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The Educator as Mediator of Learning - Marietha M. Nieman 2006

This title focuses on the fundamentals of supervision and how supervision can be utilised effectively. The authors are involved in the fields of education, counseling and clinical psychology.

Principles of Evidence - Pamela-Jane Schwikkard 2009

This third edition, like the first and second, strikes a balance between the theory of the law of evidence and its practical application in a constitutional issues, the impact of these sections on the Anglo-South African law of evidence, and the extent to which some of them may be subject to constitutional challenges. Stock is also taken of the provisions of the Electronic Communications and Transactions Act 25 of 2002 and the consequences of the repeal of s 66 of the Internal Security Act 74 of 1982.

Introduction to Financial Mathematics - Kevin J. Hastings

2015-10-21

This book is for a two-semester Introduction to Financial Mathematics course for undergraduates. It focuses on preparing students for the actuarial exam, motivates through a discussion of personal finances and portfolio management and goes on to cover higher level mathematics, such as stochastic calculus and Brownian Motion. The author blends the better topic coverage, examples and exercises from the various available

books and also attempts to standardize the course syllabi with a very well-thought and attractive table of contents.

Project Management for Dummies - Nick Graham 2011-04-05

Guide your project to success from initial idea to final delivery In today's time-pressured, cost-conscious global business environment, tight project deadlines and high expectations are the norm. Projects are now the standard way of implementing change, and project management has become a vital skill for successful business professionals. Project Management For Dummies shows you how to succeed by focusing on what you need to deliver and then how to plan and control the project in order to deliver it. You will learn how to plan, keep the project on track, manage teams and control risk. You'll even get some tips on software - including free stuff - that will make things easier for you. Who, What, and Why - understand the expectations of your project Laying the foundations - learn to build your plans with a sturdy structure from start to finish The selection process - see how to get the very best from your teams Get in the driving seat - learn to take control and steer your project to success Open the book and find: Clear and simple explanation of powerful planning techniques Ways to track progress and stay in control How to identify and then control risk to protect your project Why understanding your project's stakeholders is key How to use technology

to up your game Tips for writing a clear and convincing business case
Advice on being an effective leader Techniques to help you work
effectively with teams and specialists Learn to: Motivate your teams to
perform to their full potential Plan, execute and deliver your projects
with confidence Stay in control to deliver on time, within budget and to
the right quality

Child and Adolescent Development - Anita Woolfolk 2014-03-03

Note: This is the loose-leaf version of Child and Adolescent Development and does not include access to the Enhanced Pearson eText. To order the Enhanced Pearson eText packaged with the loose-leaf version, use ISBN 0133831515 . Child and Adolescent Development takes a chronological approach to the study of child development, with an applied focus. Authors Anita Woolfolk and Nancy Perry describe the characteristics and the developmental milestones of the major developmental periods -- infancy and toddlerhood, early childhood, middle childhood, and adolescence -- and discuss the implications and applications of research in child development. The text provides reliable and practical guidelines to help prospective teachers and other professionals working with children to recognize typical and atypical development and to support the development of children and adolescents in positive ways. The Enhanced Pearson eText features embedded video, video analysis exercises, and assessments. Improve mastery and retention with the Enhanced Pearson eText* The Enhanced Pearson eText provides a rich, interactive learning environment designed to improve student mastery of content. The Enhanced Pearson eText is: Engaging. The new interactive, multimedia learning features were developed by the authors and other subject-matter experts to deepen and enrich the learning experience. Convenient. Enjoy instant online access from your computer or download the Pearson eText App to read on or offline on your iPad® and Android® tablet.* Affordable. Experience the advantages of the Enhanced Pearson eText along with all the benefits of print for 40% to 50% less than a print bound book. *The Enhanced eText features are only available in the Pearson eText format. They are not available in third-party eTexts or downloads. *The Pearson eText App is available on Google Play and in

