

# Brilliant Powerpoint Pocketbook Brilliant Pocket Book

City Chicks Tera Lynn Childs 2015-02-14 From award-winning author Tera Lynn Childs comes a sweet, sassy series about feisty city chicks, swoon-worthy guys, and romantic adventures they'll never forget. "If you are looking for a cute chick-lit series, try this one." — Once Upon a Dream Books  
Eye Candy When a fashion executive goes to drastic lengths to stop yet another conversation about her too-good-to-be-true-ex, she ends up hiring a male model to play her boyfriend for a weekend... and maybe longer.  
Straight Stalk A Southern girl turned big city boutique owner with a string of gay ex-boyfriends is out to prove that her latest ex, the star of a gay makeover show, isn't gay with the help of the show's talented and tasty chef.  
Trying Texas Sparks fly when a ride-or-die city girl goes to the Texas outback to film a TV show and she meets a hard-working cowboy who makes her wonder if there might be something to the country life after all. More than 800 pages of fun, friendship, and flirtation. City Chicks is a trio of chick lit romances perfect for fans of Sophie Kinsella, Jasmine Guillory, and Sally Thorne. Save 33% off the individual title price in this special bundle deal!

Brilliant Microsoft PowerPoint 2007 Pocket Book S. E. Slack 2007 This succinct yet comprehensive pocket book will guide you through the new features of PowerPoint 2007 and enable you to get up and running quickly. Short, easy-to-follow tutorials help the reader to instantly grasp the essential functions of PowerPoint, including adding narration, animations, 3-D effects and movies. You can also learn to use Groove and SharePoint team services to share Web-based documents and information. Keenly priced and with an attractive two-colour text design and in a handy pocket or bag-sized format, these books will be an indispensable guide for anyone who wants to improve or master their abilities without buying a bulky or expensive manual. The Windows Vista and Office 2007 Pocket books have entirely new, and substantially more content than the previous editions, which makes them even better value at just £8.99. With their bold new jacket designs they will stand out on any shelf.

**Tackling Difficult Conversations Pocketbook** Peter English 2015-09-16 At some stage or other we all have to deal with difficult conversations. This work helps you learn how to communicate with authority, clarity and persuasiveness, and - through active listening, mirroring body language and other techniques - how to empathize with the other person and how to interpret what they are saying, feeling and thinking.

*The Bluest Eye* Toni Morrison 2007-05-08 NATIONAL BESTSELLER • From the acclaimed Nobel Prize winner—a powerful examination of our obsession with beauty and conformity that asks questions about race, class, and gender with characteristic subtlety and grace. In Morrison's acclaimed first novel, Pecola Breedlove—an 11-year-old Black girl in an America whose love for its blond, blue-eyed children can devastate all others—prays for her eyes to turn blue: so that she will be beautiful, so that people will look at her, so that her world will be different. This is the story of the nightmare at the heart of her yearning, and the tragedy of its fulfillment. Here, Morrison's writing is "so precise, so faithful to speech and so charged with pain and wonder that the novel becomes poetry" (The New York Times).

**Buyology** Martin Lindstrom 2010-02-02 NEW YORK TIMES BESTSELLER • "A fascinating look at how consumers perceive logos, ads, commercials, brands, and products."—Time How much do we know about why we buy? What truly influences our decisions in today's message-cluttered world? In Buyology, Martin Lindstrom presents the astonishing findings from his groundbreaking three-year, seven-million-dollar neuromarketing study—a cutting-edge experiment that peered inside the brains of 2,000 volunteers from all around the world as they encountered various ads, logos, commercials, brands, and products. His startling results shatter much of what we have long believed about what captures our interest—and drives us to buy. Among the questions he explores: • Does sex actually sell? • Does subliminal advertising still surround us? • Can "cool" brands trigger our

mating instincts? • Can our other senses—smell, touch, and sound—be aroused when we see a product? Buyology is a fascinating and shocking journey into the mind of today's consumer that will captivate anyone who's been seduced—or turned off—by marketers' relentless attempts to win our loyalty, our money, and our minds.

**Kicking In the Wall** Barbara Abercrombie 2013-04-15 When Patti Smith was plagued with writer's block — “scattered and stymied, surrounded by unfinished songs and abandoned poems” — playwright Sam Shepard advised her, “When you hit a wall, just kick it in.” In these pages, Abercrombie shows readers how to do just that. Like a workout with a top trainer, her writing exercises warm up, stretch, and build creative muscle. Quotes from famous writers inspire each day's exercise. Though Abercrombie says readers need only commit five minutes to each exercise, she writes, “I've seen novels, memoirs, and many essays get started” in those five minutes, “and a lot ended up being published.” Her playful, powerful method is ideal — maybe even essential — fuel for writers trying to get off the starting block, persevere through challenges, and cross their personal creativity finish lines.

Seeing Like a State James C. Scott 2020-03-17 “One of the most profound and illuminating studies of this century to have been published in recent decades.”—John Gray, New York Times Book Review Hailed as “a magisterial critique of top-down social planning” by the New York Times, this essential work analyzes disasters from Russia to Tanzania to uncover why states so often fail—sometimes catastrophically—in grand efforts to engineer their society or their environment, and uncovers the conditions common to all such planning disasters. “Beautifully written, this book calls into sharp relief the nature of the world we now inhabit.”—New Yorker “A tour de force.”— Charles Tilly, Columbia University

**Kyoto Pocket Precincts** Steve Wide 2017-09-05 Kyoto is steeped in history, tradition and beauty that reflect the changing seasons more than any other city in the world. There are 2,000 temples and shrines to visit, and the intricate culture of geisha, tea houses, Zen gardens and artisan crafts are just as important today as they were a thousand years ago. There are beautiful restaurants in centuries-old houses, but also some of the best street food in the world. In this pocket-size travel guide, seasoned travellers Steve and Michelle offer a curated list of the very best cultural, shopping, eating and drinking experiences in Kyoto, as well as a few suggested field trips in surrounding areas. With a beautiful design, vibrant images and detailed reviews, you'll easily navigate the city's ancient pathways, through to its bonsai gardens. Konnichi wa and welcome to Kyoto!

