

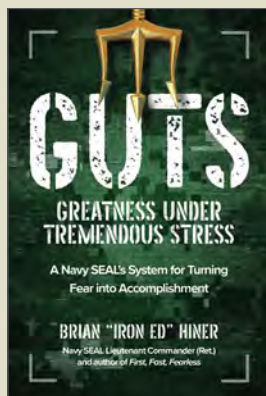
**Professional
Catalogue**

2021, Asia

mhprofessional.com



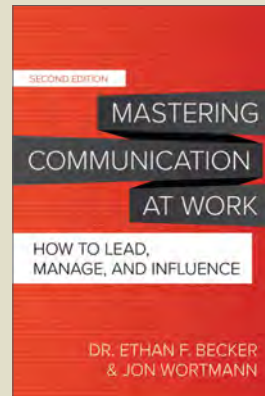
An exciting new collection of titles recommended for 2021



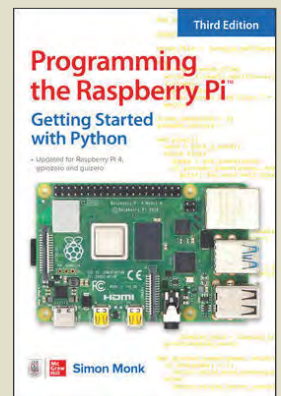
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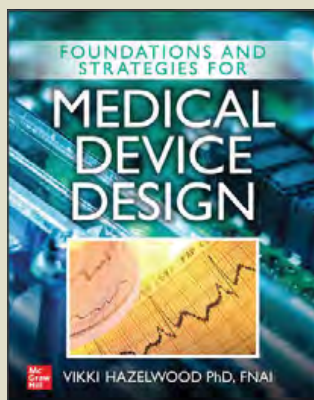
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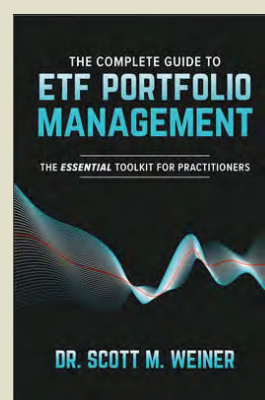
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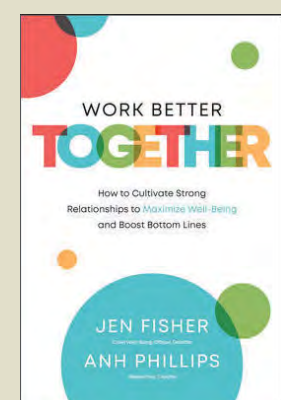
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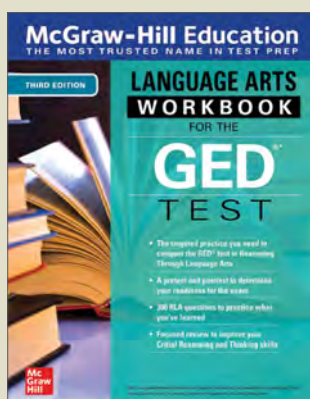
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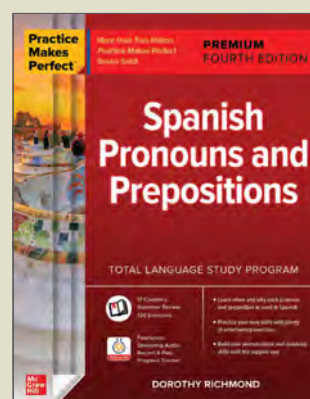
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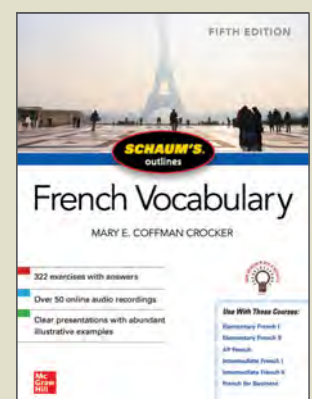
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ARCHITECTURE



Time-Saver Standards for Interior Design and Space Planning, 2nd Edition

Joseph DeChiara, Julius Panero, Martin Zelnik

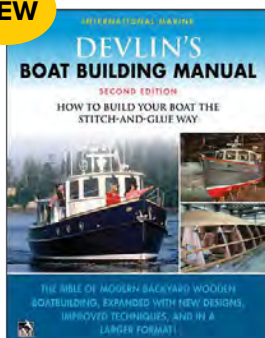
ISBN: 9780071346160 | Pub Date: Jul 2001

Thoroughly revised, updated and redesigned, this classic interior design reference, known as the “silver bible”, is the standard in its field.

Interior designers, architects, and other design professionals can still turn to the field’s beloved “Silver Bible” for a wealth of information related to the design and planning of residential and commercial interiors. But now, *Time-Saver Standards for Interior Design and Space Planning, 2nd Edition* goes even further to truly make the classic interior design reference the standard in its field. This exciting new edition includes new international examples and metrification – and provides you with full coverage of healthcare spaces, educational spaces; home offices; videoconferencing spaces; green design; project forms and schedules. Two outstanding sections cover historic styles and woodworking.

BUSINESS

NEW



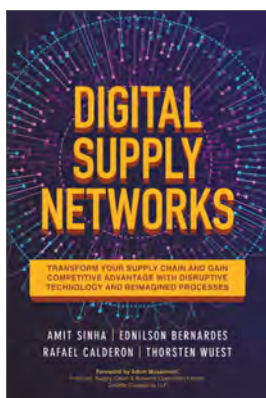
Devlin's Boat Building Manual: How to Build Your Boat the Stitch-and-Glue Way, 2nd Edition

Samual Devlin

ISBN: 9781260467673 | Pub Date: Jul 2021

From the father of the stitch-and-glue method—the updated, enlarged, and expanded bible of modern backyard wooden boat building.

In this much-anticipated 2nd Edition of the cutting-edge book on boat building, pioneer Sam Devlin provides plans and expert advice for applying his highly developed, easy-to-use stitch-and-glue technique to a wide variety of boats ranging in size from 7 to 55 feet. This new and expanded edition of *Devlin's Boat Building Manual* features 200 photographs, including an entirely new section that follows the complete boat building process from start to finish. Boat building enthusiasts will enjoy seeing the stitch-and-glue method applied to larger vessels, and DIY hobbyists interested in building their first boat will find more instruction than in the previous edition.



Digital Supply Networks: Transform Your Supply Chain and Gain Competitive Advantage with Disruptive Technology and Reimagined Processes

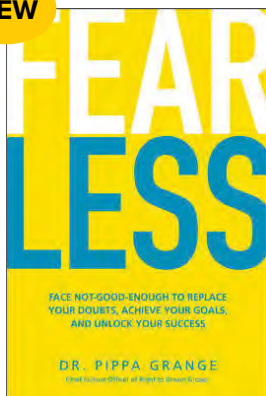
Amit Sinha, Ednilson Bernardes, Rafael Calderon, Thorsten Wuest

ISBN: 9781260458190 | Pub Date: Jul 2020

An essential guide to creating a successful, fully integrated digital supply network.

Digital Supply Network examines the impact new technology has had on supply chain management processes, sub-processes, technologies, and best practices. Drawn from real world-experience and stellar academic research, the book provides an in-depth account of the move to digitally connected supply chain management networks. Filled with expert insights and real-life case studies, this is an essential guide to fully integrating digital supply networks for maximum competitive advantage.

NEW



Fear Less: Face Not-Good-Enough to Replace Your Doubts, Achieve Your Goals, and Unlock Your Success

Pippa Grange

ISBN: 9781264268825 | Pub Date: Jun 2021

From the performance psychologist who played a major role in England's surprising success in the 2018 World Cup comes a proven framework business professionals can use to overcome the primary obstacle to success: fear

In *Fear Less*, Dr. Grange teaches business professionals to see and face the fear that manifests in perfectionism, jealousy, self-criticism, and harsh judgment, and replace that fear with acceptance, purpose, authentic connection, passion, or laughter—to name just a few.

Fear Less will equip readers with the tools to train and practice responses to fear in the same way elite athletes train for and perform at a big game—with equally dramatic results. Beyond that, the book will enable the change of perspective that is required to actually move beyond fear to a place of joy, fulfillment, and meaning.



Follow Up and Close the Sale: Make Easy (and Effective) Follow-Up Your Winning Habit

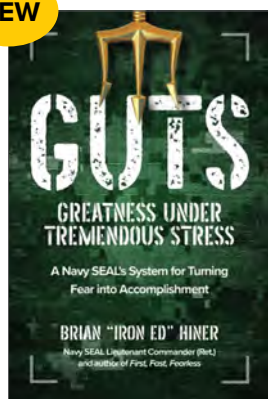
Jeff Shore

ISBN: 9781260462661 | Pub Date: Jul 2020

Summary: Award-winning sales coach Jeff Shore shows sales professionals how to apply buyer psychology to personalize follow-ups, serve customers—and seal the deal faster.

What does a sales professional do when the customer says, “Not yet”? The problem of *drift*—a common phenomenon in which a prospect simply forgets about the product offering and goes dark—is persistent and rampant. In *Follow Up and Close the Sale*, Jeff Shore offers research-based insights into the customer’s buying journey to teach sales professionals how to create and maintain Emotional Altitude for the customer, leverage speed as an advantage, personalize follow-up to fulfill customer needs and provide value; and more. This results-oriented book will make the follow-up process, one often dreaded as a grueling chore, to be genuinely enjoyable.

NEW



GUTS: Greatness Under Tremendous Stress

Brian “Iron Ed” Hiner

ISBN: 9781260462920 | Pub Date: Apr 2021

A Navy SEAL veteran’s proven, battle-tested guide for developing grit and resilience, overcoming obstacles, and living life to the fullest.

GUTS: Greatness Under Tremendous Stress—is more than a motivation guide. It’s a complete life-changing program full of powerful, transformational strategies straight from the Navy SEAL playbook. It’s like a personal boot camp for retraining the brain, breaking bad habits and thought patterns, taking risks and turning apathy into action. Whether it’s starting a business or changing careers, leading a team or getting fit, this book supplies all the basic training you need to change your relationship with fear, thrive in adversity, develop resilience, and accomplish your greatest goals. It doesn’t take a miracle—it takes GUTS.

NEW



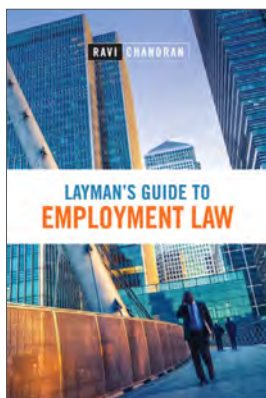
Launch Your Inner Entrepreneur: 10 Mindset Shifts for Women to Take Action, Unleash Creativity, and Achieve Financial Success

Charlene Walters

ISBN: 9781264259168 | Pub Date: Feb 2021

Practical, actionable advice for aspiring female entrepreneurs and the more than 51% of women who want to turn their “side hustles” into thriving businesses.

With tens of millions unemployed and a pandemic wreaking havoc on traditional businesses, everyone’s scrambling to find alternative ways to take control of their livelihoods and earnings. In *Launch Your Inner Entrepreneur*, entrepreneurship coach and branding mentor Charlene Walters speaks directly to the women aiming to break through, with everything they need to know about starting a business—and ensuring its ultimate success. From “Dealing with Haters” and “Closing the Confidence Gap” to “Overcoming Impostor Syndrome” and “Tips to Fight Self-Sabotage,” Walters speaks to a generation of women who know they’ll need to be prepared for anything and everything.



Layman's Guide to Employment Law

Ravi Chandran

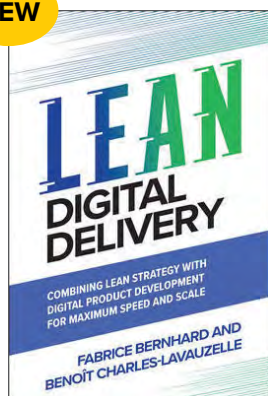
ISBN: 9789814923071 | Pub Date: Dec 2020

Layman's Guide to Employment Law provides readers with the fundamentals of Singapore employment law. It has been written specifically for persons without legal background or training such as non-law students, employees, employers, entrepreneurs and human resource managers.

Features

- Covers a full range of employment issues
- Provides a simple introduction to complex topic
- Provides clear examples and simplified case examples
- Highlight practical points to look out for
- Contains a sample employment contract with explanation

NEW



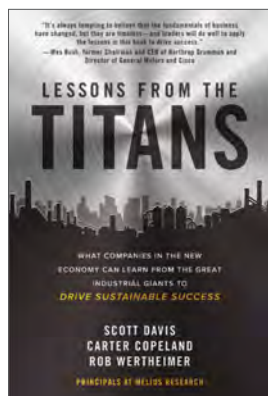
Lean Digital Delivery: Combining Lean Strategy with Digital Product Development for Maximum Speed and Scale

Fabrice Bernhard, Benoît Charles-Lavauzelle

ISBN: 9781260459029 | Pub Date: Mar 2021

The powerful new method for streamlining digital product development, accelerating delivery, and scaling innovation—all in just one year.

Whether you're a production manager or CEO, *Lean Digital Delivery* provides what you need to dramatically improve operations and get ahead of the competition. This groundbreaking book written by the celebrated leaders of Theodo shows how to combine Lean strategy with the speed and scale of digital for optimal efficiency. Lean Digital Delivery is a major step toward solving your greatest challenge: getting ahead of the competition without the need for massive investments in staff and resources, which always result in higher levels of organizational confusion and waste.



Lessons from the Titans: What Companies in the New Economy Can Learn from the Great Industrial Giants to Drive Sustainable Success

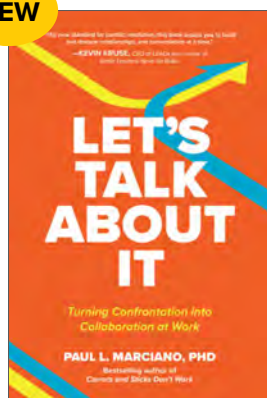
Scott Davis, Carter Copeland, Rob Wertheimer

ISBN: 9781260468397 | Pub Date: Jul 2020

Three top Wall Street analysts reveal enduring lessons in sustainable success from the great industrial titans—the high-tech companies of their day—to the disruptors that now dominate the economy.

Filled with illuminating case studies and brilliant in-depth analysis, *Lessons from the Titans* provides a multitude of insights that will help you weather market upheavals, adapt to disruptions, and optimize your resources to your best advantage. Three top Wall Street analysts reveal enduring lessons in sustainable success from the great industrial titans—the high-tech companies of their day—to the disruptors that now dominate the economy. You'll learn hard-won lessons in innovation, growth, resilience, and operational excellence, as well as the time-proven fundamentals of continuous improvement for lasting success. In the end, you'll have your own personal toolbox of useful takeaways from more than a century's worth of data, experience, wisdom, and can-do spirit, courtesy of some of the greatest business enterprises of all time.

NEW



Let's Talk About It: Turning Confrontation into Collaboration at Work

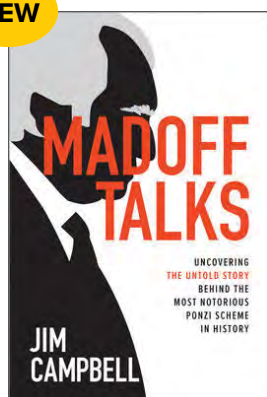
Paul L. Marciano

ISBN: 9781260473384 | Pub Date: Feb 2021

The bestselling author of *Carrots and Sticks Don't Work* shares his proven conversational techniques for turning workplace confrontations into respectful, successful collaborations.

In the workplace, the most common approach to dealing with what we believe will be a difficult or emotionally charged conversation with our bosses, colleagues, or direct reports is, simply, not to. Most of us will do anything to avoid conflict, but the confrontations we try to avoid usually end up doing more harm to our relationships and costing more time, money, and aggravation. In *Let's Talk About It*, bestselling author and top consultant Paul Marciano shares his proven conversational techniques for turning workplace confrontations into respectful, successful collaborations.

NEW



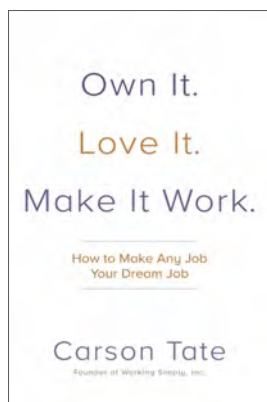
Madoff Talks: Uncovering the Untold Story Behind the Most Notorious Ponzi Scheme in History

Jim Campbell

ISBN: 9781260456172 | Pub Date: Apr 2021

A revealing, in-depth analysis of the largest Ponzi scheme in history—with new details from Madoff himself.

By the time his outrageous financial crimes were exposed, financier *Bernie Madoff* had stolen more than 18 billion dollars from thousands of investors. *Madoff Talks* offers the most complete investigation yet into the largest Ponzi scheme in world history—and a rare glimpse into the mind of its chief architect. For the first time, Madoff reveals the decision making behind his massive deception. It's a story full of indictments, explanations, and startling revelations.



Own It. Love It. Make It Work.: How to Make Any Job Your Dream Job

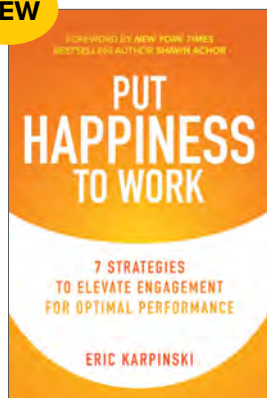
Carson Tate

ISBN: 9781260469790 | Pub Date: Oct 2020

The perfect job may be the job you already have...

Do you dread Monday mornings, count down the days to the weekend, or think your only option to advance your career, gain recognition, and love your work is to quit your job? There is another option. *Own It. Love It. Make It Work.* reveals why you don't have to rely on your company nor your boss for your professional fulfillment and engagement. Instead, you can take ownership for your career, your life, and your happiness—right now. Packed with actionable tools and inspiring, results-driven stories from Carson's consulting work, this book equips you with a complete toolkit so you can make a living and enjoy your life.

NEW



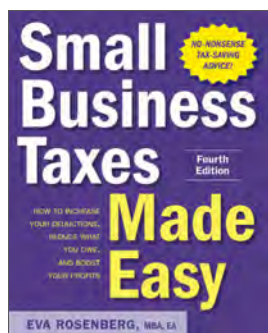
Put Happiness to Work: 7 Strategies to Elevate Engagement for Optimal Performance

Eric Karpinski, Shawn Achor

ISBN: 9781260466720 | Pub Date: Mar 2021

This game-changing “how-to” shows leaders how to increase engagement by harnessing employees’ motivation for happiness.

Our efforts to increase employee engagement are failing because employees simply aren't motivated to improve their engagement. In *Put Happiness to Work*, Karpinski draws on his deep experience at the intersection of business and psychology to lay out a step-by-step program that includes specific activities to enhance engagement and generate happiness at work. Utilizing existing work routines and meetings, these dynamic yet simple tools will hardwire simple yet effective changes into leaders and employees alike, creating long-term, sustainable engagement.



Small Business Taxes Made Easy, 4th Edition

Eva Rosenberg

ISBN: 9781260468182 | Pub Date: Mar 2020

The go-to tax guide for startups and small businesses—fully updated to address the recent historic tax overhaul.

Small Business Taxes Made Easy, 4th Edition gets readers up to speed on the recent tax bills passed by Congress, which changed the way businesses—especially small businesses—do their taxes. It provides critical information about the Taxpayers First Act and the Wayfair decision (which affects the collection of sales tax), important insights into the marijuana tax dichotomy, updated information about self-rentals, and more. Readers learn how to save money on taxes and boost profits, navigate the complex tax maze without losing the bank, set up a business plan following the new tax guidelines that helps minimize payout, use record-keeping techniques that increase deductible expenses, and spot errors in 1099s and handle them properly.

NEW



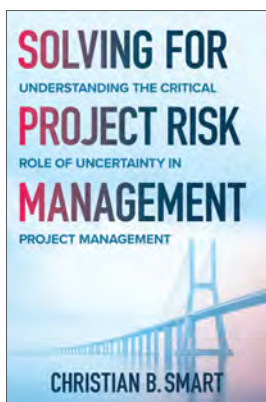
So You Want to Start a Side Hustle: Build a Business that Empowers You to Live Your Life, Your Way

Carrie Bohlig, Craig Clickner

ISBN: 9781264258680 | Pub Date: Jun 2021

A husband and wife entrepreneurial duo and expert side hustlers deliver the definitive guide to creating a successful side hustle and making it pay off in a life changing way.

The “side hustle” has always been part of our alternative economy. It serves as a way for people to add new revenue streams, cover unexpected expenses, or create the freedom needed to step away from a corporate job. Today, in especially uncertain economic times, the side hustle has become more relevant than ever. In this hard-hitting guide, a husband-and-wife team who have built multiple million-dollar side hustles which allow them the freedom to live life on their own terms, share the secrets of their success so a reader can create the business and life they know is possible.



