

WILEY



# Wiley EMEA Trade Catalogue





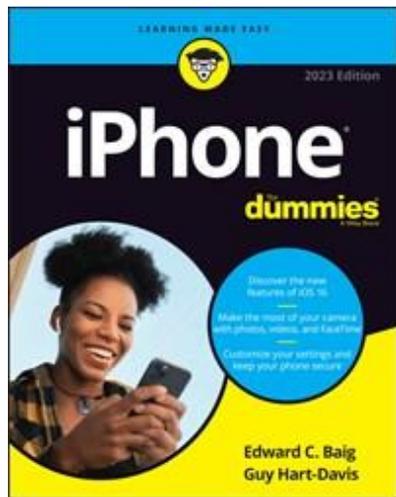
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# Dummies

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## iPhone For Dummies 2023 Edition (2023)

Guy Hart-Davis, Edward C. Baig

### Summary

#### Hey Siri, order iPhone For Dummies

*iPhone For Dummies*, the much-loved guide to Apple's killer smartphone, is updated for 2023. This book walks you through all the latest features of iOS 16 and the latest iPhone models, including the iPhone 14. Looking for a guide to an older model? We've got you covered there, too, with plenty of know-how that applies to previous iPhones. Keep in touch with family and friends all over the world with calls, texts, and FaceTime. We'll also show you how to use your iPhone as a music player, a gaming system, a camera, and a productivity enhancer, all wrapped up in one touch-screen package.

- Learn your way around your Apple iPhone 14 (or older models)
- Discover the new features of iOS 16 and make the most of your phone
- Customize your settings, keep your phone secure, and master the apps
- Take pictures, communicate with FaceTime, play games, and beyond

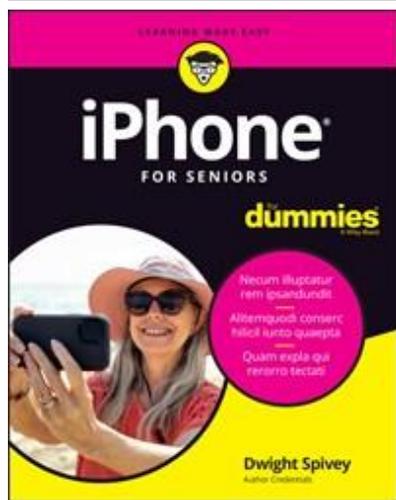
iPhone For Dummies offers expert insight on how to make the most of your iPhone and its updated features. Peek inside for the latest iOS 16 features, as well as the updated hardware features on the latest iPhone models.

John Wiley & Sons  
9781119912811  
Pub Date: 18/01/2023  
\$29.99/£22.99 UK/€25.70  
EU/€27.90 DE  
Paperback

### Comp Titles

iPhone For Dummies	Baig, Edward C.	John Wiley & Sons	27/12/2021	9781119837152 1119837154	£22.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## iPhone For Seniors For Dummies 2023 Edition<sup>(2023)</sup>

Dwight Spivey

### Summary

#### Learn your way around iOS 16 and the latest iPhone models

*iPhone For Seniors For Dummies* is the perfect guide for seniors who want to use the iPhone to make calls, send and receive text messages, check e-mail, and FaceTime with loved ones. With its larger font size, crystal-clear figures and drawings, and content on senior-friendly apps of all kinds, this book is accessible and tailored specifically to fit the needs of the 50+ crew. The possibilities of your smart phone are nearly endless, and, with the help of Dummies, you'll discovery just how much this pocket-sized computer can do. Set up your new phone, take great photos and videos, secure your data, and stay safe online.

- Update your iPhone and navigate iOS 16
- Customize your phone and find exciting new apps
- Snap memorable photos and record videos you'll treasure
- Connect on social media and make video calls

This is an excellent Dummies guide for older iPhone users who need to understand the basics of the apps and functions they'll use every day.

John Wiley & Sons  
9781119912842  
Pub Date: 18/01/2023  
\$29.99/£22.99 UK/€25.70  
EU/€27.90 DE  
Paperback

### Comp Titles

iPhone For Seniors For Dummies	Spivey, Dwight	John Wiley & Sons	27/12/2021	9781119837183 1119837189	£22.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



John Wiley & Sons  
9781119900382  
Pub Date: 24/01/2023  
\$29.99/£21.99 UK/€25.70  
EU/€26.90 DE  
Paperback

320 Pages

## Android Smartphones For Dummies

Jerome DiMarzio

### Summary

#### Become smartphone savvy with Dummies

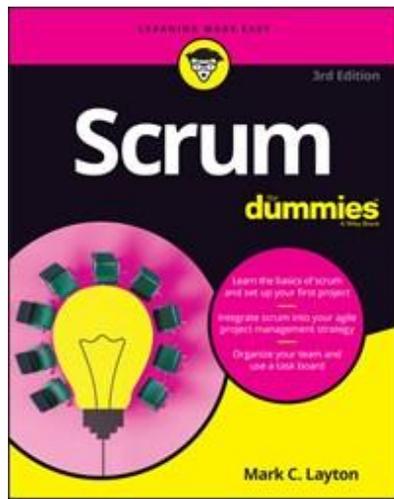
*Android Smartphones For Dummies* is the all-new guide to Android phones with the familiar Dummies charm everyone loves. This book will give Android rookies a crash-course in how to use these popular phones. You'll go beyond the basics of texting and taking photos—we'll walk you through all the pro tips and tricks for customizing your phone, optimizing all your settings, using social media (safely), and making the most of apps and widgets. We'll even teach you how to make calls, because phones can still do that.

- Set up and customize your new Android phone
- Take stunning pictures, video, and even selfies
- Find the best apps to make your life easier and more fun
- Keep your data secure and private while you browse the internet

New and inexperienced Android users will love the helpful, step-by-step guidance and friendly advice in *Android Smartphones For Dummies*.

### Comp Titles

*No comparable titles have been specified.*



## Scrum FD 3e(3rd Edition)

Mark C. Layton

### Summary

#### Learn how scrum can help in every part of your life

Scrum—an organizing approach that exposes work progress and quality —is used all over the place in software development, but it's not just for coders. *Scrum For Dummies* shows you how scrum can improve performance regardless of your industry or project. You can even use scrum to get tangible results in your personal projects —prepare for retirement, organize travel, and much more. Plan goals, releases, and sprints for all aspects of business and life. With Dummies, you'll learn how to work flexibility and collaboration into anything you're doing. This book is packed with helpful information to empower you to set up your first scrum project, organize the scrum team, integrate scrum into your agile project management strategy, and just make things work better.

- Learn the ins and outs of scrum—updated for the 2020 scrum guide
- Discover how scrum can help you manage projects in any industry and even in your personal life
- Organize your scrum team and set up your first project
- Integrate scrum into your agile project management strategy

This updated edition of *Scrum For Dummies* is written to make scrum useful for everyone—especially you.

John Wiley & Sons  
9781119904663  
Pub Date: 03/01/2023  
\$29.99/£21.99 UK/€25.70  
EU/€26.90 DE  
Paperback

416 Pages

### Comp Titles

Scrum For Dummies	Layton, Mark C.	John Wiley & Sons	06/07/2018	9781119467649 1119467640	£21.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).

## **macOS Ventura For Dummies**

Guy Hart-Davis, Bob LeVitus

### **Summary**

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Whether you're new to the Mac world or you've always used Macs for your computing needs, you rely on macOS to help you get things done. With *macOS Ventura For Dummies* you'll navigate the latest update with ease. This easy-to-follow guide is packed with more than 500 pages that cover the ins & outs of the latest update, how to use fun new features, and so much more!

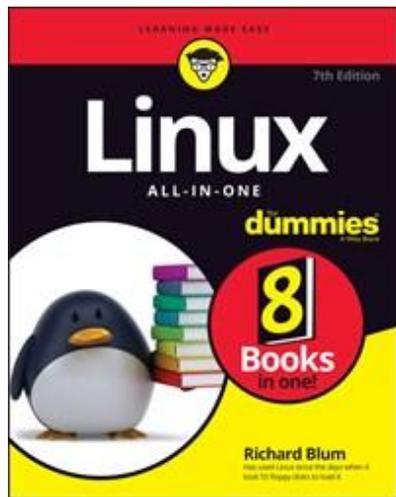
Updates announced for the new OS include a new multitasking interface called Stage Manager; Continuity Camera, which makes it possible to replace your built-in Mac camera with your iPhone and access additional features like lighting effects, and a new sign-in method with end-to-end encryption called Passkeys.

John Wiley & Sons  
9781119912873  
Pub Date: 18/01/2023  
\$29.99/£22.99 UK/€25.70  
EU/€27.90 DE  
Paperback

### **Comp Titles**

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*No comparable titles have been specified.*



## Linux All-in-One For Dummies, 7th Edition (7th Edition)

Richard Blum

### Summary

#### Linux is for everyone!

*Linux All-in-One For Dummies* breaks down the ever-popular operating system to its basics and trains users on the art of Linux. This handy reference covers all the latest updates and operating system features. It presents content on Linux desktops, applications, and more. With eight books in one, you'll have access to the most comprehensive overview of Linux around. Explore the inner workings of Linux machines, so you'll know Linux front to back. This all-inclusive handbook also walks you through solving Linux problems—complete with hands-on examples—so you'll be a Linux whiz before you know it.

- Get familiar with Linux as you install and customize the operating system
- Learn how to navigate the file system, use the Linux shell, and get online
- Become a Linux guru with server hosting, scripting, and security how-tos
- Study for your Linux certification by using this complete guide as your reference

This book is a massive source of support for beginning and intermediate Linux users, as well as those looking to brush up on their knowledge for certification. And, thanks to the signature Dummies approach, it's also a lot of fun.

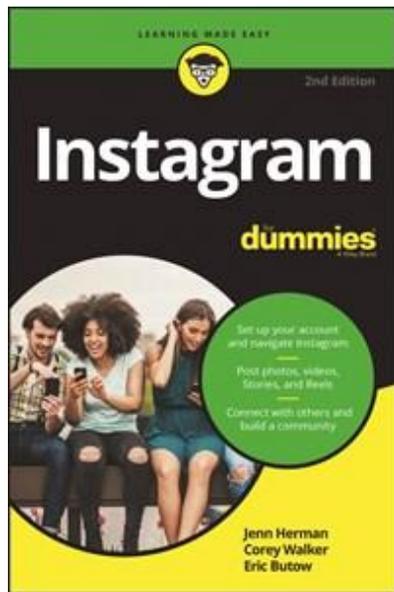
John Wiley & Sons  
9781119901921  
Pub Date: 10/01/2023  
\$39.99/£27.99 UK/€34.20  
EU/€33.90 DE  
Paperback

576 Pages

### Comp Titles

Linux All-in-One For Dummies, 6th Edition	Dulaney, Emmett	John Wiley & Sons	31/08/2018	9781119490463 1119490464	£30.99 GBP	Paperback
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## Instagram For Dummies, 2nd Edition (2nd Edition)

Herman

### Summary

**Are you on Insta? Start sharing pictures and a lot, lot more**

*Instagram For Dummies* helps you navigate Instagram and all the updates coming to the platform. For new and experienced users, this book keeps you in the know, so you can post to your feed, create Reels and Stories, broadcast and watch live video, and so much more. This handy guide covers creating Reels to attract more followers, adding updates and stickers for stories, and the addition of multiple feeds so you can customize your experience. There are so many new features coming to this ever-more-popular social platform, you need a friend like Dummies to help you keep up. Create viral content, or just share cat pics with your close friends and family.

- Learn the basics of the Instagram app and web interfaces
- Get started with your first posts, Stories, and Reels
- Discover the many new features that are making Instagram more fun than ever
- Find out how to make your posts scroll-stopping and more popular

This is the perfect how-to guide for both newbie and experienced social media users who need a guide on setting up Instagram, expanding their audience, and doing more on the app.

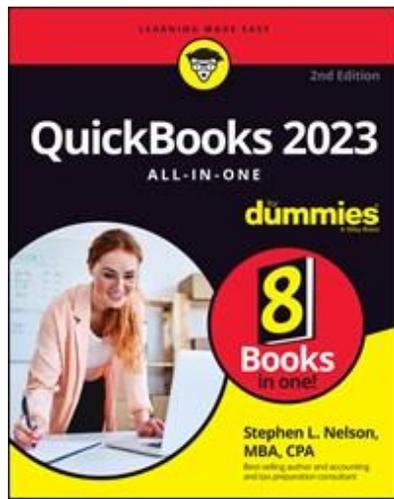
John Wiley & Sons  
9781119931799  
Pub Date: 31/01/2023  
\$19.99/£15.99 UK/€17.10  
EU/€19.90 DE  
Paperback

304 Pages

### Comp Titles

Instagram For Dummies	Herman, Jenn	John Wiley & Sons	12/11/2019	9781119593935 111959393X	£17.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## QuickBooks 2023 All-in-One For Dummies

Stephen L. Nelson

### Summary

#### The quickest way to learn everything there is to know about QuickBooks

QuickBooks is the leading small business accounting software, designed to help you handle your financial and business tasks more effectively. *QuickBooks 2023 All-in-One For Dummies* answers all your QuickBooks questions, with 8 content-rich mini books in one complete package. You can get the most out of the latest QuickBooks release, thanks to this go-to reference covering account setup, double entry bookkeeping, invoicing customers, paying vendors, tracking inventory, creating a business plan, cloud storage, and everything else QuickBooks can do for you. Plus, you can access your information from any device with new online features, making it easy to manage your business on the go. Dummies walks you through everything, step by step.

- Set up QuickBooks for your small business and import all your accounts and data
- Manage invoices, payments, and inventory—and see it all on quick statements and reports
- Make the most of the latest version of QuickBooks with this updated guide
- Use economic value-added analysis and other analysis tools to identify potential savings and profit opportunities

Small business owners, managers, and employees who use QuickBooks already or want to switch to the leading software package will find everything they need in *QuickBooks 2023 All-in-One For Dummies*.