the App Store. It requires Android OS 3.1-4, a 7" or 10" tablet, or iPad iOS 5.0 or later. From reviews of the First Edition: "[W]ell written with a clear focus on the undergraduate audience, it covers a wide range of relevant topics that undergraduates are interested in, it makes human development theories accessible to undergraduates, and it integrates multiple cultural lenses ... I absolutely love it compared to the other options on the market in this field ." -- Michelle Tichy, University of Northern Iowa "The writing style is excellent! ...The Introductory 'What would you do' scenarios are great for stimulating critical thinking at the beginning of the class discussions. . . . 'Connecting with Children' sections provide helpful guidelines for teachers, families and other professionals. . . . [The text makes an] intentional effort to cover diversity and culture." -- Winnie Mucherah, Ball State University "One of the reasons I changed to this text was the very clear and interesting writing style. I found myself absorbed in the information even though I have been using these types of texts for decades. The level is appropriate for the students. In addition, if a topic is introduced, it is presented in some depth. . . . There is a great deal of material on practical considerations related to parenting and teaching as well as to cross-cultural issues and diversity. Topics are covered thoroughly and related to one another. I also like the layout of the material in terms of how it appears on the page, ease of reading the print, etc." -- Sandra Twardosz, University of Tennessee, Knoxville

Law for Social Workers - Hugh Brayne 2013

This new edition gives a clear and up-to-date picture of how the Children Act 1989 is working. All chapters have been updated with the latest case law, legislation and guidance.

Environmental Engineering IV - Artur Pawlowski 2013-05-21

Environmental engineering has a leading role in the elimination of ecological threats, and deals, in brief, with securing technically the conditions which create a safe environment for mankind to live in. Due to its interdisciplinary character it can deal with a wide range of technical and technological problems. Since environmental engineering uses the knowledge of the basic sciences - biology, chemistry, biochemistry and

physics - it is able to neutralise pollution in all the elements of the environment, i.e. the hydrosphere, atmosphere and lithosphere. Moreover, environmental engineering deals with the design and maintenance of systems of water supply, sewage disposal, heating, ventilation and air-conditioning in buildings. Environmental Engineering IV contains 77 peer reviewed papers selected from 527 presented at the 4th Congress of Environmental Engineering (Lublin, Poland, 2-5 September 2012). The contributions are divided into 7 chapters: • Water supply • Water and wastewater treatment • Neutralization of solid wastes and sludge • Air protection and quality • Indoor microclimate • Energy • Biology and technology Environmental Engineering IV assesses the state of scientific research in various areas of environmental engineering, evaluates the organizational, technical and technological progress made in contributing to ecological security, and determines the place of environmental engineering in sustainable development, taking into account current political and economic conditions, and is a valuable source of information for the environmental engineering professional and academic community.

College Physics (With Physicsnow) - Raymond A. Serway 2005-02-01
This is the Loose-leaf version offered through the Alternative Select - Freedom Titles program. Please contact your Custom Editor to order and for additional details.

Asem - Jan Vermeulen 2016

C++ - 2006

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Africa In-The-World - Cyrille B. Koné 2021-02

This book is above all an example of philosophical reflection in Africa, refuting traditional commonplaces concerning the continent. The texts comprising this volume disprove the misconceptions that Africa has never understood itself and has never contributed to the enrichment of knowledge, the development of rational thought, philosophy, the arts, science and technology as well as civilization. For the members of the recently established network Africa In-The-World, the contributions

dealing with musical rhythms, dances and the continental humanist philosophy confirm that Africanisation is a process that continues unabated to this day. The multiple and significant African contributions are often difficult to see because they have long since been adopted and integrated into the heritage of humanity. Africa In-The-World is working toward the construction of a universal humanity - one conceived in terms of a "give and take mentality."

Introduction to Psychological Assessment in the South African Context - Cheryl Foxcroft 2013

TEACHING SOCIAL SCIENCES - 2018

Environment - Jay Withgott 2018

For courses in introductory environmental science. Help Students Connect Current Environmental Issues to the Science Behind Them Environment: The Science behind the Stories is a best seller for the introductory environmental science course known for its student-friendly narrative style, its integration of real stories and case studies, and its presentation of the latest science and research. The 6th Edition features new opportunities to help students see connections between integrated case studies and the science in each chapter, and provides them with opportunities to apply the scientific process to environmental concerns. Also available with Mastering Environmental Science Mastering(tm) Environmental Science is an online homework, tutorial, and assessment system designed to improve results by helping students quickly master concepts. Students benefit from self-paced tutorials that feature personalized wrong-answer feedback and hints that emulate the office-hour experience and help keep students on track. With a wide range of interactive, engaging, and assignable activities, students are encouraged to actively learn and retain tough course concepts. Note: You are purchasing a standalone product; Mastering(tm) Environmental Science does not come packaged with this content. Students, if interested in purchasing this title with Mastering Environmental Science, ask your instructor for the correct package ISBN and Course ID. Instructors,

contact your Pearson representative for more information. If you would like to purchase both the physical text and Mastering Environmental Science, search for: 0134145933 / 9780134145938 Environment: The Science behind the Stories Plus Mastering Environmental Science with eText -- Access Card Package Package consists of: 0134204883 / 9780134204888 Environment: The Science behind the Stories 0134510194 / 9780134510194 Mastering Environmental Science with Pearson eText -- ValuePack Access Card -- for Environment: The Science behind the Stories Environment: The Science behind the Stories , 6th Edition is also available via Pearson eText, a simple-to-use, mobile, personalized reading experience that lets instructors connect with and motivate students -- right in their eTextbook. Learn more.

