One failing of many forensic science textbooks is the isolation of chapters into compartmentalized units. This format prevents students from understanding the connection between material learned in previous chapters with that of the current chapter. Using a unique format, A Hands-On Introduction to Forensic Science: Cracking the Case approaches the topic of forensic science from a real-life perspective in a way that these vital connections are encouraged and established. The book utilizes an ongoing fictional narrative throughout, entertaining students as it provides hands-on learning in order to "crack the case." As two investigators try to solve a missing persons case, each succeeding chapter reveals new characters, new information, and new physical evidence to be processed. A full range of topics are covered, including processing the crime scene, lifting prints, trace and blood evidence, DNA and mtDNA sequencing, ballistics, skeletal remains, and court testimony. Following the storyline, students are introduced to the appropriate science necessary to process the physical evidence, including math, physics, chemistry, and biology. The final element of each chapter includes a series of cost-effective, field-tested lab activities that train students in processing, analyzing, and documenting the physical evidence revealed in the narrative. Practical and realistic in its approach, this book enables students to understand how forensic science operates in the real world.
An indispensable guide to dealing with challenging, childish boss behavior and building a great career, with laugh-out-loud humor built in. Based on extensive interviews among workers, managers and psychologists, Tame Your Terrible Office TyrantTM draws hilarious but true parallels between toddlers and managers. When under stress, both often have trouble moderating their power, or lose the ability to think rationally. Traits in common include tantrum-throwing, demanding, stubborn, moody, fickle, self-centered, needy and whiny behavior. BADD (Boss Attention Deficit Disorder) is discussed as part of “Short Attention Spans.” There are 20 chapter traits in all, divided into “Bratty” and “Little Lost Lamb” categories, for easy reference, including real anecdotes and many useful tips. When bad bosses run amok in companies, nobody wins. This book shows readers how to build positive relationships with even the most out-of-control boss, and still thrive in your job. The key to success lies in dealing with a Terrible Office Tyrant (or TOTTM) much like a parent deals with a troublesome toddler. With true stories and time-tested solutions, this is the perfect guide managing a boss stuck in his Terrible Twos. Taylor takes you behind all the bossy blustering, so that you can focus on getting ahead — and achieve career excellence. Savvy top management will also gain insight on what not to do with their team. They know that Terrible Office Tyrant (TOT) managers may not be in plain sight (they don’t leave juice stains on the hallway carpet!) But they do wreak havoc on the bottom line. A special section helps senior management and Human Resource departments mitigate TOT behavior for a more productive workplace.

An indispensable resource for librarians of all roles, the case studies in An Introduction to Staff Development in Academic Libraries demonstrate the necessity and value of integrating the library’s mission statement and strategic plan with bold approaches to staff orientation, training, mentoring, and development.

Our Student Book for the BTEC Introduction course covers all the units needed for the Certificate and Diploma, with a strong focus on the real world of IT at work, to give your students a taste for the IT vocation building their aspirations and encouraging them to take their IT education to the next level.