*Slides for Students* Gary D. Fisk 2018-10-16 300 million powerpoint presentations are given daily, yet there is a disconnect between the amazing technology of powerpoint and a mediocre student learning experience. To unleash the full potential of powerpoint presentations, we must do a better job of creating presentations that fit the educational needs of students. Slides for Students does just that. Slides for Students is an open and honest discussion about powerpoint in the classroom. A need exists for thoughtfully designed and implemented classroom instruction that focuses on the learner rather than on the technology. This book was written to translate academic research findings into practical suggestions about powerpoint that educators can use. Divided into two parts, Slides for Students discusses the history of powerpoint, explores academic studies on the topic, and demonstrates how to design slides to best suit educational needs and engage with students to avoid the dreaded "death by powerpoint."

*War by Other Means* Robert D. Blackwill 2016-04-11 Nations carry out geopolitical combat through economic means. Yet America often reaches for the gun over the purse to advance its interests abroad. Robert Blackwill and Jennifer Harris show that if U.S. policies are left uncorrected, the price in blood and treasure will only grow. Geoeconomic warfare requires a new vision of U.S. statecraft.

Brilliant Office 2007 Jerri Ledford 2007 This succinct yet comprehensive pocket book will guide you through the new features of Office 2007 and enable you to get up and running quickly. Short, easy-to-follow tutorials help the reader to instantly grasp the essential functions of Excel, Word, Powerpoint, Access and Outlook as well as learning how to use Groove and SharePoint Team Services to collaborate and share documents and

information. Keenly priced and with an attractive two-colour text design and in a handy pocket or bag-sized format, these books will be an indispensable guide for anyone who wants to improve or master their abilities without buying a bulky or expensive manual. The Windows Vista and Office 2007 Pocket books have entirely new, and substantially more content than the previous editions, which makes them even better value at just £8.99. With their bold new jacket designs they will stand out on any shelf.

**Sprint (Republish)** Jake Knapp 2018-07-19 Anda mungkin beruntung memiliki pekerjaan atau proyek mendatang dengan visi yang cemerlang. Namun, upaya mewujudkan visi ini sering kali tak mudah. Setiap hari Anda gampang sekali terjebak dalam berbagai hal: surel yang seolah tiada habisnya, tenggat yang molor, rapat-rapat seharian yang menyita waktu, dan proyek jangka panjang yang hanya berdasarkan asumsi. Sudah waktunya Anda mencoba Sprint, sebuah metode untuk memecahkan masalah dan menguji ide-ide baru, menyelesaikan lebih banyak hal dengan efisien. Buku ini ditulis Jake Knapp, mantan Design Partner Google Ventures, untuk menuntun Anda merasakan pengalaman menerapkan metode yang telah mendunia ini. Sprint mewujudkan pengekseskusan ide besar hanya dalam lima hari. Menuntun tim Anda dengan checklist lengkap, mulai dari Senin hingga Jumat. Menjawab segala pertanyaan penting yang sering kali hanya disimpan di benak mereka yang sedang menguji ide/konsep/produk. Sprint juga membantu Anda lebih menikmati setiap proses. Anda bisa mengamati dan bergabung dengan ratusan dari pelaku Sprint di seluruh dunia melalui tagar #sprintweek di Twitter. Sebuah proyek besar terjadi pada 2009. Seorang insinyur Gmail bernama Peter Balsiger mencetuskan ide mengenai surel yang bisa teratur secara otomatis. Saya sangat tertarik dengan idenya—yang disebut “Kotak Masuk Prioritas”—dan merekrut insinyur lain, Annie Chen, untuk bergabung bersama kami. Annie setuju, tetapi dia hanya punya waktu sebulan untuk mengerjakannya. Kalau kami tidak bisa membuktikan bahwa ide itu bisa diterapkan dalam jangka waktu tersebut, Annie akan beralih ke proyek lainnya. Saya yakin waktunya tidak akan cukup, tetapi Annie adalah insinyur yang luar biasa. Jadi, saya memutuskan untuk menjalaninya saja. Kami membagi waktu sebulan itu ke dalam empat bagian yang masing-masing lamanya seminggu. Setiap pekan, kami menggarap desain baru. Annie dan Peter membuat purwarupa, lalu pada akhir minggu, kami menguji desain ini bersama beberapa ratus orang lainnya. Pada akhir bulan, kami menemukan solusi yang bisa dipahami dan diinginkan orang-orang. Annie tetap menjadi pemimpin untuk tim Kotak Masuk Prioritas. Dan entah bagaimana caranya, kami berhasil menyelesaikan tugas desainnya dalam waktu yang lebih singkat dari biasanya. Beberapa bulan kemudian, saya mengunjungi Serge Lachapelle dan Mikael Drugge, dua orang karyawan Google di Stockholm. Kami bertiga ingin menguji ide perangkat lunak untuk konferensi video yang bisa dijalankan lewat peramban. Karena saya berada di kota tersebut hanya selama beberapa hari, kami bekerja secepat mungkin. Pada penghujung kunjungan saya, kami berhasil menyelesaikan purwarupanya. Kami mengirimkannya ke rekan kerja kami lewat surel dan mulai menggunakannya dalam rapat. Dalam beberapa bulan, seluruh perusahaan sudah bisa menggunakannya. (Selanjutnya, versi yang sudah dipoles dan disempurnakan dari aplikasi berbasis web tersebut dikenal sebagai Google Hangouts.) Dalam kedua kasus tersebut, saya menyadari bahwa saya bekerja jauh lebih efektif ketimbang rutinitas kerja harian saya atau ketika mengikuti lokakarya diskusi sumbang saran. Apa yang membedakannya? Saya menimbang kembali lokakarya tim yang saya gagas sebelumnya. Bagaimana kalau saya memasukkan elemen ajaib lainnya—fokus pada kerja individu, waktu untuk membuat purwarupa, dan tenggat yang tak bisa ditawar? Saya lalu menyebutkan, “sprint” desain. Saya membuat jadwal kasar untuk sprint pertama saya: satu hari untuk berbagi informasi dan mereka ide, diikuti dengan empat hari pembuatan purwarupa. Sekali lagi, tim Google menyambut baik eksperimen ini. Saya memimpin sprint untuk mendesain Chrome, Google Search, Gmail, dan proyek-proyek lainnya. Ini sangat menarik. Sprint ini berhasil. Ide-ide diuji, dibangun, diluncurkan, dan yang terbaik, kebanyakan dari ide-ide ini berhasil diterapkan dalam dunia nyata. Proses sprint menyebar di seisi Google dari satu tim ke tim lain, dari satu kantor ke kantor lain. Seorang desainer dari Google X tertarik dengan metode ini, jadi dia menjalankan sprint untuk sebuah tim di Google Ads. Anggota tim dalam sprint di Ads