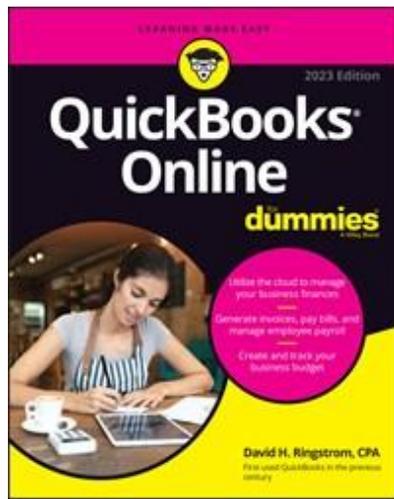
John Wiley & Sons  
9781119906131  
Pub Date: 11/01/2023  
\$34.99/£24.99 UK/€30.00  
EU/€30.90 DE  
Paperback

640 Pages

### Comp Titles

QuickBooks 2022 All-in-One For Dummies	Nelson, Stephen L.	John Wiley & Sons	03/03/2022	9781119817215 1119817218	£26.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## QuickBooks Online For Dummies, 2023 Edition (8th Edition)

David H. Ringstrom

### Summary

**Your one-stop guide to taking your books into the cloud**

*QuickBooks Online For Dummies* is the go-to for cloud-based small business accounting. Online accounting could be saving you time and money. Newcomers to QuickBooks Online will love this updated edition of the classic guide to making the most of mobile accounting, while accountants will appreciate the practice management features in QuickBooks Online Accountant. Dummies makes it easy to learn the program's key features, including getting started, creating invoices and credit memos, recording sales receipts, recording and paying bills, setting up inventory items, tracking business accounts and credit cards, printing checks, processing payroll and preparing payroll tax returns, building a budget, reconciling bank accounts, generating financial reports, job estimating, billing, and tracking, backing up your data, simplifying tax preparation, and beyond. Phew!

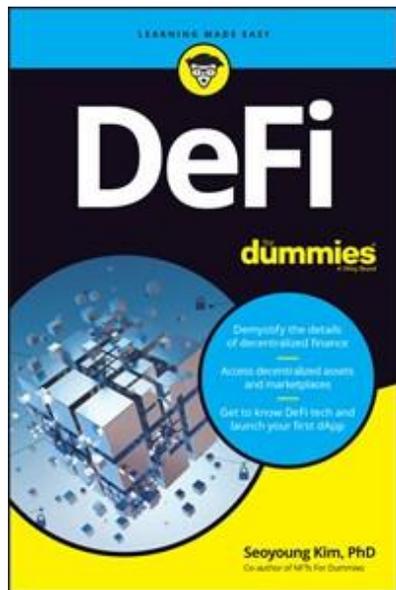
- Subscribe to QuickBooks online and enjoy the enhanced security and features of cloud-based accounting
- Learn all the ins and outs of the popular accounting software and transfer your data from QuickBooks Desktop or from spreadsheets like Microsoft Excel or Google Docs
- Keep solid records, prepare accurate reports, and budget to identify cost savings
- Access your accounting information from anywhere, on any device
- Analyze your accounting reports in Microsoft Excel with PivotTables and Power Query
- Manage your accounting or bookkeeping practice with ease with the free QuickBooks Online Accountant version

This book is perfect for small business owners, managers, and employees who utilize QuickBooks Online and would like more fluid access to their business accounting. Bookkeepers and accountants would appreciate this quintessential resource as well.

### Comp Titles

QuickBooks Online For Dummies, 7e	Ringstrom, David H.	John Wiley & Sons	05/05/2022	9781119817277 1119817277	£22.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## DeFi For Dummies

Seouyoung Kim

### Summary

#### Get caught up with decentralized finance

The world of finance is evolving quickly. If you don't understand the basics of decentralized finance (DeFi) and the technologies that are disrupting the worlds of banking and financial services, you might find yourself left behind. This book offers a fast introduction to DeFi, looking beyond cryptocurrency into a world driven by blockchain-based banking and trading. Get to know how DeFi tools like Ethereum smart contracts are redefining the rules of banking.

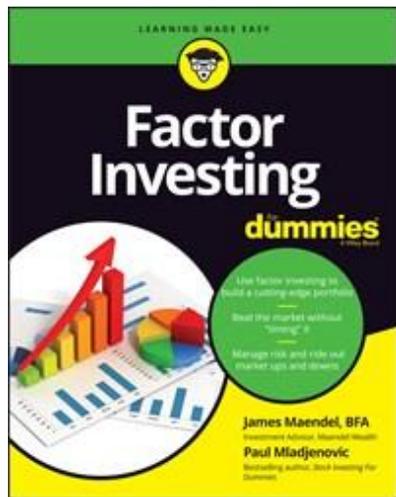
- Grasp the scope of decentralized finance beyond cryptocurrency and NFTs
- Explore existing DeFi assets, exchanges, and marketplaces
- Evaluate DeFi platforms and pick the one that works best for you
- Build a smart contract and launch your first DeFi product

Get insight from a professor, researcher, and consultant who specializes in the world of emerging financial technologies and ready yourself for the next big things in the financial world.

John Wiley & Sons  
9781119906803  
Pub Date: 11/01/2023  
\$29.99/£21.99 UK/€25.70  
EU/€26.90 DE  
Paperback

### Comp Titles

*No comparable titles have been specified.*



## Factor Investing For Dummies

Maendel

### Summary

**Systematically secure your financial future—Dummies makes it easy**

*Factor Investing For Dummies* helps you go beyond the investment basics, with proven techniques for making informed and sophisticated investment decisions. Using factor investing, you'll select stocks based on some predetermined, well, factors. Momentum, value, interest rates, economic growth, credit risk, liquidity—all these things can help you identify killer stocks and improve your returns. This book explains it all, and helps you implement a strategic factor investing plan, so you can boost your portfolio's performance, reduce volatility, and enhance diversification. You'll also learn what *not* to do, with coverage of the factors that have failed to deliver consistent returns over time. We explore factor-based ETFs and loads of other ideas for injecting some factors into your investment game.

- Learn what factor investing is and how you can use it to level up your portfolio
- Understand the various types of factors and how to use them to select winning stocks
- Choose from a bunch of factor investing strategies, or build one of your own
- Generate wealth in a more sophisticated, more effective way

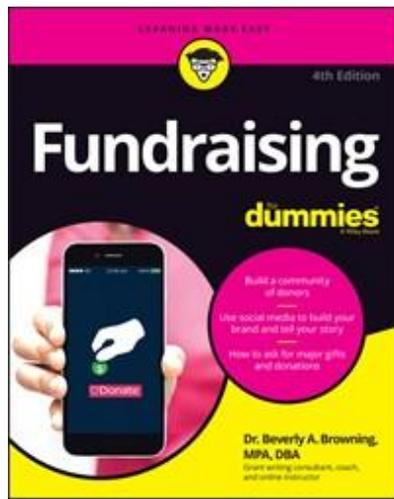
This is the perfect Dummies guide for beginner to seasoned investors who want to explore more consistent outperformance potential. *Factor Investing For Dummies* can also help portfolio managers, consultants, academics, and students who want to understand more about the science of factor investing.

John Wiley & Sons  
9781119906742  
Pub Date: 18/01/2023  
\$29.99/£21.99 UK/€25.70  
EU/€26.90 DE  
Paperback

304 Pages

### Comp Titles

*No comparable titles have been specified.*



## Fundraising For Dummies, 4th Edition (4th Edition)

Beverly A. Browning

### Summary

**Follow the mission and the money, even when it takes you online**

*Fundraising For Dummies* is your guiding light and saving grace as you prepare and implement a fundraising plan. This updated edition will help you succeed at fundraising in the age of social media saturation. You'll discover how to post, what to include, and where to interact to get the biggest return on your investment of time. And, as always, this trusted resource covers all the basics of being a fundraiser, soliciting the money an organization needs, and pitching the case statement for your organization. Use real-life examples to take your own fundraising skills to the next level and follow step-by-step processes for success in online fundraising.

John Wiley & Sons  
9781119912750  
Pub Date: 31/01/2023  
\$29.99/£22.99 UK/€25.70  
EU/€27.90 DE  
Paperback

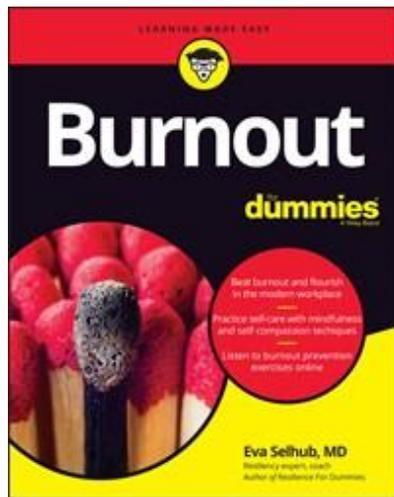
- Learn what's involved in the role of a nonprofit fundraiser
- Discover sources of funding for your organization—and learn how to secure that funding
- Use the latest online fundraising tools and social media techniques to reach out to audiences
- Make fundraising easy with examples and templates for donor letters and beyond

Fundraisers (including board members, volunteers, and staff members) in any nonprofit organization will love this easy-to-follow advice on getting creative about donations.

### Comp Titles

Fundraising For Dummies	Mutz, John	John Wiley & Sons	27/04/2010	9780470568408 0470568402	£15.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## Burnout For Dummies

Eva M. Selhub

### Summary

#### Your essential guide to beating burnout and finding fulfillment

Chronic, unmanaged stress—at work, at home, or in other areas of life—can lead to burnout. *Burnout For Dummies* shows you the way toward understanding and overcoming this all-to-common condition of modern life. Many of us find ourselves living in a state of constant resignation, which sucks the joy out of life and can be detrimental to our physical health. The tips and exercises in this book can help you minimize stress, become more resilient and create a happier, healthier, and more satisfying life.

Mindfulness and resilience guru Dr. Eva Selhub offers a science-based plan that you can use to destress, build inner resources and coping skills, and start enjoying life (and work) again.

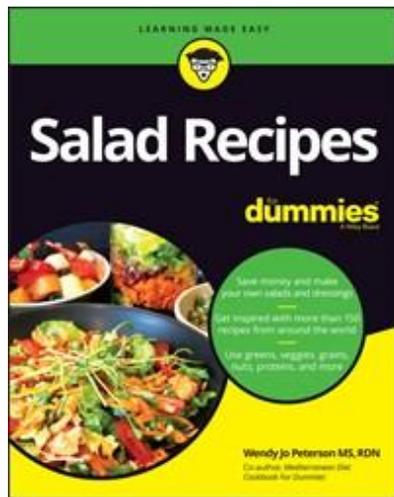
- Listen to guided meditations that you can do anytime, anywhere to help cultivate mindfulness and manage your stress
- Discover tips for reconnecting to the joy that you felt before burnout took over
- Overcome the heavy burden of burnout and learn how you can find a pace for your life that feeds, rather than depletes you
- Find true fulfillment in your work and obligations with proven techniques for loving yourself and your life

*Burnout For Dummies* is the essential guide for anyone feeling overwhelmed, overworked, stressed out, run-down, and ready to make a change.

John Wiley & Sons  
9781119894933  
Pub Date: 24/01/2023  
\$24.99/£17.99 UK/€21.40  
EU/€21.90 DE  
Paperback

### Comp Titles

*No comparable titles have been specified.*



## Salad Recipes For Dummies

Wendy Jo Peterson

### Summary

**Tap into the secrets of great salads, from sassy dressings to crispy, crunchy greens that awaken your taste buds.**

*Salads For Dummies* is packed with 150+ recipes for delicious salads for every lifestyle. Discover different ways to craft a salad, from zesty dressings to unique greens and grains. Explore the necessary tools to serve creative salads, from knife skills to a composed design. Get ready to globetrot, whipping up creamy salads from Eastern European to vibrant herb-focused Mediterranean main dishes and curried legumes inspired from India. Go from boring to bold with over 20 dressings. Skip the salad kits at the store and learn how to craft your own! Step beyond romaine and ranch with ideas for different base options (kale, watercress, or Swiss chard anyone?) eye-popping toppings, DIY salad kits, fruit salads, seasonal salads, and beyond. Leave the oven off and feel nourished with recipes like Lemon Orzo Pasta Salad, Cucumber Tomato and Goat Cheese, Italian Tortellini and Bean, German Potato Salad, Thai Bun Noodle Salad, Crunchy Taco Salad, and Thai Steak Salad. Hungry yet?

- Learn what top chefs know about crafting and preparing an amazing salad
- Make 150+ easy recipes for leafy salads, pasta salads, dressings, and more
- Prep ahead for healthy premade meal options—and skip the fast-food line
- Save time and money by creating your own salad kits and dressings

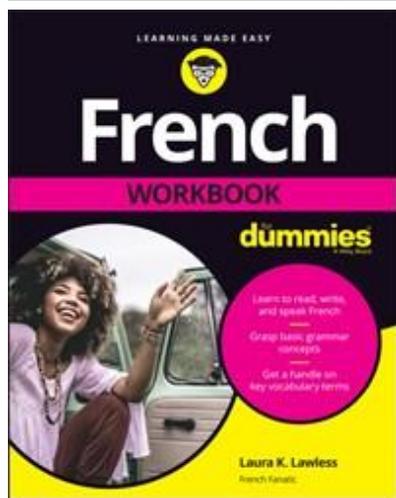
Home chefs looking to elevate their salads will love this new Dummies cookbook.

John Wiley & Sons  
9781119906711  
Pub Date: 18/01/2023  
\$24.99/£17.99 UK/€21.40  
EU/€21.90 DE  
Paperback

336 Pages

### Comp Titles

*No comparable titles have been specified.*



## French Workbook For Dummies

Laura K. Lawless

### Summary

#### Write, read, work, and play—en Français

*French Workbook For Dummies* is the perfect starting place for beginners who want to learn French. Packed with foundational grammar and integrated vocab, this hands-on book will set you on your way to picking up a new language. You'll find valuable practice lessons and exercises throughout that help you learn key vocabulary and phrases, writing in French, and understanding the fifth most commonly spoken language worldwide.

