have a Good Day, Webb explains exactly how to apply this science to our daily tasks and routines. She translates three big scientific ideas into step-by-step guidance that shows us how to set better priorities, make our time go further, ace every interaction, be our smartest selves, strengthen our personal impact, be resilient to setbacks, and boost our energy and enjoyment. Through it all, Webb teaches us how to navigate the typical challenges of modern workplaces—from conflict with colleagues to dull meetings and overflowing inboxes—with skill and ease. Filled with stories of people who have used Webb's insights to boost their job satisfaction

and performance at work, How to Have a Good Day is the book so many people wanted when they finished Nudge, Blink and Thinking Fast and Slow and were looking for practical ways to apply this fascinating science to their own lives and careers. A remarkable and much-needed book, How to Have a Good Day gives us the tools we need to have a lifetime of good days.

The Competent Leader Feb 03 2020 This 330-page how-to toolkit allow leaders to self-assess and improve core non-technical competencies. Action planning guides facilitate transfer of new knowledge to the workplace. This is the perfect resource for any leader and can be referred to time and again. It is easy to use, focused, and provides the key information every leader should have.

The Anxiety Toolkit Aug 23 2021 Do you overthink before taking action? Are you prone to making negative predictions? Do you worry about the worst that could happen? Do you take negative feedback very hard? Are you self-critical? Does anything less than perfect performance feel like failure? If any of these issues resonate with you, you're probably suffering from some degree of anxiety, and you're not alone. The good news: while reducing your anxiety level to zero isn't possible or useful (anxiety can actually be helpful!), you can learn to successfully manage symptoms - such as excessive rumination, hesitation, fear of criticism and paralysing perfection. In The Anxiety Toolkit, Dr. Alice Boyes

translates powerful, evidence-based tools used in therapy clinics into tips and tricks you can employ in everyday life. Whether you have an anxiety disorder, or are just anxiety-prone by nature, you'll discover how anxiety works, strategies to help you cope with common anxiety 'stuck' points and a confidence that - anxious or not - you have all the tools you need to succeed in life and work.

Change for Good May 20 2021 It draws the latest thinking in behavioural economics,neuroscience and evolutional psychology to give apowerful practical toolkit for fundraisers, campaigners, advocacyspecialists...

The Resilience Toolkit Aug 03 2022 Today's workplace is fast paced, highly complex, and sometimes even life-threatening. Yet it is possible to thrive in the 'pressure-cooker' of modern work life. We all have the right to enjoy rather than just endure work. In the unpredictability of even the most challenging environments, the route to success and fulfilment at work is to build our resilience. This groundbreaking book provides a highly effective toolkit that will empower you to survive, thrive and flourish in the dynamic and fast-changing context of blue-light services. Discover how to: • Be ready for the unexpected, feel calm and confident under pressure and avoid burnout • Reduce stress and anxiety by understanding the essential components of a resilient work life • Evaluate your own resilience factor with the Workplace Resilience

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Instrument "Jonathan Rees shows us through bright examples and actionable exercises that we, too, can thrive under pressure. Our own resilient behaviors can be modeled to match the situations we face. Although reading about what makes people resilient can be insightful, Jonathan's battery of self-assessment tools provides the reader with specific feedback to be more effective and view adverse situations as opportunities more so than danger." Dr. Larry Mallak, Western Michigan University, Author of 'The Workplace Resilience Instrument (WRI)' This book represents the next stage of Jonathan's work and provides any senior leader in the public sector with an opportunity to learn and refresh the practical skills that will help them in these challenging roles. Whether you are a senior leader in policing, the NHS or elsewhere in the public sector I would recommend that you read this book and adopt its principles. I promise that it will help you to survive and thrive in the pressure cooker. Chief Superintendent Ian Wylie, Vice president, Police Superintendents' Association. Change Your Business with NLP Jan 04 2020 Transform the way your business works. Neuro-Linguistic Programming (NLP) techniques can be applied to all business challenges. As a leader or manager in either the public or private sectors, whatever your industry or size of organisation, you can use NLP to improve your business by changing the