kemudian menyampaikannya kepada kolega mereka, dan begitu seterusnya. Dalam waktu singkat saya mendengar penerapan sprint dari orang-orang yang tidak saya kenal. Dalam perjalanannya, saya membuat beberapa kesalahan. Sprint pertama saya melibatkan empat puluh orang—jumlah yang sangat besar dan justru hampir menghambat sprint tersebut, bahkan sebelum dimulai. Saya menyesuaikan waktu yang diperlukan untuk mengembangkan ide dan pembuatan purwarupa. Saya jadi memahami mana yang terlalu cepat, terlalu lambat, hingga akhirnya menemukan yang waktu paling sesuai. Beberapa tahun kemudian, saya bertemu Bill Maris untuk membicarakan sprint. Bill adalah CEO Google Ventures, perusahaan modal ventura yang didirikan Google untuk berinvestasi pada startup-startup potensial. Dia adalah salah satu orang berpengaruh di Silicon Valley. Namun, Anda tidak akan menyangkanya dari pembawaannya yang santai. Pada sore itu, dia mengenakan pakaian khasnya, yaitu topi bisbol dan kaus dengan tulisan tentang Vermont. Bill tertarik untuk menjalankan sprint dengan startup dalam portofolio GV. Startup biasanya hanya memiliki satu kesempatan emas untuk mendesain sebuah produk yang sukses, sebelum akhirnya kehabisan dana. Sprint bisa membantu mencari tahu apakah startup-startup ini berada di jalur yang tepat sebelum akhirnya mereka bisa berkecimpung dalam tahapan yang lebih berisiko untuk membangun dan meluncurkan produk mereka. Dengan menjalankan sprint, mereka bisa mendapatkan sekaligus menghemat uang. Namun agar berhasil, saya harus menyesuaikan proses sprint ini. Saya sudah berpikir mengenai produktivitas individu dan tim selama beberapa tahun. Namun, saya hampir tidak tahu apa-apa mengenai startup dan kebutuhan bisnis mereka. Tetap saja, antusiasme Bill meyakinkan saya bahwa Google Ventures adalah tempat yang tepat untuk menerapkan sprint—sekaligus tempat yang tepat bagi saya. “Ini misi kita,” ujarnya, “untuk bisa menemukan entrepreneur terbaik di muka bumi dan membantu mereka membuat dunia ini menjadi tempat yang lebih baik.” Saya tentu tak bisa menolaknya. Di GV, saya bergabung dengan tiga rekan lain: Braden Kowitz, John Zeratsky, dan Michael Margolis. Bersama, kami mulai menjalankan sprint dengan startup-startup, bereksperimen dengan prosesnya, dan menguji hasilnya agar bisa menemukan cara untuk memperbaikinya. Ide-ide dalam buku ini lahir dari semua anggota tim kami. Braden Kowitz memasukkan desain berbasis cerita dalam proses sprint, sebuah pendekatan tak biasa yang berfokus pada pengalaman konsumen alih-alih komponen individu atau teknologi. John Zeratsky membantu kami memulai dari akhir sehingga tiap sprint bisa membantu menjawab berbagai pertanyaan bisnis paling penting. Braden dan John memiliki pengalaman dalam bisnis dan startup, hal yang tidak saya miliki, dan mereka menyesuaikan prosesnya untuk menciptakan fokus yang lebih baik dan keputusan yang lebih cerdas di tiap sprint. Michael Margolis mendorong kami untuk mengakhiri tiap sprint dengan pengujian di dunia nyata. Dia menjalankan riset konsumen, yang perencanaan dan pelaksanaannya bisa menghabiskan waktu berminggu-minggu, dan menemukan cara untuk mendapatkan hasil yang jelas hanya dalam sehari. Ini benar-benar sebuah keajaiban. Kami tidak perlu lagi menebak-nebak apakah solusi kami bagus atau tidak karena di akhir tiap sprint, kami mendapatkan jawabannya. Kemudian ada Daniel Burka, seorang entrepreneur yang mendirikan dua startup sebelum menjual salah satunya ke Google dan bergabung dengan GV. Saat kali pertama menjelaskan proses sprint kepadanya, dia skeptis. Baginya, sprint terdengar seperti serangkaian proses manajemen yang rumit. Namun, dia sepekat untuk mencoba salah satunya. “Dalam sprint pertama itu, kami memangkas prosesnya dan menciptakan sesuatu yang ambisius hanya dalam sepekan. Saya benar-benar jatuh hati.” Setelah kami berhasil meyakinkannya, pengalaman langsung Daniel sebagai seorang pendiri startup dan sikapnya yang tidak menoleransi omong kosong membantu kami menyempurnakan prosesnya. Sejak sprint pertama di GV pada 2012, kami telah beradaptasi dan bereksperimen. Mulanya kami mengira pembuatan purwarupa dan riset yang cepat hanya akan berhasil untuk produk berskala besar. Mampukah kami bergerak sama cepatnya jika konsumen kami adalah para ahli di berbagai bidang seperti kesehatan dan keuangan? Tanpa disangka, proses lima hari ini bisa bertahan. Proses ini sesuai untuk semua jenis konsumen, mulai dari investor sampai petani, dari onkolog sampai pemilik bisnis skala kecil. Juga bagi situs web, aplikasi iPhone, laporan medis, hingga perangkat keras berteknologi tinggi. Tidak hanya untuk mengembangkan produk, kami juga menggunakan sprint untuk menentukan prioritas,