Solving for Project Risk Management: Understanding the Critical Role of Uncertainty in Project Management

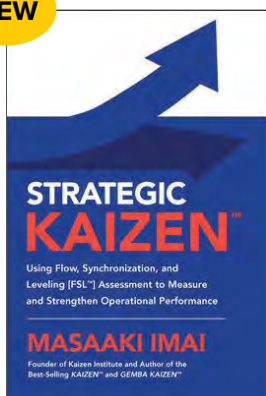
Christian B. Smart

ISBN: 9781260473834 | Pub Date: Oct 2020

From a leading risk analyst on NASA and DoD projects—a thorough yet engaging guide to dramatically reducing financial risk on any project, in any industry.

Whatever the size or complexity of a project, the failure to manage it with diligence and know-how can—and often does—lead to devastating consequences for an organization. For project managers, business analysts, and senior decision makers in both the public and private sectors, *Solving for Project Risk Management* explains why standard cost and schedule management practices are sub-par and offers practical guidance on how to fix them. With heavy emphasis on understanding the role of uncertainty, this comprehensive guide provides everything readers need to ensure project success by conducting risk management the right way.

NEW



Strategic Kaizen: Using Flow, Synchronization, and Leveling Assessment to Measure and Strengthen Operational Performance

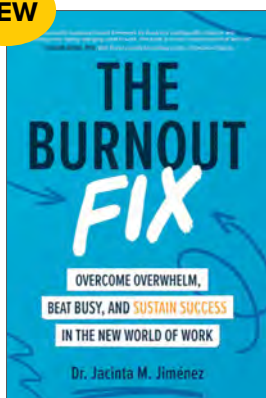
Masaaki Imai

ISBN: 9781260143836 | Pub Date: Jun 2021

The groundbreaking follow-up from the bestselling author of *Gemba Kaizen*, and father of “continuous improvement” operational excellence.

In *Strategic Kaizen*, Masaaki Imai introduces business leaders and Lean practitioners to Flow, Synchronization, and Leveling Assessment (FSLA)—a first-of-its-kind Lean paradigm for measuring and improving operational performance. Readers learn the importance of assessing corporate performance from both the financial and operational standpoints, how to identify basic structures of the ideal production systems, and proven ways of implementing FSLA to both measure operational performance and drive cost-effective, incremental improvements in their most critical business processes.

NEW



The Burnout Fix: Overcome Overwhelm, Beat Busy, and Sustain Success in the New World of Work

Jacinta M. Jiménez

ISBN: 9781260464573 | Pub Date: Mar 2021

A science-backed resilience toolkit to help professionals succeed and flourish at work and life.

Modern-day work life—with its unrelenting pace and ever-changing demands—can easily put you on a fast track to burnout. Ironically, the key to successfully navigating this increasingly complex landscape is a simple set of core capabilities you can rely on for years to come. *The Burnout Fix*, from Dr. Jacinta M. Jiménez, Stanford trained psychologist, former Global Head of Coaching at BetterUp, and coach to Silicon Valley's top performers, reveals how to harness science-backed resilience strategies in order to beat burnout and become more productive and competitive in today's workforce.



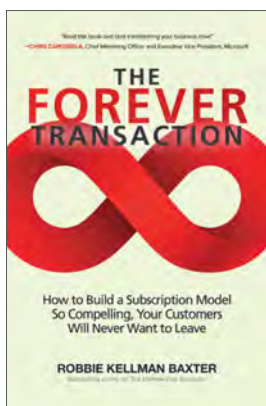
The Expansion Sale: Four Must-Win Conversations to Keep and Grow Your Customers

Erik Peterson, Tim Riesterer

ISBN: 9781260462753 | Pub Date: Feb 2020

The bestselling author team and masters of the customer conversation deliver proven practices for capitalizing on the hottest trend in business growth—customer retention and expansion.

The rapidly expanding business discipline termed “Customer Success Management” has emerged as the key way to drive business profitability and sustainability. *The Expansion Sale* provides everything that marketing, sales, customer service professionals at B2B companies need to take advantage of this important growth engine. It explains how the buying psychology of existing customers differs from that of new customers, and it shows how to adapt your commercial strategies accordingly. The authors provide clear, easy-to-apply messaging frameworks for the four must-win moments of customer success: ensuring renewals, communicating price increases, increasing upsells, and apologizing effectively for service failures.



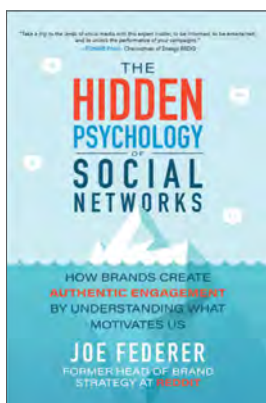
The Forever Transaction: How to Build a Subscription Model So Compelling, Your Customers Will Never Want to Leave

Robbie Kellman Baxter

ISBN: 9781260458701 | Pub Date: Mar 2020

Moving to a Subscription Business Model Can Be Hugely Lucrative—But Also Quite Risky. Bestselling Author Robbie Baxter Offers a Step-by-Step Blueprint to Improve Your Odds of Success.

In *The Forever Transaction*, bestselling author Robbie Baxter offers practical advice for entrepreneurs and business leaders—not only giving specifics on how to build and launch a recurring revenue business, but also explaining how to make sure the culture supports this new way of working. A veritable blueprint for success in the new membership economy, this book is a must-have for organizations of any size. Baxter takes readers through every step of the subscription business process—from initial start-up or testing of a new model to scaling the operation for long-term growth and sustainability to revamping the culture so everyone works together to optimize customer lifetime value.



The Hidden Psychology of Social Networks: How Brands Create Authentic Engagement by Understanding What Motivates Us

Joe Federer

ISBN: 9781260460223 | Pub Date: Sep 2020

A thought-provoking new approach to the digital economy and how brands can create authentic engagement by understanding the fundamental motivations behind human psychology from the former Head of Brand Strategy at Reddit.

Leading marketing practitioner and thought leader Joe Federer draws on evolutionary biology, anthropology, and psychology to explain why people act so differently in various online spaces and what they are seeking from participating in each one. With a framework based on Freud's Id, Ego, and Superego model of the human psyche, he demonstrates how different social network structures correspond to different mindsets: platforms like Reddit to the unfiltered Id, Facebook to the managed Ego, and Instagram to the ideal Superego. Understanding these fundamental mindsets of social media users enables marketers to more efficiently and effectively utilize these channels to reach their target audiences.

NEW



The Journey Beyond Fear: Leverage the Three Pillars of Positivity to Build Your Success

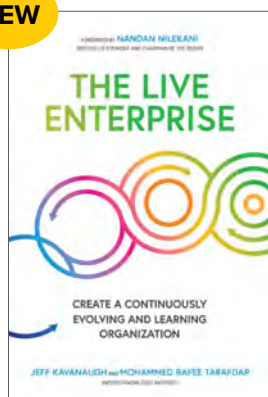
John Hagel

ISBN: 9781264268405 | Pub Date: May 2021

From well-known business strategist John Hagel—a proven, practical program to moving past fear to cultivate and address opportunities that benefit everyone

The Journey Beyond Fear shows business leaders how to move beyond fear and cultivate emotions that motivate them to pursue valuable business opportunities, to create far more value for others, and to realize their full potential. But it does more than that: it shows all of us how to achieve more impact that matters. This book will help readers to develop an inspiring view of the opportunities ahead and tap into their passion so that they can motivate others to join them in their quest to achieve more professional and personal success.

NEW



The Live Enterprise: Create a Continuously Evolving and Learning Organization

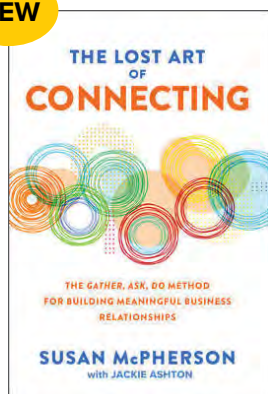
Jeff Kavanaugh, Rafee Tarafdar, Nandan Nilekani

ISBN: 9781264264339 | Pub Date: Jan 2021

A new business model dispenses with the fads that failed large, incumbent companies—and helps leaders effectively harness new capabilities.

In the last 30 years, leaders of legacy businesses and nonprofits alike have been encouraged to run their organizations like lean, agile startups. They embraced the trends that promised success—Digital Transformation! Sense and Respond! Design Thinking!—yet discovered they all fell short when applied at scale to large, incumbent organizations. In *The Live Enterprise*, authors Jeff Kavanaugh and Rafee Tarafdar show why these approaches don't work for larger companies—and offer a clear path forward for executives, managers and professionals looking to transform legacy systems into agile, digital ecosystems that can evolve with changing market needs and scale to any size.

NEW



The Lost Art of Connecting: The Gather, Ask, Do Method for Building Meaningful Business Relationships

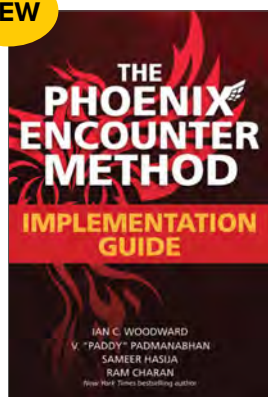
Susan McPherson, Jackie Ashton

ISBN: 9781260469882 | Pub Date: Mar 2021

A communications consultant and popular speaker takes on tech-driven, transactional networking—and tells readers how to reclaim the human connections that help them truly thrive, professionally and personally.

Today, people have hundreds of “friends” on Facebook and countless “contacts” on LinkedIn, so why do so many of us feel disconnected? In *The Lost Art of Connecting*, Susan McPherson challenges readers to change the way they network—and put a little less emphasis on the digital kind of networks. While social media platforms make it easier for people to reach the connections they want to reach, these interactions are often dehumanizing, feel transactional, agenda driven, and unauthentic. McPherson explains that we need to go back to basics and network the human way, remembering that technology is merely a tool and not a means to an end.

NEW



The Phoenix Encounter Method: Implementation Guide

Ian C. Woodward, V. “Paddy” Padmanabhan, Sameer Hasija, Ram Charan

ISBN: 9781264266753 | Pub Date: Feb 2021

This practical, hands-on guide delivers the action steps leaders need to put the groundbreaking Phoenix Encounter Method leadership philosophy to work in any organization and run Encounters for themselves.

From a dream team of business leadership experts at INSEAD together with the world-renowned Ram Charan, *The Phoenix Encounter Method* provides a radical new leadership strategy to transform business as we know it. Now, *The Phoenix Encounter Method Implementation Guide*, the companion to this breakthrough work, walks readers through the process of executing this leadership methodology throughout their organization in a practical, hands-on way. Perfect for corporate leaders, academics, consultants and executive trainers, it connects each task to relevant material in the main book and to additional online resources.



The Phoenix Encounter Method: Lead Like Your Business Is on Fire!

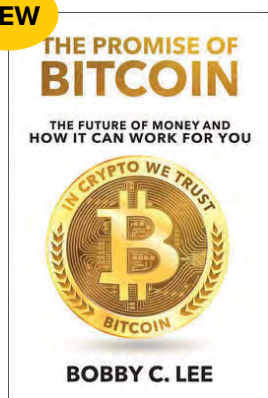
Ian C. Woodward, V. "Paddy" Padmanabhan, Sameer Hasija, Ram Charan

ISBN: 9781264257638 | Pub Date: Oct 2020

A "dream team" of INSEAD professors join with mega-bestselling author Ram Charan to present a radical new leadership strategy that will potentially transform business as we know it.

In *The Phoenix Encounter Method*, three top thought leaders from INSEAD along with business leadership guru Ram Charan establish new rules for succeeding in today's unpredictable, fast-changing world of business. This dream team showcases a groundbreaking method that facilitates new ways of seeing, thinking, and acting—equipping leaders to grasp "firestorm disruption" as a path to organizational renewal. At the heart of this method is a sense of urgency and a willingness to walk through fire; at its soul, the method compels leaders to imagine destroying their current organization and rise "Phoenix-like" from the ashes.

NEW



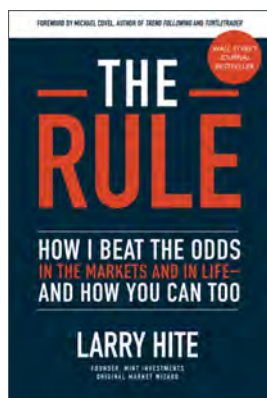
The Promise of Bitcoin: The Future of Money and How It Can Work for You

Bobby C. Lee

ISBN: 9781260468670 | Pub Date: May 2021

From the cofounder of the longest-running bitcoin exchange comes a compelling argument for how this digital currency will transform the global economy—and how it can work for you.

Bitcoin may be the best investment opportunity of our time, yet most people have yet to understand its promise. In this book, Bobby Lee, one of the earliest, most successful pioneers in the cryptocurrency space, debunks myths and dispels fears that surround bitcoin, arguing that this rational, logical system is superior to traditional monetary systems. Lee offers a primer on the best strategies for purchasing and investing in this digital currency. He discusses the pros and cons, and covers the more complicated method of acquiring bitcoin, mining. He predicts developments in regulation, technology, business, and society that will lead to bitcoin's price increasing 500 percent over the next two decades.



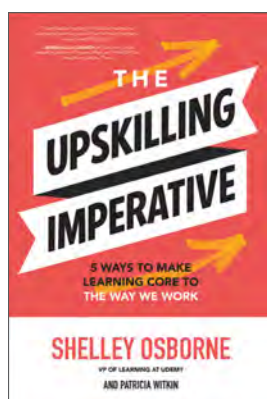
The Rule: How I Beat the Odds in the Markets and in Life—and How You Can Too

Larry Hite, Michael Covel

ISBN: 9781260452655 | Pub Date: Oct 2019

For investors of all levels, an empowering story of learning from life's challenges—with critical insights, strategies, and lessons you can take to the bank.

In *The Rule*, Larry Hite tells how he went from dyslexia, partial blindness, and isolation to the founder of Mint, one of the most profitable and largest quantitative hedge funds in the world. Larry's journey presents invaluable lessons gained primarily from failure and those failures seen across humorous stories are packed with timeless investing wisdom. These are the exact lessons that propelled Hite to the top of the investing world. Hite's wisdom gained from a life as an investor comes through on every page. He shows that investing decisions are not only bets or gambles, but investments in time, energy, and attention.



The Upskilling Imperative: 5 Ways to Make Learning Core to the Way We Work

Shelley Osborne

ISBN: 9781260466683 | Pub Date: Aug 2020

A guide to building a learning culture that can sustain careers—and companies—for decades, from a top executive at Udemy, the world's largest online education platform.

In *The Upskilling Imperative*, Shelley Osborne shows why the old model of front-loading education at higher-ed institutions—and then occasionally herding employees into seminar rooms—is no longer enough. She reveals the five main components of a learning culture and details strategies every organization can implement to build learning as a core competency to drive business performance. Shelley explains how overwhelmed employees can get comfortable with rapid change and how leaders can develop the necessary skills to usher in learning as a transformative force in their organizations.



Think Like Amazon: 50 1/2 Ideas to Become a Digital Leader

John Rossman

ISBN: 9781260455496 | Pub Date: Apr 2019

The former Amazon executive who launched and scaled Amazon Marketplace gives business leaders the ultimate playbook on how to “think like Amazon” to succeed in the digital age.

Think Like Amazon reveals how Amazon achieves results and thinks about its business. Readers can explore the unique mindset and inner workings that drive Amazon’s operational excellence, from its ground-up approach to new digital markets to its out-of-the-box attitudes on innovation. Leaders will learn specific game-changing strategies that made Amazon stand out in a crowded digital world. They’ll discover actionable ideas to transform a culture and a business to digital and become the kind of platform company that customers obsess over.

NEW



Transforming Project Management: An Essential Paradigm for Turning Your Strategic Planning into Action

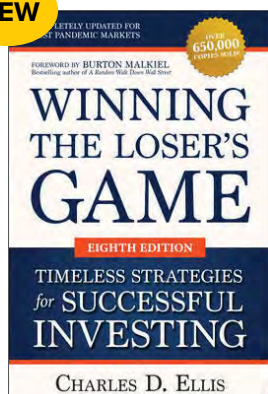
Duane Petersen

ISBN: 9781264258352 | Pub Date: Mar 2021

Business leaders need to turn their strategic-planning dreams into business reality.

Transforming Project Management takes you beyond envisioning a great strategy and into the realm of implementing it with skill, care, and expertise. Petersen explains how to break down a strategic plan into key objectives and project portfolios to make sense of all the project “parts”—then successfully lead the execution of the plan. You’ll learn how to evaluate where you are versus where you want to be, develop plans to move your vision forward, translate strategic plans into action plans with tangible efforts, budgets, and schedules, and guide and inspire the individuals and teams tasked with implementing their plans.

NEW



Winning the Losers Game, 8th Edition

Charles D. Ellis, Burton Malkiel

ISBN: 9781264258468 | Pub Date: May 2021

One of the most respected and revered names on Wall Street, Charles Ellis updates his influential work to reflect the new realities of today's markets.

Technology, information overload, and increasing market dominance by expert investors and computers make it harder than ever to produce investing results that overcome operating costs and fees. *Winning the Loser's Game* reveals everything you need to know to reduce costs, fees, and taxes, and focus on long-term policies that are right for you.

Candid, short, and super easy to read, this book walks you through the process of developing and implementing a powerful investing strategy that generates solid profits year after year. In this eagerly awaited new edition, Charles D. Ellis applies the expertise developed over his long, illustrious career.

NEW



You're Kind of a Big Deal: Level Up by Unlocking Your Audacity

Erin King

ISBN: 9781264266838 | Pub Date: Jun 2021

International keynote speaker and three-time entrepreneur Erin King shows entrepreneurs and aspiring leaders exactly how to elevate their success by activating their audacity.

This one-of-a-kind business leadership guide explains how readers can ignite bolder decisions—even if those decisions might be slightly shocking to their friend and family, or even their colleagues or bosses. It provides the strategies and tools readers need to stop second-guessing themselves and stop placing too much weight on the opinions of others. Readers will learn how to finally stop comparing themselves others, beating oneself up for not being where they think they should be at this stage and retire the goal of making everyone around them happy all of the time.

BUSINESS COMMUNICATION



Crucial Conversations Tools for Talking When Stakes Are High, 2nd Edition

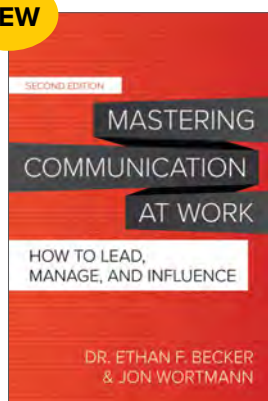
Kerry Patterson, Joseph Grenny, Ron McMillan, Al Switzler

ISBN: 9780071771320 | Pub Date: Sep 2011

More than 1.5 million copies sold!

Crucial Conversations has dominated the New York Times bestseller list for 10 years...and counting! The long-awaited second edition is exactly what's needed to help professionals keep up with today's faster-paced, higher-stakes business environment...where every conversation, every relationship, is more crucial than ever.

NEW



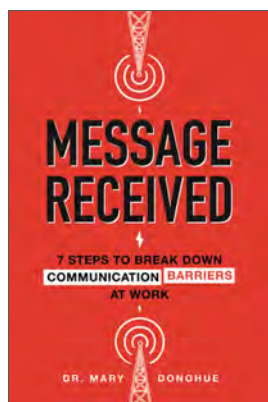
Mastering Communication at Work: How to Lead, Manage, and Influence, 2nd Edition

Ethan F. Becker, Jon Wortmann

ISBN: 9781260474121 | Pub Date: Feb 2021

The 2nd edition of the classic playbook of communication strategies to navigate today's changing workplace.

Today's rapidly shifting professional environment has made effective communication even more vital. Master communicators, in the virtual and real world, are the key to their organization's success. The 2nd Edition of this renowned guide offers the powerful techniques for communicating in ways that empower teams and develop stronger relationships. While the fundamental tools remain the same, this 2nd edition includes a new chapter on virtual communication. Every case study, story, and example has been adapted for how these communication tools should be used in today's context and workplace.



Message Received: 7 Steps to Break Down Communication Barriers at Work

Mary E. Donohue

ISBN: 9781260456356 | Pub Date: Sep 2020

From renowned digital psychologist and TEDX speaker with nearly half a million views, an action plan for sparking creativity and innovation among generationally diverse staff in today's technology-driven workplace.

Message Received delivers a seven-step process for effectively communicating with one another in order for the message sent to be the message received. Author Dr. Mary Donohue delivers a solution for motivating and inspiring people through technology to be their best selves. Through extensive research, real-life stories, and applicable advice, she dives into how we can create clear and unambiguous communication so that everyone is heard and understood; how the human brain responds to communication through technology; and much more.

NEW



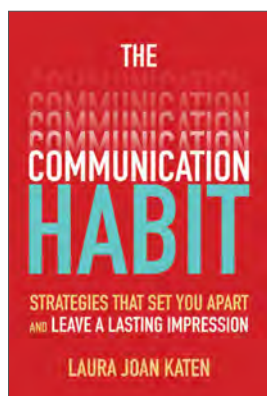
The Big Picture: How to Use Data Visualization to Make Better Decisions—Faster

Steve Wexler

ISBN: 9781260473520 | Pub Date: May 2021

For the 99 percent of business professionals who aren't data experts, an engaging and entertaining guide to interpreting and drawing insights from any chart, graph, or other data visualization they'll encounter.