mindsets of everyone you work with. When tailored for practical business application, NLP can help you to identify and deliver efficiencies, hold onto clients in the midst of increasing competition, improve morale and increase organisational performance and results. Change Your Business With NLP is the first genuinely practical guide for managers, showing how to use NLP techniques to overcome specific business problems. You will learn how to: Improve your results as a leader Build an exceptional team Manage change more effectively Change your organisation's culture Create more effective client and customer relationships Transform your presentation skills Increase the overall performance of your business Bestselling author Lindsey Agness, an international change management consultant and certified trainer of NLP, uses step-by-step techniques and a broad range of case studies to show you that NLP can deliver measurable results in business. *Mark. Plan. Teach. 2.0* Jun 28 2019 Fully updated edition of Ross Morrison McGill's bestselling Mark. Plan. Teach., now complete with a visual guide to the key ideas, illustrated by Oliver Caviglioli. Mark. Plan. Teach. 2.0 includes an illustrated visual booklet, a foreword by Professor Andy Hargreaves and exciting new ideas in line with current best practice, recent thinking and developments around marking and feedback. There are three things that every teacher must do: mark work, plan lessons

and teach students well. This refreshed guide from Ross, bestselling author of 100 Ideas for Secondary Teachers: Outstanding Lessons, Teacher Toolkit and Just Great Teaching, is packed full of practical ideas that will help teachers refine the key elements of their profession. Mark. Plan. Teach. 2.0 shows how each stage of the teaching process informs the next, building a cyclical framework that underpins everything that teachers do. With teachers' workload still at record levels and teacher recruitment and retention the number one issue in education, ideas that really work and will help teachers not only survive but thrive in the classroom are in demand. Every idea in Mark. Plan. Teach. 2.0 can be implemented by all primary and secondary teachers at any stage of their career and will genuinely improve practice. The ideas have been tried and tested and are supported by evidence that explains why they work, including current educational research and psychological insights from Professor Tim O'Brien, leading psychologist and Honorary Professor at UCL Institute of Education. The Emotional Toolkit Oct 25 2021 Everyone experiences a range of emotions, from joy, love & exhilaration, to sadness, anger, & anxiety. Though a woman can't always change what happens in her life, she can have an impact on the way she responds emotionally. Mininni teaches women techniques to identify & change troubling feelings, using emotions as a guide.

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Problem Solving 101 Dec 15 2020 Problem Solving 101 started out as a simple guide to teach Japanese schoolchildren critical thinking skills. But it quickly became an international bestseller for readers of all ages, thanks to the powerful effectiveness of Ken Watanabe's unique methods. Full of useful diagrams and quirky drawings, Problem Solving 101 is packed with practical tools and brain training techniques that will improve your problem-solving and decision-making ability, and enable you to find better solutions faster. Simple enough for a high school student to understand but sophisticated enough for CEOs to apply to their most challenging problems, Problem Solving 101 has helped millions of people around the world to find successful solutions to even the toughest of problems. Once you've mastered the problem-solving skills in this book, you'll wonder how you ever got by without them.

Burnt Out Oct 01 2019 'This is the burnout bible: realistic, honest, uplifting and incredibly practical. If any book can get you back on your feet, it's this one.' - Emma Gannon 'Selina is the best, she's warm and brilliant and this book is packed full of practical things we can do to actually feel better and not just talk about feeling better.' - Sarah Powell 'Selina has totally nailed the topic of burnout, from the greater context of how we got there to the simple steps to free ourselves. 'Burn Out' is brilliantly laid out in an easy to read way- vital when we're