Concepts of Chemical Engineering for Chemists - Stefaan Simons 2019-03-15

Based on a former popular course of the same title, Concepts of Chemical Engineering for Chemists outlines the basic aspects of chemical engineering for chemistry professionals. It clarifies the terminology used and explains the systems methodology approach to process design and operation for chemists with limited chemical engineering knowledge. The book provides practical insights into all areas of chemical engineering with well explained worked examples and case studies. The new edition contains a revised chapter on Process Analysis and two new chapters "Process and Personal Safety" and "Systems Integration and Experimental Design", the latter drawing together material covered in the previous chapters so that readers can design and test their own pilot process systems. This book is a guide for chemists (and other scientists) who either work alongside chemical engineers or who are undertaking chemical engineering-type projects and who wish to communicate with their colleagues and understand chemical engineering principles.

Theoretical and Applied Ethics - Hannes Nykänen 2013-12-17

Within the domains of morality, is there a distinction that can be properly drawn by using the concepts of applied and theoretical ethics? Could not all ethics be an application of something that has no theoretical

foundation - or perhaps only another kind of foundation? Or, perhaps ethics could also be a theory about something that is altogether inapplicable? Moral philosophers have not managed to rule out the possibilities indicated by questions such as these, and this fact could perhaps be taken as a reminder that a relevant moral philosophy should probably not distance itself too much from either the putatively theoretical or applied aspects of moral issues. In this volume, a number of writers wrestle with the problem concerning applied and theoretical ethics, illuminating it from different angles. (Series: Applied Philosophy / Anvendt Filosofi - Vol. 5)

Introduction to Business Information Systems - James Norrie 2012-05-16

Most students, regardless of their major, need to understand information systems and technologies and their importance to the success of business organizations. While many of today's students have lived with technology their whole lives, they do not see the connection between what they use every day and what they need to understand to be successful in the business world. Introduction to Business Information Systems, Third Canadian Edition by James Norrie, Michelle Nanjad and Mark Huber focuses on IT as a source of business value and outlines the innovative technologies, as well as the innovative ways to use technology, that help businesses excel. The goal of this book is to teach students that the effective integration of IS with knowledge can drive the creation of significant business value. Introduction to Business Information Systems, Third Canadian Edition is written for both the IT and non-IT major. It is written in a friendly, accessible style that will draw students in and engage them with the content. Expanded coverage of highly technical concepts is included in the Technology Core box found in each chapter as well as the Tech Guides.

Maternal-Newborn Nursing - Robert Durham 2013-10-15

A better way to learn maternal and newborn nursing! This unique presentation provides tightly focused maternal-newborn coverage in a highly structured text

Introduction to Criminal Investigation - Michael Birzer 2018-07-31

The manner in which criminal investigators are trained is neither uniform nor consistent, ranging from sophisticated training protocols in some departments to on-the-job experience alongside senior investigators in others. Ideal for students taking a first course in the subject as well as professionals in need of a refresher, Introduction to Crimin

Contemporary Issues in Human Resource Management - Rob Bothma 2012-10-13

Contemporary Issues in Human Resource Management 4th edition presents both global and local perspectives on the issues that human resource management face in the modern workplace.

Media Studies: Institutions, theories, and issues - Pieter Jacobus Fourie 2001

This outcomes-based textbook provides comprehensive information on the makeup of media institutions, theories in media studies, and critical issues that face the media today. With this guide media students learn the history of the media and learn how to keep up with the latest trends and developments in broadcasting, printed press, and film. Outlined is how to develop an internal media policy with company mission statements, news, and programming policies. The relationship of the media to the economy, politics, and society and how the media represents race, gender, violence, and terrorism are also discussed.