In *The Big Picture*, top data visualization consultant Steve Wexler equips readers with the tools for developing the graphical literacy they need to understand the data visualizations that are flooding their inboxes—and put that data to use. Packed with the best four-color examples of data visualizations created in Excel, Tableau, Power BI, and Qlik, among others, this one-stop resource empowers business professionals to extract the most important facts from data visualizations quickly and accurately, act on key insights, solve problems, and make the right decisions for their organizations every time.



The Communication Habit: Strategies That Set You Apart and Leave a Lasting Impression

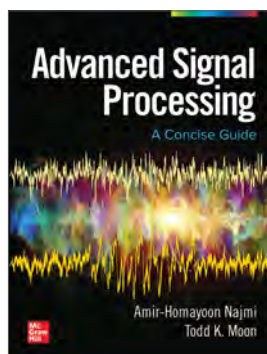
Laura Joan Katen

ISBN: 9781260459166 | Pub Date: Apr 2020

From casual conversations to major meetings—learn to leverage your business interactions to make a lasting impression and take your career to the next level.

The Communication Habit shows business professionals of all levels how to identify and break communication habits—even well-intentioned ones—that impede success, and replace them with proven strategies from the most successful executives and entrepreneurs. It provides a practical plan for applying the right communication tools and strategies in common situations and techniques for rebuilding and recovering from mistakes, damaged relationships, or negative impressions. Specific topics include four levels of listening, the critical importance of body language, how to sustain credibility, the art of apologizing, navigating difficult discussions, and more.

COMPUTING



Advanced Signal Processing: A Concise Guide

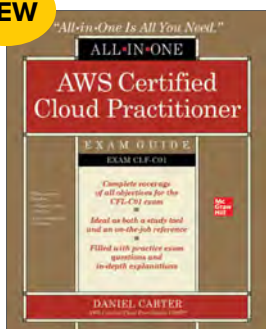
Amir-Homayoon Najmi, Todd Moon

ISBN: 9781260458930 | Pub Date: Sep 2020

A no-nonsense guide to the fundamentals and applications of statistical signal processing.

Advanced Signal Processing: A Concise Guide clearly explains linear systems and signals and the concepts behind them. The book covers matrix factorizations, optimal linear filter theory, classical and modern spectral estimation, adaptive filters, and processing of spatial arrays. Readers will also explore linear optima filters, eigrn decomposition methods, the singular value decomposition, adaptive linear filters, noise cancellation, and spectral estimation. The book includes exercises for computer implementation using MATLAB and presents the core material in a succinct format.

NEW



AWS Certified Cloud Practitioner All-in-One Exam Guide (Exam CLF-C01)

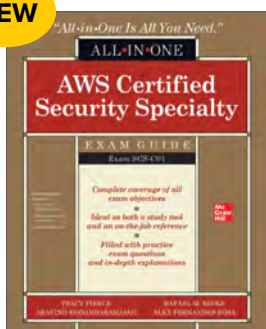
Daniel Carter

ISBN: 9781260473872 | Pub Date: Feb 2021

This effective study guide offers 100% coverage of every objective for the AWS Certified Cloud Practitioner exam.

AWS Certified Cloud Practitioner All-in-One Exam Guide (Exam CLF-C01) is based on proven pedagogy and features special elements that teach and reinforce practical skills. The book contains accurate practice questions and detailed explanations. Readers will get implementation tips, hands-on examples, case studies, and best practices drawn from the author's experience. Written by a recognized AWS expert, the book clearly explains core AWS services and shows how to leverage them—all while showing candidates how to pass the test. Beyond exam preparation, the guide also serves as a valuable on-the-job reference.

NEW



AWS Certified Security Specialty All-in-One Exam Guide (Exam SCS-C01)

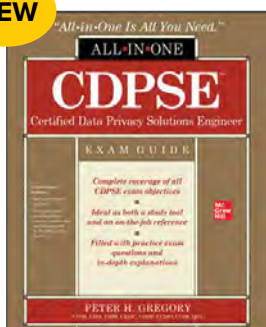
Tracy Pierce, Aravind Kodandaramaiah, Alex Rosa, Rafael Koike

ISBN: 9781260461725 | Pub Date: Feb 2021

This self-study resource offers complete coverage of every topic on the AWS Certified Security Specialty exam.

AWS Certified Security Specialty All-in-One Exam Guide (Exam SCS-C01) shows how to develop, deploy, and maintain solid security protocols on Amazon Web Services. To aid in study, each chapter includes exam tips, chapter summaries, and practice exam questions that simulate those on the actual test. Readers will get hands-on exercises as well as “Notes,” “Tips,” and “Cautions” that provide real-world insight and call out potentially harmful situations. The book covers every objective for the exam and provides comprehensive content on AWS security from an insider. Designed to help readers pass the exam with ease, the guide also serves as an ideal on-the-job reference.

NEW



CDPSE Certified Data Privacy Solutions Engineer All-in-One Exam Guide

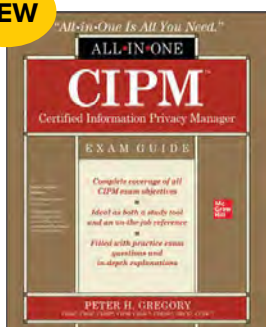
Peter H. Gregory

ISBN: 9781260474824 | Pub Date: Mar 2021

This study guide offers 100% coverage of every objective for the Certified Data Privacy Solutions Engineer exam.

CDPSE™ Certified Data Privacy Solutions Engineer All-in-One Exam Guide is based on proven pedagogy and features special elements that teach and reinforce practical privacy and IT security skills. The book contains in-depth practice questions and detailed explanations. Readers will discover how to effectively design, build, and run information privacy management programs. Written by a security and privacy expert and experienced author, this comprehensive study guide lays out hands-on privacy and security techniques and thoroughly prepares candidates to pass this rigorous exam. Beyond exam preparation, the guide also serves as a valuable on-the-job reference.

NEW



CIPM Certified Information Privacy Manager All-in-One Exam Guide

Peter H. Gregory

ISBN: 9781260474091 | Pub Date: Jul 2021

This self-study guide covers every topic on the Certified Information Privacy Manager exam.

Take IAPP's rigorous Certified Information Privacy Manager (CIPM) exam with complete confidence using the comprehensive information contained in this highly effective study guide. The book enhances candidates' abilities to design, build, and run information privacy management programs. Written by a security and privacy expert and experienced author, *CIPM Certified Information Privacy Manager All-in-One Exam Guide* is based on proven pedagogy and thoroughly prepares candidates to pass this exam. Beyond exam preparation, the guide also serves as a valuable on-the-job reference.

NEW



CompTIA Cloud+ Certification All-in-One Exam Guide (Exam CV0-003)

Eric A. Vanderburg

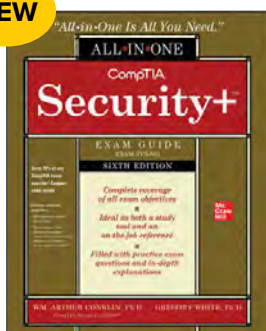
ISBN: 9781264264872 | Pub Date: Jul 2021

This self-study guide offers 100% coverage of every objective for the CompTIA Cloud+ Certification exam.

Take the challenging *CompTIA Cloud+ Certification exam (exam CV0-003)* with confidence using the comprehensive information contained in this effective study resource. Written by an expert in the field, the book lays out the skills required of today's system administrators and systems engineers—all while showing candidates how to pass the test. Beyond exam preparation, the guide also serves as a valuable on-the-job reference.

CompTIA Cloud+ Certification All-in-One Exam Guide (Exam CV0-003) is based on proven pedagogy and features special elements that teach and reinforce practical skills. The book contains accurate practice questions along with detailed explanations. Readers will get hands-on examples, case studies, and best practices drawn from the author's experience.

NEW



CompTIA Security+ Certification All-in-One Exam Guide, Sixth Edition (Exam SY0-601), 6th Edition

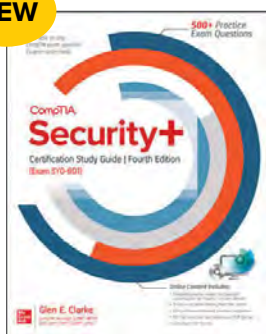
Wm. Arthur Conklin, Greg White, Dwayne Williams, Roger L. Davis, Chuck Cothren

ISBN: 9781260464009 | Pub Date: Apr 2021

This fully updated exam guide covers every topic on the current version of the CompTIA Security+ exam.

Take the latest version of the CompTIA Security+ exam with complete confidence using the detailed information contained in this highly effective self-study system. *CompTIA Security+ All-in-One Exam Guide (Exam SY0-601), 6th Edition* covers all exam domains and features 200 accurate practice questions. To aid in study, the book features learning objectives at the beginning of each chapter, exam tips, practice exam questions, and in-depth explanations. All questions mirror those on the live exam in tone, format, and content. Beyond fully preparing candidates for the challenging exam, the book also serves as a valuable on-the-job reference for IT professionals.

NEW



CompTIA Security+ Certification Study Guide (Exam SY0-601), 4th Edition

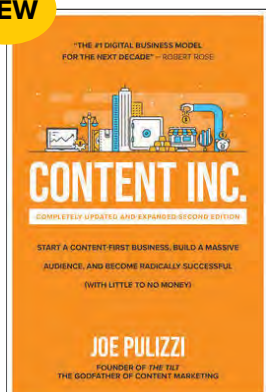
Glen E. Clarke

ISBN: 9781260467932 | Pub Date: Jun 2021

This fully updated self-study guide offers 100% coverage of every objective on the CompTIA Security+ exam.

This highly effective test preparation guide covers every objective for the latest version of the CompTIA Security+ exam (exam SY0-601). With hundreds of practice exam questions, including difficult performance-based questions, *CompTIA Security+ Certification Study Guide (Exam SY0-601), 4th Edition* covers what readers need to know and shows them how to prepare for the challenging exam. The book features chapter-ending self-tests along with in-depth explanations for the correct and incorrect answers. All questions closely match those on the live test in content, format, tone, and feel.

NEW



Content Inc.: Start a Content-First Business, Build a Massive Audience and Become Radically Successful (With Little to No Money), 2nd Edition

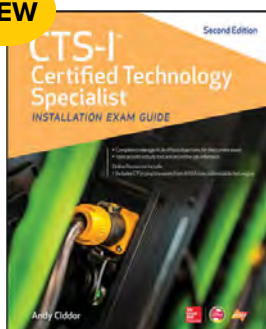
Joe Pulizzi

ISBN: 9781264257546 | Pub Date: May 2021

Updated and revised—the go-to guide to building a successful small-business by building an online audience before actually selling products.

Content Inc. provides a lower-risk, better way to build a successful business by re-engineering the process that so often leads to failure. The book walks budding business owners and marketers through the entire process, from identifying a niche where little or no competition exist, to using social-media and search to convert one-time visitors into long-term subscribers, to monetizing this winning model for ultimate business success. This new edition brings readers fully up to date on platforms like TikTok, Instagram, and Twitch and provides proven new methods for leveraging social media and monetizing social influence.

NEW



CTS-I Certified Technology Specialist-Installation Exam Guide, 2nd Edition

AVIXA Inc., Andy Ciddor

ISBN: 9781260136098 | Pub Date: Apr 2021

A highly effective, fully updated CTS-I exam study guide—available exclusively from McGraw Hill Education and AVIXA Press.

Published in conjunction with AVIXA, the Audiovisual and Integrated Experience Association (formerly InfoComm International), this fully updated exam guide offers comprehensive coverage of all objectives for the current version of the CTS-I exam. The book thoroughly explains AV systems installation, troubleshooting, problem solving, maintenance, and much more. To aid in retention, each chapter includes exam objective call outs, exam tips, and end of chapter practice question with in-depth answer explanations. This authoritative resource also serves as an essential on-the-job reference.

NEW



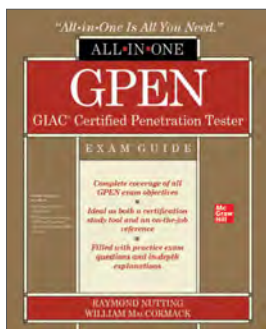
Google Cloud Certified Professional Cloud Architect All-in-One Exam Guide

Iman Ghanizada

ISBN: 9781264257270 | Pub Date: Mar 2021

Complete coverage of every topic on the Google Cloud Certified Professional Cloud Architect exam—in one accessible guide.

Google Cloud Certified Professional Cloud Architect All-In-One Exam Guide is based on proven pedagogy and features special elements that teach and reinforce practical skills. The book contains accurate practice questions and in-depth answer explanations. Readers will discover how to design, develop, and manage robust, secure, scalable, and highly available solutions to drive business objectives. The book provides a thorough overview of cloud architecture and Google Cloud Platform (GCP) and shows candidates how to pass the test. Beyond exam preparation, the guide also serves as a valuable on-the-job reference.



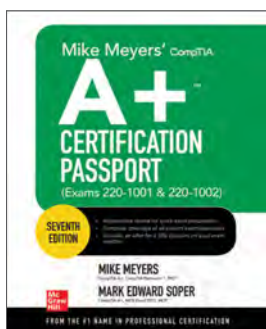
GPEN GIAC Certified Penetration Tester All-in-One Exam Guide

Raymond Nutting, William MacCormack

ISBN: 9781260456745 | Pub Date: Oct 2020

This effective study guide provides 100% coverage of every topic on the GPEN GIAC Penetration Tester exam.

GPEN GIAC Penetration Tester All-in-One Exam Guide features learning objectives at the beginning of each chapter, exam tips, practice questions, and in-depth explanations. All questions closely match those on the live test in tone, format, and content. Readers will get pentesting tips, real-world examples, case studies, and best practices drawn from author's experience. Beyond exam preparation, the book also serves as a valuable on-the-job reference.



Mike Meyers' CompTIA A+ Certification Passport (Exams 220-1101 & 220-1102), 7th Edition

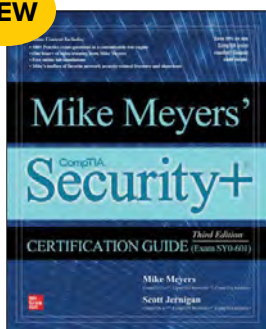
Mike Meyers, Mark Edward Soper

ISBN: 9781260455021 | Pub Date: Mar 2020

Fully redesigned and updated to provide accelerated review of all the topics covered on the new Core 1 and Core 2 CompTIA A+ exams.

This quick review test preparation guide offers 100% coverage of all objectives for both CompTIA A+ 220-1101 and 220-1102 exams. Written in a newly redesigned Passport format developed by training guru Mike Meyers, the book enables readers to focus on key topics, determine areas of need, and tailor an effective course for quickly preparing for the exams. Each chapter contains an outline of chapter contents, "Exam Tips" that highlight test topics, "Warnings" to provide cautionary information, and "Resource" icons that point out additional resources. The book features end-of-chapter summaries, accurate practice questions, and in-depth answer explanations.

NEW



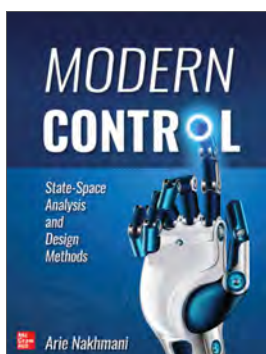
Mike Meyers' CompTIA Security+ Certification Guide (Exam SY0-601), 3rd Edition

Mike Meyers, Scott Jernigan

ISBN: 9781260473698 | Pub Date: May 2021

An up-to-date CompTIA Security+ exam guide from training and exam preparation guru Mike Meyers.

In *Mike Meyers' CompTIA Security+ Certification Guide (Exam SY0-601), 3rd Edition*, the bestselling author and leading authority on CompTIA A+ certification brings his proven methodology to IT security. Mike covers all exam objectives in small, digestible modules that allow readers to focus on individual skills as they move through a broad and complex set of skills and concepts. The book features hundreds of accurate practice questions as well as a toolbox of the author's favorite network security related freeware/shareware.



Modern Control: State-Space Analysis and Design Methods

Arie Nakhmani

ISBN: 9781260459241 | Pub Date: May 2020

Master the principles and practices of modern control systems using a state-space approach.

Modern Control Systems: State Space Approach features detailed, hands-on design projects as well as snippets of MATLAB code with simulations. The essential mathematics are presented along with fully worked-out examples in gradually increasing degrees of difficulty. Readers will receive “just-in-time” math background from a comprehensive appendix, as well as algorithmic step-by-step descriptions of analysis and design procedures. Ideal for advanced undergraduate and graduate courses, this electrical engineering textbook offers comprehensive coverage of control systems and their design.



Oracle Cloud Infrastructure Architect Associate All-in-One Exam Guide (Exam 1Z0-1072)

Roopesh Ramklass

ISBN: 9781260452594 | Pub Date: Jan 2020

Pass the new Oracle Cloud Infrastructure Architect Associate exam with ease.

Written by an Oracle expert and supported by the Oracle certification development team, *Oracle Cloud Infrastructure Architect Associate All-in-One Exam Guide (Exam 1Z0-1072)* features learning objectives and in-depth explanations. “Notes,” “Tips,” and “Cautions” throughout provide professional insight and call out potentially harmful situations. All practice questions match those on the live test in content, tone, and format. Beyond exam preparation, this Oracle Press guide also serves as a valuable on-the-job reference.

NEW



Principles of Computer Security: CompTIA Security and Beyond (Exam SY0-601), 6th Edition

Wm. Arthur Conklin, Greg White, Chuck Cothren, Roger L. Davis, Dwayne Williams

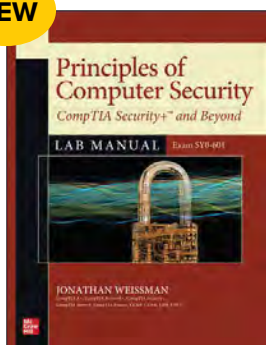
ISBN: 9781260474312 | Pub Date: Aug 2021

This fully revised four-color textbook covers every topic on the current version of the CompTIA Security+ exam

Principles of Computer Security: CompTIA Security+ and Beyond (Exam SY0-601), 6th Edition is presented in an engaging style and features full-color illustrations.

Targeted sidebars throughout encourage readers to apply concepts in real-world settings, while other special elements bring the focus back to study with specific test-related advice and information. The textbook features engaging end of chapter sections that help you review the content covered in each chapter while also drilling you on the essentials and providing unique hands-on lab projects.

NEW



Principles of Computer Security: CompTIA Security+ and Beyond Lab Manual (Exam SY0-601), 5th Edition

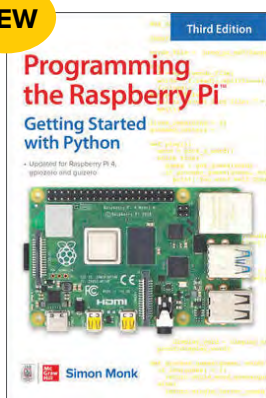
Jonathan S. Weissman

ISBN: 9781260470116 | Pub Date: May 2021

Practice the Skills Essential for a Successful Career in Cybersecurity

This lab manual supplements the textbook *Principles of Computer Security: CompTIA Security+ and Beyond (Exam SY0-601), 6th Edition* which is available separately. 80 lab exercises give readers the hands-on skills to complement their fundamental knowledge. Lab analysis tests measure understanding of lab activities and results. Step-by-step scenarios require readers to think critically and key term quizzes help build vocabulary. Solutions to the labs are not included in the book and are only available to adopting instructors.

NEW



Programming the Raspberry Pi: Getting Started with Python, 3rd Edition

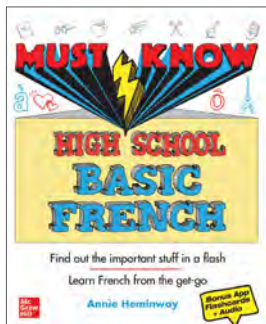
Simon Monk

ISBN: 9781264257355 | Pub Date: Jun 2021

An up-to-date guide to programming your own Raspberry Pi projects with Python.

Learn to create inventive Python programs and fun games on your powerful Raspberry Pi—with no programming experience required! *Programming the Raspberry Pi: Getting Started with Python, 3rd Edition* addresses the physical changes in the Raspberry Pi's hardware and setup as well as operating system updates. Readers will discover how to configure hardware and software, write Python scripts, create user-friendly GUIs, and control external electronics. DIY projects include a digital clock prototype and a fully functioning Raspberry Pi Robot. Written by experienced author and electronics guru Simon Monk, this hands-on book has been revised to fully cover the latest version of the Raspberry Pi (4), including upgrades to the Raspbian OS.

EDUCATION



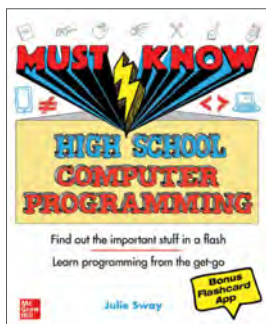
Must Know High School Basic French

Annie Heminway

ISBN: 9781260453034 | Pub Date: Jan 2020

The new **Must Know** series is like a lightning bolt to the brain.

In *Must Know High School Basic French* each chapter immediately introduces students to the must know idea, or ideas, that lie behind the new French topic. As students learn these must know ideas, they are shown how to apply that knowledge to speaking, reading, and writing French. Focused on the essential concepts of French, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of French. Practical exercises close each chapter and instill learners with confidence in their growing French skills.