overwhelmed - and contains so much richness.' - Chloe Brotheridge, author of The Anxiety Solution 'This book is outstanding - and a joy to read. It's like having a wise friend in your pocket saying exactly what you need to hear at exactly the right time.' - Marianne Cantwell, author of Be a Free Range Human People everywhere are burning out. From CEOs to nurses, to doctors, teachers, entrepreneurs, journalists, social workers, academics, creatives... even yoga teachers are at it. Technology was supposed to make life easier, free us up, take things off our plates and instead we are feeling more exhausted, more under pressure and more stressed out than ever before. People all over the world are lying awake at night wired from exhaustion and uncertainty, fearful of the looming to-do list that awaits them in the morning and wondering how the hell they are going to keep this up before they lose the plot altogether. Life doesn't have to be this way. This book is a no-nonsense, practical guide to thriving in a fast-paced modern world, for the burnt out, bone tired and brain frazzled. It's a toolkit that will help you learn what ingredients you need in order to thrive and how to weave those ingredients into your day-to-day, no matter how busy life gets. Whether you are a classic overachiever, over giver or over thinker, be prepared to take back your boundaries, replenish your energy and design a life you love. The six steps to take you

from burnout to thriving STEP 1: Commit to making your happiness and wellbeing a top priority in your life STEP 2: Get to know your inner Shitty Committee and how it is driving you to burn out STEP 3: Tune into your inner Wise Cheerleader and turn up the volume STEP 4: Learn how to become a master at managing your own energy STEP 5: Design your life so that you can thrive STEP 6: Bring about big change when the people or environments around you are causing you to burn out

Open: a Tool-Kit for How Magic and Messed-up Life Can Be Dec 27 2021 This book offers hope and a huge comforting cuddle to young people questioning what life's all about or dealing with hard times. With practical help and advice from a range of experts and gorgeous illustrations, this bright and colourful book will be a treasured resource to return to whenever advice is needed.

The Data Warehouse ETL Toolkit Jul 10 2020 Cowritten by Ralph Kimball, the world's leading data warehousing authority, whose previous books have sold more than 150,000 copies Delivers real-world solutions for the most time- and labor-intensive portion of data warehousing-data staging, or the extract, transform, load (ETL) process Delineates best practices for extracting data from scattered sources, removing redundant and inaccurate data, transforming the remaining data into correctly formatted data structures, and then loading the end product into the data warehouse Offers

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proven time-saving ETL techniques, comprehensive guidance on building dimensional structures, and crucial advice on ensuring data quality

How to Have a Good Day Sep 23 2021 In How to Have a Good Day, economist and former McKinsey partner Caroline Webb shows readers how to use recent findings from behavioral economics, psychology, and neuroscience to transform our approach to everyday working life. Advances in these behavioral sciences are giving us ever better understanding of how our brains work, why we make the choices we do, and what it takes for us to be smart and savvy. But it's not always been easy to see how to apply these insights in the workplace - until now. In How to Have a Good Day, Webb explains how three big scientific ideas can help us be at our best every day. She shows us exactly how to apply this science to our plans, tasks and conversations, in step-by-step guidance that allows us to: set better priorities; make the hours go further; turn every interaction into a success; strengthen our personal impact; be resilient in the face of setbacks; and sustain our energy over the course of the day. Webb teaches us how to be at our best under pressure, and gives us specific tools to tackle common work challenges - from conflict with colleagues, to dull meetings and packed inboxes. [Source : Editeur].

Tiny Habits Dec 03 2019 The world's leading expert on habit formation shows how you can

have a happier, healthier life: by starting small. Myth: Change is hard. Reality: Change can be easy if you know the simple steps of Behavior Design. Myth: It's all about willpower. Reality: Willpower is fickle and finite, and exactly the wrong way to create habits. Myth: You have to make a plan and stick to it. Reality: You transform your life by starting small and being flexible. BJ FOGG is here to change your life--and revolutionize how we think about human behavior. Based on twenty years of research and Fogg's experience coaching more than 40,000 people, Tiny Habits cracks the code of habit formation. With breakthrough discoveries in every chapter, you'll learn the simplest proven ways to transform your life. Fogg shows you how to feel good about your successes instead of bad about your failures. Already the habit guru to companies around the world, Fogg brings his proven method to a global audience for the first time. Whether you want to lose weight, de-stress, sleep better, or be more productive each day, Tiny Habits makes it easy to achieve.