- Start with the very basics of the French language and work your way through important grammar and vocabulary
- Follow lessons at your own pace and complete practice exercises to hone your skill
- Learn using the Dummies method—based on evidence about how people learn best
- Gain the confidence to speak French in the workplace and while you travel

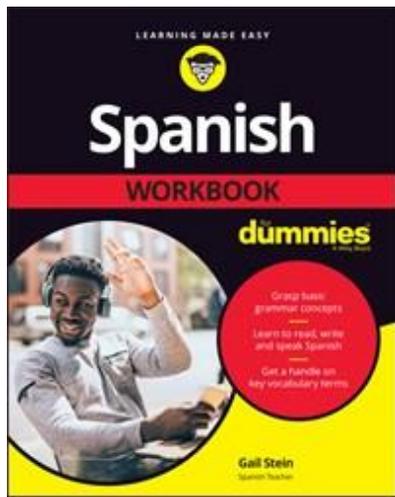
For anyone learning French for use at home, at the office, or on the go, *French Workbook For Dummies* is a vital asset.

John Wiley & Sons  
9781119982036  
Pub Date: 22/01/2023  
\$19.99/£15.99 UK/€17.10  
EU/€19.90 DE  
Paperback

352 Pages

### Comp Titles

*No comparable titles have been specified.*



## Spanish Workbook For Dummies (2nd Edition)

Gail Stein

### Summary

#### ¿Habla español? Improve your Spanish with Dummies

*Spanish Workbook For Dummies* is full of clear explanations and hundreds of practice activities for beginning Spanish learners. You'll learn how to express yourself, ask questions, talk about the past, and construct simple sentences—*en español*. As you work through the book, complete practice exercises, get lots of writing opportunities, and have tons of fun. Then check your work, with answers and explanations at the end of every chapter. Plus, you'll have access to handy verb charts, a thematic vocabulary list, and mini-dictionaries, right inside this very book.

- Learn the fundamentals of Spanish with integrated grammar that advances as you go
- Work through practice exercises and activities as you read through each chapter
- Improve and activate your Spanish with explanations of each workbook answer
- Avoid common mistakes made by Spanish learners and get ready to travel, chat with friends, or interact with colleagues

This friendly Dummies workbook is perfect for beginners of all ages. If you're looking to get started with Spanish, step right in—we've got the practice, practice, practice you need to succeed.

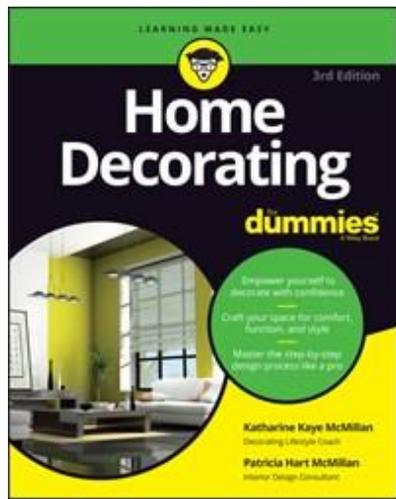
John Wiley & Sons  
9781119910251  
Pub Date: 18/01/2023  
\$19.99/£15.99 UK/€17.10  
EU/€19.90 DE  
Paperback

368 Pages

### Comp Titles

Intermediate Spanish For Dummies	Stein, Gail	John Wiley & Sons	25/01/2008	9780470184738 0470184736	£15.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## Home Decorating For Dummies 3rd Edition (3rd Edition)

Patricia Hart McMillan, Katharine Kaye McMillan

### Summary

**Want to be your own decorator? Design on a dime with Dummies!**

*Home Decorating For Dummies* packs all the information you need to know about décor into one easy-to-read source. Whether you want to decorate one room or make over the whole house, this book has everything you need to design like a pro. This is the only reference you'll need to transform your home into a space you'll love. Dummies offers no-nonsense help, so you can plan perfect projects and stay within budget. Updated with the latest on smart homes, short-term rentals, DIY décor, and more.

- Learn how to optimize your home's floor plan
- Discover tricks for mixing patterns, colors, and textures successfully
- Refresh your home's style without spending a fortune
- Decorate rental properties with eye-catching, trendy style
- Untangle the terms—mid-century modern, farmhouse, minimalism—and pinpoint your design style

For those seeking ideas, resources, and budget-wise tips to spark their decorating creativity, *Home Decorating For Dummies* is a must-have.

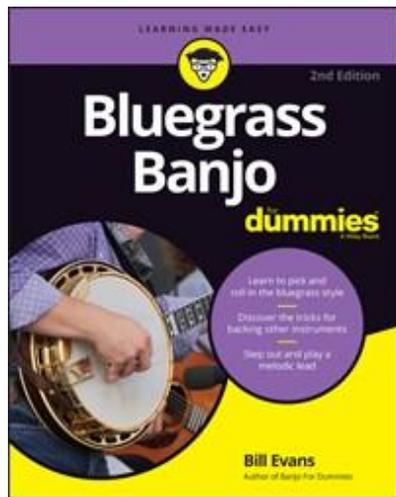
John Wiley & Sons  
9781119910756  
Pub Date: 31/01/2023  
\$24.99/£17.99 UK/€21.40  
EU/€21.90 DE  
Paperback

384 Pages

### Comp Titles

Home Decorating For Dummies	McMillan, Katharine Kaye	John Wiley & Sons	30/10/2003	9780764541568 0764541560	£12.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## Bluegrass Banjo For Dummies, 2nd Edition: Book + Online Video & Audio Instruction (2nd Edition)

Book + Online Video & Audio Instruction

William J. Evans

### Summary

#### Pick and roll your way through bluegrass banjo basics

The banjo nearly defines the bluegrass sound, and you'll be playing your own favorite tunes—or maybe writing some new ones—with the help of this book. *Bluegrass Banjo For Dummies* is the place to start if you're ready to start learning banjo or upgrade your skills to play in the bluegrass style. Written by an expert musician and educator, this book makes it easy to start plucking your 5-string banjo using common bluegrass techniques. You'll also have access to over 100 online audio files, and 35 video lessons, so you can see and hear the techniques in practice. This book serves as your first step to becoming a bluegrass banjo player, even if you're completely new to playing musical instruments. Choose the right banjo, pick up the basics, learn classic banjo licks, and more—the easy way.

- Learn how to read banjo tablature and perform on a five-string banjo
- Get insight on playing as part of a bluegrass combo band
- Practice with classic bluegrass tunes and banjo licks
- Create banjo solos that will wow your audiences

This friendly *For Dummies* guide is great for fledgling banjo players interested in the bluegrass style. Whether or not you already play another instrument, you'll pick up the banjo basics you can show off at your next local bluegrass festival.

John Wiley & Sons  
9781394152902  
Pub Date: 18/01/2023  
\$24.99/£18.99 UK/€21.40 EU  
Paperback

368 Pages

### Comp Titles

Bluegrass Banjo For Dummies	Evans, Bill	John Wiley & Sons	22/05/2015	9781119004301 1119004306	£17.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).

## Horse Training For Dummies

Alexandra Kurland

### Summary

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#### All the training you'll need—for your horse and you

Horses used to be beasts of burden. Nowadays people want their horses to be their best friend in play and sport. They want to ride their horses, care for them, take them for walks, teach them tricks, play with them at liberty, and excel with them at competitions. They want to spend hours enjoying their company—providing they are well trained. A well-trained horse is a joy. A badly trained horse is a danger.

*Horse Training For Dummies* is an invaluable guide for anyone who loves horses. You'll have all the answers at your fingertips to teach your horse from the ground up.

- Decode your horse's body language for a happy, healthy relationship
- Learn the foundational lessons every horse should know
- Prepare your horse for riding
- Teach your horse basic cues through proper training
- Discover the basics of grooming, medical care, and more

This book does so much more than teach you how to train horses. It will bring laughter into your barn as you discover the power of positive reinforcement training. If you want to create a superstar relationship with your horse that can last for decades, *Dummies* can help!

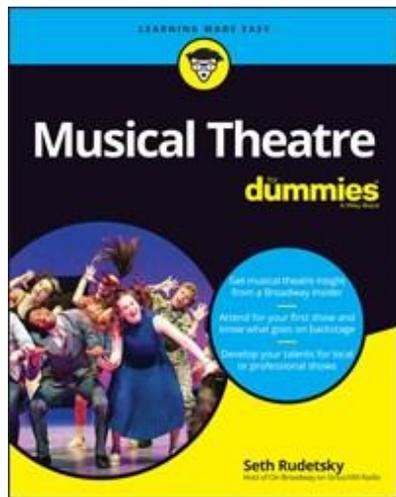
John Wiley & Sons  
9781119910039  
Pub Date: 18/01/2023  
\$24.99/£17.99 UK/€21.40  
EU/€21.90 DE  
Paperback

384 Pages

### Comp Titles

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*No comparable titles have been specified.*



## Musical Theatre For Dummies

Seth Rudetsky

### Summary

**Discover what goes on behind the curtains of your favorite musical**

Have you ever dreamed of being in a Broadway musical, or even just to be in the ensemble in your local community theatre? In *Musical Theater For Dummies*, Broadway insider and host of Sirius/XM Radio's ON BROADWAY channel Seth Rudetsky takes you backstage and shows you what it takes to create a spectacular production. You'll get the behind-the-curtain view of how your favorite on- and off-Broadway shows are made, plus get expert advice on how to launch your own career under the bright lights. If you're new to musical theater, this book will initiate you into the world of musicals by sharing the stories and lingo that defines this fascinating world. This unique book shares insights into what makes musical theatre tick and how you can enjoy a show from your seat in the audience or from the stage itself.

- Learn the history of musical theater and discover the shows born on Broadway or the West End that became cultural phenomena
- Trace the development of productions, from the idea stage all the way through opening night and beyond
- Enjoy theater productions more, thanks to deep insights into how theater is made
- Get insider advice on the skills you need to perform in professional or amateur musical theater productions

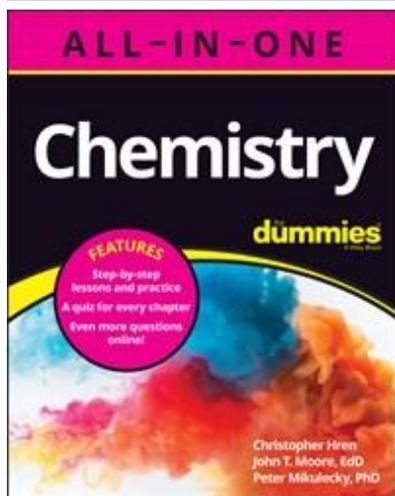
Real-life anecdotes and excellent show recommendations will entertain and delight you as you become a musical theater know-it-all, with Dummies.

John Wiley & Sons  
9781119889502  
Pub Date: 30/01/2023  
\$24.99/£17.99 UK/€21.40  
EU/€21.90 DE  
Paperback

384 Pages

### Comp Titles

*No comparable titles have been specified.*



## Chemistry All-in-One For Dummies (+ Chapter Quizzes Online)

Christopher Hren

### Summary

**Everything you need to crush chemistry with confidence**

*Chemistry All-in-One For Dummies* arms you with all the no-nonsense, how-to content you'll need to pass your chemistry class with flying colors. You'll find tons of practical examples and practice problems, and you'll get access to an online quiz for every chapter. Reinforce the concepts you learn in the classroom and beef up your understanding of all the chemistry topics covered in the standard curriculum. Prepping for the AP Chemistry exam? Dummies has your back, with plenty of review before test day. With clear definitions, concise explanations, and plenty of helpful information on everything from matter and molecules to moles and measurements, *Chemistry All-in-One For Dummies* is a one-stop resource for chem students of all valences.

- Review all the topics covered in a full-year high school chemistry course or one semester of college chemistry
- Understand atoms, molecules, and the periodic table of elements
- Master chemical equations, solutions, and states of matter
- Complete practice problems and end-of-chapter quizzes (online!)

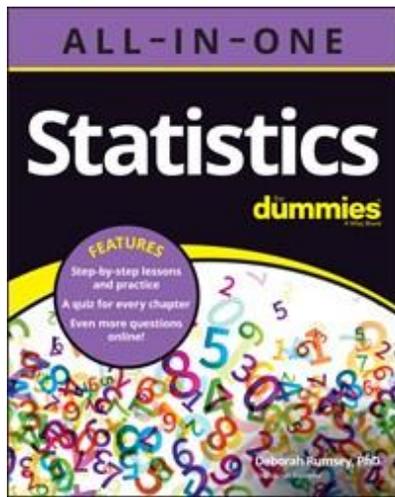
*Chemistry All-In-One For Dummies* is perfect for students who need help with coursework or want to cram extra hard to ace that chem test.

John Wiley & Sons  
9781119908319  
Pub Date: 18/01/2023  
\$39.99/£27.99 UK/€34.20  
EU/€33.90 DE  
Paperback

624 Pages

### Comp Titles

*No comparable titles have been specified.*



## Statistics All-in-One For Dummies

Deborah J. Rumsey

### Summary

**The odds-on best way to master stats.**

*Statistics All-in-One For Dummies* is packed with lessons, examples, and practice problems to help you slay your stats course. Develop confidence and understanding in statistics with easy-to-understand (even fun) explanations of key concepts. Plus, you'll get access to online chapter quizzes and other resources that will turn you into a stats master. This book teaches you how to interpret graphs, determine probability, critique data, and so much more. Written by an expert author and serious statistics nerd, *Statistics AIO For Dummies* explains everything in terms anyone can understand.

- Get a grasp of basic statistics concepts required in every statistics course
- Clear up the process of interpreting graphs, understanding polls, and analyzing data
- Master correlation, regression, and other data analysis tools
- Score higher on stats tests and get a better grade in your high school or college class

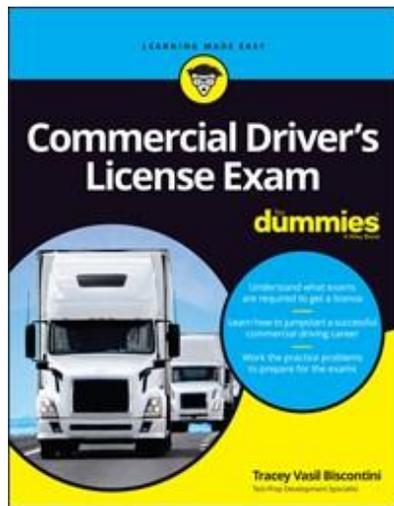
*Statistics All-in-One For Dummies* follows the curriculum of intro college statistics courses (including AP Stats!) so you can learn everything you need to know to get the grade you need—the Dummies way.