strategi pemasaran, bahkan menamai perusahaan. Proses ini berulang-ulang menyatukan tim dan menjadikan ide-ide menjadi nyata. Selama beberapa tahun belakangan, tim kami mendapatkan beragam kesempatan untuk bereksperimen dan memvalidasi ide kami mengenai proses kerja. Kami menjalankan lebih dari seratus sprint bersama dengan startup-startup dalam portofolio GV. Kami bekerja bersama, sekaligus belajar dari para entrepreneur brilian seperti Anne Wojcicki (pendiri 23andMe), Ev Williams (pendiri Twitter, Blogger, dan Medium), serta Chad Hurley dan Steve Chen (pendiri YouTube). Pada awalnya, saya hanya ingin membuat hari-hari kerja saya efisien dan berkualitas. Saya ingin berfokus pada apa yang benar-benar penting dan menjadikan waktu saya berharga—bagi saya, tim, dan konsumen kami. Kini, lebih dari satu dekade kemudian, proses sprint secara konsisten telah membantu saya meraih mimpi tersebut. Dan saya sangat senang berbagi mengenai hal tersebut dengan Anda dalam buku ini. Dengan keberuntungan, Anda bisa memilih pekerjaan Anda karena visi yang tajam. Anda ingin berbagi visi tersebut kepada dunia, baik yang berupa pesan, layanan, maupun pengalaman, dengan perangkat lunak maupun keras, atau bahkan—sebagaimana dicontohkan dalam buku ini—sebuah cerita atau ide. Namun, mewujudkan visi ini tak mudah. Gampang sekali terjebak dalam berbagai hal: surel yang seolah tiada habisnya, tenggat yang molor, rapat-rapat seharian yang menyita waktu Anda, dan proyek jangka panjang yang hanya berdasarkan asumsi. Prosesnya tidak harus selalu seperti ini. Sprint menawarkan jalur untuk memecahkan masalah-masalah besar, menguji ide-ide baru, menyelesaikan lebih banyak hal, dan melakukan semuanya dengan lebih cepat. Sprint juga membantu Anda lebih menikmati prosesnya. Dengan kata lain, Anda benar-benar harus mencobanya sendiri. Ayo kita mulai. —Jake Knapp San Francisco, Februari 2016 [Mizan, Bentang Pustaka, Manajemen, Ide, Kreatif, Inovasi, Motivasi, Dewasa, Indonesia] spesial seri bentang bisnis & startup

*The 5AM Club* Robin Sharma 2018-12-04 Legendary leadership and elite performance expert Robin Sharma introduced The 5am Club concept over twenty years ago, based on a revolutionary morning routine that has helped his clients maximize their productivity, activate their best health and bulletproof their serenity in this age of overwhelming complexity. Now, in this life-changing book, handcrafted by the author over a rigorous four-year period, you will discover the early-rising habit that has helped so many accomplish epic results while upgrading their happiness, helpfulness and feelings of aliveness. Through an enchanting—and often amusing—story about two struggling strangers who meet an eccentric tycoon who becomes their secret mentor, The 5am Club will walk you through: How great geniuses, business titans and the world's wisest people start their mornings to produce astonishing achievements A little-known formula you can use instantly to wake up early feeling inspired, focused and flooded with a fiery drive to get the most out of each day A step-by-step method to protect the quietest hours of daybreak so you have time for exercise, self-renewal and personal growth A neuroscience-based practice proven to help make it easy to rise while most people are sleeping, giving you precious time for yourself to think, express your creativity and begin the day peacefully instead of being rushed "Insider-only" tactics to defend your gifts, talents and dreams against digital distraction and trivial diversions so you enjoy fortune, influence and a magnificent impact on the world Part manifesto for mastery, part playbook for genius-grade productivity and part companion for a life lived beautifully, The 5am Club is a work that will transform your life. Forever.

*The Coaching Habit* Michael Bungay Stanier 2016-02-29 Coaching is an essential skill for leaders. But for most busy, overworked managers, coaching employees is done badly, or not at all. They're just too busy, and it's too hard to change. But what if managers could coach their people in 10 minutes or less? In Michael Bungay Stanier's *The Coaching Habit*, coaching becomes a regular, informal part of your day so managers and their teams can work less hard and have more impact. Coaching is an art and it's far easier said than done. It takes courage to ask a question rather than offer up advice, provide an answer, or unleash a solution. Giving another person the opportunity to find their own way, make their own mistakes, and create their own wisdom is both brave and vulnerable. It can also mean unlearning our "fix it" habits. In this practical and inspiring book, Michael shares

seven transformative questions that can make a difference in how we lead and support. And, he guides us through the tricky part - how to take this new information and turn it into habits and a daily practice. -Brené Brown, author of *Rising Strong* and *Daring Greatly* Drawing on years of experience training more than 10,000 busy managers from around the globe in practical, everyday coaching skills, Bungay Stanier reveals how to unlock your peoples' potential. He unpacks seven essential coaching questions to demonstrate how---by saying less and asking more--you can develop coaching methods that produce great results. - Get straight to the point in any conversation with The Kickstart Question - Stay on track during any interaction with The AWE Question - Save hours of time for yourself with The Lazy Question, and hours of time for others with The Strategic Question - Get to the heart of any interpersonal or external challenge with The Focus Question and The Foundation Question - Finally, ensure others find your coaching as beneficial as you do with The Learning Question A fresh, innovative take on the traditional how-to manual, the book combines insider information with research based in neuroscience and behavioural economics, together with interactive training tools to turn practical advice into practiced habits. Dynamic question-and-answer sections help identify old habits and kick-start new behaviour, making sure you get the most out of all seven chapters. Witty and conversational, *The Coaching Habit* takes your work--and your workplace--from good to great.

*Winds of Fear: A gripping psychological thriller with a brilliant twist* Glede Browne Kabongo THE NEW NEIGHBORS SEEMED TOO GOOD TO BE TRUE. I SHOULD HAVE TRUSTED MY INSTINCTS. NOW MY LITTLE BOY MAY PAY THE PRICE. When Abbie Rambally meets the couple next door for the first time, she's convinced something isn't right. Why are the Paynes so fascinated with her oldest son and why do they ask so many questions about him? Then Abbie's loyal and dependable nanny quits without giving notice, and Jenna Payne is only too happy to step in and help out. But Abbie begins to suspect that the Paynes' choice of neighborhood was no accident. Though Abbie wants to believe she can trust her neighbors, too many things about the couple don't add up. So when a stranger in a café calls Jenna by a different name and insists they've met before, one thing becomes clear. If Abbie doesn't uncover what the Paynes are hiding, her family will be in terrible danger.