Applied Management Accounting - Cima Publishing 2012-01-01

Business Analysis for Practitioners - Project Management Institute 2015-01-01

Business Analysis for Practitioners: A Practice Guide provides practical resources to tackle the project-related issues associated with requirements and business analysis—and addresses a critical need in the industry for more guidance in this area. The practice guide begins by describing the work of business analysis. It identifies the tasks that are performed, in addition to the essential knowledge and skills needed to effectively perform business analysis on programs and projects.

The Product Manager's Survival Guide: Everything You Need to

Know to Succeed as a Product Manager - Steven Haines 2013-06-12
FORGE A POWERFUL STRATEGY TO BECOME A PRODUCT MANAGER WHO DELIVERS RESULTS The world of business is moving at breakneck speed. More is being demanded of everyone—with fewer resources than ever. In no profession is this more apparent than Product Management. Written by one of today's leading Product Management thought-leaders, Steven Haines, The Product Manager's Survival Guide provides best practices, practical on-the-job advice, and a step-by-step blueprint for succeeding in Product Management. Whatever your level of experience—whether you're a novice product manager or seasoned Product Management leader—you'll find everything you need to make consistent positive impacts on your business. With this practical guide in your hands, you have the most powerful tool available for increasing your productivity quickly and dramatically—in a way that is noticeable and measurable. The Product Manager's Survival Guide is conveniently organized into four sections: I. Getting Your Bearings: Map out your plan to begin the journey to success II. Learning the Product's Business: Go beyond features and functions to become the product expert, customer advocate, and domain expert III. Getting Work Done: Synchronize and orchestrate the work of others to help everyone maintain focus on company goals IV. Moving Forward: Round out your experience to take the next critical steps in your Product Management career The only way to excel as a product manager is to develop a strategy for the long run. Start formulating one now and you will be well ahead of your competition—internally and externally. The Product Manager's Survival Guide gives you the tools and insight you need to start putting the pieces in place now—so you can succeed well into the future.

Pharmacotherapeutics For Advanced Practice Nurse Prescribers - Teri Moser Woo 2015-08-03

This exceptional text builds your knowledge of pharmacology by first providing an overview of pharmacologic principles and then teaching you how to apply those principles to clinical practice. Focusing on applying pharmacologic scientific knowledge to clinical practice, it explains diagnostic and treatment reasoning and rational drug selection, while

providing useful clinical pearls from experienced practitioners.

Mathematical Control Theory - John B. Baillieul 2012-12-06

This volume on mathematical control theory contains high quality articles covering the broad range of this field. The internationally renowned authors provide an overview of many different aspects of control theory, offering a historical perspective while bringing the reader up to the very forefront of current research.

Equity Asset Valuation - Jerald E. Pinto 2015-10-16

Navigate equity investments and asset valuation with confidence *Equity Asset Valuation, Third Edition* blends theory and practice to paint an accurate, informative picture of the equity asset world. The most comprehensive resource on the market, this text supplements your studies for the third step in the three-level CFA certification program by integrating both accounting and finance concepts to explore a collection of valuation models and challenge you to determine which models are most appropriate for certain companies and circumstances. Detailed learning outcome statements help you navigate your way through the content, which covers a wide range of topics, including how an analyst approaches the equity valuation process, the basic DDM, the derivation of the required rate of return within the context of Markowitz and Sharpe's modern portfolio theory, and more. Equity investments encompass the buying and holding of shares of stock in the anticipation of collecting income from dividends and capital gains. Determining which shares will be profitable is key, and an array of valuation techniques is applied on today's market to decide which stocks are ripe for investment and which are best left out of your portfolio. Access the most comprehensive equity asset valuation text on the market Leverage detailed learning outcome statements that focus your attention on key concepts, and guide you in applying the material accurately and effectively Explore a wide range of essential topics, such as the free cash flow approach, valuation using Graham and Dodd type concepts of earning power, associated market multiples, and residual income models Improve your study efforts by leveraging the text during your CFA certification program prep *Equity Asset Valuation, Third Edition* is a

comprehensive, updated text that guides you through the information you need to know to fully understand the general analysis of equity investments.