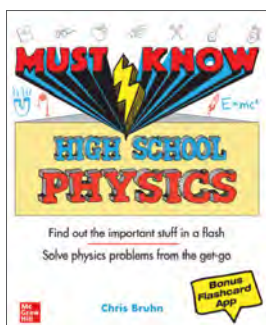
Must Know High School Computer Programming

Julie Sway

ISBN: 9781260458466 | Pub Date: Jan 2020

The new **Must Know** series is like a lightning bolt to the brain.

In *Must Know High School Computer Programming* each chapter immediately introduces students to the must know idea, or ideas, that lie behind the new programming topic. As students learn these must know ideas, they are shown how to apply that knowledge to solving computer programming problems. Focused on the essential concepts of computer programming, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of computer programming. Practical exercises close each chapter and instill learners with confidence in their growing computer programming skills.



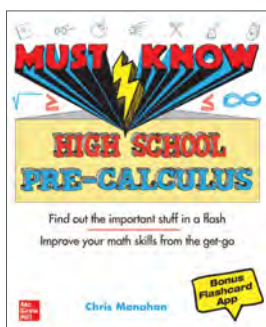
Must Know High School Physics

Christopher Bruhn

ISBN: 9781260454314 | Pub Date: Jan 2020

The new **Must Know series** is like a lightning bolt to the brain.

In *Must Know High School Physics* each chapter immediately introduces students to the must know idea, or ideas, that lie behind the new physics topic. As students learn these must know ideas, they are shown how to apply that knowledge to solving physics problems. Focused on the essential concepts of physics, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of physics. Practical exercises close each chapter and instill learners with confidence in their growing physics skills.



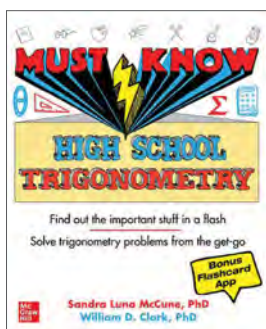
Must Know High School Pre-Calculus

Christopher Monahan

ISBN: 9781260458152 | Pub Date: Jan 2020

The new **Must Know series** is like a lightning bolt to the brain.

In *Must Know High School Pre-Calculus* each chapter immediately introduces students to the must know idea, or ideas, that lie behind the new pre-calculus topic. As students learn these must know ideas, they are shown how to apply that knowledge to solving pre-calculus problems. Focused on the essential concepts of pre-calculus, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of pre-calculus topics. Practical exercises close each chapter and instill learners with confidence in their growing pre-calculus skills.



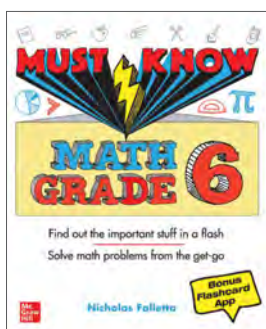
Must Know High School Trigonometry

Sandra Luna McCune, William D. Clark

ISBN: 9781260459883 | Pub Date: Jan 2020

The new **Must Know series** is like a lightning bolt to the brain.

In *Must Know High School Trigonometry* each chapter immediately introduces high school students to the must know idea, or ideas, that lie behind the new trigonometry topic. As students learn these must know ideas, they are shown how to apply that knowledge to solving trigonometry problems. Focused on the essential concepts of trigonometry, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of trigonometry. Practical exercises close each chapter and instill learners with confidence in their growing trigonometry skills.



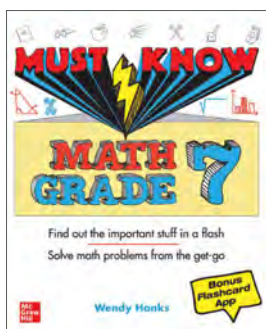
Must Know Math Grade 6

Nicholas Falletta

ISBN: 9781260464085 | Pub Date: Jun 2020

The new **Must Know series** is like a lightning bolt to the brain.

In *Must Know Math Grade 6* each chapter immediately introduces students to the must know idea, or ideas, that lie behind each new math topic. As students learn these must know ideas, they are shown how to apply that knowledge to solving math problems. Focused on the essential concepts of sixth-grade math, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of the math. Practical exercises close each chapter and instill learners with confidence in their growing math skills.



Must Know Math Grade 7

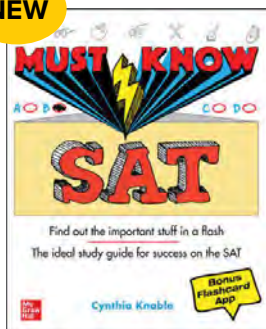
Wendy Hanks

ISBN: 9781260466904 | Pub Date: Jun 2020

The new Must Know series is like a lightning bolt to the brain.

In *Must Know Math Grade 7* each chapter immediately introduces students to the must know idea, or ideas, that lie behind each new math topic. As students learn these must know ideas, they are shown how to apply that knowledge to solving math problems. Focused on the essential concepts of sixth-grade math, this accessible guide helps students develop a solid understanding of the subject quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of the math. Practical exercises close each chapter and instill learners with confidence in their growing math skills.

NEW



Must Know SAT

Cynthia Knable

ISBN: 9781264258543 | Pub Date: March 2021

The new Must Know series is like a lightning bolt to the brain.

In *Must Know SAT* each chapter immediately introduces students to the must know idea, or ideas, that lie behind each concept tested on the exam. As students learn these must know ideas, they are shown how to apply that knowledge to solving the problems featured on the SAT. This accessible guide helps students develop a solid understanding of concepts covered on the SAT quickly and painlessly. Clear explanations are accompanied by numerous examples and followed with more challenging aspects of the subject. Practical exercises close each chapter and instill learners with confidence in the topic at hand.

ELECTRONICS



A DIY Smart Home Guide: Tools for Automating Your Home Monitoring and Security Using Arduino, ESP8266, and Android

Robert Chin

ISBN: 9781260456134 | Pub Date: Mar 2020

Design and build custom devices that work through your phone to control your home remotely.

Setting up a “smart home” can be costly, intimidating, and invasive. This hands-on guide presents readers with an accessible and cheap way to do it themselves using free software that will enable their homes and their mobile devices to communicate. It contains step-by-step plans for easy-to-build projects that work through your phone to control your home environment remotely. All the projects in the book are geared towards helping readers create a “smart home,” with fun and useful examples such as wireless temperature and humidity monitors, automated lights, sensors that can trigger alarms in the event of broken glass, fire, window entry, or water heater leakage, and much more!



End-to-End Mobile Communications: Evolution to 5G

Syed S. Husain, Athul Prasad, Andreas Kunz, JaeSeung Song, Adrian Buckley, Emmanouil Pateromichelakis

ISBN: 9781260460254 | Pub Date: Sep 2020

Explore the evolution of 5G mobile networks, services, applications, and security.

Written by a stellar team of academics and mobile networking practitioners, *End-to-End Mobile Communications: Evolution to 5G* offers an overview of the fundamentals of mobile networks and complete details on the latest advancements, innovations, and challenges. Readers will explore 3GPP 5G core and radio network architecture, services and applications, and security. The book contains a primer on the vast topic of mobile technology security and offers a look toward future trends and emerging technologies. Ideal for upper-undergraduate and graduate electrical engineering and computer science students.

NEW



How to Get the Most from Your Home Entertainment Electronics: Set It Up, Use It, Solve Problems

Michael Jay Geier

ISBN: 9781260461640 | Pub Date: Jun 2021

Make smarter purchasing choices and discover how to get the most out of home technology devices.

How to Get the Most from Your Electronics is a one-stop-shop consumer's guide to modern technology. Each extensive section is complete with a product type overview, how to keep it simple, what to look for when buying, how to set up, how to operate, and how to solve problems. Filled with clear explanations, tips and tricks, the book helps non-techie readers get maximum enjoyment from today's electronic products. Included are all the major categories of home electronics, from TVs and home theaters, stereos and Bluetooth audio devices to phones, tablets, cameras, home security systems, home office setups—and much more.



Performance and Security for the Internet of Things: Emerging Wireless Technologies

Haya Shajaiah, Ahmed Abdelhadi, Charles Clancy

ISBN: 9781260460353 | Pub Date: Oct 2020

A concise guide to 5G communications systems security for the Internet of Things.

The Internet of Things (IoT) provides connectivity and data exchange anytime and anywhere among a wide variety of physical objects such as sensors, vehicles, and mobile phones. This book is a concise guide to securing wireless Internet of Things (IoT) systems at the communications level, covering wireless spectrum sharing systems, smart grid communications, machine-to-machine communications, and uplink/downlink communications for IoT applications. The methods, optimization problems, mathematical solutions, algorithms, and programming codes in the book can be applied directly or extended as countermeasures for different IoT vulnerabilities.

NEW



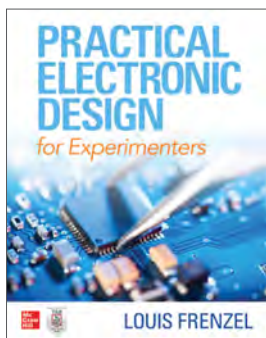
Power Electronics Step-by-Step: Design, Modeling, Simulation, and Control

Weidong Xiao

ISBN: 9781260456974 | Pub Date: Feb 2021

Get a solid grounding in the latest power electronics technologies and applications.

Presented in an accessible style, *Power Electronics Step-by-Step: Design, Modeling, Simulation, and Control* focuses on the latest power conversion technologies, such as bidirectional DC-DC, and emphasizes the averaging technique for both simulation and dynamic modeling. Written by a seasoned electrical engineering educator, the book lays out real-world applications for power electronics technology and features case studies worked out in both MATLAB and Simulink. Readers will get photos, diagrams, flowcharts, graphs, equations, and tables that illustrate each topic.



Practical Electronic Design for Experimenters

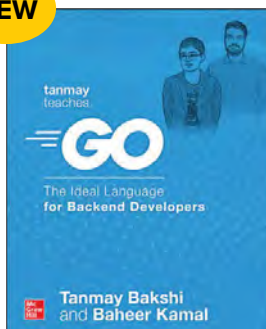
Louis E. Frenzel

ISBN: 9781260456158 | Pub Date: Mar 2020

Learn to design and build your own electronic projects—no experience required!

This follow up to the bestselling *Practical Electronics for Inventors* shows hobbyists, makers, and students how to design electronic devices with available integrated circuits, modules, and subassemblies. Written by an electronics expert and experienced author, *Practical Electronic Design for Experimenters* gives readers the knowledge necessary to develop and construct their own functioning gadgets. The book begins by discussing ready-made circuits, off-the-shelf components, and other readily-available parts. From there, the focus shifts to the fundamentals of design, resources, power supplies, amplifiers, oscillators, filters, digital designs, and embedded controllers. Prototyping, testing, troubleshooting, and debugging are also clearly explained.

NEW



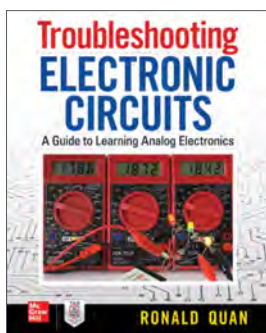
Tanmay Teaches Go: The Ideal Language for Backend Developers

Tanmay Bakshi, Baheer Kamal

ISBN: 9781264258147 | Pub Date: May 2021

Discover how to write your own useful, efficient and lightweight Go programs quickly and easily.

Tanmay Teaches Go: The Ideal Language for Backend Developers teaches by doing—it guides the reader through developing real applications and clearly explains each step along the way. Coverage includes Go Modules, the Go compiler, error handling, file and network I/O, and much more. Filled with examples and helpful hints, the book is every programmer's essential guide to Go, one of today's most popular computer programming languages. Written by teenaged technology phenom Tanmay Bakshi and Baheer Kamal, the book is an engaging resource for programmers who want to leverage Go's unique lightweight runtime and concurrency features to build their applications.



Troubleshooting Electronic Circuits: A Guide to Learning Analog Electronics

Ronald Quan

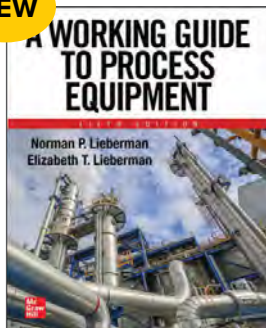
ISBN: 9781260143560 | Pub Date: Jan 2020

Gain the troubleshooting skills necessary to achieve peak performance from your electronics projects.

In this DIY guide, electronics guru Ron Quan shows how to build, debug, and troubleshoot electronic circuits. *Troubleshooting Electronic Circuits: A Guide to Learning Analog Electronics* clearly explains proper design techniques as well as testing and debugging methods. In multiple chapters, poorly conceived circuits are analyzed and improved. Audio, radio, ham radio, LED drive, motor drive, and timing circuits are discussed. Readers will discover how to design or re-design circuits that are manufacturable or repeatable—something that is not often taught in hobbyist books.

ENGINEERING

NEW



A Working Guide to Process Equipment, 5th Edition

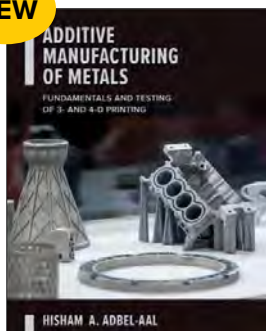
Norman P. Lieberman, Elizabeth T. Lieberman

ISBN: 9781260461664 | Pub Date: Mar 2021

The latest methods for troubleshooting and maintaining process equipment.

While directed particularly at chemical and petroleum refining process equipment, the new edition of *A Working Guide to Process Equipment*, revised and fully up-dated throughout, remains applicable to a broad range of technicians and industries, and explains how to diagnose, troubleshoot, and correct problems, without complex equations and computer simulations, without ever losing sight of the importance of direct field measurements and observations. Filled with examples and illustrations, the 5th Edition of this practical resource continues to demonstrate how theory applies to solving real-world plant operation problems.

NEW



Additive Manufacturing of Metals: Fundamentals and Testing of 3-and 4-D Printing

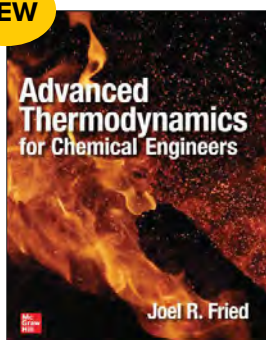
Hisham Abdel-Aal

ISBN: 9781260464344 | Pub Date: Jul 2021

Additive Manufacturing of Metals: Fundamentals and Testing of 3-and 4-D Printing.

Additive Manufacturing of Metals: Fundamentals and Testing of 3-and 4-D Printing starts with the basics, tracing the evolution of additive manufacturing from its conceptual pre-industrial revolution origins to its current mature state. The text then explores the maturation of methods from rapid-prototyping to modern applications where multi-dimensional printing implement complex objects. From origins to applications, readers will be apprised of core critical issues within the field: challenges in standardization, evaluation and prediction of mechanical behavior, defects, measurements, and quality control of printed parts.

NEW



Advanced Thermodynamics for Chemical Engineers

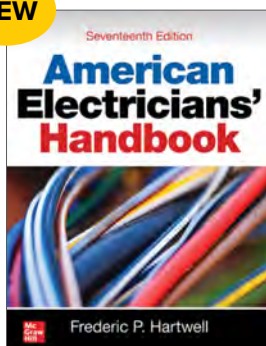
Joel R. Fried

ISBN: 9781259641053 | Pub Date: Jul 2021

A hands-on guide to advanced thermodynamics from a chemical engineering perspective.

Advanced Thermodynamics for Chemical Engineers begins with a discussion of the fundamental principles and relationships of classical thermodynamics with applications to specialized topics such as rubber elasticity, the thermodynamics of phase transition, surface thermodynamics, and fuel cells. From there, readers will get discussions on focused thermodynamic topics including statistical thermodynamics, irreversible thermodynamics, and the calculation of thermodynamic properties using correlations, group contributions, computational chemistry and molecular simulations.

NEW



American Electricians' Handbook, 17th Edition

Frederic P. Hartwell

ISBN: 9781260457919 | Pub Date: Mar 2021

A new edition of the best-known reference for electricians—fully updated for the latest codes and standards.

For over a century, this practical handbook has served as the definitive industry reference for information on designing, installing, operating, and maintaining electrical systems and equipment. This 17th edition has been thoroughly revised to comply with the most recent (2017) National Electrical Code and National Electrical Safety Code. It covers current energy-efficient technologies, such as photovoltaics and induction lighting, and contains a new chapter that clearly explains new industry safety methods. Detailed photos, diagrams, charts, tables, and calculations are included. This is a practical, on-the-job resource for every professional electrician.



Biofuels Engineering Process Technology, 2nd Edition

Caye M. Drapcho, Nghiem Phu Nhuan, Terry H. Walker

ISBN: 9781259585722 | Pub Date: Jun 2020

Fully updated processes and technologies for production of renewable and environmentally safe biofuels at both commercial scale and in developmental stages.

Biofuels Engineering Process Technology, 2nd Edition presents a complete and up-to-date introduction to biofuels process technology. This thoroughly revised text clearly explains the concepts, systems, and technologies developed, and in certain cases, implemented commercially, for production of biofuels from renewable feedstocks. Readers will learn how renewable feedstocks are processed and biofuels are produced, from the conventional and commercially practiced production of ethanol from sugarcane and corn, production of biodiesel from animal fats and plant oils, production of methane by anaerobic digestion, to the newly developed technologies for the production of drop-in biofuels and the use of microbial fuel cells to produce electricity.

NEW



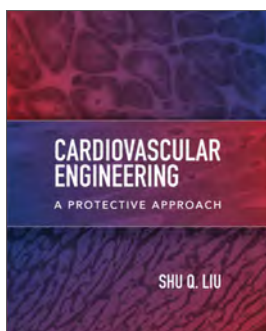
Biomedical Engineering Fundamentals, 3rd Edition

Myer Kutz

ISBN: 9781260136265 | Pub Date: Apr 2021

Fully updated fundamental biomedical engineering principles and technologies.

This state-of-the-art resource offers unsurpassed coverage of fundamental concepts that enable advances in the field of biomedical engineering. *Biomedical Engineering Fundamentals, 3rd Edition* contains all the information you need to improve efficacy and efficiency in problem solving, no matter how simple or complex the problem. Thoroughly revised by experts across the biomedical engineering discipline, this hands-on guide provides the foundational knowledge required for the development of innovative devices, techniques, and treatments.



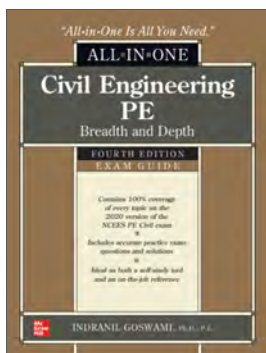
Cardiovascular Engineering: A Protective Approach

Shu Q. Liu

ISBN: 9781260457643 | Pub Date: Jun 2020

Cardiovascular engineering principles and practices with a focus on disease prevention.

Cardiovascular Engineering: A Protective Approach examines the mechanisms that protect molecules, cells, tissues, and organs from genetic and environmental damage. Readers will learn the foundations of cardiovascular engineering, including cardiovascular development, stem cell biology, cell regeneration, mechanisms of disease and protection, and principles and technologies involved with taking a protective approach. Aimed at advanced students taking cardiovascular, regenerative, and tissue engineering courses, this textbook explores applications of protective engineering strategies and technologies to common cardiovascular disorders.



Civil Engineering PE All-in-One Exam Guide: Breadth and Depth, 4th Edition

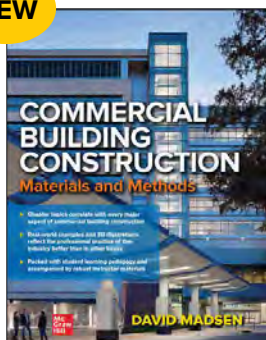
Indranil Goswami

ISBN: 9781260457223 | Pub Date: Sep 2020

The most complete, up-to-date Civil Engineering PE exam guide.

Presented in the Breadth and Depth format of the actual exam, the 4th edition of *Civil Engineering PE All-in-One Exam Guide* features equations, diagrams, exam preparation strategies, and end-of-chapter practice questions along with solutions. The book aligns with the latest design standards and fully reviews the geotechnical, structural, transportation, and water resources/environmental subjects covered on the test. Designed to help readers pass the exam with ease, this comprehensive resource also serves as an essential on-the-job reference.

NEW



Commercial Building Construction: Materials and Methods

David Madsen

ISBN: 9781260460407 | Pub Date: Feb 2021

Explore the latest commercial building components, materials and techniques.

Commercial Building Construction: Materials and Methods includes real-world examples along with hundreds of 3D illustrations that accurately reflect the style of construction drawings and practices being used in the industry today. Key topics covered include site excavation, erosion control, survey basics and foundation systems; roof, window, door, and stair construction; insulation and air quality; mechanical, plumbing, and electrical systems; building information modeling and sustainable technologies.



Cross-Laminated Timber Design: Structural Properties, Standards, and Safety

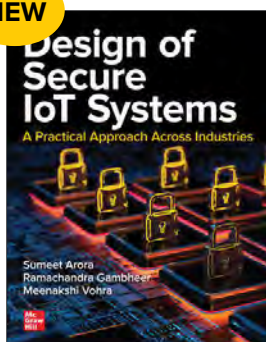
Mustafa Mahamid

ISBN: 9781260117998 | Pub Date: May 2020

Master the practice of designing structures with cross-laminated timber.