John Wiley & Sons  
9781119902560  
Pub Date: 05/01/2023  
\$39.99/£27.99 UK/€34.20  
EU/€33.90 DE  
Paperback

640 Pages

### Comp Titles

*No comparable titles have been specified.*



## Commercial Driver's License Exam For Dummies

Tracey Vasil Biscontini

### Summary

**Get the comprehensive info you need to pass your CDL exam and begin your new career on the road**

*Commercial Driver's License Exam For Dummies* is the must-have reference for anyone contemplating getting a CDL. This straightforward resource helps you prep for the CDL exam, so you can drive your career forward (pun intended). Skip the outdated online articles and get the latest, real-deal information, right here. Important safety regulations, different commercial vehicles, required knowledge—we make it all easy, helping you conquer the material in no time. Plus, you'll learn what you need to achieve a high score, understand the different components of the exam, and prepare using practice tests.

- Understand what exams are required to get your commercial license
- Work through practice problems to prepare for the exam
- Jumpstart a successful career as a commercial driver, locally or long-distance
- Learn the ins and outs of the test, so you're ready on the day of

Ace your CDL exam and get on the road, with Dummies.

John Wiley & Sons  
9781119907589  
Pub Date: 11/01/2023  
\$24.99/£17.99 UK/€21.40  
EU/€21.90 DE  
Paperback

384 Pages

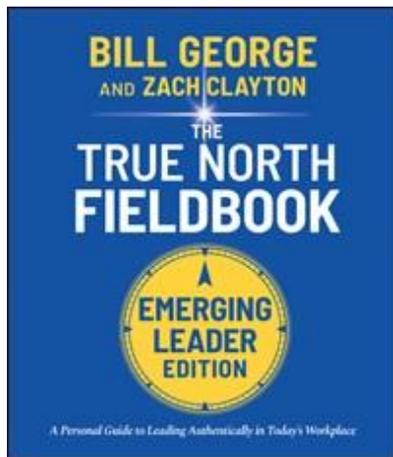
### Comp Titles

*No comparable titles have been specified.*

# Jossey-Bass

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## True North Fieldbook, 3rd Edition (3rd Edition)

Bill George, Nick Craig, Scott Snook

### Summary

Whether you are just starting your leadership journey or leading a large organization, the third edition of *The True North Fieldbook* will help you find your leadership purpose, that internal Compass that provides direction and keeps you oriented—your True North. Through a series of reflective exercises, this *Fieldbook* helps you become a better leader by learning to be a more authentic one.

Rather than telling you how to lead, the *Fieldbook* guides you through an intimate process of personal discovery. By understanding your life story and sharpening your personal narrative, you will discover the unique leader you were meant to be. On the way, you will work through the same lessons taught to MBA students at Harvard Business School, as well as senior executives in many Fortune 100 companies.

The third edition of *The True North Fieldbook* will include updated stories and case studies, new leaders, and content on leading in times of crisis, generational leadership, public leadership, and diversity and inclusivity in leadership. The *Fieldbook* offers a rigorous, step-by-step process that generates a customized, behaviorally anchored Personal Leadership Development Plan. This plan not only summarizes and integrates everything you've learned completing this *Fieldbook* but does so in a way that supports immediate action and impact.

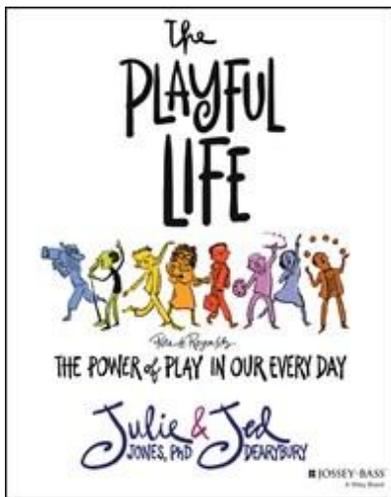
### Contributor Bio

**Bill George (Cambridge, MA; billgeorge.org / hbs.edu)** is the former CEO of Medtronic and a Senior Fellow at Harvard Business School (HBS), where he teaches leadership in executive education programs. He was professor of management practice from 2004 to 2014. He is the author of four bestselling books: *Authentic Leadership*, *True North*, *Finding Your True North*, and *7 Lessons for Leading in Crisis*, and coauthor of *True North Groups* with Doug Baker. He serves on the boards of Goldman Sachs, Mayo Clinic, World Economic Forum, and has served on the board of ExxonMobil, Novartis, and Target.

### Comp Titles

The Discover Your True North Fieldbook, Revised and Updated: A Personal Guide to Becoming an Authentic Leader	George, B	John Wiley & Sons	22/09/2015	9781119103554 111910355X	£20.99 GBP	Paperback
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## The Playful Life: The Power of Play in Our Every Day

The Power of Play in Our Every Day

Julie P. Jones, Jed Dearybury

### Summary

**Do you find yourself wanting more out of life? It's time to bring play to your every day**

Play is not just for kids! There are many reasons we need play in our lives. *The Playful Life* shows you why and how to bring more playfulness to all aspects of your life. You'll explore how to create meaningful, relevant, and fun experiences for yourself and others through both a playful mindset and playful behaviors. Through research and 20+ years of teaching children and adults, authors Dr. Julie Jones and Jed Dearybury have found that play is not only fun, it's essential to a full life. In this book, they share their knowledge and inspire you to reflect on the need for connection and joy for healthy living through play.

This book will equip you with new definitions, ideas, and ways of thinking about play for your daily life. With a relaxed tone, comical banter, and real talk, the authors encourage new understandings about what play is and empower you to make more playful choices. If you strive to find balance, overcome stress, and enjoy each day through play—*The Playful Life* is a must read for your life journey!

- Learn what play means and why it's so essential to our everyday lives—at every age
- Discover the incredible benefits of play to your physical and mental health
- Get ideas for incorporating play into your everyday life at work, at home, or when you're out and about
- Begin healing past traumas and grow into the person you are meant to be—through play and playful living!

Building on the popular book *The Playful Classroom*, this is a new and exciting take on what play does for all of us-- physically, socially, emotionally, and cognitively.

### Contributor Bio

**Jed Dearybury (Boiling Springs, SC)** is an educational leader providing quality, hands-on, engaging learning experiences for students and teachers across the country. Jed has been featured in GQ Magazine as Male Leader of the Year, met President Obama as the SC winner of the Presidential Award for Excellence in Math and Science Teaching, and was named as a top 5 finalist for South Carolina Teacher of the Year because of his passion, love, and success in education.

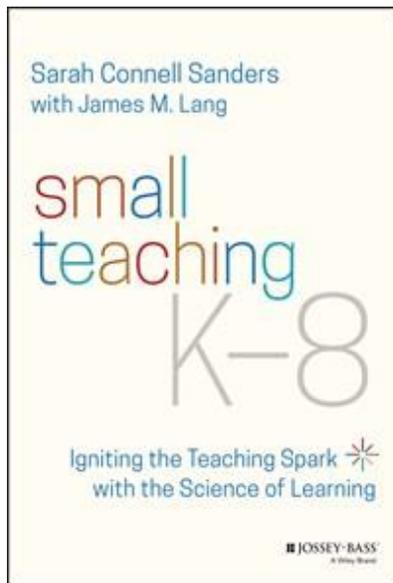
**Julie Jones (Spartanburg, SC)** is an associate professor at Converse College with a focus on education. She maintains an active research agenda that includes both practitioner-oriented articles as well as experimental, field-based research studies. Her research interests include educational technology, effective pedagogy, and factors contributing to the success of at-risk students.

### Comp Titles

No comparable titles have been specified.

Jossey Bass  
9781119882008  
Pub Date: 03/01/2023  
\$32.00/£18.99 UK/€21.40  
EU/€30.90 DE  
Paperback

288 Pages



Jossey Bass  
9781119862796  
Pub Date: 17/01/2023  
\$27.00/£18.99 UK/€21.40  
EU/€25.90 DE  
Paperback

272 Pages

## Small Teaching K–8: Igniting the Teaching Spark with the Science of Learning

**Igniting the Teaching Spark with the Science of Learning**

Sarah Sanders, James M. Lang

### Summary

**Cognitive science research-based teaching techniques any educator can implement in their K-8 classroom**

In *Small Teaching K-8*, a team of veteran educators bridges the gap between cognitive theory and the K-8 classroom environment, applying the same foundational research found in author James Lang's bestselling *Small Teaching: Everyday Lessons from the Science of Learning* to the elementary and middle school setting. Via clear descriptions and step-by-step methods, the book demonstrates how to integrate simple interventions into pre-existing pedagogical techniques to dramatically improve student outcomes.

The interventions consist of classroom or online learning activities, one-time additions, or small modifications in course design or communication. Regardless of their form, they all deliver powerful, positive consequences.

In this book, readers will also find:

- Foundational concepts from up-to-date cognitive research that has implications for classroom teaching and the rationales for using them in a K-8 classroom
- Concrete examples of how interventions have been used by faculty in various disciplines
- Directions on the specific timing of each intervention, backed by evidence-based reasons

An essential resource for K-8 educators seeking ways to improve their efficacy in the classroom, *Small Teaching K-8* offers teachers intuitive and actionable advice on helping students absorb and retain knowledge for the long-term.

### Contributor Bio

**Sarah Sanders (Worcester, MA)** is an educator and writer. She spent the first decade of her teaching career at Auburn Public Schools and earned her Masters degree in education at Boston College. She is a member of Worcester Leadership's Class of 2018. During this time, Sarah learned about public safety, government, sustainability, economic development, culture, and health care. Throughout the program, she designed community service learning opportunities for Auburn's students that aligned with their sessions. Sarah is a regular correspondent for Worcester Magazine and the Worcester Telegram & Gazette where her pieces often focus on women, education, and local culture. Now, Sarah is the library and media specialist at Burncoat Middle School and a strong community advocate.

**James M. Lang (Worcester, MA)** is a Professor of English and the Director of the D'Amour Center for Teaching Excellence at Assumption College. He is the author of five books, including the bestselling *Small Teaching: Everyday Lessons from the Science of Learning* (Jossey-Bass, 2016). He writes a monthly column on teaching and learning for *The Chronicle of Higher Education*. He has conducted workshops on teaching for faculty at more than a hundred colleges or universities in the US and abroad, and consulted for the United Nations on the development of teaching materials in ethics and integrity for college faculty.

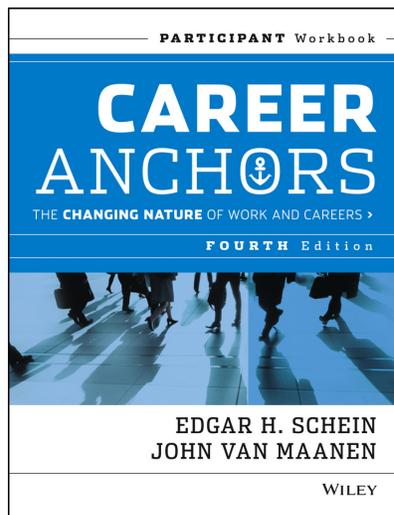
### Comp Titles

*No comparable titles have been specified.*

# Business

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## Career Anchors: The Changing Nature of Work and Careers (5th Edition)

### The Changing Nature of Work and Careers Participant

Edgar H. Schein, John Van Maanen, Peter A. Schein

#### Summary

*Career Anchors* helps you explore and better understand your workplace skills and competencies, career motives, and values. Rather than a participant workbook, the fifth edition will be a trade book with a free assessment that's accessible with a unique pin included in the book.

With this program, you will gain new insight into your career values and how they relate to your past and future choices. This easy-to-use workbook includes information about career development and updated descriptions of the eight career anchors categories:

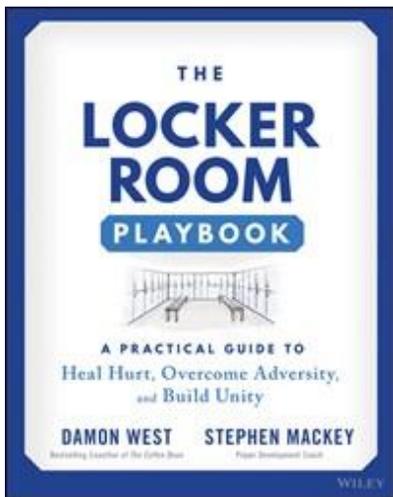
- The rapidly changing world of business including more information on globalization, heightened competition, new technologies, greater organizational instability and uncertainty, and shifting societal values, all of which influence career trajectories and career anchors
- Updated descriptions of the career anchors
- A role mapping process that helps to consider the various external demands and pressures with suggested action steps.
- A work career and family/life priority grid that includes suggestions for how the work, family, and personal patterns identified can interact (for better or worse) with each of the eight career anchors
- An updated "looking ahead" section that begins with a comprehensive look at how the world of work is changing and what these changes may mean for each of the career anchors
- Developmental activities that participants can use as next steps in their career development

The fifth edition of *Career Anchors* will help you analyze, assess, and understand your particular career anchor to help you chart the future of your career development.

## Comp Titles

Career Anchors	Schein, Edgar H.	John Wiley & Sons	31/05/2013	9781118455753 1118455754	£27.99 GBP	Paperback
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No sales or stock history loaded for this organisation. If you think there should be or would like to learn how to load this data, [Click here](#).



## **The Locker Room Playbook: A Practical Guide to Heal Hurt, Overcome Adversity, and Build Unity**

**A Practical Guide to Heal Hurt, Overcome Adversity, and Build Unity**

Damon West, Stephen Mackey

### **Summary**

**Discover how to achieve success together with this hands-on guide to the lessons found in *The Locker Room***

In *The Locker Room Playbook: A Practical Guide to Heal Hurt, Overcome Adversity, and Build Unity*, bestselling author Damon West and player development coach Stephen Mackey teach you how to apply the principles and concepts found in *The Locker Room*. You'll find lists of core lessons, chapter summaries, detailed lesson breakdowns, discussion questions, exercises, and key takeaways in every chapter. You'll also discover:

- Insightful commentary on key concepts, including respect, loyalty, character, teamwork, prejudice, integrity, and mental health
- Crucial blueprints for helping athletes, professionals, and students learn how to navigate all aspects of their lives
- How to rely on your teammates, coaches, colleagues, leaders, and partners to achieve success together

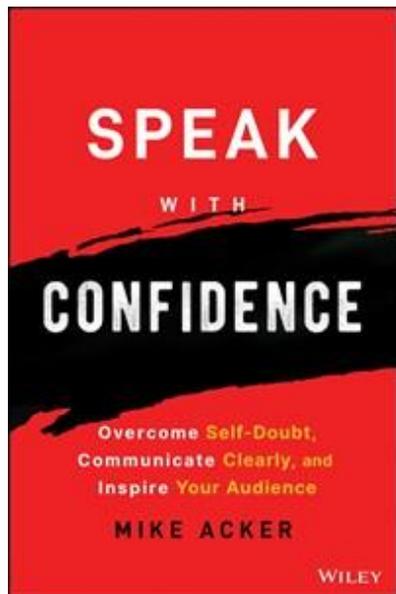
Filled with must-have team building and coaching resources, this book proves that there's always a path teams can take that allows them to work together. *The Locker Room Playbook* is your roadmap to finding that path and staying on it as you and your team work together to overcome adversity.