Project Manager Competency Development Framework - Project Management Institute 2017

Building on the framework developed in the previous edition, *Project Manager Competency Development Framework - Third Edition* extends the framework both vertically (to include program and portfolio managers) and horizontally (to cover continued development for the roles of project/program/portfolio managers). The *Project Manager Competency Development (PMCD) Framework - Third Edition - Aligns with the PMP(R) Examination Specification - Aligns with the PMBOK(R) Guide - Sixth Edition - Aligns with The Standard for Program Management - Fourth Edition (pre-publication) - Aligns with The Standard for Portfolio Management - Fourth Edition (pre-publication) - Builds upon the framework from the second edition (knowledge, performance, and personal competencies), in particular the personal competencies - Provides examples of evidence required to demonstrate competence - Recognizes and addresses the need for career development along a continuum of expertise and experience The PMCD Framework is designed so all participants in the project management process are able to assess their current level of project/program/portfolio management competence.*

Advanced Molecular Genetics - Alfred Pühler 2012-12-06

The development of powerful new techniques and refinements of techniques in molecular genetics in recent years, and the surge in interest in biotechnology based on genetic methods, have heralded a new golden age in molecular genetics, and stimulated in diverse disciplines much interest in the technologies themselves and their potential uses in basic and applied biomedical sciences. Although some excellent specialist laboratory manuals (especially the Cold Spring Harbor Laboratory manuals by I. H. Miller; R. W. Davies et al. ; and T. Maniatis et al.) on certain chapters of molecular genetics exist, no general text that covers a broad spectrum of the subject has thus far been published. The

purpose of this manual is to present most, though of necessity not all of the important methods of molecular genetics, in a series of simple experiments, many of which can be readily accomplished by the microbiologist, biochemist or biotechnologist that has had only limited exposure to genetics. The remainder of the experiments require either greater familiarity with the subject, or guidance by someone with such experience. The book should, therefore, not only enable individuals to acquire new procedures for ongoing projects, but also serve as a basis for the teaching of molecular genetic techniques in formal predoctoral and postdoctoral laboratory courses.

Leadership in Health Services Management - Karien Jooste 2009 Book & CD. This completely updated, revised and value-added edition provides healthcare professionals with the information necessary to lead with commitment. In line with the key attributes healthcare leaders need, the reader is guided through crucially important issues such as vision, strategic thinking, confidence, negotiation and knowledge management. Original South African research has been included as well as the application of the theory for postgraduate readers in studying for a masters certificate or tutored masters degree according to the new guidelines of the SAQA qualifications. In all new SA curricula and programmes the research component has been prioritized therefore this book ends with a chapter on research proposals. Outcomes-based and problem-based approach; CD with PowerPoint slides and activities; New chapters includes Coaching, Staff development and Performance Appraisal; Research component; Broad application and relevance reflected in multi-disciplined author team.

Introducing English Language - Louise Mullany 2015-07-30
Routledge English Language Introductions cover core areas of language study and are one-stop resources for students. Assuming no prior knowledge, books in the series offer an accessible overview of the subject, with activities, study questions, sample analyses, commentaries and key readings – all in the same volume. The innovative and flexible ‘two-dimensional’ structure is built around four sections – introduction, development, exploration and extension – which offer self-contained

stages for study. Each topic can also be read across these sections, enabling the reader to build gradually on the knowledge gained. *Introducing English Language*: is the foundational book in the Routledge English Language Introductions series, providing an accessible introduction to the English language contains newly expanded coverage of morphology, updated and revised exercises, and an extended Further Reading section comprehensively covers key disciplines of linguistics such as historical linguistics, sociolinguistics and psycholinguistics, as well as core areas in language study including acquisition, standardisation and the globalisation of English uses a wide variety of real texts and images from around the world, including a Monty Python sketch, excerpts from novels such as Virginia Woolf’s *To the Lighthouse*, and news items from Metro and the BBC provides updated classic readings by the key names in the discipline, including Guy Cook, Andy Kirkpatrick and Zoltán Dörnyei is accompanied by a website with extra activities, project ideas for each unit, suggestions for further reading, links to essential English language resources, and course templates for lecturers. Written by two experienced teachers and authors, this accessible textbook is an essential resource for all students of the English language and linguistics.

Psychiatric-Mental Health Nursing - Shelia Videbeck 2019-09-16
A Practical Focus on the Skills and Concepts Essential to Your Success With an accessible, clear and student-friendly approach, *Psychiatric-Mental Health Nursing* clarifies challenging concepts and helps you build a foundation for working successfully with clients experiencing mental health challenges regardless of care setting. The text explores the full spectrum of psychiatric nursing, helping you master specific nursing interventions, hone your therapeutic communication skills and learn to apply content effectively within the framework of the nursing process. New! *Unfolding Patient Stories* written by the National League for Nursing put the nursing process in a realistic context to prepare you for successful client interactions and interventions. *Clinical Vignettes* familiarize you with the features of major disorders you are likely to encounter in practice. *Therapeutic Dialogues* help you perfect your