*Popular Science* 2002-12 Popular Science gives our readers the information and tools to improve their technology and their world. The core belief that Popular Science and our readers share: The future is going to be better, and science and technology are the driving forces that will help make it better.

**Brilliant Bags** Deena Beverley 2006 'Brilliant Bags' gives all the information and know-how you need to make 20 gorgeous bags for every occasion - including rag rug bags, pocketed bags, storage bags, jewellery bags, handbags, shoulder bags, and clutch bags. The projects demonstrate a wide variety of techniques - beading, embroidery, applique, patchwork, hooking, fabric painting, tassel-making, knitting, and transfer printing - on bags of all styles, from hip retro to vintage florals.

How to Wow Frances Cole Jones 2009-03-03 Proven communication strategies to help you sell yourself effectively in any interview, presentation, or impromptu business meeting "The invaluable advice in *How to Wow* guarantees your success in any situation."—Keith Ferrazzi, #1 New York Times bestselling author of *Never Eat Alone* Every encounter with your colleagues, clients, employers—even your competitors—is an opportunity to make a positive impression. Your words, your tone of voice, and your body language all speak volumes. But the question is: What are they saying about you? As a corporate coach, Frances Cole Jones has helped countless CEOs, celebrities, and public figures present their best selves in the boardroom and in-person, on-camera and onstage. Now she shares the skills that are essential to professional and personal success. In *How to Wow*, you'll learn how to

- make a lasting impression with a simple introduction
- effectively employ the twelve most persuasive words in the English language
- read nonverbal responses accurately—and shift negative ones immediately
- motivate your team under deadline
- interview fearlessly and flawlessly
- persuade investors to buy in to your product or idea—and help you sell it to others
- write the perfect pitch, résumé, cover letter, or email
- deliver

speeches that bring people to their feet • transform a PowerPoint presentation into a power move Featuring tips and tricks you can employ right away, How to Wow will teach you how to ask the right questions, respond with confidence, and wow anyone, anywhere, anytime. “Wow is not optional. Neither is this book. Buy it, study it, put it into action—and wow your bank account!”—Jeffrey Gitomer, author of Little Red Book of Selling “No matter if you’re at the top of your game or just starting out, this book will swiftly refocus the message that you are sending to the world.”—David Beal, co-CEO and co-founder, Green Hummingbird Entertainment “Read How to Wow if you want to change a great idea from a concept to a reality that clearly means business. It’s the best makeover I ever got.”—Veronica Webb, television host

*The Second Machine Age: Work, Progress, and Prosperity in a Time of Brilliant Technologies* Erik Brynjolfsson 2014-01-20 A pair of technology experts describe how humans will have to keep pace with machines in order to become prosperous in the future and identify strategies and policies for business and individuals to use to combine digital processing power with human ingenuity.

**School, Family, and Community Partnerships** Joyce L. Epstein 2018-07-19 Strengthen programs of family and community engagement to promote equity and increase student success! When schools, families, and communities collaborate and share responsibility for students’ education, more students succeed in school. Based on 30 years of research and fieldwork, the fourth edition of the bestseller *School, Family, and Community Partnerships: Your Handbook for Action*, presents tools and guidelines to help develop more effective and more equitable programs of family and community engagement. Written by a team of well-known experts, it provides a theory and framework of six types of involvement for action; up-to-date research on school, family, and community collaboration; and new materials for professional development and on-going technical assistance. Readers also will find: Examples of best practices on the six types of involvement from preschools, and elementary, middle, and high schools Checklists, templates, and evaluations to plan goal-linked partnership programs and assess progress CD-ROM with slides and notes for two presentations: A new awareness session to orient colleagues on the major components of a research-based partnership program, and a full One-Day Team Training Workshop to prepare school teams to develop their partnership programs. As a foundational text, this handbook demonstrates a proven approach to implement and sustain inclusive, goal-linked programs of partnership. It shows how a good partnership program is an essential component of good school organization and school improvement for student success. This book will help every district and all schools strengthen and continually improve their programs of family and community engagement.

**Collapse** Jared Diamond 2013-03-21 From the author of *Guns, Germs and Steel*, Jared Diamond's *Collapse: How Societies Choose to Fail or Survive* is a visionary study of the mysterious downfall of past civilizations. Now in a revised edition with a new afterword, Jared Diamond's *Collapse* uncovers the secret behind why some societies flourish, while others founder - and what this means for our future. What happened to the people who made the forlorn long-abandoned statues of Easter Island? What happened to the architects of the crumbling Maya pyramids? Will we go the same way, our skyscrapers one day standing derelict and overgrown like the temples at Angkor Wat? Bringing together new evidence from a startling range of sources and piecing together the myriad influences, from climate to culture, that make societies self-destruct, Jared Diamond's *Collapse* also shows how - unlike our ancestors - we can benefit from our knowledge of the past and learn to be survivors. 'A grand sweep from a master storyteller of the human race' - Daily Mail 'Riveting, superb, terrifying' - Observer 'Gripping ... the book fulfils its huge ambition, and Diamond is the only man who could have written it' - Economist 'This book shines like all Diamond's work' - Sunday Times

[Plato's Labyrinth](#) Michael Carroll 2022-01-03 One wants to preserve history. Another seeks to resurrect a legendary army. A third plans to infuse the past with technology to save millions. If you could go back in time, what would you do? Something strange is going on at ChronoCorp. Coffin-shaped pods and glowing talismans, feathered dinosaurs and ancient murals; the private laboratory's quirky scientists have been quite busy, indeed. The

reason? Katya, Xavier, Todd, and colleagues are on a singular scientific mission: to surpass the limits of modern physics and unlock the power of time travel. Their early experiments have proved a resounding success, taking them to far-flung places in both time and space, from nineteenth-century New York to ancient Thera. But as their research progresses, the stakes get ever higher. Enter a world of competing interests and conflicting timelines, where nothing is quite what it seems. Why is Xavier acting so oddly? Where exactly did their eccentric benefactor Mila van Dijk get her wealth? What is the Primus Imperium, and what does its mysterious head—known only as “The Ambassador”—want from them? Come along as the colleagues at ChronoCorp and their ragtag allies race to sew up several unravelling timelines, battling those who would harm them in the past and present to preserve what is left of their future.