John Wiley & Sons  
9781119902683  
Pub Date: 10/01/2023  
\$20.00/£15.99 UK/€17.10  
EU/€19.90 DE  
Paperback

112 Pages

### **Comp Titles**

*No comparable titles have been specified.*



## **Speak with Confidence: Overcome Self-Doubt, Communicate Clearly, and Inspire Your Audience**

**Overcome Self-Doubt, Communicate Clearly, and Inspire Your Audience**  
Acker

### **Summary**

The single greatest requirement for great speaking is...confidence. True confidence is far more than an attitude. It flows from who you are, a message you believe in, and the skills to deliver it effectively. If you lack any of those, you won't be able to inspire confidence in yourself—or your audience.

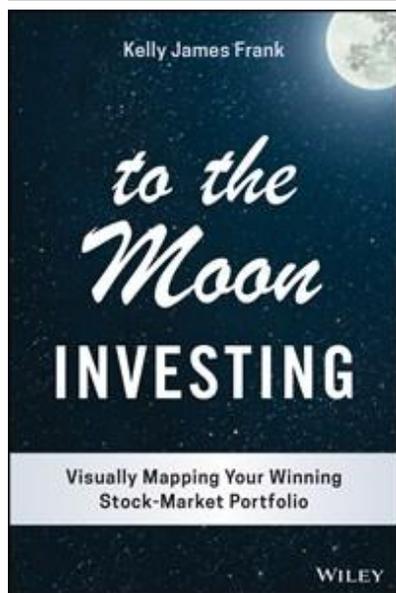
*Speak with Confidence* shares the principles and practices Acker developed for his clients so you, too, can not only become a confident speaker but also a confident person. Using a wholistic approach, the book addresses the entire person and not just exterior skills, so whether you're giving a keynote or going live on Instagram, you'll have a proven pathway to becoming a capable and confident communicator that makes an impact.

John Wiley & Sons  
9781394159741  
Pub Date: 31/01/2023  
\$22.00/£16.99 UK/€18.90  
EU/€20.90 DE  
Paperback

250 Pages

### **Comp Titles**

*No comparable titles have been specified.*



## To the Moon Investing: Visually Mapping Your Winning Stock–Market Portfolio

Visually Mapping Your Winning Stock-Market Portfolio

Kelly J. Frank

### Summary

**Hands-on, practical strategies to build your financial future**

In *to the Moon Investing: Visually Mapping Your Winning Stock-Market Portfolio*, veteran asset investor Kelly James Frank delivers an exciting and intuitive fresh approach that enables you to navigate an increasingly volatile market through the use of tailored portfolio maps. .

In the book, you'll learn how to understand risk and how it affects you as an investor, how to prepare for your investing future, and how to uncover *why* you want to invest. You'll also shore up your financial literacy and explore the difference between growth and value strategies.

The book offers a vivid and innovative approach to investing that you'll actually have fun reading and its engaging philosophy ensures you'll be able to put your newfound knowledge to work immediately. You'll discover:

- The interconnected five factors that determine a share's current and future value
- Summaries, charts and sketches to help you remember the book's key insights and that you can use to record your own market observations and understanding
- An exploration of macroeconomics that sheds light on how decisions made by the Fed and the government can impact you as an individual investor

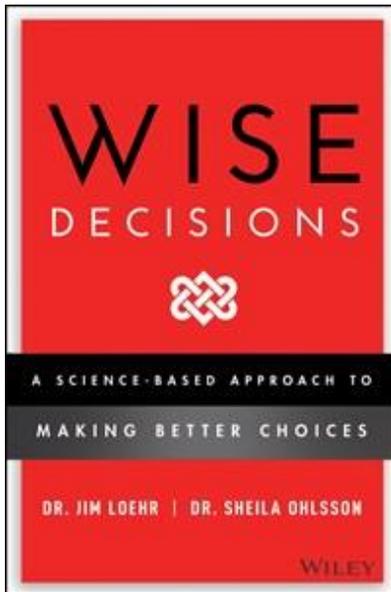
The perfect combination of fun and informative, *to the Moon Investing: Visually Mapping Your Winning Stock-Market Portfolio* is an energetic and authoritative playbook to building a resilient and profitable investment portfolio.

John Wiley & Sons  
9781119911920  
Pub Date: 31/01/2023  
\$35.00/£26.99 UK/€30.00  
EU/€32.90 DE  
Hardcover

240 Pages  
Series: Wiley Finance

### Comp Titles

*No comparable titles have been specified.*



## **Wise Decisions: A Science-Based Approach to Making Better Choices**

**A Science-Based Approach to Extraordinary Choices**

James E. Loehr, Sheila Ohlsson

### **Summary**

**A concrete and hands-on method for improving your everyday decisions**

Every 15 minutes, each of us can make ten or more small decisions. Some of them are relatively inconsequential, while others can change the course of our lives. What if you could improve all of your decisions, across the board, and start to build a healthier, more productive, and meaningful life?

In *Wise Decisions: A Science-Based Approach to Making Better Choices*, a team of accomplished industry experts delivers an evidence- and research-based blueprint for making the best decisions you can with the information you have. You'll learn to make the targeted, repeated investment of energy required to turn your decision-making process into one informed by reason, emotion, intuition, and science.

In the book, you'll discover:

- How to put the decision-making process under a microscope and learn what makes a decision truly wise
- Ways to help children, teens, and families make wise decisions
- How to train yourself to make wise decisions with voice training and other strategies

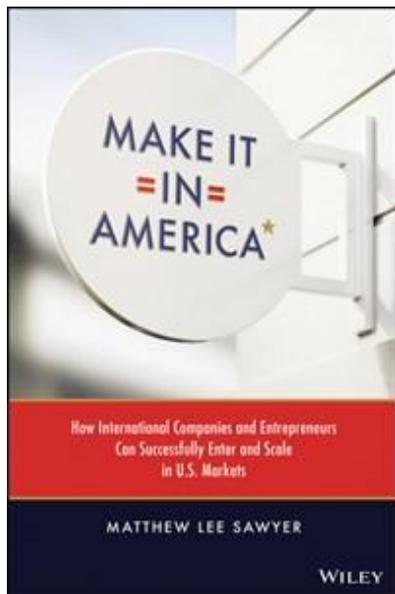
A can't-miss resource for parents, teachers, coaches, managers, executives, and other business leaders, *Wise Decisions* also offers timeless advice and guidance for anyone else hoping to improve the decision-making abilities of the people close to them.

John Wiley & Sons  
9781119931409  
Pub Date: 31/01/2023  
\$28.00/£21.99 UK/€24.00  
EU/€26.90 DE  
Hardcover

256 Pages

### **Comp Titles**

*No comparable titles have been specified.*



## **Make It in America**

### **How International Companies and Entrepreneurs Can Successfully Enter and Scale in U.S. Markets**

Matthew Lee Sawyer

#### **Summary**

#### **A valuable handbook for entering, launching, and growing business in the United States**

The U.S. is the best place for business. It has the biggest economy, wealthiest consumers, ready capital financing, and a pro-business legal system. Immigrants can attain their American Dream. However, foreign executives and entrepreneurs often underestimate the challenges and complexity of doing business in U.S. markets.

*Make It in America: How International Companies and Entrepreneurs Can Successfully Enter and Scale in U.S. Markets* provides valuable insights, useful tools, and practical advice on a wide range of topics, including: financing, marketing, managing legal and tax requirements, protecting intellectual property, working with Americans, and navigating the visa and immigration system. The book includes case study lessons from businesses that came to the U.S. from South Korea, Scotland, Italy, India, Germany, France, England, Denmark, Colombia, Canada, and Australia.

Author Matthew Lee Sawyer is a business and marketing strategist who has built dozens of successful brands and start-up businesses for both U.S. and international companies. He is Managing Director of a global consulting firm and teaches at Columbia University and NYU.

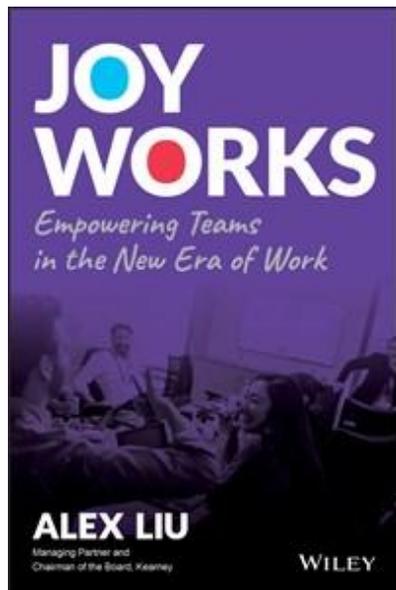
An indispensable resource about doing business in the U.S. for international business leaders, entrepreneurs, expats, and foreign students, *Make it in America* also provides valuable lessons for Americans who want to learn about the challenges that non-U.S. nationals face.

John Wiley & Sons  
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EU/€27.90 DE  
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256 Pages

#### **Comp Titles**

*No comparable titles have been specified.*



John Wiley & Sons  
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EU/€26.90 DE  
Hardcover

256 Pages

## **Joy Works: Empowering Teams in the New Era of Work**

**Empowering Teams in the New Era of Work**

Liu

### **Summary**

#### **What If Joy Powered Your Workplace?**

Why would the managing partner of an international management consulting firm write a book about joy? Because it's an overlooked and desperately needed tool for engaging an anxious, disconnected, hybrid workforce. When people feel safe and inspired at work, they can accomplish so much more--but most leaders don't realize this is possible. Author Alex Liu explains how to create more joy for your people at work, both in person and in video meetings, with a step-by-step action plan for approaching joy at work using the three key drivers that determine employee happiness—people, praise, and purpose. .

Readers will learn how "joy works" from a diverse collection of psychologists, academics, athletes, nonprofit and board leaders, and a Broadway producer, as well as business leaders at Cisco, T-Mobile, SAP, and UPS.

Liu also explains:

- "Ikigai," a Japanese concept meaning "reason for being," a framework we can all use to find joy and meaning in our work.
- The link between social justice and joy, with stories from leaders who have committed to making social progress a priority.
- How younger generations view joy at work, and the shifting balance of power in work cultures.
- Reflective leadership — a new approach to power leaders through uncertain and challenging times.

*Joy Works* is an essential handbook for anyone who wants to create more joy in their work — the leaders who want to shift corporate cultures, managers who are facing pressures to innovate, young people who are adamant that they can have a life and a career that's centered around joy and meaning, and anyone who thinks "joy at work" is a near-term possibility, not an oxymoron.

Let's build more joy.

### **Comp Titles**

*No comparable titles have been specified.*



## Time's Up!: The Subscription Business Model for Professional Firms

**The Subscription Business Model for Professional Firms**

Paul Dunn, Ronald J. Baker

### Summary

**Put values—and value—over volume with a professional services subscription model**

Professional firms are built on relationships. But you wouldn't know it by observing their predominant business model — a model centered on selling transactions and inputs, not outcomes that deepen and strengthen relationships.

*Time's Up!* offers you a guide to building a more valuable firm, one where relationships and lifetime customer value are at the center of how you create and capture value. You'll learn how to:

- Create customer lifetime values that far exceed acquisition and retention costs
- Move customer relationships to the center of your firm
- Leverage the collective knowledge of your customers
- Elevate customers from where they are to their desired future by providing transformations, where the customer is the product.

Only uncommon offerings command uncommon prices. *Time's Up!* introduces you to a revolutionary new business model that transforms your firm, your teams and your results with the customer right at the center of the process.

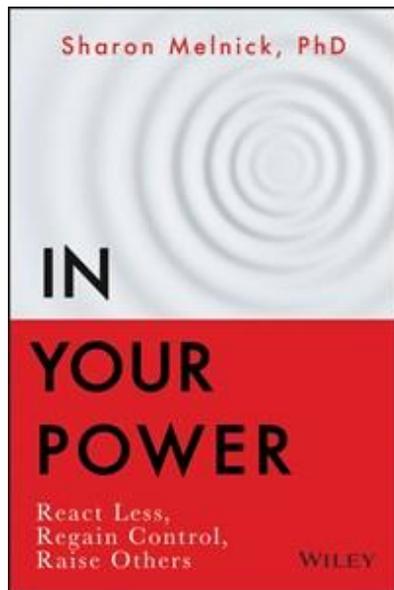
John Wiley & Sons  
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\$40.00/£30.99 UK/€34.20  
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Hardcover

256 Pages

### Comp Titles

The Firm of the Future	Dunn, Paul	John Wiley & Sons	13/05/2003	9780471264248 0471264245	£70.00 GBP	Hardcover
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## **In Your Power: React Less, Regain Control, Raise Others**

**React Less, Regain Control, Raise Others**

Sharon Melnick

### **Summary**

#### **Be Powerful in a World that Can Make You Feel Powerless**

Whether dealing with an underperforming team member, an undervaluing boss, an undermining colleague, a difficult family member or partner, or the overwhelm of too much to do, we can find ourselves feeling “out of our power.” In this state of feeling ‘done to,’ emotionally hijacked, or in a mental swirl, the typical things we do to try to make it better often make it worse.