communication skills with specific examples of nurse-client interactions. Best Practice boxes provide the latest evidence-based findings in psychiatric nursing. Self-Awareness features foster your personal and professional development through self-reflection. Concept Mastery Alerts clarify important concepts essential to your classroom and clinical success. Watch and Learn icons point you to corresponding true-to-life Lippincott® Theory to Practice Video Series videos for a richer understanding of important mental health disorders. Built-In Study Guide reinforces your understanding with multiple-choice questions, multiple-response questions and clinical examples at the end of each chapter. Nursing Care Plans demonstrate effective approaches for addressing specific client disorders. Drug Alerts highlight essential concerns related to psychotropic drugs. Warning boxes alert you to FDA considerations for specific medications. Cultural Considerations help you ensure culturally sensitive care for a wide range of client populations. Elder Considerations sections prepare you to care for the growing population of older adults. Client/Family Education boxes boost your teaching capabilities. Nursing Interventions detail key treatment strategies for specific disorders. DSM-5 Diagnostic Criteria boxes summarize the medical diagnostic features of specific disorders.

Law of Persons and the Family - Amanda Barratt 2017

Communication and Media Ethics - Patrick Lee Plaisance 2018-09-10

Ethics in communication and media has arguably reached a pivotal stage of maturity in the last decade, moving from disparate lines of inquiry to a theory-driven, interdisciplinary field presenting normative frameworks and philosophical explications for communicative practices. The intent of this volume is to present this maturation, to reflect the vibrant state of ethics theorizing and to illuminate promising pathways for future research.

Contemporary Criminological Issues - Carolyn Côté-Lussier
2020-05-05

Contemporary Criminological Issues tackles some of today's most pressing social issues, from the criminalization of Indigenous peoples to

interpersonal violence, border control, and armed conflicts. This book advances cutting-edge theories and methods, with the aim of moving beyond the scholarship that reproduces insecurity and exclusion. The breadth of approaches encompasses much of the current critical criminological scholarship, serving as a counterpoint to the growth of managerial and administrative criminologies and the rise of explicitly exclusionary and punitive state policies and practices with respect to 'crime' and 'security.' This edited collection featuring two books, one in English and one in French, includes important contributions to knowledge and public policy by eminent experts and emerging scholars. This book is published in English.

Introduction to Development Studies - Frik De Beer 2000

Written by Hennie Swanepoel and Frik de Beer (both based in South Africa) this development studies text, first published in 1997, is suitable for all introductory-level courses.

Introduction to Business Information Systems - Rolf T. Wigand
2003-05-21

After describing the functions of the PC and the role of computers in local and global networks, the authors explain the fundamentals of data management, as well as the support of firms' functions and processes through information processing. The concepts utilized are deployed in a multitude of modern and integrated application systems in manufacturing and service industries. These application examples make up the core of the book. Many application examples illustrate the methodologies addressed.

Introduction to Auditing (University of Mumbai) - Minaxi Rachchh, Siddheshwar T. Gadade & Gunvantrai Rachchh 2015

Introduction to Auditing has been written by a group of experienced teachers for T.Y.B.Com students of University of Mumbai. This book has been designed to provide comprehensive coverage of the syllabus prescribed by the University of Mumbai. It covers the topics as mentioned in the syllabus for the subject in a simple and lucid style. A significant value addition is the inclusion of questions related to each topic from previous examinations. KEY FEATURES • Theoretical

questions with answers given in each chapter • Numerous questions with hints for answers from previous university examinations • Students will know the trend and pattern of examinations by using this book

Managing Time - Harvard Business Review 2014

Managing time quickly walks you through the basics: assess how you spend your time now, prioritize your tasks, plan the right time to work on each one, and avoid procrastination and interruptions.

Research Methods for Law - Mike McConville 2017-01-18

Introduces students to legalistic, theoretical, empirical, comparative and cross-disciplinary research methods, grounded in working examples

for this edition
New chapter on inter- and cross-disciplinary research
essential reading for international students and students with a non-law first degree undertaking research in the areas of law, criminology, psychology and sociology
Research ethics has been expanded to a full chapter that includes current plagiarism and imperfect disclosure
Brings existing chapters up to date with the newest thinking in legal research
Drawing on actual research projects, *Research Methods for Law* discusses how legal research as process impacts on research as product. The author team has a broad range of teaching and research experience in law, criminal justice and socio-legal studies, and give examples from real-life research products to illustrate the theory.