Written by a collection of experts in the field, *Cross-Laminated Timber Design: Structural Properties, Standards, and Safety* introduces the material properties of CLT and goes on to cover the recommended lateral and vertical design standards. Design examples and case studies are featured throughout. The book covers all applicable design considerations, including the relevant structural load requirements and fire safety requirements. Readers will get design recommendations for connections, building envelopes, acoustics for CLT projects, and much more. Sustainability and environmental issues are discussed in full detail.

NEW



Design of Secure IoT Systems: A Practical Approach Across Industries

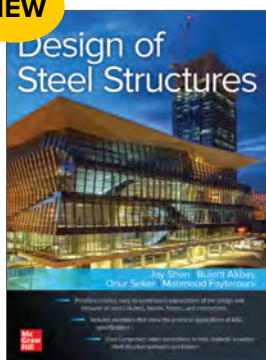
Sumeet Arora, Ramachandra Gambheer, Meenakshi Vohra

ISBN: 9781260463095 | Pub Date: Jul 2021

This hands-on book fully explains the technology behind the Internet of Things, machine-to-machine communication, and automation.

Design of Secure IoT Systems contains crucial security and design information. The book features industrial automation case studies and simulation examples across a wide range of fields, including manufacturing and supply chain, automotive, sea ports, airports, homes, medical drones, and healthcare. Authored by a team of industry-recognized experts, the book covers all aspects of systems architecture, protocols, systems requirements, and design. Readers will discover how to engineer and deploy IoT devices and networks with trust and security.

NEW



Design of Steel Structures

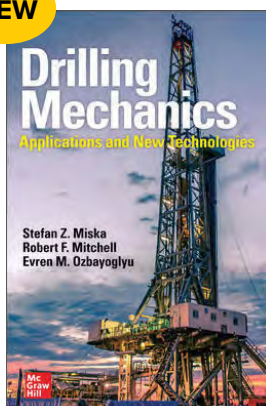
J. Jay Shen, Bulent Akbas, Onur Seker, Mahmoud Faytarouni

ISBN: 9781260452334 | Pub Date: Apr 2021

A straightforward introduction to the art and science of steel structure design.

This hands-on engineering textbook provides concise, easy-to-understand explanations of the design and behavior of steel columns, beams, members, and connections. Ideal for preparing students for the field, *Design of Steel Structures* aligns with the typical course syllabus and contains companion online videos that help connect theory to practice. After discussing steel properties and load combinations, the book goes on to cover the design requirements for columns, beams, beam-columns, and tension members. Each chapter includes real-world examples that illustrate how the AISC 360 steel specifications are put to use. Readers will also get an overview of more advanced steel topics, including connections, composite members, plate girders, torsion, and more.

NEW



Drilling Engineering: Advanced Applications and Technology

Stefan Z. Miska, Robert F. Mitchell, Evren Ozbayoglu, Mojtaba P. Shahri

ISBN: 9781259643743 | Pub Date: Jun 2021

Master the principles and practices of modern drilling mechanics.

Written by four seasoned educators *Drilling Mechanics: Applications and New Technologies* covers key topics such as geo-mechanics for drilling applications well construction fundamentals wellbore hydraulics and drilling optimization. You will enhance your knowledge and understanding of drilling operations improve your designs and plan for better wells. Based on research conducted at the University of Tulsa Drilling Research Projects (TUDRP). Includes practice problems and calculations to aid in comprehension and reinforce practical applications.

NEW



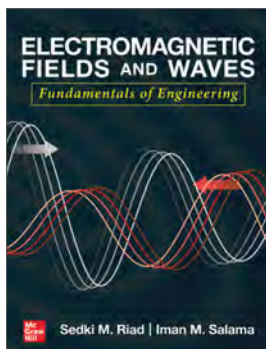
Electrochemical Energy Storage

Slobodan Petrovic

ISBN: 9781260012002 | Pub Date: Jul 2021

Electrochemical energy storage principles, applications, and best practices.

This graduate-level engineering textbook explains electrochemical energy storage techniques and how to apply them in the expanding market for renewable energy. These technologies provide the basis for renewable energy storage in the batteries and fuel cells found everywhere: from cell phones to hybrid vehicles. *Electrochemical Energy Storage: Batteries Fuel Cells and Hydrogen Technologies* provides a basic overview of electrochemical processes at a practical level and connects them to engineering concepts used in the design of the most popular storage devices. Students will learn the key principles informing energy storage applications—batteries hydrogen production and storage and fuel cells—with a focus on design performance materials requirements and potential uses.



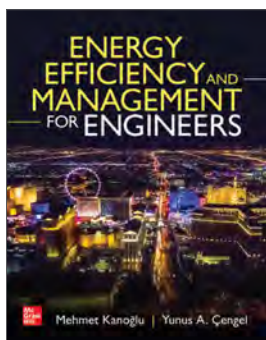
Electromagnetic Fields and Waves: Fundamentals of Engineering

Sedki M. Riad, Iman M. Salama

ISBN: 9781260457148 | Pub Date: Jan 2020

Understand electromagnetic field principles, engineering techniques, and applications.

Electromagnetic Fields and Waves: Fundamentals of Engineering shows how electromagnetic fields work, how to design them, how to control their parameters, and how to use them in real-world situations. Students will learn about electric and magnetic fields, potentials, and energy, time-varying fields and Maxwell's Equations, wave propagation and polarization, transmission lines and waveguides, and much more. Each chapter starts with an outline of learning objectives and ends with a comprehensive summary.



Energy Efficiency and Management for Engineers

Mehmet Kanoglu, Yunus A. Cengel

ISBN: 9781260459098 | Pub Date: Feb 2020

Discover how to identify and implement effective energy efficiency practices in all aspects of energy production, distribution, and consumption.

Written by a team of experienced energy efficiency practitioners and educators, *Energy Efficiency and Management for Engineers* features foundations and practice of energy efficiency measures for insulation, boilers, steam systems, heat recovery, building heating and cooling systems, compressed air systems, lighting, electric motors, and cogeneration. Energy management practices including energy audits, billing rate structures, power factor, and specific energy consumption are discussed and analyzed in detail. Special attention is paid to the economic and environmental impacts of various energy efficiency measures in buildings, industrial facilities, and transportation.

NEW



Engineering Concepts in Bionanotechnology

Jie Chen, Scott MacKay

ISBN: 9781260464146 | Pub Date: Jun 2021

Understand the principles, practices, and applications of bionanotechnology.

Developed from an advanced engineering course taught by its authors, *Engineering Concepts in Bionanotechnology* fully explains all of the underlying concepts and shows how that theory can be directly applied in practical applications. Readers will get examples, problem sets, and real-world case studies that illustrate each concept. The book contains complete discussions on microfluidics, DNA technology, and nanoparticles.



Environmental Biotechnology: Principles and Applications, 2nd Edition

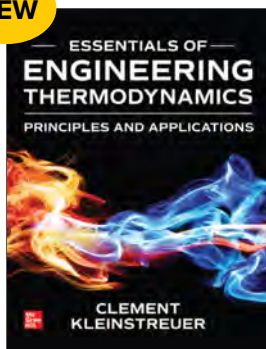
Bruce E. Rittmann, Perry L. McCarty

ISBN: 9781260441604 | Pub Date: Mar 2020

The classic environmental biotechnology textbook—fully updated for the latest advances

Environmental Biotechnology: Principles and Applications, 2nd Edition takes readers through the procedures to understand how microbial systems work and to design a treatment process. This thoroughly revised edition addresses the new technologies that have evolved over the past twenty years, including microbial electrochemistry, granular processes, membrane-based processes, and direct anaerobic treatments. The first half of the book is focused on the principles, the tools for describing the stoichiometry and energetics of microbial reactions, and the proper application of kinetics. The second half offers practical applications that are clearly illustrated through real-world examples.

NEW



Essentials of Engineering Thermodynamics

Clement Kleinstreuer

ISBN: 9781260467802 | Pub Date: Feb 2021

Master the theories, practices, and core concepts of thermodynamics.

Developed by an experienced engineering academic to reduce information overload on his students, *Essentials of Engineering Thermodynamics: Principles and Applications* lays out the critical concepts, laws, and governing equations of thermal systems. The instructional strategy addresses the challenging requirements for logical thinking and multi-tasking. Specifically, the deductive learning approach, illustrated with detailed answers to concept questions and solutions to representative problems, should help the student to achieve these basic goals.



Foundation Engineering: Geotechnical Principles and Practical Applications

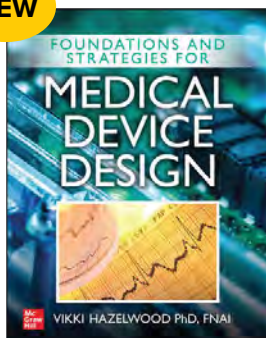
Richard L. Handy

ISBN: 9781260026030 | Pub Date: Feb 2020

Understand both the art and the science of foundation engineering.

Foundation Engineering: Geotechnical Principles and Practical Applications opens with explanations of basic concepts, including soil and mineral classification, moisture content, shear strength, and consolidation—all presented from the perspective of how they impact foundation design. Subsequent chapters delve into the practical requirements for designing and constructing both shallow and deep foundations. Case studies and practice problems help students view soil as a complex construction material when used in relation to foundations.

NEW



Foundations and Strategies for Medical Device Design

Vikki Hazelwood

ISBN: 9781260456950 | Pub Date: Jun 2021

Cutting-edge medical device design techniques, strategies, and insights.

This practical textbook helps students and professionals gain perspective while designing medical devices. Readers will get special and specific design strategies and clear discussions on why each approach works—or doesn't work—in various applications. The book provides a common vocabulary for communicating and understanding the scientific, regulatory, and business aspects of medical device design.

Foundations and Strategies for Medical Device Design contains medical design practices and case studies along with anecdotes that demonstrate how proper oversight can avoid both missed opportunities and catastrophic failures. Current resources are identified where the reader can delve into detail for specific design topics. The book explains ethical, regulatory, and scientific issues to keep in mind when tackling medical device design.

NEW



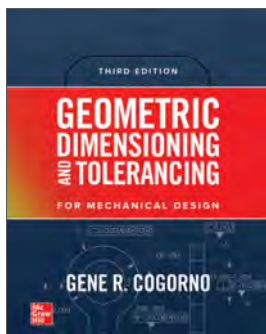
Fundamentals of Microelectromechanical Systems (MEMS)

Eun Sok Kim

ISBN: 9781264257584 | Pub Date: May 2021

A comprehensive guide to MEMS engineering, fabrication, and applications.

Written by an experienced educator, *Fundamentals of Microelectromechanical Systems (MEMS)* clearly explains the latest methods with many illustrative figures and includes accompanying in-depth questions and problems that reinforce key topics. Miniature and sub-miniature transducers, Film Bulk Acoustic Resonator (FBAR) filters and oscillators, and vibration energy harvesting are discussed. Readers will take a look at the future MEMS workforce and explore MEMS research and development. The book features complete explanations of microfabrication, micromachining, transduction principles including piezoelectricity and piezoresistivity, sensors, actuators, resonators, and much more.



Geometric Dimensioning and Tolerancing for Mechanical Design, 3rd Edition

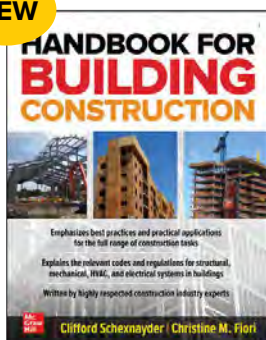
Gene R. Cogorno

ISBN: 9781260453782 | Pub Date: Feb 2020

A fully updated guide to geometric dimensioning and tolerancing.

Geometric Dimensioning and Tolerancing for Mechanical Design, 3rd Edition shows, step by step, how to improve quality, lower cost, and shorten delivery times using the latest tolerancing tools and techniques. Written in accordance with the latest revision to the GD&T standard, ASME Y14.5-2019, this thoroughly revised edition teaches the principles and practices of geometric dimensioning and tolerancing in an easy-to-follow manner. Readers will get clear definitions and discussions on how each geometric control is specified, interpreted, and inspected. Detailed drawings and examples illustrate each subject. Each chapter begins with learning objectives and ends with a summary, review questions, and problems.

NEW



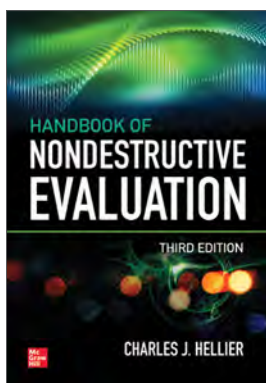
Handbook for Building Construction

Clifford J. Schexnayder, Christine M. Fiori

ISBN: 9781260456882 | Pub Date: Apr 2021

Discover how to plan, execute, and understand design requirements for building construction projects.

This hands-on engineering textbook shows, step by step, how to work through the many stages of a building project—from project planning and material selection through code interpretation, safety, and quality assurance. Written by a team of experts, *Handbook for Building Construction: Administration, Materials, Design, and Safety* covers the full spectrum of building construction activities. Readers will get best practices and real-world applications with an emphasis on modern delivery methods, including Design/Build, Construction Manager/General Contractor (CMGC), and project coordination using BIM and other linked software systems.



Handbook of Nondestructive Evaluation, 3rd Edition

Chuck Hellier

ISBN: 9781260441437 | Pub Date: Feb 2020

A fully updated guide to the leading nondestructive product testing standards.

Handbook of Nondestructive Evaluation, 3rd Edition boils down NDT history, theory, and techniques into clear, understandable terms that can be used by technicians and engineers. Readers will get expert advice on how to perform effective tests, interpret results, and formulate accurate decisions based on their findings. The book clearly discusses visual, ultrasonic, and thermal infrared testing—and much more. Thoroughly revised to cover the latest nondestructive testing (NDT) procedures, this practical resource reviews established and emerging methods for examining materials without destroying them or altering their structure. The book offers in-depth details on the background, benefits, limitations, and applications of each method.



HVAC Design Sourcebook, 2nd Edition

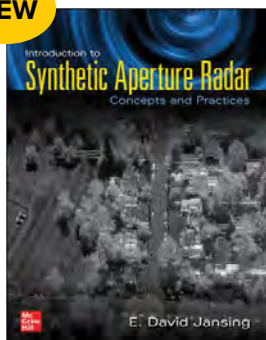
W. Larsen Angel

ISBN: 9781260457247 | Pub Date: Jun 2020

The definitive guide to HVAC design—thoroughly revised for the latest technologies.

Written by a recognized expert in the field, *HVAC Design Sourcebook, 2nd Edition* brings together all of the information needed to understand each type of HVAC component and how they interact as a whole. Readers will explore complex heating, cooling, and ventilation systems and the codes and standards that govern their use and installation. This new edition has been completely refreshed to align with current industry standards and practices. A brand-new chapter takes a step-by-step look at the design of a real-world HVAC project.

NEW



Introduction to Synthetic Aperture Radar: Concepts and Practice

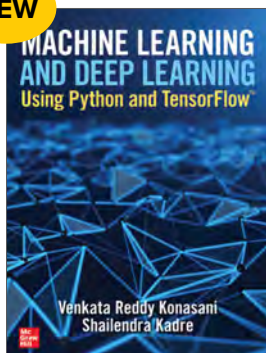
E. David Jansing

ISBN: 9781260458961 | Pub Date: Apr 2021

Master the principles and practices of Synthetic Aperture Radar.

Introduction to Synthetic Aperture Radar clearly explains the complex task of data collection, image formation, error correction, and image quality techniques, including detailed descriptions of commonly used image formation algorithms, such as Range Doppler Algorithm (RDA) and Polar Formatting Algorithm (PFA). From there, readers will learn the skills needed to handle advanced new applications. Continuous-wave LFM systems, interferometry, polarimetry, and moving objects are all discussed in complete detail. Written by a recognized expert in the field, this is a unique resource to meet the growing demand for commercial SAR technologies and course offerings.

NEW



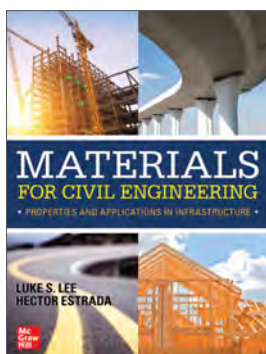
Machine Learning and Deep Learning Using Python and TensorFlow

Venkata Reddy Konasani, Shailendra Kadre

ISBN: 9781260462296 | Pub Date: Feb 2021

Explore the principles and practices of machine learning and deep learning.

Machine Learning and Deep Learning Using Python and TensorFlow includes valuable case studies across professional domains, including banking, insurance, e-commerce, retail, and healthcare. The book presents examples using both Python and TensorFlow programming languages and clearly demonstrates how to utilize this cutting-edge technology in today's "smart" devices. Readers will discover how to handle data, regression and logistic regression, decision trees, cross-validation techniques and error testing, artificial neural networks (ANN, CNN and RNN), random forests, boosting, and more.



Materials for Civil Engineering: Properties and Applications in Infrastructure

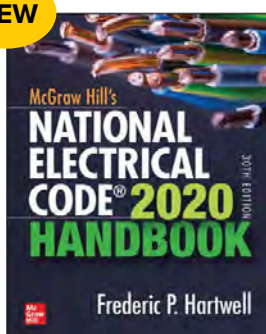
Luke S. Lee, Hector Estrada

ISBN: 9781259862618 | Pub Date: Jan 2020

Efficiently analyze material properties and select optimal materials for civil engineering projects.

Materials for Civil Engineering: Properties and Applications in Infrastructure begins with an introduction to basic materials science and selection, and contains subsequent chapters devoted to steel, concrete, masonry, wood, asphalt, aggregates, and FRP composites. Key characteristics, manufacturing processes, and sustainability issues associated with each type of material are included. Data analysis of materials is emphasized throughout, with references to ASTM standards for material testing.

NEW



McGraw-Hill's National Electrical Code 2020 Handbook, 30th Edition

Frederic P. Hartwell

ISBN: 9781260474800 | Pub Date: Apr 2021

The most trusted guide to the National Electric Code—fully updated for 2020 rules and regulations.

Completely revised to align with the 2020 NEC, *McGraw-Hill's National Electrical Code (NEC) 2020 Handbook, 30th Edition*, offers up-to-date explanations, advice, and analysis for every provision. In-depth coverage of the background and rationale for specific rules enhances understanding of both meaning and application. This practical resource features over 1,000 figures, photos, and examples. Designed to be used as a companion guide to the 2020 NEC itself, this on-the-job reference is arranged in code order, so the explanation for any topic lines up exactly with the applicable section in the code. Readers will gain access to straightforward, ready-to-apply code clarification, enabling them to work efficiently and safely and achieve full compliance.



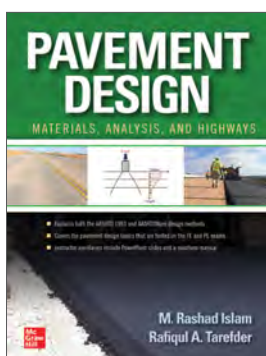
Operations Engineering and Management: Concepts, Analytics and Principles for Improvement

Seyed M. R. Iravani

ISBN: 9781260461831 | Pub Date: Oct 2020

Discover how to apply engineering thinking and management analytics to business operations.

Operations Engineering and Management: Concepts, Analytics and Principles for Improvement is based on the author's successful classes in both business and engineering. The book presents concepts and principles of operations management, with a strong emphasis on analytics and a sharp focus on improving operations. Readers will explore both the engineering approach to operations (e.g. analytics and engineering thinking) and the classic management approach. The book is created in a modular fashion so that sections and chapters can stand alone and be used within operations courses across the spectrum.



Pavement Design: Materials, Analysis, and Highways

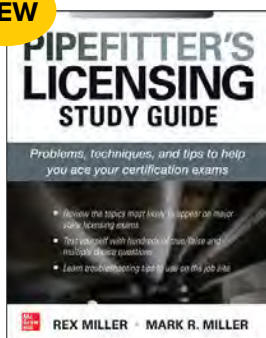
M. Rashad Islam, Rafiqul Tarefder

ISBN: 9781260458916 | Pub Date: Jul 2020

Master the principles, analysis, and design in pavement engineering.

This student-friendly textbook offers comprehensive coverage of pavement design and highways. Written by two seasoned civil engineering educators, the book contains precise explanations of traditional and computerized mechanistic design methods along with detailed examples of real-world pavement and highway projects. *Pavement Design: Materials, Analysis, and Highways* shows, step by step, how to apply the latest, software-based AASHTOWare Pavement Mechanistic-Empirical Design method. Each design topic is covered in separate, modular chapters, enabling you to tailor a course of study. Fundamentals of Engineering (FE) sample questions are also provided in each chapter.

NEW



Pipefitter's Licensing Study Guide

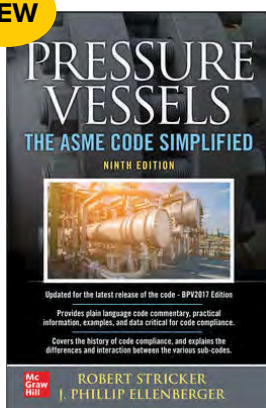
Rex Miller, Mark R. Miller

ISBN: 9781260458268 | Pub Date: Mar 2021

This career-building resource shows how to pass pipefitter's licensing and certification exams on the first try.