Based on her research at Harvard Medical School and twenty years as a business psychologist, Dr. Sharon Melnick, a Marshall Goldsmith Top 100 Coach, shows you how to get back “in your power,” where you see how much you *can* control to show up as your best self and get the outcome you want. *In Your Power: React Less, Regain Control, Raise Others* guides you through twelve Power Portals, giving you a new approach to stop reacting to others’ limitations and instead raise yourself and others to be limitless. You will be able to:

- Reframe the problem to instantly find new solutions that benefit everyone and improve the culture you are all dealing with
- Neutralize the emotional effects of other people’s negativity, rather than internalizing it, and recover quickly
- Align others with your vision and powerful truth so they are emotionally moved and engaged to act

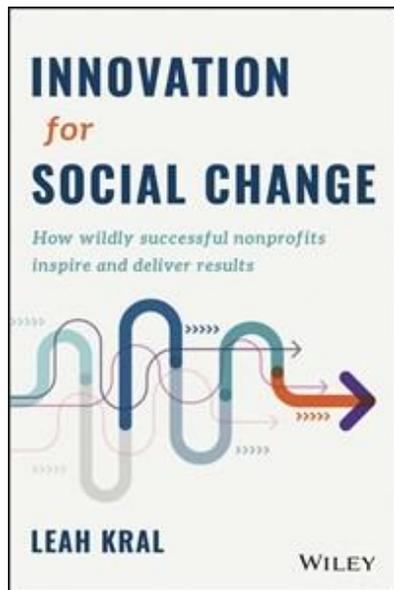
The insights you’ll learn fuel resilience and well-being, rather than burnout, which comes from lack of power. *In Your Power* will help you win the promotion, get team members to perform at your standards, grow your business, connect with difficult loved ones, and maximize what you can control in the face of world events. With this bulletproof recipe, you can set the tone and be the best version of yourself all day long, no matter what situation you find yourself in.

John Wiley & Sons  
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EU/€26.90 DE  
Hardcover

272 Pages

### **Comp Titles**

*No comparable titles have been specified.*



## **Innovation for Social Change**

**How Wildly Successful Nonprofits Inspire and Deliver Results**

Leah Kral

### **Summary**

Best practices for innovation that build a mission-effective nonprofit. The book is practical, not theoretical. It teaches nonprofit effectiveness step by step with simple, useful points for nonprofit leaders and funders. It also provides examples of common pitfalls, including metrics that incentivize the bad practices and boilerplate vague strategies.

The book will synthesize and translate the best ideas and thinkers from the for-profit sector (Deming, Drucker, Covey, Senge, Porter), economics (local knowledge, incentives, markets, trade-offs, cost-benefit analysis, decision rights), and workplace culture (bottom-up empowerment, fulfillment, entrepreneurialism). Brief anecdotal examples and stories from diverse nonprofits will be sprinkled in.

The following are some examples of sources for anecdotes:

- Nonprofits that provide scholarships, training and education, K-12, higher education, adult education, and traditional classroom or online education
- Nonprofits that work in the field of ideas, public policy, think tanks, social advocacy, academic research, and legal aid.
- Nonprofits that work in philanthropy or provide microgrants to individuals.
- Nonprofits in the arts (museums, symphonies).
- Social services (e.g., health outcomes, homelessness, food banks, and faith-based organizations).
- Grant-making foundations

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272 Pages

### **Comp Titles**

*No comparable titles have been specified.*

No Image  
Available

## **The Automation Mindset: Win by Innovating the Future, Not Automating the Past**

**Learning to Embrace Automation As a Vehicle for Innovation and Growth**

Vijay Tella

### **Summary**

**Explore the true potential and impact of business automation**

Digital transformation of the business landscape is well underway, and businesses are being reshaped faster than ever before. Agility and adaptability are now critical components of these business' survival. But building these traits requires a holistic approach with an unrelenting focus on automation. How does one go about developing that focus?

In *The Automation Mindset: Learning to Embrace Automation as a Vehicle for Innovation and Growth*, renowned entrepreneur and tech strategist Vijay Tella delivers a guide to implementing automation in the real world, avoiding jargon and vague bromides in favor of concrete examples of the successful integration of automated technologies and descriptions of the positive results they had on the companies that deployed them.

In the book, you'll also find:

- Hands-on advice for C-suite executives, front-line managers, and everyday employees to implement effective automation frameworks
- Insightful explorations of the innovation and growth advantages of automation
- Deep treatments of how automation is about more than just RPA—or Robotic Process Automation—and efficiency

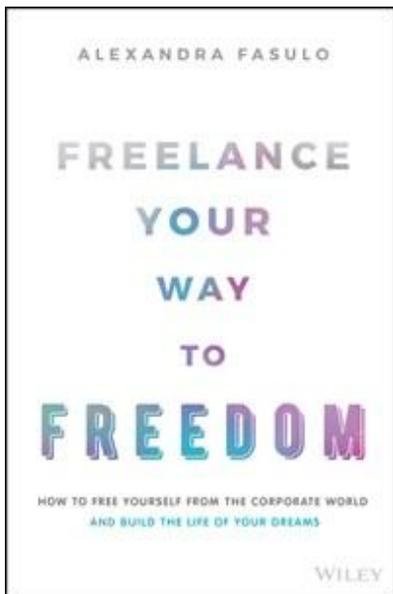
An inspiring and practical presentation of one of the most essential topics in business today, *The Automation Mindset* will earn a place on the bookshelves of founders, entrepreneurs, managers, shareholders, tech enthusiasts, knowledge workers, and anyone else with an interest in digital transformation and commerce.

John Wiley & Sons  
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EU/€26.90 DE  
Hardcover

256 Pages

### **Comp Titles**

*No comparable titles have been specified.*



## **Freelance Your Way to Freedom**

**How to Free Yourself from the Corporate World and Build the Life of Your Dreams**

Alexandra Fasulo

### **Summary**

**Master the new realities of work with this step-by-step guide to freelancing**

In *Freelance Your Way to Freedom: How to Make 7-Figures Online, Free Your Mind, and Work from Anywhere in the World*, freelancing phenomenon Alex Fasulo delivers a practical, step-by-step guide to navigating the potential and perils of launching your very own side hustle. In the book, the author draws on her own experience transforming a \$36,000/year Fiverr side hustle into a million-dollar enterprise. She explains how to manage those critical moments in business when decisions need to be made quickly and without warning.

You'll find concrete tips and hands-on examples to make the gig economy work for you, *Freelance Your Way to Freedom* also includes:

- The good, the bad, and the ugly about the new work economy
- Relatable struggles, mindset challenges, and a woman's perspective on solopreneurship
- Anecdotes and examples that show you how to apply the advice and guidance contained within

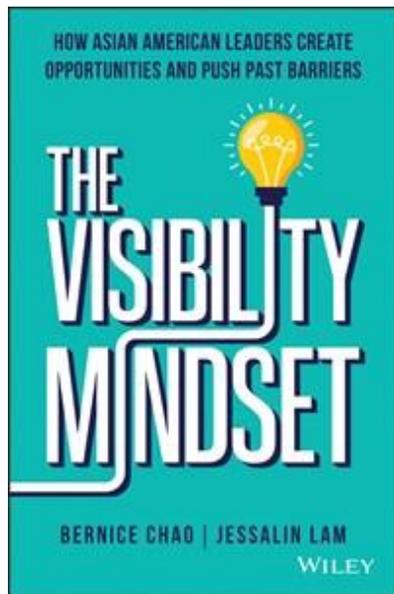
A can't-miss handbook for freelancers, solopreneurs, and entrepreneurs, *Freelance Your Way to Freedom* belongs on the bookshelves of anyone participating or interested in the new world of work.

John Wiley & Sons  
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Hardcover

256 Pages

### **Comp Titles**

*No comparable titles have been specified.*



## The Visibility Mindset: How Asian American Leaders Create Opportunities and Push Past Barriers

How Asian American Leaders Create Opportunities and Push Past Barriers

Bernice M. Chao, Jessalin Lam

### Summary

**Explore the challenges faced by Asian professionals and how to overcome them**

Find your voice, own your story, and elevate your professional life. In *The Visibility Mindset: How Asian American Leaders Create Opportunities and Push Past Barriers*, a team of dedicated creative professionals and educators delivers an incisive treatment addressing the importance of cultural upbringing in our lives and careers. In the book, you'll explore the varied realities and experiences of Asian Americans in the diasporic Asian community and how they have impacted the personal and professional lives of real people.

The authors also discuss:

- The model minority myth, bamboo ceilings, and other stereotypes that have barred Asians from leadership ranks for decades
- Straightforward exercises, strategies, and real-life examples of how to break down career barriers to advancement
- Stories from leaders across a variety of industries addressing how they personally overcame many of the challenges discussed in the book

A can't-miss guide for Asian professionals and allies, *The Visibility Mindset* is also an ideal resource for executives, managers, and other business leaders seeking to make their organization fairer, more diverse, and more equitable.

### Contributor Bio

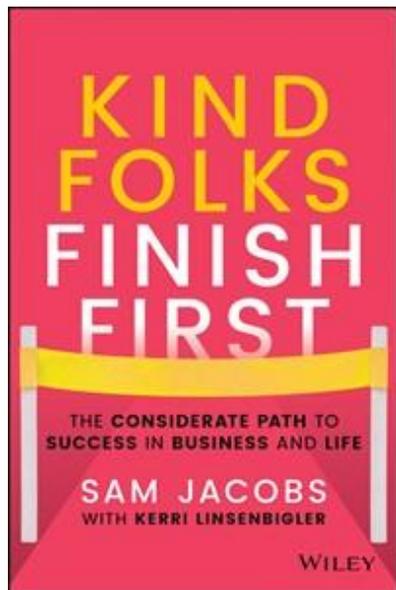
**Bernice M. Chao** is an award-winning creative and is as dedicated to the advertising craft as she is to giving back to the community around her. As one of the few female Asian American creative leaders in the United States, Bernice is helping shape the AAPI community as the co-founder of the non-profit Asians in Advertising, a global community advocating for AAPI. Bernice is a professor, mentor, and is a regular speaker for Asian American advocacy, women in advertising, and personal branding. Bernice has been featured in Forbes, ADWEEK, SXSW, and has hosted 9 sold-out TEDx events. Bernice lives with her husband and two children in Los Angeles, California.

**Jessalin Lam** is the co-founder of Asians in Advertising, a global non-profit for Asians focused on community, opportunities for career growth and showcasing Asian talent. She is a DEI Champion, lifelong learner, and mentor with combined experience across learning and development, diversity and inclusion, marketing, and consulting. Jessalin has been part of 3AF NextGen Leaders to launch their annual mentorship program. Jessalin has been recognized as the 2022 Asian Hustle Network Top 50 Unsung Heroes, 2021 Nancy Hill Award Recipient, 2018 Ad Club of NY I'mPart Women Fellowship, and 2016 ADCOLOR Futures. Jessalin lives with her husband and daughter in Monroe, New York.

### Comp Titles

No comparable titles have been specified.

John Wiley & Sons  
9781119890492  
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240 Pages



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EU/€26.90 DE  
Hardcover

240 Pages

## **Kind Folks Finish First: The Considerate Path to Success in Business and Life**

**The Considerate Path to Success in Business and Life**

Sam Jacobs

### **Summary**

**You don't have to be ruthless to get ahead—kindness will get you there faster**

From the CEO of the Pavilion community, Sam Jacobs, *Kind Folks Finish First* weaves practical business lessons with fresh perspectives on how you can achieve success. The ideas in this book are backed by the author's personal experience building a nearly \$200-million business rooted in kindness, reciprocity, and deeply held values. More than that, they're proven principles that have helped thousands reach their goals in every arena.

In business, we've been told to never leave money on the table. Don't split the difference. You need to be ruthless in order to make it to the top. *Kind Folks Finish First* shows you that isn't the only path. Being a good person and earning money aren't mutually exclusive. Helping others isn't a sacrifice; it's a long-term strategy that can spur your success if only you're willing to take the exit ramp, reset your destination, and fuel your future with generosity.

- Walk through a proven process to discover what you really stand for
- Learn how to assume control of your life and how to leverage reciprocity to drive professional success.
- Align your personal life with your professional life
- Unlock your highest potential to create true happiness

Anyone looking for a kinder, gentler, more values-driven and authentic way to succeed will love this book. The secret is finally getting out—kind people really do get ahead faster.

### **Comp Titles**

*No comparable titles have been specified.*



John Wiley & Sons  
9781119986850  
Pub Date: 10/01/2023  
\$28.00/£21.99 UK/€24.00  
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Hardcover

256 Pages

## **The Self-Care Mindset: Rethinking How We Change and Grow, Harness Well-Being, and Reclaim Work-Life Quality**

**Rethinking How We Change and Grow, Harness Well-Being, and Reclaim Work-Life Quality**

Jeanette Bronee

### **Summary**

Inclusion. Wellbeing. Care. This is the future of work. The new generation no longer wants to accept that work hurts and that to succeed, we must sacrifice our well-being and health. Throw in the fact that our three core relationships - "self," "others," and "work," are overlapping like never before, and to create the future of work we all want to see, we must rethink self-care in the workplace and stop seeing it as something we do on our own time, but rather a mindset that provides us with the fuel and tools to change and grow.

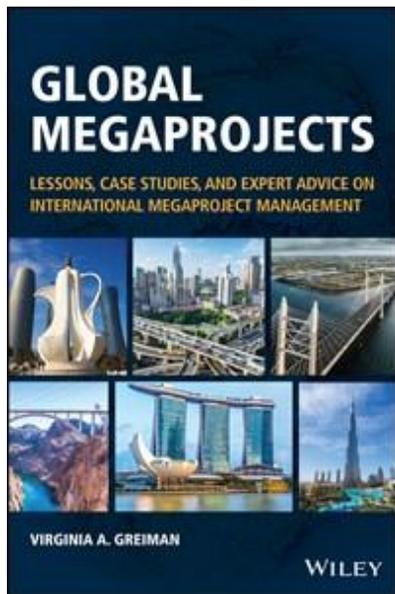
*The Self-Care Mindset* is an extension of Jeanette's most valuable teachings; rooted in solving the burnout crisis and navigating change and uncertainty through a more inclusive and holistic approach to self-care where we protect and harness our most important resource: our humanity.

Once presented with the many paradoxes surrounding self-care, readers will be walked through three sections: "Think," "Engage," and "Act." In each section, they will be introduced and given proven tools and frameworks Jeanette has designed to help navigate FUD (fear, uncertainty, and doubt) including, the "Power Pause," the "C.A.R.E. Framework," and "AAA."