Bouncing Back Aug 11 2020 "Advice, exercises, and examples to help readers increase their clarity, connection, competence, calm, and courage, from a clinical therapist, mindfulness teacher, and expert on the neuroscience of relationships. Applicable to relationships, jobs, and everyday life"--Provided by publisher.

The Career Toolkit:

Essential Skills for Success That No One Taught You Nov 25 2021 Networking, negotiating, communicating, leading, career planning--all skills critical to your career success. But did anyone ever teach you these skills? The Career Toolkit will help you master these vital skills and yield outsized returns for your career and your income. Every chapter is packed with dozens of actionable principles, exercises, and practices that will accelerate your success. It's a multivitamin for your career! The Career Toolkit shows you how to design and execute your personal plan to achieve the career you deserve, including: Negotiating a job offer. (This alone will pay for the book.) Creating a dynamic career strategy. Building a high-value network. Developing the fundamental leadership skills that matter most. Managing teams effectively, even as an individual contributor.

The Art of Consultancy Sep 04 2022 "This is the practical approach I wish I had come across much earlier in my career." Cynthia Pexton-Shaw Whether you are just starting out, considering or already working as a consultant this book is essential reading, enabling you to understand the needs of your client and to get the result they want. There are more factors to consider in order to be a successful management consultantthan simply subject matter knowledge. Problem solving and solution delivery have to be accomplished in usually tight project timescales while

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keeping clients happy. This book, based on the experience of training thousands of consultants, provides insights into the key processes of selling and delivering consulting services, together with the essential underpinning tools and techniques, and the commercial imperatives for running a successful consulting practice. This book contains the tools, tactics, secrets and attributesto develop and become a successful management consultant. The contents include chapters on the key processes such as: The business of consultancy Marketing and selling consultancy projects Overview of the delivery process Entry, Contracting, Diagnosis, Intervention and Closure And the essential underpinning skills such as: Analytical tools and techniques Reporting and Influencing clients Designing, delivering training sessions and workshops The practice environment "This is the practical approach I wish I had come across much earlier in my career. Calvert provides a strong guiding framework for delivering consultancy projects from beginning to end. His writing makes consulting easily accessible for anyone who wishes to deliver their particular expertise into a client organisation." Cynthia Pexton-Shaw, Elevation Learning "A book that gets to multiple editions is clearly a classic of its sector. Calvert's is in its seventh and will probably go on to many more. It achieves a threefold feat: of being useful to the expert and to the recently qualified and to

the student. Even those of us who have spent decades in this profession need a consultancy bible to refer to. Calvert shows how to be rigorous and systematic, but the book is packed with practical advice from one who is both an academic expert and a senior practising consultant. This is both The Art and The Science of Consultancy." Ian Watson - Immediate Past Chair ICMCI "This book explains in plain English the role and daily challenges of life as a management consultant, and has been an excellent source of reference in building our business. Calvert presents a practitioners view covering the requisite soft skills as well as the mechanics of solving the client's business problems." Martyn Evans, Consulting Director, Altus

Visual Collaboration Nov 06 2022 Have you ever felt stuck with methods, tools and skills that do not match the increasing complexity you are part of? Would you like to work in new ways that strengthen thinking, communication and collaboration? Visual Collaboration introduces a new and innovative way of working and collaborating that will help you successfully manage complexity for yourself, your team, and your entire organization. The method of this book unlocks any teams ability to collaborate in complex projects and processes. By using a systematic and proven approach to drawing and visualizing. Visual Collaboration is a unique visual business book that will enable

you to develop visual languages to fit any scenario, create engaging and powerful questions to assist your visual process design and turn a white canvas into a visual template that can improve any meeting, project, or process. The core of the book - a practical and easy-to-follow method - THE FIVE BUILDING BLOCKS will most likely become your preferred way of working. The method is supported by plentiful examples, 4-color drawing, chapter summaries, and clearly defined learning objectives. Enjoyable and powerful, this book will help you: Use visualization as a tool to explore opportunities and challenges Translate complex concepts into easy-to-understand actions Engage employees and team members with effective strategic processes Incorporate drawing into your strategic organizational toolbox to strengthen communication and collaboration Develop and apply powerful visual literacy skills The authors, internationally-recognized experts in strategy communication and visual facilitation, have helped incorporate visual collaboration into more than 500 organizations such as LEGO, IKEA, the Red Cross, the United Nations, and many others. This book is the must-have resource for you to follow their example.