The world’s most trusted guide for leaders in transition Transitions are a critical time for leaders. In fact, most agree that moving into a new role is the biggest challenge a manager will face. While transitions offer a chance to start fresh and make needed changes in an organization, they also place leaders in a position of acute vulnerability. Missteps made during the crucial first three months in a new role can jeopardize or even derail your success. In this updated and expanded version of the international bestseller The First 90 Days, Michael D. Watkins offers proven strategies for conquering the challenges of transitions—no matter where you are in your career. Watkins, a noted expert on leadership transitions and adviser to senior leaders in all types of organizations, also addresses today’s increasingly demanding professional landscape, where managers face not only more frequent transitions but also steeper expectations once they step into their new jobs. By walking you through every aspect of the transition scenario, Watkins identifies the most common pitfalls new leaders encounter and provides the tools and strategies you need to avoid them. You’ll learn how to secure critical early wins, an important first step in establishing yourself in your new role. Each chapter also includes checklists, practical tools, and self-assessments to help you assimilate key lessons and apply them to your own situation. Whether you’re starting a new job, being promoted from within, embarking on an overseas assignment, or being tapped as CEO, how you manage your transition will determine whether you succeed or fail. Use this book as your trusted guide.
Now available in paperback—with a new preface and interview with Jessica Livingston about Y Combinator! Founders at Work: Stories of Startups' Early Days is a collection of interviews with founders of famous technology companies about what happened in the very earliest days. These people are celebrities now. What was it like when they were just a couple friends with an idea? Founders like Steve Wozniak (Apple), Caterina Fake (Flickr), Mitch Kapor (Lotus), Max Levchin (PayPal), and Sabeer Bhatia (Hotmail) tell you in their own words about their surprising and often very funny discoveries as they learned how to build a company. Where did they get the ideas that made them rich? How did they convince investors to back them? What went wrong, and how did they recover? Nearly all technical people have thought of one day starting or working for a startup. For them, this book is the closest you can come to being a fly on the wall at a successful startup, to learn how it's done. But ultimately these interviews are required reading for anyone who wants to understand business, because startups are business reduced to its essence. The reason their founders become rich is that startups do what successful businesses do—create value—more intensively than almost any other part of the economy. How? What are the secrets that make successful startups so insanely productive? Read this book, and let the founders themselves tell you.

A principal's job is astonishingly complex, and its competing demands can be overwhelming, especially in the first few years. In this book, Jen Schwanke, a principal herself, provides a mentor's guidance to steer new principals through the period of adjustment and set the foundation for a long and rewarding career. The topics you wish your graduate program had covered are covered here—directly, practically, and without the jargon. Drawing on her own experience, Schwanke provides strategies for tackling the most common yet most daunting challenges of the principalship, including Establishing productive professional relationships Building and maintaining a positive school culture Resolving conflict among staff and parents Providing effective instructional leadership Supporting students' social-emotional needs Conducting staff evaluations and delivering feedback Keeping up with district, state, and federal mandates Managing the facility and the budget Providing focused and effective professional development Prioritizing responsibilities Learning from student and schoolwide data Planning for growth and change Working through behavior and discipline issues Hiring high-quality teachers and supporting new ones Leading effective meetings Maintaining balance The standalone chapters provide easy access to the solutions you need for the situations you face. Along with real-life scenarios and critical tips for success, you'll find helpful models of what to do, what to say, and how to say it. This book is a source for ideas any time you encounter a problem and think, "Now what?" It's the beginning of an ongoing conversation about the wonderful and rewarding work of being a principal.

What should we do or not do? This comprehensive text on biblical ethics is completely revised, focusing on how we fulfill the purposes of God for our lives. New content includes discussions of living virtuously, ethical alternatives, bioethical issues, technology, helping the poor, animal rights, sexual ethics, and the media.

This inaugural book in a new series of critical essays on the Decameron will provide an important guide to reading the complex series of narratives that constitute the opening of the Decameron and will serve as a guide to reading the entire work.

This is the first comprehensive overview of work psychology, with coverage of classic models, current theories, and contemporary issues affecting the 21st-century worker. Examines the positive aspects of work—motivation, performance, creativity, and
engagement—instead of focusing only on adverse effects Edited by leaders in the field with chapters written by a global team of experts from the US, UK, Europe, and Australia Discusses topics such as safety at work, technology, working times, work-family interaction, working in teams, recovery, job demands and job resources, and sickness absence Suitable for advanced courses focused on work psychology as a sub discipline of work and organizational psychology Didactic features include questions for discussion, boxes with practical applications, further reading sections, and a glossary

Written by the authors of the specifications for the BTEC Introductory Health and Social Care award, this book contains the knowledge students need to pass this award at certificate or diploma level. Case studies place all learning in a care context, giving you an insight into the issues involved in care.