Focusing on "work-life balance" is outdated and not relevant to our new world. Now is the time we focus our efforts on "work-life quality" and this starts with recognizing that work is an ecosystem of relationships, and it starts with the one we have with ourselves. Accessing what it means to be human and equipping ourselves with the tools to reclaim agency in our lives and our work - which is the true definition of self-care.

### **Comp Titles**

*No comparable titles have been specified.*



## Global Megaprojects: Lessons, Case Studies, and Expert Advice on International Megaproject Management

Virginia A. Greiman

### Summary

**The definitive guide to international megaprojects from an undisputed authority in the field**

In *Global Megaprojects: Lessons, Case Studies, and Expert Advice on International Megaproject Management*, distinguished international megaproject researcher and consultant Virginia A. Greiman delivers a comprehensive and incisive discussion of a key topic in global infrastructure development: the international megaproject. In the book, readers will find indispensable guidance and insights from experienced megaproject experts, as well as over 20 case studies highlighting practical solutions to common and pressing issues faced by project stakeholders around the world.

This book was written to demonstrate that megaprojects can and have accomplished major economic, social, and technical advancements thought impossible but achieved by successfully confronting the challenges of the time. This book offers solutions and prescriptions for megaproject participants to overcome the complex challenges presented by these projects. It incorporates the latest evidence-based theory and a wealth of practical experience and provides a truly international perspective, showcasing viewpoints from a diverse collection of regions, cultures, and industries.

*Global Megaprojects* also presents:

- Thorough introductions to megaprojects and their lifecycles, including the megaproject ecosystem and the world's emerging megaprojects
- In-depth examinations of megaproject finance and economics, including innovation and value-driven program management
- Extensive explorations of complex project leadership, including the characteristics of uncertainty, complex projects, and cross-cultural dynamics
- Comprehensive discussions of megaproject implementation management, including global delivery methodologies and strategic objective alignment

Perfect for, *Global Megaprojects: Lessons, Case Studies, and Expert Advice on International Megaproject Management* will also earn a place in the libraries of project managers, policymakers, academics, contractors, engineers, suppliers, investors, and sponsors of large international projects.

### Contributor Bio

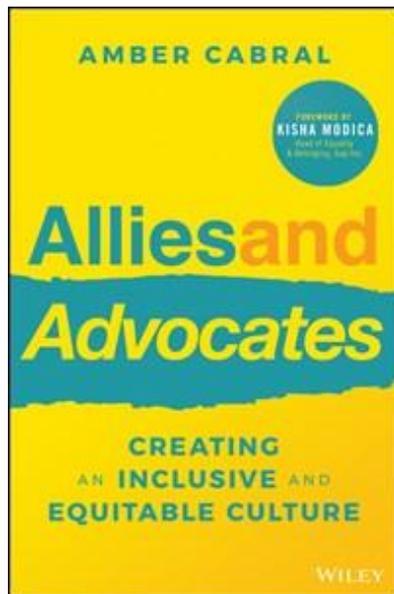
**Virginia A. Greiman** is Assistant Professor at Boston University where she leads research on the implementation of global megaprojects. She also holds academic appointments at Boston University School of Law and Harvard Law. She is the author or co-author of 4 books in the areas of international law and development, project finance, megaproject management, systems engineering, and global cyber law and governance.

### Comp Titles

*No comparable titles have been specified.*

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Hardcover

528 Pages



## Allies and Advocates: Creating an Inclusive and Equitable Culture

### Creating an Inclusive and Equitable Culture

Amber Cabral

#### Summary

**Learn to create an inclusive environment with this actionable and insightful resource**

*Allies and Advocates: Creating an Inclusive and Equitable Culture* delivers a powerful and useful message about inclusion and diversity in everyday life. Author Amber Cabral, a celebrated inclusion strategist, speaker, and writer, shows readers how to move away from discriminatory and unjust behaviors to supporting and building meaningful connections with people across our diverse backgrounds and identities.

While some books settle for vague advice and catchphrases, readers of *Allies and Advocates* will benefit from the book's:

- Straightforward style and applicable action items
- Real-world examples highlighting inclusion best practices
- Implementable tactics to assist people in seeing how they can help create an inclusive environment

Perfect for anyone who works in a professional environment, *Allies and Advocates* is especially useful for those in middle and upper management and those involved in the training and orientation of employees. If you are looking forward to building a culture of inclusivity at work or in your personal relationships, and want to learn how to use your privilege to be a better ally, *Allies and Advocates: Creating an Inclusive and Equitable Culture* is a must-have.

#### Contributor Bio

**AMBER CABRAL** is an inclusion strategist, certified coach, writer, and speaker who has been featured on television and in print and digital media. Formerly a Diversity Strategist at Walmart Stores, Inc., she is founder of Cabral Co., a diversity, equity, and inclusive leadership-focused consulting firm. She hosts the *You Can Have Whatever You Want* podcast and regularly speaks and writes about inclusion, culture, equity, and social justice topics.

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224 Pages

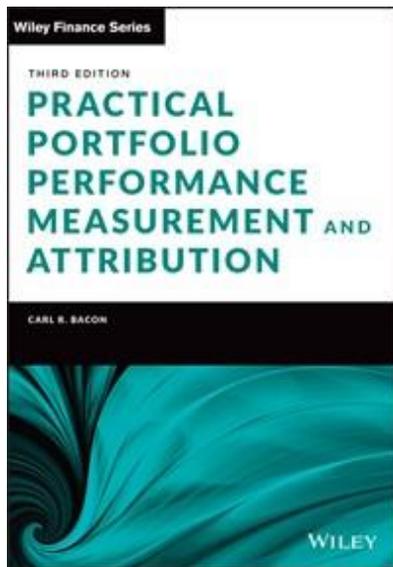
#### Comp Titles

*No comparable titles have been specified.*

# Finance & Accounting

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## Practical Portfolio Performance Measurement and Attribution, 3rd Edition (3rd Edition)

CR Bacon

### Summary

**A practitioner's guide to the role and implications of performance measurement and attribution analysis in asset management firms**

*Practical Portfolio Performance Measurement and Attribution* is a comprehensive reference and guide to the use and calculation of performance returns in the investment decision process. Focusing on real-world application rather than academic theory, this highly practical book helps asset managers and investors determine return on assets, analyse portfolio behaviour and improve performance. Author Carl R. Bacon clearly describes each of the methodologies used by performance analysts in today's financial environment whilst sharing valuable insights drawn from his experience as a Director of Performance Measurement & Risk Control.

The third edition is revised to reflect recent developments in performance attribution and presentation standards. Fully up-to-date chapters cover the entire performance measurement process, including return calculations, attribution methodologies, risk measures, manager selection and presentation of performance information.

- Written by an acknowledged leader in global investment performance standards, performance attribution technique and risk measurement
- Aligns with the publication of the 2020 *Global Investment Performance Standards* (GIPS®)
- Explains the mathematical aspects of performance measurement and attribution in a clear, easy-to-understand manner
- Provides numerous practical and worked examples of attribution analysis and risk calculations supported by Excel spreadsheets
- Includes signposts for the future development of performance measurement

*Practical Portfolio Performance Measurement and Attribution, Third Edition*, remains a must-have for performance analysts and risk controllers, portfolio managers, compliance professionals and all asset managers, owners, consultants and servicing firms.

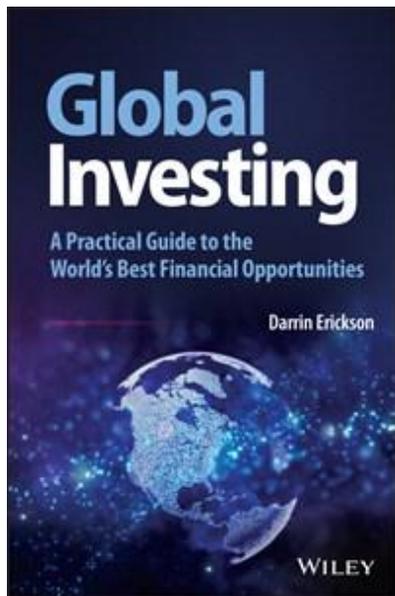
John Wiley & Sons  
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\$105.00/£72.50 UK/€82.00  
EU/€87.90 DE  
Hardcover

504 Pages  
Series: The Wiley Finance Series

### Comp Titles

Practical Portfolio Performance Measurement and Attribution	Bacon, Carl R.	John Wiley & Sons	16/05/2008	9780470059289 0470059281	£72.50 GBP	Hardcover	Economics, Finance, Business & Management
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## **Global Investing: A Practical Guide to the World's Best Financial Opportunities**

**A Practical Guide to the World's Best Financial Opportunities**

Darrin Erickson

### **Summary**

#### **Identify and invest in the world's best performing companies**

In *Global Investing: A Practical Guide to the World's Best Financial Opportunities*, veteran portfolio manager Darrin Erickson walks readers through how to best analyze, understand, and invest in leading global businesses. In the book, you'll discover how you can improve the performance of your investment portfolio by taking advantage of opportunities that exist outside of the borders of the country you happen to inhabit.

The author discusses how to identify and make investments around the world in effective and efficient ways, and how to successfully manage the risks associated with investing in a foreign country. You'll also find:

- Relevant information about key stock markets around the world
- Insights into the underlying dynamics of the world's major global industries
- Fulsome discussions on how to evaluate companies within each global industry
- Advice on how to construct a portfolio of global stocks that will help you to build wealth and protect it during times of stock market weakness
- Descriptions of free and paid tools that belong on the radar of every successful global investor

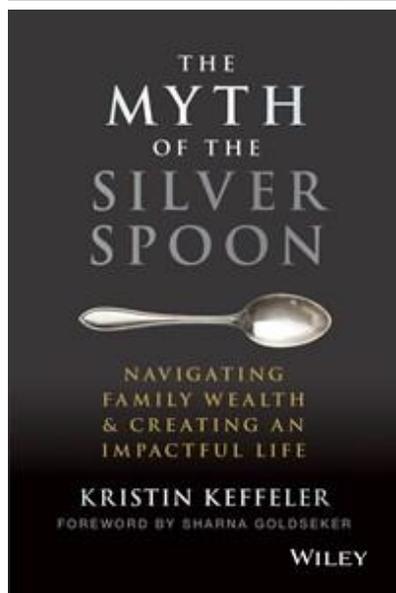
An indispensable and accessible resource for investors with a desire to engage with the world's financial markets, *Global Investing* is a must-read handbook for any investor seeking to expand their horizons beyond their own country's borders.

John Wiley & Sons  
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\$35.00/£26.99 UK/€30.00  
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Hardcover

224 Pages  
Series: Wiley Trading

### **Comp Titles**

*No comparable titles have been specified.*



## The Myth of the Silver Spoon: Navigating Family Wealth & Creating an Impactful Life

**Navigating Family Wealth and Creating an Impactful Life**

Kristin Keffeler, Sharna Goldseker

### Summary

The next generation within wealthy families know they have won the “birth lottery.” Nevertheless, they have many hidden tripwires and challenges in their lives. Common are reoccurring fears of failure, feelings of isolation and disconnection from their peers, a lack of motivation, and the heavy burden of worry that they’ll never measure up—or worse, that they can’t be sure who they are or what they want from life beyond the weighty identity of being a member of an affluent family. Great wealth casts a long shadow. Aware of the abundant benefits affluence brings, these next gens worry it’s selfish, frivolous, or too privileged to admit their struggles. With few outlets or means for them to put voice to these issues, their challenges easily turn into debilitating self-narratives. This keeps them from experiencing the freedom of their own identity and the power of their ideas. As individuals, they flounder and slowly lose their chance at a happy, meaningful life; and we—as families, friends, and society—lose the benefits of their contribution to the common good.

Privately held wealth has great potential to benefit society. But only if it is held by people *able* and *willing* to do good with it. There are currently 6.3 million individuals in North America with a net worth between five and 30 million dollars. There are an additional 73,000 individuals with a net worth above \$30 million (the latter typically defined as “ultra-high net worth”). Each of these high-net-worth households also has concerned extended family, friends, and an ecosystem of wealth advisors, estate attorneys, tax attorneys, and, often, philanthropic advisors—likely a potential market size of more than 20 million people. This book will speak to the well-meaning but struggling next gens of the affluent, their families, and the professionals who influence them to show them how to clear the internal and external clutter from their paths and ignite their potential. The author draws on her life experiences as the daughter of wealthy parents and her years of research and private practice counseling stymied next gens. Through meaningful storytelling and actionable concepts, *The Myth of the Silver Spoon* will help readers identify and confront negative thinking and behaviors related to wealth. It will help readers put words to their difficulties and learn the clear steps to address these issues at their root (including dismantling the hidden tripwires when they raise children of their own). And it will connect the innate skills of these next gens with the embers of their hopes and ideas, so that they can create uniquely authentic and impactful lives—and perhaps play a role in writing the next stories of societal good.

John Wiley & Sons  
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Hardcover

256 Pages

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## The Toolbox: Methods and Mindsets for Maximizing Social Impact

Methods and Mindsets for Maximizing Social Impact

Harold

### Summary

**Transform your corner of the world with strategies from a social change visionary**

In *The Toolbox: Methods and Mindsets for Social Impact*, celebrated nonprofit executive Jacob Harold delivers an expert guide to doing good in the 21st century. In the book, you'll explore nine tools that have driven world-shaking social movements and billion-dollar businesses—tools that can work just as well for a farmers market or fire department or small business.

The author describes each of the tools—including storytelling, mathematical modeling, and design thinking—in a stand-alone chapter, intertwining each with a consistent narrative and full-color visual structure. Readers will also find:

- A consistent focus and emphasis on the work of social good and how it can be applied in any business, government agency, or nonprofit organization
- Dozens of poems, photos, equations, diagrams, and stories to illustrate and enrich of the core ideas of the book.
- A fulsome, three-chapter introduction offering an a crash course in the basics of social impact strategy in the 21<sup>st</sup> century
- A comprehensive strategic playbook for contributing to the shared work of building a better world

An essential blueprint for anyone interested in improving the world around them, *The Toolbox: Methods and Mindsets for Social Impact* is an incisive strategic guide that will prove to be indispensable for everyone who seeks to collaboratively build something better.