**The Maid** Nita Prose 2022-01-04 #1 NEW YORK TIMES BESTSELLER • GOOD MORNING AMERICA BOOK CLUB PICK • “A heartwarming mystery with a lovable oddball at its center” (Real Simple), this cozy whodunit introduces a one-of-a-kind heroine who will steal your heart. FINALIST FOR THE EDGAR® AWARD • “The reader comes to understand Molly’s worldview, and to sympathize with her longing to be accepted—a quest that gives The Maid real emotional heft.”—The New York Times Book Review (Editors’ Choice) “Think Clue. Think page-turner.”—Glamour ONE OF THE TEN BEST BOOKS OF THE YEAR: Reader’s Digest WINNER: The Anthony Award, The Fingerprint Award, The Barry Award In development as a major motion picture produced by and starring Florence Pugh Molly Gray is not like everyone else. She struggles with social skills and misreads the intentions of others. Her gran used to interpret the world for her, codifying it into simple rules that Molly could live by. Since Gran died a few months ago, twenty-five-year-old Molly has been navigating life’s complexities all by herself. No matter—she throws herself with gusto into her work as a hotel maid. Her unique character, along with her obsessive love of cleaning and proper etiquette, make her an ideal fit for the job. She delights in donning her crisp uniform each morning, stocking her cart with miniature soaps and bottles, and returning guest rooms at the Regency Grand Hotel to a state of perfection. But Molly’s orderly life is upended the day she enters the suite of the infamous and wealthy Charles Black, only to find it in a state of disarray and Mr. Black himself dead in his bed. Before she knows what’s happening, Molly’s unusual demeanor has the police targeting her as their lead suspect. She quickly finds herself caught in a web of deception, one she has no idea how to untangle. Fortunately for Molly, friends she never knew she had unite with her in a search for clues to what really happened to Mr. Black—but will they be able to find the real killer before it’s too late? A Clue-like, locked-room mystery and a heartwarming journey of the spirit, The Maid explores what it means to be the same as everyone else and yet entirely different—and reveals that all mysteries can be solved through connection to the human heart. ONE OF THE BEST BOOKS OF THE YEAR: The Washington Post, The Guardian, Glamour, Elle, PopSugar, Newsweek, Mental Floss, She Reads, Kirkus Reviews

Presentation Zen Garr Reynolds 2009-04-15 FOREWORD BY GUY KAWASAKI Presentation designer and internationally acclaimed communications expert Garr Reynolds, creator of the most popular Web site on presentation design and delivery on the Net — presentationzen.com — shares his experience in a provocative mix of illumination, inspiration, education, and guidance that will change the way you think about making presentations with PowerPoint or Keynote. Presentation Zen challenges the conventional wisdom of making “slide presentations” in today’s world and encourages you to think differently and more creatively about the preparation, design, and delivery of your presentations. Garr shares lessons and perspectives that draw upon practical advice from the fields of communication and business. Combining solid principles of design with the tenets of Zen simplicity, this book will help you along the path to simpler, more effective presentations.

Miracle Creek Angie Kim 2019-04-16 Winner of the Edgar Award for Best First Novel A Time Best Mystery and Thriller Book of All Time The “gripping... page-turner” (Time) hitting all the best of summer reading lists, Miracle Creek is perfect for book clubs and fans of Liane Moriarty and Celeste Ng How far will you go to protect your family? Will you keep their secrets? Ignore their lies? In a small town in Virginia, a group of people



know each other because they're part of a special treatment center, a hyperbaric chamber that may cure a range of conditions from infertility to autism. But then the chamber explodes, two people die, and it's clear the explosion wasn't an accident. A powerful showdown unfolds as the story moves across characters who are all maybe keeping secrets, hiding betrayals. Chapter by chapter, we shift alliances and gather evidence: Was it the careless mother of a patient? Was it the owners, hoping to cash in on a big insurance payment and send their daughter to college? Could it have been a protester, trying to prove the treatment isn't safe? "A stunning debut about parents, children and the unwavering hope of a better life, even when all hope seems lost" (Washington Post), *Miracle Creek* uncovers the worst prejudice and best intentions, tense rivalries and the challenges of parenting a child with special needs. It's "a quick-paced murder mystery that plumbs the power and perils of community" (O Magazine) as it carefully pieces together the tense atmosphere of a courtroom drama and the complexities of life as an immigrant family. Drawing on the author's own experiences as a Korean-American, former trial lawyer, and mother of a "miracle submarine" patient, this is a novel steeped in suspense and igniting discussion. Recommended by Erin Morgenstern, Jean Kwok, Jennifer Weiner, Scott Turow, Laura Lippman, and more--*Miracle Creek* is a brave, moving debut from an unforgettable new voice.

*Odd Mom Out* Jane Porter 2007-09-27 Following her highly successful title *FLIRTING WITH FORTY*, Jane Porter returns with another entertaining tale of a bohemian, single working mother who finds herself at odds with the stay-at-home, alpha moms. Advertising executive Marta Zinsser is no poster child for her wealthy Seattle suburb-and nothing could please her more. This former New Yorker wears combat boots, not Manolos, and drives a righteous Harley hog instead of a Mercedes SUV. Now she's launching her own agency in this land of the Microsoft elite, even though her ten-year-old daughter wishes she'd put on a sweater set and just be normal. Can this ex-urbanite remain uniquely herself without alienating the inner circle of smug, cookie-cutter executive wives? And when push comes to shove, can she stop being the proud odd mom out and take a chance at something frighteningly-and tantalizingly-new?

**Whistling Vivaldi: And Other Clues to How Stereotypes Affect Us (Issues of Our Time)** Claude M. Steele 2011-04-04 The acclaimed social psychologist offers an insider's look at his research and groundbreaking findings on stereotypes and identity. Claude M. Steele, who has been called "one of the few great social psychologists," offers a vivid first-person account of the research that supports his groundbreaking conclusions on stereotypes and identity. He sheds new light on American social phenomena from racial and gender gaps in test scores to the belief in the superior athletic prowess of black men, and lays out a plan for mitigating these "stereotype threats" and reshaping American identities.