Version Control with Git Apr 30 2022 Get up to speed on Git for tracking, branching, merging, and managing code revisions. Through a series of

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step-by-step tutorials, this practical guide takes you quickly from Git fundamentals to advanced techniques, and provides friendly yet rigorous advice for navigating the many functions of this open source version control system. This thoroughly revised edition also includes tips for manipulating trees, extended coverage of the reflog and stash, and a complete introduction to the GitHub repository. Git lets you manage code development in a virtually endless variety of ways, once you understand how to harness the system's flexibility. This book shows you how. Learn how to use Git for several real-world development scenarios Gain insight into Git's common-use cases, initial tasks, and basic functions Use the system for both centralized and distributed version control Learn how to manage merges, conflicts, patches, and diffs Apply advanced techniques such as rebasing, hooks, and ways to handle submodules Interact with Subversion (SVN) repositories—including SVN to Git conversions Navigate, use, and contribute to open source projects though GitHub **Resilience** Jul 22 2021 Whether it's a critical comment from the boss or a full-blown catastrophe, life continually dishes out challenges. Resilience is the learned capacity to cope with any level of adversity, from the small annoyances of daily life to the struggles and sorrows that break our hearts. Resilience is essential for surviving and thriving in a world full of troubles and tragedies, and it is completely trainable and

recoverable — when we know how. In Resilience, Linda Graham offers clear guidance to help you develop somatic, emotional, relational, and reflective intelligence — the skills you need to confidently and effectively cope with life's inevitable challenges and crises.

Qabalah Made Easy Oct 13 2020 Discover how to use the spiritual teachings of the Tree of Life to learn more about yourself, improve your experience on Earth, and fulfill your life purpose. The Qabalah is a Western non-religious mystic tradition (differing from the Kabbalah, which is an aspect of Jewish mysticism) offering teachings on the nature of divinity, the creation, the origin and fate of the soul, and the role of human beings. It consists of meditative, devotional, and mystical practices, including astrology, tarot, and magic. The central organizational system of the Qabalah is the Tree of Life - a mystical symbol consisting of ten interconnected spheres and considered to be a map of the universe and the psyche, the order of the creation of the cosmos, and a path to spiritual illumination. This introductory book breaks down the ideas of the Tree of Life into an easy to follow path, and shows how to use it effectively in our lives. Readers will learn: - the meaning of each of the spheres - a ritual and a meditation for each sphere - the gods, archangels, crystals, and magical tools connected to each sphere and how to work with them - how to set up a personal temple and create

their own magical symbol - how to chant the Qabalistic prayer to draw down the Archangels for protection This book was previously published in the Hay House Basics series.

The Manager's Answer Book Aug 30 2019 Whether you're a new or seasoned manager, your responsibilities can become overwhelming at times. There are days and new situations that will leave you feeling vulnerable. You don't know where to start or even what to ask!

The Legal Analyst Feb 26 2022 There are two kinds of knowledge law school teaches: legal rules on the one hand, and tools for thinking about legal problems on the other. Although the tools are far more interesting and useful than the rules, they tend to be neglected in favor of other aspects of the curriculum. In The Legal Analyst, Ward Farnsworth brings together in one place all of the most powerful of those tools for thinking about law. From classic ideas in game theory such as the "Prisoner's Dilemma" and the "Stag Hunt" to psychological principles such as hindsight bias and framing effects, from ideas in jurisprudence such as the slippery slope to more than two dozen other such principles, Farnsworth's guide leads readers through the fascinating world of legal thought. Each chapter introduces a single tool and shows how it can be used to solve different types of problems. The explanations are written in clear, lively language and illustrated with a wide range of examples. The Legal Analyst is an indispensable

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user's manual for law students, experienced practitioners seeking a one-stop guide to legal principles, or anyone else with an interest in the law.