This highly effective self-study guide provides everything readers need to prepare for any major pipefitter's licensing and certification exam. Written by a pair of industrial technology experts and experienced trainers, *Pipefitter's Licensing Study Guide* features hands-on coverage of the latest equipment, techniques, and regulations. Each chapter contains true/false and multiple-choice questions to help readers review the material covered and practice the types of questions that typically appear on pipefitting licensing tests. Tips on troubleshooting and working with pipes are included throughout the book.

NEW



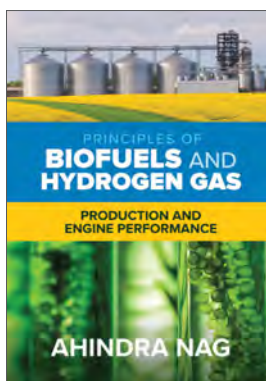
Pressure Vessels: The ASME Code Simplified, 9th Edition

Phillip Ellenberger

ISBN: 9781260455410 | Pub Date: Apr 2021

Get up to speed with the latest edition of the ASME Boiler & Pressure Code.

Written by a pair of recognized experts, *Pressure Vessels: The ASME Code Simplified, 9th Edition* enables code compliance on any pressure-vessel-related project—both to obtain certification and to meet performance goals in a cost-effective manner. The book explains the value of code standards, shows how the code applies to each component, and clarifies confusing and obscure requirements. This new edition has been completely refreshed to align with all changes to the code, and features updated discussions of pressure vessels, high-pressure vessels, design, and fabrication.



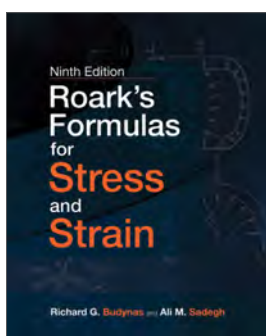
Principles of Biofuels and Hydrogen Gas: Production and Engine Performance

Ahindra Nag

ISBN: 9781260456424 | Pub Date: Sep 2020

Explore the latest processes, techniques, and technologies to economically refine and produce biofuels.

Grounded in professional relevance and expertise, *Principles of Biofuels and Hydrogen Gas: Production and Engine Performance* discusses the theories and experimental procedures required to economically prepare biofuels. Readers will get full coverage of extraction hydrogen gas from biomass and water media as well as refining biofuels from algae and biomass, engine performance levels of biofuels, mixture of biofuels and alcohols and also hydrogen gas has been elaborately discussed. End-of-chapter questions throughout reinforce comprehension so that the book can be useful for students and scientists working in industries.



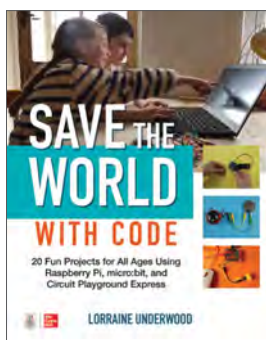
Roark's Formulas for Stress and Strain, 9th Edition

Richard G. Budynas, Ali M. Sadegh

ISBN: 9781260453751 | Pub Date: Mar 2020

The industry-standard resource for stress and strain formulas—fully updated for the latest advances.

This newly designed and thoroughly revised guide contains accurate and thorough tabulated formulations that can be applied to the stress analysis of a comprehensive range of structural components. *Roark's Formulas for Stress and Strain, 9th Edition* has been reorganized into a user-friendly format that makes it easy to access and apply the information. The book explains all of the formulas and analyses needed by designers and engineers for mechanical system design. Readers will get a solid grounding in the mathematical theory behind each formula along with real-world applications that cover a wide range of materials.



Save the World with Code: 20 Fun Projects for All Ages Using Raspberry Pi, micro:bit, and Circuit Playground Express

Lorraine Underwood

ISBN: 9781260457599 | Pub Date: Apr 2020

This fun project book engages kids with coding and making.

This easy-to-follow guide offers a fun, hands-on introduction to coding for kids and anyone looking for a whimsical, light-hearted approach to making. *Save the World with Code: 20 Fun Projects Using Raspberry Pi, micro:bit, and Circuit Playground Express* for Kids features projects ranging from easy to advanced. Readers will get a fun blend of environmentally friendly projects, like a thermometer to monitor home temperature and a moisture sensor for keeping your plants watered, with more wacky projects, like a light up sword, cookie theft detector, and a touch sensor to check if someone is a zombie!

NEW



Schaum's Outline of Engineering Mechanics Dynamics, 7th Edition

Merle C. Potter, E. W. Nelson, Charles L. Best, W. G. McLean

ISBN: 9781260462869 | Pub Date: Feb 2021

A classic Schaum's bestseller—now updated to meet the latest engineering curriculum and supported by access to Schaum's improved app and website!

With an outline format that facilitates quick and easy review and hundreds of examples with clear explanations, *Schaum's Outline of Engineering Mechanics: Dynamics, 7th Edition* supports the bestselling textbooks and is ideal for students enrolled in Engineering Mechanics; Introduction to Mechanics; Dynamics; and Fundamentals of Engineering. Coverage includes rectilinear motion, curvilinear motion, rectangular components, tangential and normal components, and more, and includes 729 fully solved problems and a final practice exam.



Schaum's Outline of Fluid Mechanics, 2nd Edition

Merle C. Potter, David C. Wiggert

ISBN: 9781260462845 | Pub Date: Oct 2020

A classic Schaum's bestseller—thoroughly updated to meet the emphasis in current courses.

With an outline format that facilitates quick and easy review of fluid mechanics, *Schaum's Outline of Fluid Mechanics, 2nd Edition* supports the bestselling textbooks and is ideal for students enrolled in Introduction to Fluid Dynamics; Fluid Mechanics; and Statics and Mechanics of Materials. Coverage includes explanation of transient problems with moving control volumes, 54 Fundamentals of Engineering questions for the engineering qualifying exam and more, and includes 510 fully solved problems, 2 practice exams and 2 final practice exams.

NEW



Seismic Loads: Time-Saving Methods Using the 2018 IBC and ASCE/SEI 7-16

David Fanella

ISBN: 9781260467390 | Pub Date: Apr 2021

Concise visual explanations of code provisions that apply to seismic loads.

Seismic Loads: Time-Saving Methods Using the 2018 IBC and ASCE/SEI 7-16 contains simplified step-by-step procedures that can be applied to determine seismic design criteria and requirements. Included are design aids figures flowcharts and examples that clearly demonstrate each procedure. Companion online Excel spreadsheets can be used in practice to calculate loads accurately and efficiently.

NEW



SketchUp for Civil Engineering and Heavy Construction: Modeling Workflow and Problem Solving for Design and Construction

Vladimir Simonovski

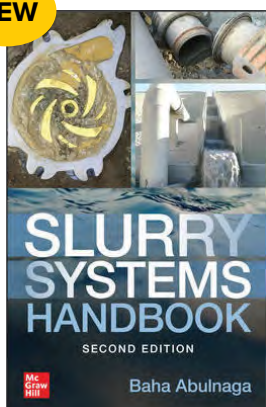
ISBN: 9781260460384 | Pub Date: May 2021

Save schedule time and cost by utilizing SketchUp and the idea of Information Modeling and Organization for civil engineering projects in the heavy construction industry.

This comprehensive guide showcases an easy-to-follow workflow methodology for incorporating SketchUp in day-to-day activities during the design and construction phases of civil engineering projects. The book concentrates on the idea of Information Modeling and Organization for projects from the heavy construction industry with richly illustrated and highly detailed real-world examples.

SketchUp for Civil Engineering and the Heavy Construction Industry: Modeling Workflow and Problem Solving for Design and Construction explores the efficient way to convert 2D construction plans into a 3D model that can be used for planning, clash detection (problem identification prior to start of construction), field guidance, work plan creation and visualization support during meetings.

NEW



Slurry Systems Handbook, 2nd Edition

Baha Abulnaga

ISBN: 9781260452792 | Pub Date: Mar 2021

A complete guide to slurries and slurry systems—fully updated for the latest advances.

Slurry Systems Handbook, 2nd Edition clearly explains the components, dynamics, and design of slurry systems for any application—from ore mining to nuclear waste processing, extra heavy oil upgrade, semi-conductor cleaning, and metal melting.

Readers will gain access to practical examples of operating slurry pipelines and appropriate codes, as well as guidelines to conduct feasibility studies for slurry concentrate or tailings disposal systems, apply the principles to clean semi-conductors by micro-slurry, and upgrade extra-heavy oils. This new edition splits chapters into shorter units for clarity.

NEW



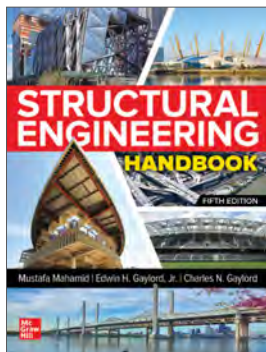
Standard Aircraft Handbook for Mechanics and Technicians, 8th Edition

Ron Sterkenburg, Peng Hao Wang

ISBN: 9781260468922 | Pub Date: Jan 2021

The definitive on-the-job aircraft manual—now with updated content and brand new chapters.

For more than 60 years, the *Standard Aircraft Handbook for Mechanics and Technicians* has been the trusted guide for building, maintaining, overhauling, and repairing aircraft. It is an ideal resource for airframe mechanics, as well as those enrolled in A&P certification courses and aviation maintenance programs. The richly illustrated text details the nature of aircraft materials and fixation devices, and covers all relevant processes such as riveting, drilling, aircraft plumbing, cabling, electrical wiring, corrosion detection, and more. This 8th edition includes updated content on aircraft wood construction, synthetic fabrics systems, and aircraft welding, and new chapters on aircraft weight and balance and FAA regulations and aircraft inspections.



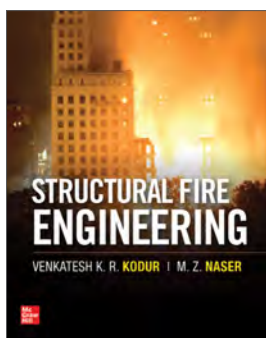
Structural Engineering Handbook, 5th Edition

Mustafa Mahamid, Edwin H. Gaylord, Charles N. Gaylord

ISBN: 9781260115987 | Pub Date: May 2020

A fully updated guide to vital structural engineering principles and design techniques

Featuring discussions from a variety of experts, *Structural Engineering Handbook, 5th Edition* gives readers up-to-the-minute information on the planning, design, and construction of a variety of engineered structures. New topics covered include sustainability, non-destructive testing, BIM, design of special structures, fire engineering, and progressive collapse. Up-to-date data tables provide reputable information on material properties that can be used to verify computer-based calculations. Concise, practical, and user-friendly, this one-of-a-kind resource contains real-world examples and detailed descriptions of today's design methods.



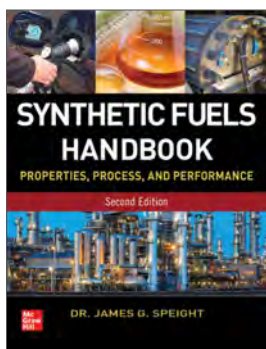
Structural Fire Engineering

Venkatesh Kodur, Mohannad Naser

ISBN: 9781260128581 | Pub Date: Apr 2020

Actionable strategies for the design and construction of fire-resistant structures.

Structural Fire Engineering begins with an introduction to the behavioral aspects of fire and explains how structural materials react when exposed to elevated temperatures. From there, the book discusses the fire design aspects of key codes and standards, such as the International Building Code, the International Fire Code, and the NFPA Fire Code. Advanced topics are covered in complete detail, including residual capacity evaluation of fire damaged structures and fire design for bridges and tunnels. Readers will get step-by-step guidance on how to evaluate fire resistance using both testing and calculation methods.



Synthetic Fuels Handbook, 2nd Edition

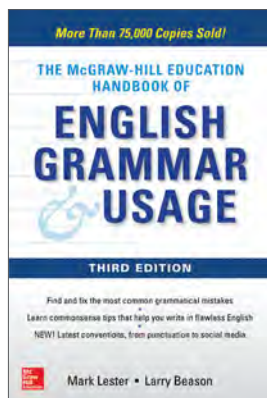
James Speight

ISBN: 9781260128963 | Pub Date: Jul 2020

A fully updated, all-in-one guide to synthetic and alternative energy technologies.

Thoroughly revised to cover today's essential topics, *Synthetic Fuels Handbook: Properties, Process, and Performance, 2nd Edition* features clear, practical explanations of the latest concepts, systems, and technologies. The book covers the production of synthetic fuels on both industrial and individual scales. Readers will get full details on fuels from natural gas and natural gas hydrates, tar, sand bitumen, coal, oil shale, synthesis gas, crops, wood sources, biomass, industrial and domestic waste, landfill gas, and more.

ENGLISH



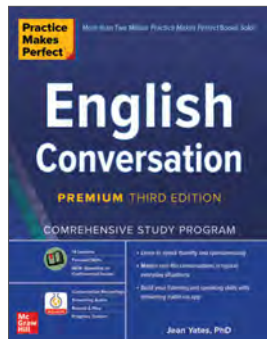
McGraw-Hill Education Handbook of English Grammar & Usage, 3rd Edition

Mark Lester

ISBN: 9781260121674 | Pub Date: Nov 2018

The classic guide to English grammar—updated for today’s grammar, punctuation, social media, and digital communication needs.

First published in October 2004, *The McGraw-Hill Handbook of English Grammar and Usage* has become a go-to grammar classic. Written by acclaimed grammarians, the book provides clear explanations, definitions, simple rules, and guidelines to help readers express themselves correctly in English. New examples of usage are featured throughout this 3rd edition. An updated chapter dedicated to grammar and its usage in digital communication provides invaluable guidance on communicating via social media, text, and email.



Practice Makes Perfect: English Conversation, Premium 3rd Edition

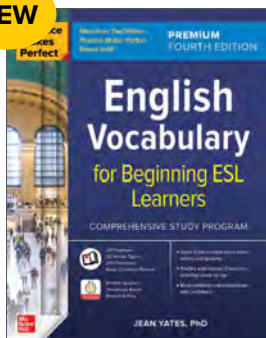
Jean Yates

ISBN: 9781260462166 | Pub Date: Mar 2020

The essential resource for English language learners looking to build their conversation skills—updated with new review exercises to test learning progress.

This updated edition of the popular guide provides advanced beginning and intermediate learners with everything they need to converse in English with confidence. *Practice Makes Perfect: English Conversation, 3rd Edition* is packed with crystal-clear explanations, numerous realistic examples, and dozens of engaging exercises to help readers hone their conversation skills. Organized around 12 units, the book covers specific, real-world conversational situations and common, everyday scenarios. Each unit offers helpful instructions on correct pronunciation, grammar, syntax, and word usage.

NEW



Practice Makes Perfect: English Vocabulary for Beginning ESL Learners, Premium 4th Edition

Jean Yates

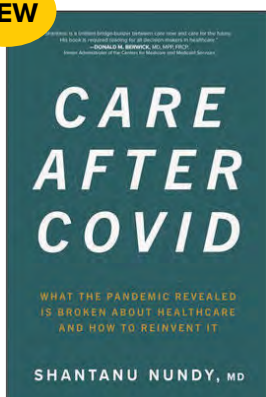
ISBN: 9781264264223 | Pub Date: Jun 2021

The go-to guide for learning and reinforcing American English vocabulary for beginning ESL learners—now enhanced with audio recordings through the McGraw-Hill Language Lab app.

Now enhanced with audio recordings of exercise answers through the McGraw-Hill Language Lab app, this bestselling guide for beginning ESL learners is more helpful than ever. Based on the tried-and-true Practice Makes Perfect method, this guide helps students develop their vocabulary and comprehension skills with practice in word building, analyzing new words, and using them in conversation. Subjects included in this guide include names for people, places, and things; adjectives that describe people; verbs for household activities; how to ask questions; verbs used for shopping; how to give directions, social networking vocabulary; and more.

HEALTHCARE

NEW



Care After Covid: What the Pandemic Revealed Is Broken in Healthcare and How to Reinvent It

Shantanu Nundy

ISBN: 9781264259120 | Pub Date: May 2021

A physician-entrepreneur who works with Fortune 500 companies presents how healthcare needs to change and work for everyone in a post-pandemic world.

If the healthcare system were an emperor, Covid-19 tragically revealed that it had no clothes. Healthcare had to adapt, and quickly—hundreds of thousands of lives were being lost to the ravaging pandemic. Driven by necessity, we witnessed a dramatic acceleration of virtual care, drive-thru testing, and home-based services. In *Care After Covid*, a physician-entrepreneur who works with Fortune 500 companies presents how healthcare needs to change and work for everyone in a post-pandemic world. The book shows all stakeholders in the healthcare ecosystem exactly what needs to change and, more importantly, how to do it.

NEW



Humanizing Healthcare: Transform Culture to Hardwire Humanity at Every Point of Care

Summer Knight

ISBN: 9781264267279 | Pub Date: Apr 2021

From a top healthcare futurist, frontline innovator, and Deloitte consultant comes a road map to *Humanizing Healthcare*—hardwiring humanity at every point of care—a cultural transformation that is good for people and good for business.

Without meaning to do so, the healthcare industry continues to injure people—patients and clinicians—physically, emotionally, mentally, financially, spiritually, and socially. There have been numerous efforts to overhaul the system, but nothing has yet cured healthcare of its illnesses. Paramedic-turned-physician executive and Deloitte consultant Summer Knight helps top healthcare and life sciences organizations create patient-centric, consumer-oriented healthcare delivery systems. She not only provides a guide for how the industry can transform to embody a more human perspective, using data and technology, she also illustrates how using *Humanizing Healthcare* as a collective North Star will positively impact all stakeholders: consumers, providers, caregivers, staff, executives, shareholders, and the government alike.



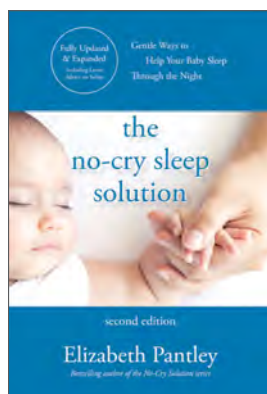
The Healthcare Mandate: How to Leverage Disruptive Innovation to Heal America's Biggest Industry

Nicholas Webb

ISBN: 9781260468120 | Pub Date: Sep 2020

A top healthcare futurist and consultant shows healthcare professionals and stakeholders how to redirect resources and leverage innovation to improve wellness and lower costs.

In *The Healthcare Mandate*, Nicholas J. Webb charts a bold new path that puts the focus not on reactionary treatment but on anticipation and prevention. He argues that we can leverage the technology that has resulted from disruptive innovation to fulfill these goals. Emerging digital technologies now make it possible to collect, analyze, and act upon the enormous quantities of health-related data that every individual generates every day. This data often foreshadows disease and can alert the healthcare provider to the existence of a life-threatening condition before there are any outward symptoms, thereby enabling caregivers to pivot from treatment after the fact to anticipation, prevention, and, when necessary, reduced treatment to correct a smaller problem.



The No-Cry Sleep Solution, 2nd Edition

Elizabeth Pantley

ISBN: 9781260462128 | Pub Date: Jan 2020

Fully updated! The bestselling guide to solving baby sleep problems without tears is now easier to use and has been expanded to include more solutions plus critical new safety information.

Nearly all babies fight sleep. Some people argue that parents should let their baby “cry it out” until the child falls asleep; others say parents should tough it out from dusk until dawn. *The No-Cry Sleep Solution* gives parents a third option: a proven method to pin-point the root of sleep problems and solve them in a way that is gentle to babies and effective for parents. The author delivers clear, friendly, step-by-step ideas that gently guide children into a good night’s sleep, and great daily naps—without the crying. This new edition has been updated to reflect new research and extensive parent feedback.

INVESTMENT

NEW



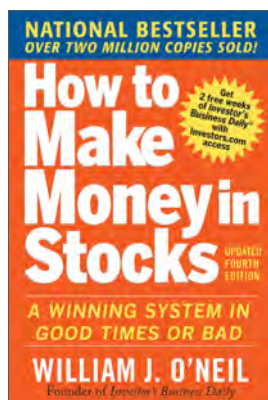
Better than Alpha: Three Steps to Capturing Excess Returns in a Changing World

Christopher M. Schelling

ISBN: 9781264257652 | Pub Date: Mar 2021

The institutional investor’s guide to giving up the ghost of alpha and creating a realistic strategy for meeting specific investing objectives.

Written for institutional investors of all stripes, *Better Than Alpha* explains why strategies based on “beating the markets” are doomed to failure. It provides a simple three-step framework focusing on making better investment decisions that match the objectives of the investor. The book walks readers through the process of making decisions that create a higher probability of meeting their objectives—from funding a state retirement fund to creating a steady income stream for an endowment to generating return to cover insurance payouts.