**The Road Ahead** Bill Gates 1996 In this clear-eyed, candid, and ultimately reassuring

*A Visit from the Goon Squad* Jennifer Egan 2011-03-22 NATIONAL BESTSELLER • NATIONAL BOOK CRITICS CIRCLE WINNER • With music pulsing on every page, this startling, exhilarating novel of self-destruction and redemption "features characters about whom you come to care deeply as you watch them doing things they shouldn't, acting gloriously, infuriatingly human" (The Chicago Tribune). Bennie is an aging former punk rocker and record executive. Sasha is the passionate, troubled young woman he employs. Here Jennifer Egan brilliantly reveals their pasts, along with the inner lives of a host of other characters whose paths intersect with theirs. "Pitch perfect.... Darkly, rippingly funny.... Egan possesses a satirist's eye and a romance novelist's heart." —The New York Times Book Review

*The Case against Education* Bryan Caplan 2019-08-20 Why we need to stop wasting public funds on education Despite being immensely popular—and immensely lucrative—education is grossly overrated. Now with a new afterword by Bryan Caplan, this explosive book argues that the primary function of education is not to enhance students' skills but to signal the qualities of a good employee. Learn why students hunt for easy As only to forget most of what they learn after the final exam, why decades of growing access to education have not resulted in better jobs for average workers,

how employers reward workers for costly schooling they rarely ever use, and why cutting education spending is the best remedy. Romantic notions about education being "good for the soul" must yield to careful research and common sense—The Case against Education points the way.

One Plastic Bag Miranda Paul 2020-01-01 Audisee® eBooks with Audio combine professional narration and text highlighting for an engaging read aloud experience! The inspiring true story of how one African woman began a movement to recycle the plastic bags that were polluting her community. Plastic bags are cheap and easy to use. But what happens when a bag breaks or is no longer needed? In Njau, Gambia, people simply dropped the bags and went on their way. One plastic bag became two. Then ten. Then a hundred. The bags accumulated in ugly heaps alongside roads. Water pooled in them, bringing mosquitoes and disease. Some bags were burned, leaving behind a terrible smell. Some were buried, but they strangled gardens. They killed livestock that tried to eat them. Something had to change. Isatou Ceesay was that change. She found a way to recycle the bags and transform her community. This inspirational true story shows how one person's actions really can make a difference in our world.

**Eye Candy** Tera Lynn Childs 2014-06-03 From award-winning author Tera Lynn Childs comes a fun, flirty story about friendship, fashion, and how far one girl will go to avoid another conversation about her ex. "Eye Candy is a romance that's just as sweet and addicting as candy, without the high sugar content" — The YA Lit Chick Every girl deserves something sweet... Lydia Vanderwalk has worked hard to have the perfect job, the perfect wardrobe, and the perfect everything else. She only needs two things to make her life completely perfect: 1) a promotion at work and 2) for everyone to stop talking about the supposedly-perfect fiance she left at the altar. She tries to check number two off the list by inventing a fictitious boyfriend, but the plan backfires when she actually needs to produce him in order to go after number one. Phelps was supposed to be pure eye candy, a male model hired to play the part of picture-perfect boyfriend. But there's more going on beneath his pretty face than charm and spontaneity. Throw in a banking wunderkind ex-fiancé, a trio of cutthroat couture-climbers, and an adventure that leads from New York to Milan and back again, and Lydia soon learns that what you see is often much less than what you get when it comes to people and not everything in life can be solved by a Jolly Rancher and a shopping spree. Eye Candy is a standalone book in the City Chicks series, a romantic chick lit romp perfect for fans of Sophie Kinsella, Carrie Bradshaw, and Project Runway. Praise for Eye Candy "This is a candy cotton good book, sweet, light and funny." — julie on Amazon "Loved every page!!!!" — Cally on Goodreads "It's a perfect summer read!!!!" — moviebunny on Goodreads "I love, love, LOVE this book! So much fun, and SO cute!" — ReadingIsFunForEveryone on Amazon "I LOVED this book! Some parts just made me LOL" — reader on Barnes & Noble "Eye Candy was a delicious read." — Nat at Bibliojunkies "This is a fun story that combines candy and romance with a totally hot guy. What could be better?" — Crystal on Amazon

**A Little Life** Hanya Yanagihara 2016-01-26 NEW YORK TIMES BESTSELLER • A stunning "portrait of the enduring grace of friendship" (NPR) about the families we are born into, and those that we make for ourselves. A masterful depiction of love in the twenty-first century. NATIONAL BOOK AWARD FINALIST • MAN BOOKER PRIZE FINALIST • WINNER OF THE KIRKUS PRIZE A Little Life follows four college classmates—broke, adrift, and buoyed only by their friendship and ambition—as they move to New York in search of fame and fortune. While their relationships, which are tinged by addiction, success, and pride, deepen over the decades, the men are held together by their devotion to the brilliant, enigmatic Jude, a man scarred by an unspeakable childhood trauma. A hymn to brotherly bonds and a masterful depiction of love in the twenty-first century, Hanya Yanagihara's stunning novel is about the families we are born into, and those that we make for ourselves. Look for Hanya Yanagihara's latest bestselling novel, To Paradise.

Popular Science 2007-08 Popular Science gives our readers the information and tools to improve their technology and their world. The core belief that Popular Science and our readers share: The future is going to be better, and science and technology are the driving forces that will help make it

better.

**Originals** Adam Grant 2017-02-07 The #1 New York Times bestseller that examines how people can champion new ideas in their careers and everyday life—and how leaders can fight groupthink, from the author of Think Again and co-author of Option B “Filled with fresh insights on a broad array of topics that are important to our personal and professional lives.”—The New York Times DealBook “Originals is one of the most important and captivating books I have ever read, full of surprising and powerful ideas. It will not only change the way you see the world; it might just change the way you live your life. And it could very well inspire you to change your world.” —Sheryl Sandberg, COO of Facebook and author of Lean In With Give and Take, Adam Grant not only introduced a landmark new paradigm for success but also established himself as one of his generation’s most compelling and provocative thought leaders. In Originals he again addresses the challenge of improving the world, but now from the perspective of becoming original: choosing to champion novel ideas and values that go against the grain, battle conformity, and buck outdated traditions. How can we originate new ideas, policies, and practices without risking it all? Using surprising studies and stories spanning business, politics, sports, and entertainment, Grant explores how to recognize a good idea, speak up without getting silenced, build a coalition of allies, choose the right time to act, and manage fear and doubt; how parents and teachers can nurture originality in children; and how leaders can build cultures that welcome dissent. Learn from an entrepreneur who pitches his start-ups by highlighting the reasons not to invest, a woman at Apple who challenged Steve Jobs from three levels below, an analyst who overturned the rule of secrecy at the CIA, a billionaire financial wizard who fires employees for failing to criticize him, and a TV executive who didn’t even work in comedy but saved Seinfeld from the cutting-room floor. The payoff is a set of groundbreaking insights about rejecting conformity and improving the status quo.