The McKinsey Engagement: A Powerful Toolkit For More Efficient and Effective Team Problem Solving Oct 05 2022 The third volume in the internationally bestselling McKinsey Trilogy, The McKinsey Engagement is an action guide to realizing the consistently high level of business solutions achieved by the experts at the world's most respected consulting firms. Former consultant Dr. Paul Friga distills the guiding principles first presented in the bestselling The McKinsey Way and the tested-in-the-trenches methodologies outlined in The McKinsey Mind, and combines them with many of the principles and procedures implemented by the military and other organizations. The result is nothing less than the business equivalent of a Special Forces Field Manual. True to its stated goal of arming consultants and corporate problem solvers with a blueprint for achieving consistently phenomenal results, The McKinsey Engagement is short on theory and long on action. Each chapter focuses on one element in the celebrated TEAM FOCUS problem-solving model and features a concise discussion of a key concept or principle, followed by: Clear rules of engagement A set of operating tactics Sophisticated problem solving tools Easy-to-follow action steps Exercises, checklists, and training tips

War stories and best practices case studies A toolkit for bringing clarity, discipline, and purpose to all your problem-solving and change management initiatives, The McKinsey Engagement is an indispensable guide for consultants, as well as for executives, managers, students, and corporate trainers.

Maybe You Should Talk to Someone: The Workbook Feb 14 2021 "Part of getting to know yourself is to unknow yourself - to let go of the limiting stories you've told yourself about who you are so that you can live your life, and not the stories you've been telling yourself about your life." Lori Gottlieb, New York Times bestselling author of Maybe You Should Talk to Someone When Maybe You Should Talk to Someone was released into the world, it became an instant New York Times bestseller and international phenomenon, with readers across the globe finding their truth in the powerful stories Lori Gottlieb shared from inside her therapy room. As millions highlighted and underlined page after page, a movement took shape and they asked for more: Can you take these lessons and create for us a guide as transformative as the book itself? Lori decided to do just that. In this empowering, one-of-a-kind workbook, Lori offers a step-by-step process for becoming the author of your own life by giving it a thorough edit. Using eye-opening concepts, thought-provoking exercises, compelling writing prompts, and real examples

from the patients in the original book, Lori has created an easy-to-follow guide through the journey of becoming our own editors, examining aspects of our narratives that hold us back, and discovering the ways in which changing our stories can change our lives. An experience, a meditation, and a practical toolkit combined into one, Maybe You Should Talk to Someone: The Workbook is the companion readers have been asking for: a revolutionary method for understanding which stories to keep and which to revise so that we can create our own personal masterpieces. By the end of this "unknowing," you will be surprised, inspired, and most of all, liberated.

Corporate Governance of State-Owned Enterprises Mar 18 2021 This Toolkit provides an overall framework with practical tools and information to help policymakers design and implement corporate governance reforms for state-owned enterprises. It concludes with guidance on managing the reform process, in particular how to prioritize and sequence reforms, build capacity, and engage with stakeholders.

Your Happiness Toolkit Nov 01 2019 Looking for powerful, practical strategies to help yourself or someone else struggling with depression? This comprehensive guidebook provides resources, insights, and techniques you can use - starting today - to help yourself, or someone you care about. It is a strategy manual - not just to HEAL depression,

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but to PREVENT it in the first place.

Lo-TEK Apr 18 2021 In an era of high-tech and climate extremes, we are drowning in information while starving for wisdom. Enter Lo--TEK, a design movement building on indigenous philosophy and vernacular infrastructure to generate sustainable, resilient, nature-based technology. With a foreword by anthropologist Wade Davis and spanning 18 countries from Peru to...

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