The image of a job captures our imagination from an early age, usually prompted by the question 'What do you want to be when you grow up?'. Work — paid, unpaid, voluntary, or obligatory — is woven into the fabric of all human societies. For many of us, it becomes part of our identity. For others it is a tedious necessity. Living is problematic without paid work, and for many it is catastrophic. Steve Fineman tells the fascinating story of work - how we strive for security, reward, and often, meaning. Looking at how we classify 'work'; the cultural and social factors that influence the way we work; the ethics of certain types of work; and the factors that will affect the future of work, from globalization to technology, this Very Short Introduction considers work as a concept and as a practical experience, drawing upon ideas from psychology, sociology, management, and social history. ABOUT THE SERIES: The Very Short Introductions series from Oxford University Press contains hundreds of titles in almost every subject area. These pocket-sized books are the perfect way to get ahead in a new subject quickly. Our expert authors combine facts, analysis, perspective, new ideas, and enthusiasm to make interesting and challenging topics highly readable.

These two volumes featuring practice-proven direction on 48 areas of nursing management and nearly 500 ready-to-use guidelines, checklists, and forms, this comprehensive compendium is a bedrock of current, practical tools guaranteed to make you a more skilled, confident, and decisive manager. These materials help you solve personnel problems, increase productivity, contain nursing costs, improve staff retention, set up career ladders, avoid the pitfalls of budgeting, and much more!

This introductory volume embraces the main aspects of occupational safety and health and general conditions of work. It is aimed at employers and workers as well as experts in the subject, in response to a perceived need for a wider readership and participation in such a practical area.

This highly successful book, which describes the basic techniques of work study as practiced in many parts of the world, has been widely recognized as the best available introduction to the subject for work study practitioners, teachers and students. It provides training in method study and work measurement and covers not only machine shops but also process industries, the services sector
and office work. Reference is made throughout to the use of information systems and computerization to solve work study problems. It also covers production management approaches and their relation to work study. Numerous illustrations and examples of work study practice are included as well.

Introduction to Operations Research

Many people think science is antagonistic to Christian belief. Science, it is said, shows that the universe is billions of years old, while the Bible says it is only thousands of years old. And some claim that science shows supernatural miracles are impossible. These and other points of contention cause some Christians to view science as a threat to their beliefs. Redeeming Science attempts to kindle our appreciation for science as it ought to be-science that could serve as a path for praising God and serving fellow human beings. Through examining the wonderfully complex and immutable laws of nature, author Vern Poythress explains, we ought to recognize the wisdom, care, and beauty of God. A Christian worldview restores a true response to science, where we praise the God who created nature and cares for it.


Everyone knows that sinking feeling in the pit of the stomach just before diving into a new situation. Sarah Jane Hartwell is scared and doesn't want to start over at a new school. She doesn't know anybody, and nobody knows her. It will be awful. She just knows it. With much prodding from Mr. Hartwell, Sarah Jane reluctantly pulls herself together and goes to school. She is quickly befriended by Mrs. Burton, who helps smooth her jittery transition. This charming and familiar story will delight readers with its surprise ending. Fun, energetic illustrations brighten page after page with the busy antics surrounding Sarah Jane. FIRST DAY JITTERS is an enchanting story that is sure to be treasured by anyone who has ever anticipated a first day of school.

This book, first published in 1941, is concerned to relate the argument for Trade Unionism to the needs of women who work, whether in their homes or outside them. It is, in part, a historical analysis of the inter-war years, and it also prefigures the changes to women’s working conditions brought about by the two World Wars. War necessitated the mass employment of women, and Trade Union action had greatly improved the position of the woman war-worker of 1941 compared to a quarter century previously. This invaluable book examines that Trade Union action.
Cryptography is ubiquitous and plays a key role in ensuring data secrecy and integrity as well as in securing computer systems more broadly. Introduction to Modern Cryptography provides a rigorous yet accessible treatment of this fascinating subject. The authors introduce the core principles of modern cryptography, with an emphasis on formal defini