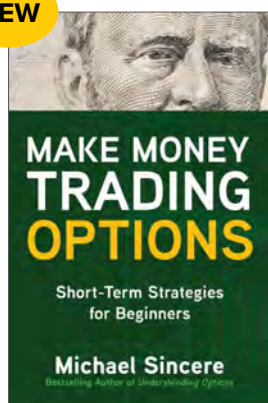
How to Make Money in Stocks: A Winning System in Good Times and Bad, 4th Edition

William J. O'Neil

ISBN: 9780071614139 | Pub Date: Jun 2009

The bestselling guide to buying stocks, from the founder of Investor's Business Daily—now completely revised and updated. O'Neil's powerful CAN SLIM(R) Investing System—a proven 7-step process for minimizing risk and maximizing gains—has influenced generations of investors. Based on a major study of market winners from 1880 to 2009, this expanded edition gives readers proven techniques for finding winning stocks before they make big price gains; tips on picking the best stocks, mutual funds, and ETFs to maximize gains; 100 new charts, and more.

NEW



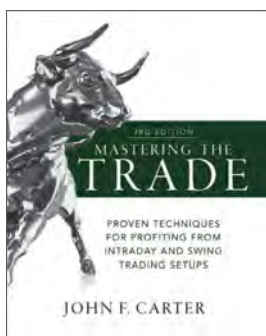
Make Money Trading Options: Short-Term Strategies for Beginners

Michael Sincere

ISBN: 9781260468755 | Pub Date: Mar 2021

A practical guide showing individual traders how to profit strategically and sensibly, by the author of the popular bestseller *Understanding Options*

Using simple language, longtime MarketWatch columnist Michael Sincere shares his expertise with individual investors and traders—especially beginners—and provides battle-tested strategies for building wealth in the options market. Rather than overwhelming the reader with confusing charts and indicators, he focuses on new ideas and principles to help them avoid bad bets and lays out a roadmap geared toward protecting their assets. The book covers topics including how to: implement short-term trading strategies; test option strategies and handle tips; identify the most profitable market environments; find ideal setups and positions; protect money in both bull and bear markets; and understand what's important amid the noise of market commentary and technical analysis.



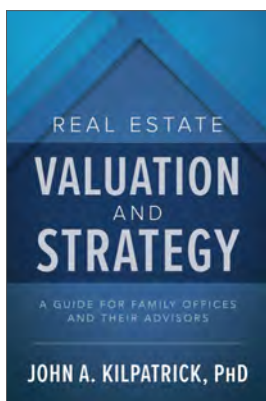
Mastering the Trade: Proven Techniques for Profiting from Intraday and Swing Trading Setups, 3rd Edition

John F. Carter

ISBN: 9781260121599 | Pub Date: Dec 2018

Updated for today's turbulent markets—this bestselling guide gives traders the edge they need to beat the competition at every turn.

Mastering the Trade, 3rd Edition takes readers from theory to practice, presenting a step-by-step, innovative approach for becoming a successful professional trader. Combining insightful market overviews with proven strategies and concepts, the author provides chart setups, trading methodologies, money-management principles, psychological guidelines, advice on the latest hardware and software, and more. This nuts-to-bolts guide delivers the foundational knowledge traders need to detect and capitalize on the next market shakeup before it happens.



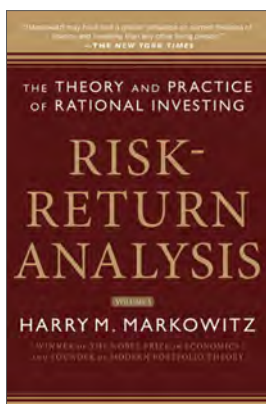
Real Estate Valuation and Strategy: A Guide for Family Offices and Their Advisors

John Kilpatrick

ISBN: 9781260459043 | Pub Date: Mar 2020

From one of the country's leading valuation experts—the “Master Class” for using real estate investments to preserving family wealth for generations to come.

Real Estate Valuation and Strategy tackles real estate investment strategy issues that investors most commonly encounter, providing the knowledge, insights, and strategies readers need to avoid the most common pitfalls. It explains how real estate can be used as an investment, different ways to understand real estate as a high-level investment, and how real estate differs from other assets. With *Real Estate Valuation and Strategy* readers have everything they need to ensure success when it comes to integrating with the family business; valuing, remediating, and selling brownfield properties; and REITS and other ownership instruments.



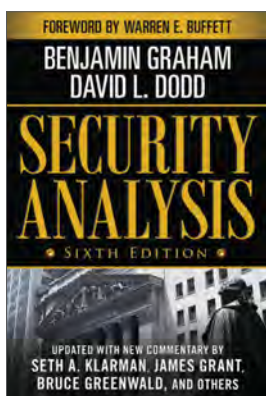
Risk-Return Analysis Volume 3

Harry M. Markowitz

ISBN: 9780071818315 | Pub Date: Apr 2020

New from the Father of Modern Portfolio Theory! Nobel Laureate Harry Markowitz delivers the next volume of his landmark series on building a portfolio built for long-term profitability.

Volume three of the four-volume *Risk-Return Analysis* takes investors ever deeper into Markowitz's theories and practices for strategic portfolio management designed to generate profits in good times and bad. Ideal for practitioners, economists, and educators, this richly illustrated volume provides a refined look at Modern Portfolio Theory, highlighting the rational decision-making and probability beliefs that are essential to creating and maintaining a successful portfolio in today's economy.

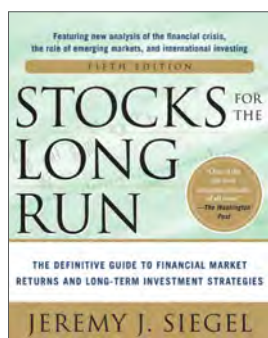


Security Analysis, 6th Edition

Benjamin Graham, David Dodd

ISBN: 9780071592536 | Pub Date: Sep 2008

First published in 1934, *Security Analysis* is one of the most influential financial books ever written. Selling more than one million copies through five editions, it has provided generations of investors with the timeless value investing philosophy and techniques of Benjamin Graham and David L. Dodd. This new 6th edition, based on the classic 1940 version, is enhanced with 200 additional pages of commentary from some of today's leading Wall Street money managers. These masters of value investing explain why the principles and techniques of Graham and Dodd are still highly relevant even in today's vastly different markets.



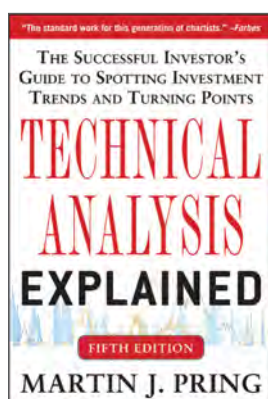
Stocks for the Long Run: The Definitive Guide to Financial Market Returns & Long-Term Investment Strategies, 5th Edition

Jeremy J. Siegel

ISBN: 9780071800518 | Pub Date: Jan 2014

The stock-investing classic—updated to help investors win consistently in the chaotic, post-meltdown global economy.

Much has changed since the last edition of *Stocks for the Long Run*. The financial crisis, the deepest bear market since the Great Depression, and the continued growth of the emerging markets are just some of the contingencies directly affecting every portfolio in the world. To help you navigate markets and make the best investment decisions, Jeremy Siegel has updated his bestselling guide to stock market investing. This new edition answers all the important questions of today: How did the crisis alter the financial markets and the future of stock returns? What are the sources of long-term economic growth? How does the Fed really impact investing decisions? Should you hedge against currency instability?



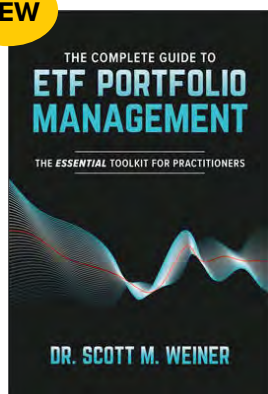
Technical Analysis Explained: The Successful Investor's Guide to Spotting Investment Trends and Turning Points, 5th Edition

Pring

ISBN: 9789814599856 | Pub Date: May 2014

The face of investing has significantly changed in the 30 years since this book's first publication, but one essential component of the markets has not—human behavior. This fully updated 5th edition shows you how to maximize your profits in today's complex markets by tailoring your application of this powerful tool. Tens of thousands of individual and professional investors have used the guidance in this book to grow their wealth by understanding, interpreting, and forecasting significant moves in both individual stocks and entire markets. This new edition streamlines its time-honored, profit-driven approach, while updating every chapter with new examples, tables, charts, and comments that reflect the real-world situations you encounter in everyday trading.

NEW



The Complete Guide to ETF Portfolio Management: The Essential Toolkit for Practitioners

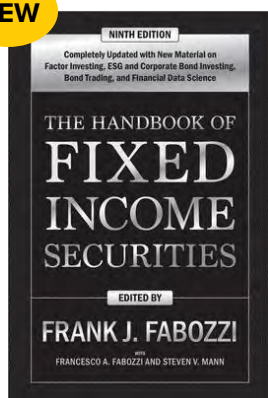
Scott Weiner

ISBN: 9781264257461 | Pub Date: May 2021

For professional and institutional investors—the new go-to resource for succeeding in the \$4.5 trillion ETF market.

The Complete Guide to ETF Portfolio Management provides everything you need to know to manage an ETF with knowledge and skill. In this comprehensive and insightful guide, Scott Weiner takes readers step by step through the life of a sample ETF—from fund launch to fund closure—from the perspective of a portfolio manager. The book outlines all the considerations and practical steps to managing an ETF portfolio, from understanding how to track an index to efficient tax management to managing international and active ETFs. It reveals how ETFs are launched, how they're managed, and how they're closed when they're not raising assets.

NEW



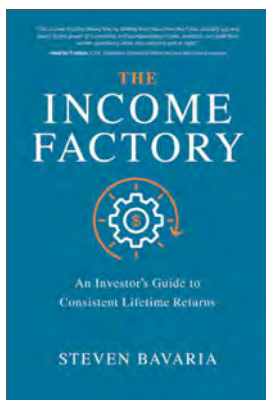
The Handbook of Fixed Income Securities, 9th Edition

Frank J. Fabozzi, Steven V. Mann

ISBN: 9781260473896 | Pub Date: Jun 2021

The field's definitive guide for nearly 40 years—thoroughly updated to address the realities of today's finance industry.

Providing the knowledge and insights of the world's best minds in fixed income securities, this unsurpassed resource brings readers fully up to date on bonds, cash and derivative products, analytical tools, and portfolio strategies and management. *The Handbook of Fixed Income Securities, 9th Edition* presents comprehensive, current, reliable information on everything professional investors need to stay on top of the market and ahead of the curve. One of the world's leading experts on fixed income securities, Frank Fabozzi has gathered a peerless team of global experts who provide the newest and best techniques for winning in today's markets.



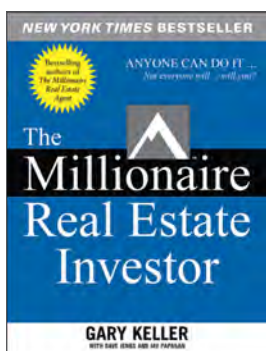
The Income Factory: An Investor's Guide to Consistent Lifetime Returns

Steven Bavaria

ISBN: 9781260458534 | Pub Date: Feb 2020

A popular Seeking Alpha writer shows investors how to trade the high-pressure, high-risk approach to investing for a low-risk strategy for creating long-term wealth.

The *Income Factory* offers readers a proven, recession-proof investing strategy that grows income consistently for the long run. This income stream actually grows faster when the market is dropping, allowing investors to remain calm, while their growth- focused counterparts worry about whether to sell out or hedge. In addition to walking readers through the process, the book explains why “high-yield” doesn’t have to mean “high-risk,” how to use credit instruments to drive profits, why “junk” is a misnomer—and what it means for savvy decision-making, and how to stay ahead of the curve without following markets 24/7.



The Millionaire Real Estate Investor

Gary Keller, Dave Jenks, Jay Papasan

ISBN: 9780071446372 | Pub Date: April 2005

The Millionaire Real Estate Investor offers straightforward strategies and wisdom gleaned from research and interviews with over 120 real life millionaire real estate investors. Ordinary people who have achieved extraordinary financial success. Like Wendy Patton who bought her first investment property when she was living in a hotel, made just \$20,000 a year and owed as much in student loans—Wendy has since sold over 600 homes. Like Carlos Herbon who immigrated to the US with only \$120 in his pocket and who now owns over 250 rental units and his own property management company.... *The Millionaire Real Estate Investor* is the first investment book to take a serious look at how anyone can achieve financial freedom.

NEW



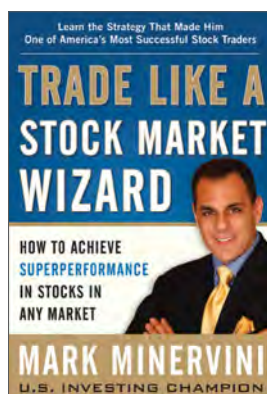
The Ultimate Guide to Understanding and Trading Options: Two-Book Bundle

Michael Sincere

ISBN: 9781260474640 | Pub Date: Mar 2021

The complete package for options success! This unmatched investing combo from bestselling author Michael Sincere provides an A-to-Z education on low-risk options trading.

Perfect for any investor interested in options trading, the *Understanding Options/Make Money Trading Options* bundle provides the foundational knowledge readers need to get started with confidence and learn effective strategies for generating profits with minimal risk. *Understanding Options* explains all the basics, including overcoming assignment anxiety, LEAPS, the Greeks, protective and married puts, collars, credit and debit spreads, straddles, strangles, and options tips. Then, *Make Money Trading Options* provides battle-tested strategies for finding winning stocks, identifying the overall market environment, deciding whether to go long or short, and using a ground-breaking method to determine which stocks are “in play.” Most important, readers learn money management techniques to avoid the common beginner’s pitfall of blowing up their account.



Trade Like a Stock Market Wizard: How to Achieve Super Performance in Stocks in Any Market

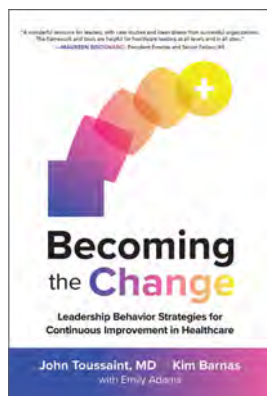
Mark Minervini

ISBN: 9780071807227 | Pub Date: Apr 2013

The investor’s guide to **SUPERPERFORMANCE!**

In *Trade Like a Stock Market Wizard*, Mark Minervini reveals his trademarked stock market method SEPA®, which provides outsized returns in virtually every market by combining careful risk management, self-analysis, and perseverance. Minervini explains how to select precise entry points and preserves capital and profits with even more precise exit points—for consistent triple-digit returns. Readers will gain valuable knowledge as he shares lessons, trading truths, and specific tactics—all derived from his 30-year career as one of America’s most successful stock traders.

LEADERSHIP



Becoming the Change: Leadership Behavior Strategies for Continuous Improvement in Healthcare

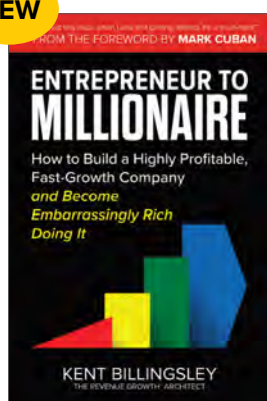
John Toussaint, Kim Barnas

ISBN: 9781260461688 | Pub Date: Aug 2020

Two renowned healthcare transformation experts provide a blueprint for implementing the principles and behaviors that leaders at all levels must embrace in order to create lasting change.

In *Becoming the Change*, two pioneers in the healthcare transformation movement show readers how to cultivate principle-driven behaviors that can turn the tantalizing possibilities on the healthcare horizon into reality. Transformational improvement has often been aimed at frontline healthcare workers rather than leaders at all levels, resulting in “islands of excellence” that are unsustainable. Toussaint and Barnas demonstrate how change needs to start at the top—with executives, governing board members, managers, and physicians. Drawing on a wealth of case studies, they explore how change actually happens, and reveal how healthcare systems led by people who are compassionate, principled, and engaged can undergo profound and lasting transformation.

NEW



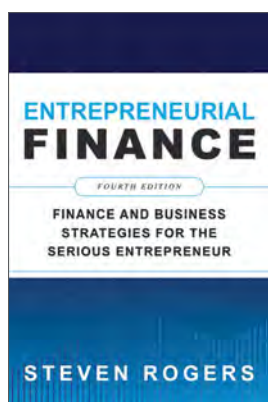
Entrepreneur to Millionaire: How to Build a Highly Profitable, Fast-Growth Company and Become Embarrassingly Rich Doing It

Kent Billingsley, Mark Cuban

ISBN: 9781264257126 | Pub Date: Feb 2021

From the entrepreneurial business transformation expert known as America’s Revenue Growth® Architect comes a proven explosive growth road map that has driven more than \$1 billion in sales and revenue for small companies and tens of billions of dollars for corporations.

Entrepreneur to Millionaire reveals Kent Billingsley’s proven formula for transforming good businesses into fast growth, highly profitable companies. This methodology is repeatable, predictable, and scalable—and guaranteed to improve results in any type and size business, if faithfully applied. For nearly three decades, Billingsley has been turning entrepreneurs, who are hungry for success, into millionaires using his framework, often, without spending additional dollars on marketing or hiring more salespeople. His business-changing, four-phase approach—Revenue Ready, Market Ready, Go to Market, and Own the Market—has been rigorously tested in startups and billion-dollar firms alike.



Entrepreneurial Finance: Finance and Business Strategies for the Serious Entrepreneur, 4th Edition

Steven Rogers

ISBN: 9781260461442 | Pub Date: May 2020

The latest edition of the definitive guide to setting up and managing the financial aspects of any business—completely revised and updated for the challenges of today's entrepreneurial environment.

For 20 years, Steven Rogers' *Entrepreneurial Finance* has been the go-to resource for those looking to get a small- to medium-sized business up and running—and keep it that way. But the entrepreneurial landscape has changed dramatically since the publication of the 3rd edition. In this 4th edition, Rogers brings his classic content up to date with the current reality by revising every chart, graph, and case study to reflect the environment of modern entrepreneurship. He covers all the major topics found in previous editions—from writing a growth business plan, compiling and understanding financial statements to making a company profitable, valuing a company, and raising venture capital—while also detailing contemporary issues, and adding brand new content.



Get Funded!: The Startup Entrepreneur's Guide to Seriously Successful Fundraising

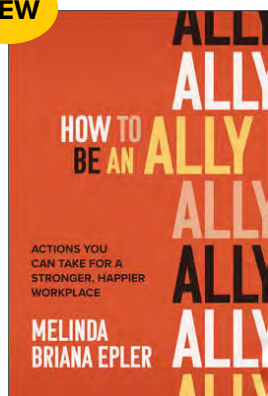
John Biggs, Eric Villines

ISBN: 9781260459067 | Pub Date: Aug 2020

From a founding editor at TechCrunch and an award-winning communication strategist comes the most comprehensive guide to the newest fundraising options for today's entrepreneurs.

In *Get Funded!* tech journalist and entrepreneur John Biggs and communication strategist Eric Villines explain the new funding landscape and the exciting tech-driven models available to entrepreneurs—including crowdfunding platforms like GoFundMe, cryptocurrencies like Bitcoin, IEOs (Initial Exchange Offerings), micro-loans, and micro-donations—as well as more traditional, tried-and-true methods. Beyond a road map to the current world of funding, *Get Funded!* presents proven strategies for pitching, marketing, and bootstrapping. A 360-degree tool with easy-to-follow worksheets and online resources, this book will help entrepreneurs build a sustainable funding strategy that is right for their business and will demonstrate how to flawlessly execute it for success.

NEW



How to Be an Ally: Actions You Can Take for a Stronger, Happier Workplace

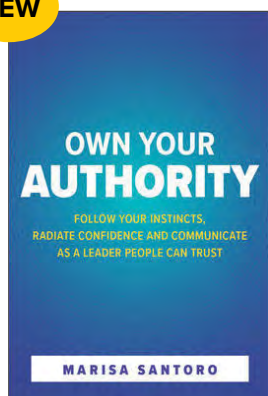
Melinda Epler

ISBN: 9781264257935 | Pub Date: Jun 2021

An original and insightful roadmap on how to become a more inclusive and empathetic leader.

In *How to Be an Ally*, Melinda Briana Epler draws on her experience as a strategic advisor for tech companies, startups, tech hubs, and governments around the world to provide insights on how business leaders can create a more equitable workplace where everyone has equal opportunity across gender, race, ethnicity, disability, LGBTQIA+, religion and other identities. *How to Be an Ally* humanizes diversity and inclusion; and facilitates greater empathy and understanding between people of all backgrounds. Readers will find simple, tangible information and actions not offered anywhere else.

NEW



Own Your Authority: Follow Your Instincts, Radiate Confidence, and Communicate as a Leader People Trust

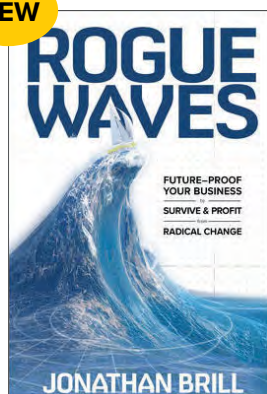
Marisa Santoro

ISBN: 9781264258161 | Pub Date: Apr 2021

From popular TedX Speaker and winner of New York Business Journal's and BizWomen.com's Woman of Influence award comes the proven guide to building the self-confidence required to lead with influence.