Jayne Cortez, Adrienne Rich, and the Feminist Superhero Laura Hinton 2016-03-25 One a lyric "confessional" poet and essayist, the other a jazz "spoken-word" performance artist, Adrienne Rich and Jayne Cortez were American feminist superheroes who produced extensive bodies of poetic work that reveal strangely overlapping visions, but in radically different voices and poetic styles. This book reconsiders the poetry activism of Cortez and Rich side-by-side, engaging poetics theory, cultural studies, and popular media in its literary analyses. A collection of eight integrated chapters by multiple poetry critics, as well as an artist-statement narrative by Wonder Woman sculptor Linda Stein, the book focuses upon the voice of bravado, the various calls for global justice, and Third Wave feminist "intersectional" critiques all embodied within these two women's poetic texts. The book also examines the twentieth-century figure of the American superhero, particularly Wonder Woman, bringing popular-culture studies into conversation with literary criticism, as well as visual art through the inclusion of Stein's commentary and illustrations. This beautiful and compelling book experiments with the festschrift concept by inviting multiple and competing disciplinary views on U.S. feminist poetics, women's art and aesthetics, racial and sexual identities, as well as politics and performance—all in tribute to the power of poetry by Cortez and Rich.

30 Days of Night: Eternal Damnation Steve Niles 2008-07-29 Raising the stakes in an already perilous situation, the elite members of a clandestine government sect have taken it upon themselves to become the arbiters of pain and violence against one of the most terrifying forces humanity has ever encountered. But there will be a heavy -- and horrifying -- final price to pay for both sides of an inhuman struggle that now threatens to spill over into an unsuspecting world....

**Love on the Brain** Ali Hazelwood 2022-08-23 An Instant New York Times Bestseller A #1 LibraryReads and Indie Next Pick! From the New York Times bestselling author of The Love Hypothesis comes a new STEMinist rom-com in which a scientist is forced to work on a project with her nemesis—with explosive results. Like an avenging, purple-haired Jedi bringing balance to the mansplained universe, Bee Königswasser lives by a simple code: What would Marie Curie do? If NASA offered her the lead on a neuroengineering project—a literal dream come true after years scraping

by on the crumbs of academia—Marie would accept without hesitation. Duh. But the mother of modern physics never had to co-lead with Levi Ward. Sure, Levi is attractive in a tall, dark, and piercing-eyes kind of way. And sure, he caught her in his powerfully corded arms like a romance novel hero when she accidentally damseled in distress on her first day in the lab. But Levi made his feelings toward Bee very clear in grad school—archenemies work best employed in their own galaxies far, far away. Now, her equipment is missing, the staff is ignoring her, and Bee finds her floundering career in somewhat of a pickle. Perhaps it's her occipital cortex playing tricks on her, but Bee could swear she can see Levi softening into an ally, backing her plays, seconding her ideas...devouring her with those eyes. And the possibilities have all her neurons firing. But when it comes time to actually make a move and put her heart on the line, there's only one question that matters: What will Bee Königswasser do?

**The Lean Startup** Eric Ries 2011-09-13 Most startups fail. But many of those failures are preventable. The Lean Startup is a new approach being adopted across the globe, changing the way companies are built and new products are launched. Eric Ries defines a startup as an organization dedicated to creating something new under conditions of extreme uncertainty. This is just as true for one person in a garage or a group of seasoned professionals in a Fortune 500 boardroom. What they have in common is a mission to penetrate that fog of uncertainty to discover a successful path to a sustainable business. The Lean Startup approach fosters companies that are both more capital efficient and that leverage human creativity more effectively. Inspired by lessons from lean manufacturing, it relies on “validated learning,” rapid scientific experimentation, as well as a number of counter-intuitive practices that shorten product development cycles, measure actual progress without resorting to vanity metrics, and learn what customers really want. It enables a company to shift directions with agility, altering plans inch by inch, minute by minute. Rather than wasting time creating elaborate business plans, The Lean Startup offers entrepreneurs—in companies of all sizes—a way to test their vision continuously, to adapt and adjust before it's too late. Ries provides a scientific approach to creating and managing successful startups in a age when companies need to innovate more than ever.

**The Obstacle Is the Way** Ryan Holiday 2014-05-01 #1 Wall Street Journal Bestseller The Obstacle is the Way has become a cult classic, beloved by men and women around the world who apply its wisdom to become more successful at whatever they do. Its many fans include a former governor and movie star (Arnold Schwarzenegger), a hip hop icon (LL Cool J), an Irish tennis pro (James McGee), an NBC sportscaster (Michele Tafoya), and the coaches and players of winning teams like the New England Patriots, Seattle Seahawks, Chicago Cubs, and University of Texas men's basketball team. The book draws its inspiration from stoicism, the ancient Greek philosophy of enduring pain or adversity with perseverance and resilience. Stoics focus on the things they can control, let go of everything else, and turn every new obstacle into an opportunity to get better, stronger, tougher. As Marcus Aurelius put it nearly 2000 years ago: “The impediment to action advances action. What stands in the way becomes the way.” Ryan Holiday shows us how some of the most successful people in history—from John D. Rockefeller to Amelia Earhart to Ulysses S. Grant to Steve Jobs—have applied stoicism to overcome difficult or even impossible situations. Their embrace of these principles ultimately mattered more than their natural intelligence, talents, or luck. If you're feeling frustrated, demoralized, or stuck in a rut, this book can help you turn your problems into your biggest advantages. And along the way it will inspire you with dozens of true stories of the greats from every age and era.

## Brilliant Powerpoint Pocketbook Brilliant

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