John Wiley & Sons  
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## The Mashinsky Method: The Decentralized Path to Financial Freedom

**Unbank Yourself and Earn Financial Freedom**

Alex Mashinsky

### Summary

**Learn how blockchain, bitcoin, and cryptocurrencies can lead to financial independence and help you weather the global financial storm**

The global financial storm is here: the US and other countries around the world have printed trillions of dollars since 2020, which will lead to massive inflation; the gap between rich and poor has never been greater in the history of the world, and people earn less than 1 percent on their hard-earned dollars held in checking and savings accounts with no alternative other than banks. If you're concerned about your financial future and want to understand Bitcoin, Ethereum, and the financial revolution, then this book is a must-read.

Serial entrepreneur Alex Mashinsky, inventor and patent holder for Voice Over Internet Protocol (VOIP), disrupted the telephone industry in the 1990's, allowing anyone in the world to make free internet phone calls. Now Mashinsky is upending the banking and finance industries with Money Over Internet Protocol (MOIP), providing yields as high as 8 percent to depositors of cryptocurrencies. In *Unbank Yourself: Why all roads lead to Crypto Decentralization*, Mashinsky provides a crash course on blockchain, cryptocurrencies, and shares his 7-step method on how people can invest in their future to create financial independence and earn a yield on their money.

The financial revolution is more than a skirmish between technology and banks—it is a battle for how all the money in the world will be treated and impacts every person on this planet. Mashinsky outlines three possible scenarios—a decentralized public blockchain like Bitcoin, a centralized private blockchain like banks and other corporations, or a centralized and government-controlled blockchain like China. Mashinsky advocates for a decentralized public blockchain as the pathway for economic opportunity for all, whether you live in the US or any other country, and whether you're in the 1 percent or the 99 percent.

This book belongs on the bookshelf of anyone interested in financial independence, cryptocurrencies, bitcoin, blockchain, or the battle between decentralization and centralization. *Unbank Yourself* provides an easy-to-understand perspective on the revolution in decentralized finance that is the future wave of all economic activity.

### Contributor Bio

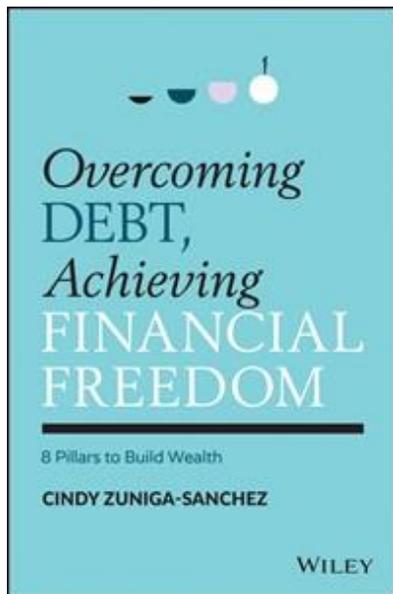
Alex Mashinsky (New York, NY) is an 8X founder and 3X unicorn builder with over \$3 billion in exits and over \$1 billion in funds raised. He is currently CEO of Celsius Network, a financial platform that acts in the depositor's best interests. Celsius now manages over \$5 billion in assets for over 300,000 users worldwide. Prior to Celsius, Alex created VOIP, which is now used daily by over 4 billion people worldwide and is one of the most distributed and freely provided internet services.

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## Overcoming Debt, Achieving Financial Freedom: 8 Pillars to Build Wealth

### 8 Pillars to Build Wealth

Cindy Zuniga-Sanchez

#### Summary

**Transform your financial situation with easy-to-follow advice from a first-generation professional**

In *Overcoming Debt, Achieving Financial Freedom: 8 Pillars to Build Wealth*, lawyer, business owner, and first-generation professional Cindy Zuniga-Sanchez delivers a practical and actionable blueprint for financial independence. Full of easy-to-apply advice for young adults, students, and early-career professionals, the book is a holistic guide to responsibly managing money and debt while building your nest egg.

In the book, you'll explore how to be a responsible consumer, how to budget, save, invest, pay off debt, build credit, and increase your income. You'll also understand much of what school didn't teach you about student loans. The author explains:

- Strategies to create a realistic and actionable debt repayment plan that will save you money and time
- Strategies for maximizing your income by negotiating your salary and finding profitable "side hustles"
- Techniques for straightforward forms of investing that responsibly balance risk and reward
- The money strategies that she put into place and resources that she used to go from having six-figures of debt to a multiple six-figure net worth

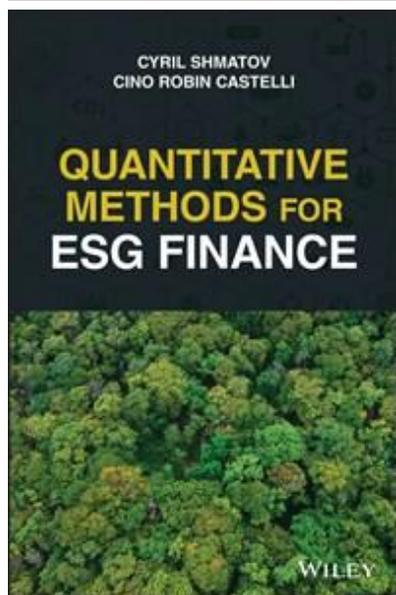
An essential money resource for students, professionals, entrepreneurs, young families, and anyone else hoping to reduce their financial stress and improve their lives, *Overcoming Debt, Achieving Financial Freedom* is the simple and powerful money guide you've been waiting for.

John Wiley & Sons  
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Hardcover

240 Pages

#### Comp Titles

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## Quantitative Methods for ESG Finance

Cyril Shmatov, Cino Robin Castelli

### Summary

#### A quantitative analyst's introduction to the theory and practice of ESG finance

In *Quantitative Methods for ESG Finance*, accomplished risk and ESG experts Dr. Cyril Shmatov and Cino Robin Castelli deliver an incisive and essential introduction to the quantitative basis of ESG finance from a quantitative analyst's perspective. The book combines the theoretical and mathematical bases underlying risk factor investing and risk management with accessible discussions of ESG applications.

The authors explore the increasing availability of non-traditional data sources for quantitative analysts and describe the quantitative/statistical techniques they'll need to make practical use of these data. The book also offers:

- A particular emphasis on climate change and climate risks, both due to its increasing general importance and accelerating regulatory change in the space
- Practical code examples in a Python Jupyter notebook that use publicly available data to demonstrate the techniques discussed in the book
- Expansive discussions of risk factor investing, portfolio construction, ESG scoring, new ESG-driven financial products, and new financial risk management applications, particularly those making use of the proliferation of "alternative data", both text and images

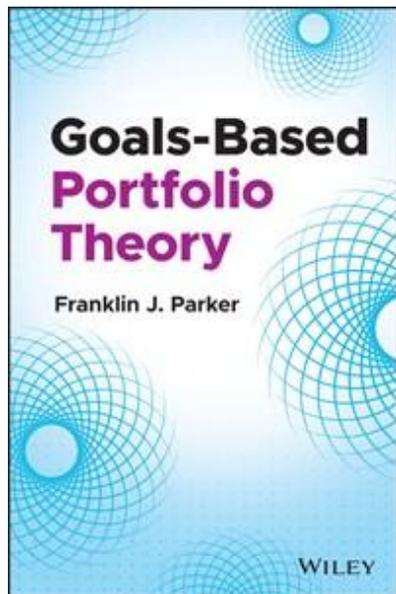
A must-read guide for quantitative analysts, investment managers, financial risk managers, investment bankers, and other finance professionals with an interest in ESG-driven investing, *Quantitative Methods for ESG Finance* will also earn a place on the bookshelves of graduate students of business and finance.

John Wiley & Sons  
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Hardcover

170 Pages

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## Goals-Based Portfolio Theory

Franklin J. Parker

### Summary

#### An in-depth overview of investing in the real world

In *Goals-Based Portfolio Theory*, award-winning Chartered Financial Analyst® Franklin J. Parker delivers an insightful and eye-opening discussion of how real people can navigate the financial jungle and achieve their financial goals. The book accepts the reality that the typical investor has specific funding requirements within specified periods of time and a limited amount of wealth to dedicate to those objectives. It then works within those limits to show you how to build an investment portfolio that maximizes the possibility you'll achieve your goals, as well as how to manage the tradeoffs between your goals.

In the book, you'll find:

- Strategies for incorporating taxation and rebalancing into a goals-based portfolio
- A discussion of the major non-financial risks faced by people engaged in private wealth management
- An incisive prediction of what the future of wealth management and investment management may look like

An indispensable exploration of investing as it actually works in the real world for real people, *Goals-Based Portfolio Theory* belongs in the library of all investors and their advisors who want to maximize the chances of meeting financial goals.

John Wiley & Sons  
9781119906100  
Pub Date: 31/01/2023  
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Hardcover

304 Pages

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# Computing & Technology

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**Teach Yourself VISUALLY iPhone 14 7th Edition***(7th Edition)*

Hart-Davis

**Summary**

Know your new iPhone 14, 14 Pro, and 14 Pro Max from the inside-out with 900 color screen shots!

*Teach Yourself VISUALLY iPhone* is your ultimate guide to getting the most out of your iPhone! Apple's graphics-driven iOS is perfect for visual learners, so this book uses a visual approach to show you everything you need to know to get up and running--and much more. Full-color screen shots walk you step-by-step through setup, customization, and everything your iPhone can do. Whether you are new to the iPhone or have just upgraded to the 14, 14 Pro, or 14 Pro Max, this book helps you discover your phone's full functionality and newest capabilities. Stay in touch by phone, text, email, FaceTime Audio or FaceTime Video calls, or social media; download and enjoy books, music, movies, and more; take, edit, and manage photos; track your health, fitness, and habits; organize your schedule, your contacts, and your commitments; and much more!

The iPhone is designed to be user-friendly, attractive, and functional. But it is capable of so much more than you think--don't you want to explore the possibilities? This book walks you through iOS 14 visually to help you stay in touch, get things done, and have some fun while you're at it!

- Get to know iOS 14 with 900 full-color screen shots
- Master the iPhone's basic functions and learn the latest features
- Customize your iPhone to suit your needs and get optimal performance
- Find the apps and services that can make your life easier

The iPhone you hold in your hand represents the pinnacle of mobile technology and is a masterpiece of industrial design. Once you get to know it, you'll never be without it. *Teach Yourself VISUALLY iPhone* is your personal map for exploring your tech companion.

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John Wiley & Sons  
9781394156047  
Pub Date: 25/01/2023  
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Paperback

336 Pages  
Series: Teach Yourself VISUALLY  
(Tech)

**Comp Titles**

Teach Yourself VISUALLY iPhone 12, 12 Pro, and 12 Pro Max	Hart-Davis, Guy	John Wiley & Sons	29/04/2021	9781119763284 1119763282	£18.99 GBP	Paperback
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## Beginning Software Engineering, Second Edition (2nd Edition)

Rod Stephens

### Summary

**Discover the foundations of software engineering with this easy and intuitive guide**

In the newly updated second edition of *Beginning Software Engineering*, expert programmer and tech educator Rod Stephens delivers an instructive and intuitive introduction to the fundamentals of software engineering. In the book, you'll learn to create well-constructed software applications that meet the needs of users while developing the practical, hands-on skills needed to build robust, efficient, and reliable software.

The author skips the unnecessary jargon and sticks to simple and straightforward English to help you understand the concepts and ideas discussed within. He also offers you real-world tested methods you can apply to any programming language.

You'll also get:

- Practical tips for preparing for programming job interviews, which often include questions about software engineering practices
- A no-nonsense guide to requirements gathering, system modeling, design, implementation, testing, and debugging
- Brand-new coverage of user interface design, algorithms, and programming language choices

*Beginning Software Engineering* doesn't assume any experience with programming, development, or management. It's plentiful figures and graphics help to explain the foundational concepts and every chapter offers several case examples, *Try It Out*, and *How It Works* explanatory sections.

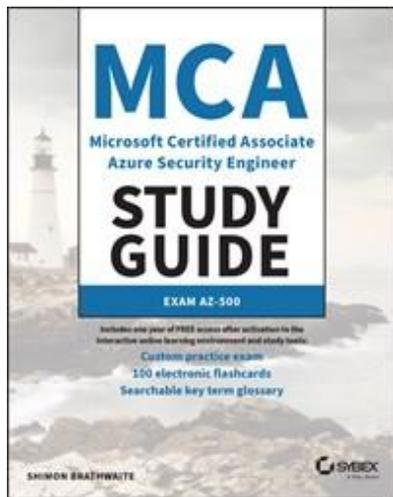
For anyone interested in a new career in software development, or simply curious about the software engineering process, *Beginning Software Engineering, Second Edition* is the handbook you've been waiting for.

John Wiley & Sons  
9781119901709  
Pub Date: 29/01/2023  
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Beginning Software Engineering	Stephens, Rod	Wrox	24/04/2015	9781118969144 1118969146	£34.99 GBP	Paperback
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## MCA Microsoft Certified Associate Azure Security Engineer Study Guide: Exam AZ-500

Exam AZ-500

Shimon Brathwaite

### Summary

**Prepare to take the NEW Exam AZ-500 with confidence and launch your career as an Azure Security Engineer**

Not only does *MCA Microsoft Certified Associate Security Engineer Study Guide: Exam AZ-500* help you prepare for your certification exam, it takes a deep dive into the role and responsibilities of an Azure Security Engineer, so you can learn what to expect in your new career. You'll also have access to additional online study tools, including hundreds of bonus practice exam questions, electronic flashcards, and a searchable glossary of important terms. Prepare smarter with Sybex's superior interactive online learning environment and test bank.

Exam AZ-500, Microsoft Azure Security Technologies, measures your ability to implement Azure security controls that protect identity, access, data, applications, and networks in cloud and hybrid environments as part of an end-to-end infrastructure. With this in-demand certification, you can qualify for jobs as an Azure Security Engineer, where you will work with a larger team to plan and implement cloud-based management and security. This study guide covers 100% of the objectives and all key concepts, including:

- Manage identity and access
- Implement platform protection
- Manage security operations
- Secure data and applications

If you're ready to become the go-to person for recommending, planning, and implementing Azure security solutions, you'll need certification with Exam AZ-500. This is your one-stop study guide to feel confident and prepared on test day. Trust the proven Sybex self-study approach to validate your skills and to help you achieve your career goals!

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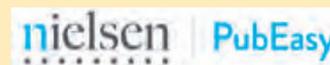
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