Self-confidence is the universal prerequisite for being an effective leader, but too many people think you are born with confidence. Not true. *Own Your Authority* provides indisputable evidence that confidence is learned and shows how to develop the mindset needed to become a world-class business leader. In *Own Your Authority*, Santoro addresses the practical realities business professionals face and lays out a step-by-step blueprint on building self-trust—the foundation of confidence.

NEW



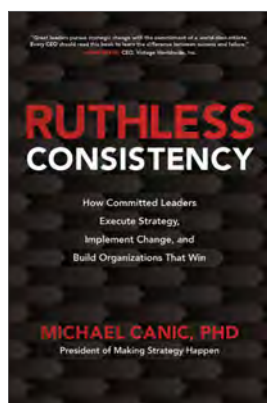
Rogue Waves: Future-Proof Your Business to Survive and Profit from Radical Change

Jonathan Brill

ISBN: 9781264257157 | Pub Date: Jun 2021

A renowned business futurist shows leaders how their companies can adapt, survive, and thrive in times of radical disruption caused by the convergence of economic, technological, and social change.

Today's businesses are sailing in stormy waters—financial crises, pandemics, social chaos, trade wars, AI—with the waves getting bigger every day. This must-read survival guide from innovation expert and business futurist Jonathan Brill shows leaders how their organizations can navigate these waves, ride out the fiercest of storms, and come out stronger on the other side. Timely, important, and essential, *Rogue Waves* equips business leaders with the predictive tools they need to take advantage of randomness, turn chaos into profit, and control their future, so that their companies thrive—while their competitors are washed away.



Ruthless Consistency: How Committed Leaders Execute Strategy, Implement Change, and Build Organizations That Win

Michael Canic

ISBN: 9781260459814 | Pub Date: Sep 2020

When all is said and done, a lot more gets said than done. What is the antidote to this? *Ruthless Consistency*.

According to Harvard Business Review, “most studies still show a 60-70% failure rate for organizational change projects—a statistic that has stayed constant from the 1970s to the present.” Drawing on his 20+ years of experience as a strategy and execution consultant specializing in midsize companies, Michael Canic helps committed leaders drive the odds in their favor. In *Ruthless Consistency*, he identifies the three surprising reasons most strategic change initiatives fail: leaders unwittingly send mixed messages that demotivate their people and undermine those initiatives; leaders focus on what they do instead of what their people experience; leaders are not as committed as they think they are or need to be. The book then introduces an intuitive yet comprehensive model for success.



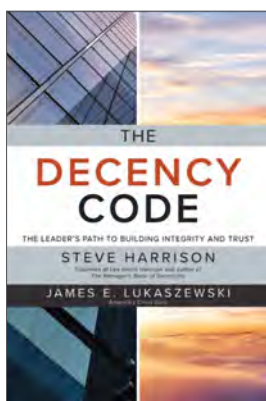
The Creator Mindset: 92 Tools to Unlock the Secrets to Innovation, Growth, and Sustainability

Nir Bashan

ISBN: 9781260460018 | Pub Date: Aug 2020

Proven methods for unleashing the latent creativity in every employee—and transforming any company into the Google of its industry.

For leaders of businesses large and small, *The Creator Mindset* shows how to leverage the power of creativity in practical, measurable ways. Packed with valuable tips, step by step instructions, and insider know-how, the book teaches readers how to use creativity in practical and measurable ways. Nir Bashan, known worldwide as an expert thought leader in creativity and innovation, reveals the 67 tools designed to promote business growth and innovation, and create sustainability in an ever-changing world.



The Decency Code: The Leader's Path to Building Integrity and Trust

Steve Harrison, James E. Lukaszewski

ISBN: 9781260455397 | Pub Date: Mar 2020

An invaluable guide to aligning organizational performance with honorable, ethical standards—from the Chairman of Lee Hecht Harrison and author of *The Manager's Book of Decencies*.

The Decency Code gives readers practical pathways to aligning organizational performance with personal values. The book provides practical tools and strategies to help create work cultures that are built on a new standard of ethical behavior. Informative case studies examine the behavior of both ethical and unethical companies. This is an essential resource for leaders who are looking to build positive, honest workplaces that are better aligned with the behaviors their customers, constituents and communities expect.



Wild Success: 7 Key Lessons Business Leaders Can Learn from Extreme Adventurers

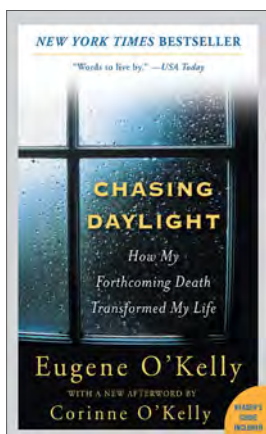
Amy Posey, Kevin Vallely

ISBN: 9781260455519 | Pub Date: Mar 2020

An innovative guide to developing dynamic leadership skills—drawn from the real life experiences of extreme adventurers.

Elite adventurers understand how to excel and build high performing teams in the most challenging environments on the planet. Unexpected obstacles can force creative thinking in any situation. Using inspirational stories from real wilderness expeditions, *Wild Success* shares nine leadership stories with skills that allow today's leaders to thrive in the most unpredictable, challenging and dynamic workplaces. The authors skillfully combine insights from the adventure world with innovative research from the field of neuroscience to provide readers with unique and invaluable leadership lessons. Readers will discover their own leadership potential, as well as gain practical tips on how to increase leadership capacity. The book inspires people to perform at their best—in the wild and in the workplace.

MANAGEMENT



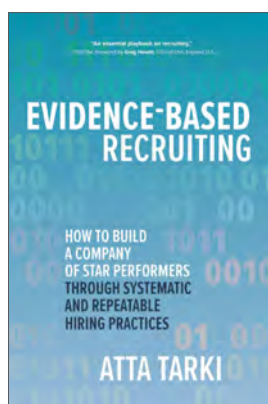
Chasing Daylight: How My Forthcoming Death Transformed My Life

Gene O'Kelly

ISBN: 9780071499934 | Pub Date: Oct 2007

THE NEW YORK TIMES BESTSELLER.

Chasing Daylight is the honest, touching, and ultimately inspirational memoir of former KPMG CEO Eugene O'Kelley, completed in the three-and-a-half months between his diagnosis with brain cancer and his death in September 2005. Its haunting yet extraordinarily hopeful voice reminds us to embrace the fragile, fleeting moments of our lives—the brief time we have with our family, our friends, and even ourselves. This paperback edition features a new foreword by his wife, Corinne O'Kelley and a readers' group guide and questions.



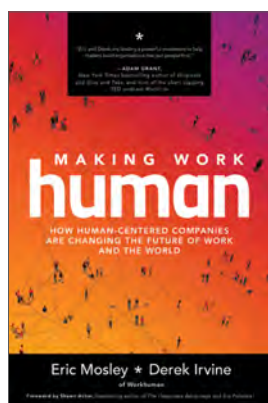
Evidence-Based Recruiting: How to Build a Company of Star Performers Through Systematic and Repeatable Hiring Practices

Atta Tarki

ISBN: 9781260461411 | Pub Date: Jan 2020

A renowned executive recruitment expert provides business leaders with a playbook to implement systematic, repeatable, scalable hiring practices to gain a competitive edge.

Most books on recruiting focus on making recommendations that are inspirational, rather than evidence-based. *Evidence-Based Recruiting* flips that script. Written by the respected CEO of ECA, a specialized executive search firm, this book makes a case for best-in-class recruiting methods, showing how companies like Google and Netflix utilize evidence-based techniques to counteract subtle biases and land top-tier talent, and how other hiring managers can do the same by implementing systematic and repeatable processes that lead to better and more consistent hiring outcomes. Readers will be given the elements of an evidence-based approach, learn how to distinguish good evidence from bad, and understand why many hiring predictions fail—and what can be done about it.



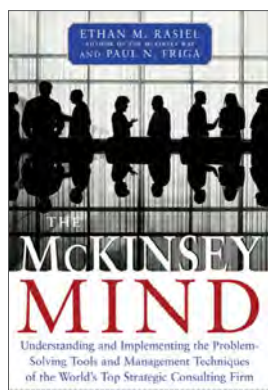
Making Work Human: How Human-Centered Companies are Changing the Future of Work and the World

Eric Mosley, Derek Irvine

ISBN: 9781260464207 | Pub Date: Sep 2020

Join the movement to harness the transformative power of people.

Eric Mosley and Derek Irvine built Workhuman with a simple premise: that giving and receiving gratitude would improve performance in any business. Their newest book, *Making Work Human*, reveals how the once-unlikely marriage of positive human values and big data analysis now empowers leaders to build the workplace of the future. Basing their strategy on wide-ranging research, ROI analysis, and real-world case studies, the authors show that when a workplace becomes more “human,” measurable business results like profit, employee engagement, and low turnover follow. Readers will learn how to create a profound connection between employees and the organization by building a sense of belonging, purpose, meaning, happiness, and energy in every person.



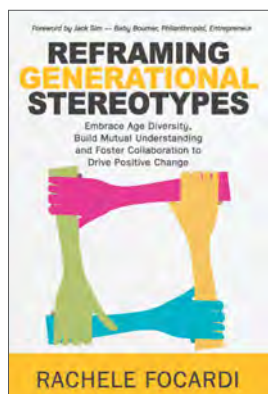
McKinsey Mind

Ethan M. Rasiel, Paul N. Friga

ISBN: 9780071374293 | Pub Date: Oct 2001

The groundbreaking follow-up to the international bestseller a hands-on guide to putting McKinsey techniques to work in your organization.

McKinsey & Company is the most respected and most secretive consulting firm in the world, and business readers just can't seem to get enough of all things McKinsey. Designed to work as a stand-alone guide or together with *The McKinsey Way*, *The McKinsey Mind* follows the same critically acclaimed style and format as its predecessor. In this book authors Rasiel and Friga expand upon the lessons found in *The McKinsey Way* with real-world examples, parables, and easy-to-do exercises designed to get readers up and running.



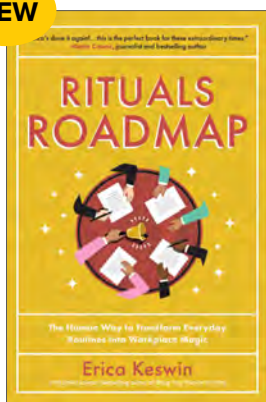
Reframing Generational Stereotypes: How to End Workplace Conflicts, Embrace Diversity and Drive Positive Change

Rachele Focardi

ISBN: 9789814923095 | Pub Date: Dec 2020

Boomers, Gen X, Millennials, Gen Z have different mindsets, expectations and communication styles, yet they have one thing in common: they all feel misunderstood. Being aware of each other's needs, challenges, viewpoints, strengths even fears, is key to unlocking the power of intergenerational collaboration. Unlike most management books, this one will use stories to reveal the origins of intergenerational conflicts, provide groundbreaking strategies to address them, and share first account best practices from leading global organizations (including Unilever, Siemens, DBS, P&G, GroupM, Citi, HSBC). Whether you are a business leader, HR professional, employee, student, educator, or the founder or heir of a family business *Reframing Generational Stereotypes* is a must read.

NEW



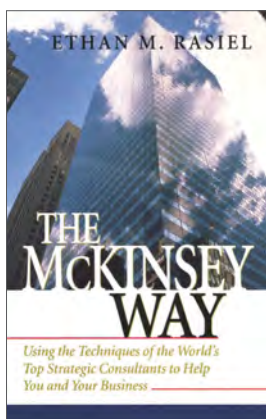
Rituals Roadmap: The Human Way to Transform Everyday Routines into Workplace Magic

Erica Keswin

ISBN: 9781260461893 | Pub Date: Jan 2021

From the Wall Street Journal bestselling author of *Bring Your Human to Work* comes an indispensable guide to taking your employee engagement to the next level.

From our morning cup of coffee to the standing Wednesday morning meeting with our team, our lives are steeped in rituals. *Rituals Roadmap* combines cutting-edge scientific research with examples from the most human companies, like Starbucks, Microsoft, Chipotle and LinkedIn, showing how they establish rituals during meetings, employee onboarding procedures, and daily interactions among coworkers. Whether you choose to pass around a stuffed penguin at your weekly meeting to express gratitude like Aria Finger of DoSomething, or decide to make lunchtime a daily ritual with your team in the same way one top performing team at Douglas Elliman does, rituals create community and change us in a way that conjures lifelong commitments.



The McKinsey Way

Ethan M. Rasiel

ISBN: 9780070534483 | Pub Date: Feb 1999

Penetrate the McKinsey mystique and learn the secrets of the world's largest and most successful strategy consulting firm.

"A breeding ground for gurus." That's how the best-selling book *The Witch Doctors* defined McKinsey & Company, the gold-standard consulting firm whose alumni include titans such as Tom Peters, Harvey Golub, and Kenichi Ohmae. Now a former "McKinzoid" lifts the veil to show the world how the secretive McKinsey works its magic and helps readers emulate the firm's best practices in problem-solving, communication, and management. The result is a toolkit of techniques without peer, one that brings an expert mindset to such practical topics as selling without "selling" and turning enemies into allies. For anyone who wants to become a better strategic player or get an inside look at the high-pressure consulting life, this guide is a must.

NEW



The Product Manager's Desk Reference, 3rd Edition

Steven Haines

ISBN: 9781260468540 | Pub Date: May 2021

Introducing the next generation model for product management excellence!

With major updates and revisions throughout, *The Product Manager's Desk Reference, 3rd Edition* clearly illustrates the entire product life cycle from beginning to end with essential advice on: combining digital and traditional products; new mixed-mode product development tactics; product design based on customer and user experience; reaching customers who are increasingly mobile; iterative product development; and post-launch performance management. Packed with an array of tools, techniques, and best practices—along with an explicit emphasis on data, analytics, and product performance—here is the most timely and actionable guide to product management on the market.

NEW



The Science of Dream Teams: How Talent Optimization Can Drive Engagement, Productivity, and Happiness

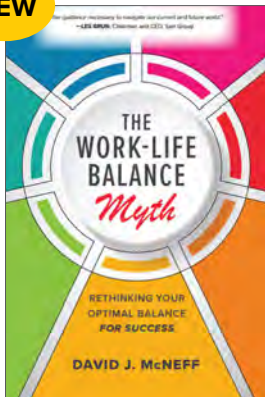
Mike Zani

ISBN: 9781260473742 | Pub Date: Jul 2021

From the CEO of The Predictive Index, the leader in talent optimization, comes *Moneyball* for HR and people management.

In *The Science of Dream Teams*, Mike Zani details a data-driven approach to talent optimization, one that makes hiring, motivating, and managing people more efficient and effective than ever. It employs sophisticated assessments, tools, and software that measure the traits and characteristics that have been proven to predict success in a role or fit on a team. Talent optimization has been shown to build ideal workplace project teams, well-balanced leadership teams, and finely tuned, winning sports teams—in short, dream teams that are not only extremely productive but are also fully engaged and happy at work.

NEW



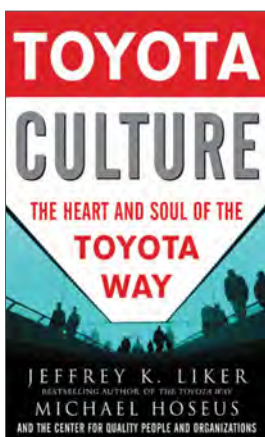
The Work-Life Balance Myth: Rethinking Your Optimal Balance for Success

David J. McNeff

ISBN: 9781260468892 | Pub Date: Feb 2021

In this empowering guide, readers will learn to shed the myth of the “work-life balance” by merging the seven key components that make up their lives to attain harmony and whole-life success

“Work-life balance” is a phrase touted by companies and a state of being that each of us strive for, yet never seem to reach. In this eye-opening book, David. J. McNeff reveals that “balance” shouldn’t be our end goal. Instead, he takes readers through the 7 different “slices” of life to which we devote our time—and explains that by balancing them, readers can attain greater harmony and success in their lives. Readers will learn how to attain harmony among all seven slices through a powerful method for assessing how much time each slice requires, and appropriately investing in each to reach their personal full potential. The book distills the essential elements of readers’ lives and guides them toward blending them into a seamless whole.



Toyota Culture: The Heart and Soul of the Toyota Way

Jeffrey K. Liker, Michael Hoseus

ISBN: 9780071492171 | Pub Date: Jan 2008

In *Toyota Culture* preeminent Toyota authorities Jeffrey Liker and Michael Hoseus reveal how Toyota selects, develops, and motivates its people to become committed to building high-quality products-and how you can do the same for your company. The book examines the “human systems” that Toyota has put in place to instill its founding principles of trust, mutual prosperity, and excellence in its plants, dealerships, and offices around the world. Beginning with a look at the evolution of the Toyota culture and why its people are the heart and soul of the Toyota Way, the authors explain the company’s four-stage process for building and keeping quality people: Attract, Develop, Engage, and Inspire.



Welcome to Management: How to Grow From Top Performer to Excellent Leader

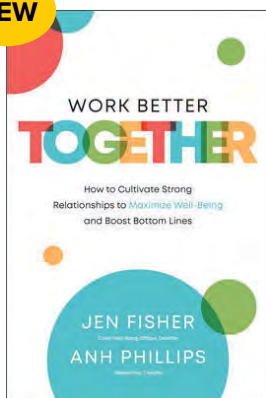
Ryan Hawk, General Stanley McChrystal

ISBN: 9781260458053 | Pub Date: Jan 2020

From the creator and host of *The Learning Leader Show*, “the most dynamic leadership podcast out there” (*Forbes*) that will “help you lead smarter” (*Inc.*), comes an essential tactical guide for newly promoted managers.

Every year, millions of top performers are promoted to management-level jobs—only to discover that the tactics that got them promoted are not the tactics that will make them effective in their new role. In *Welcome to Management*, Ryan Hawk provides practical, actionable advice and tools designed to ensure that transition is a successful one. He presents a new actionable three-part framework distilled from best practices drawn from in-depth interviews with over 300 of the most forward-thinking leaders around the world, as well as his own professional experience going from exceptional individual producer to new leader.

NEW



Work Better Together: How to Cultivate Strong Relationships to Maximize Well-Being and Boost Bottom Lines

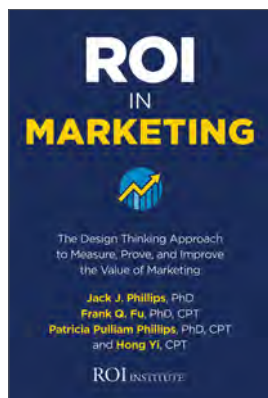
Jennifer Fisher, Anh Nguyen Phillips

ISBN: 9781264268122 | Pub Date: Jun 2021

Deloitte talent-engagement experts explain the critical importance of strong workplace relationships—and how to foster them to boost retention, productivity, and profitability

Based on the authors’ 40+ combined years of experience, *Work Better Together* shows how to focus on self-care, such as physical self-care, the benefits of sleep, and time off; tap into “human skills” like empathy, authenticity, and communication; use technology with intentionality to strengthen relationships, while breaking the negative habits technology fosters; manage workplace relationships, whether you’re in the office every day or telecommuting (or something in between); and develop a culture of strong relationships that drives quality collaboration throughout the organization.

MARKETING



ROI in Marketing: The Design Thinking Approach to Measure, Prove, and Improve the Value of Marketing

Jack J. Phillips, Frank Q. Fu, Patricia Pulliam Phillips, Hong Yi

ISBN: 9781260460421 | Pub Date: Oct 2020

The team from the renowned ROI Institute is back—with required reading for every smart marketing professional and CEO.

After publishing seven books with McGraw Hill, speaking at more than 50 conferences annually, and generating success for more than 4,000 organizations worldwide, the team at ROI Institute presents their newest book, *ROI in Marketing*—a must-read for marketing professionals, executives and CEOs concerned about their marketing efficiency and effectiveness. Using real data from real cases at real companies in a variety of industries, the methodology has proven effective in “real world” use, and can help marketers at any level understand their challenges and opportunities better. They’ll learn more about the critical components of the customer decision making process, how marketing efforts can be adjusted and improved to enhance results that are isolated from other influences effecting the business measures, and how to ensure bottom-line success, including the financial ROI.

TEST PREP

NEW



5 Steps to a 5: 500 AP English Language Questions to Know by Test Day, 3rd Edition

Allyson Ambrose

ISBN: 9781260474763 | Pub Date: Feb 2021

500 AP-style questions with detailed answer explanations to prepare students for what they’ll see on test day.

5 Steps to a 5: 500 AP English Language Questions to Know by Test Day, 3rd Edition was designed to meet the needs of a wide range of students, including those who put off preparing until the last minute, as well as those who have been preparing for the exam for months. All students will benefit from going over the questions written to parallel the topic, format, and degree of difficulty of the questions contained in the exam. Each question includes a concise, easy-to-follow explanation in the answer key.

NEW



5 Steps to a 5: 500 AP English Literature Questions to Know by Test Day, 3rd Edition

Shveta Verma Miller

ISBN: 9781260474732 | Pub Date: Feb 2021

500 AP-style questions with detailed answer explanations to prepare students for what they'll see on test day.

Steps to a 5: 500 AP English Literature Questions to Know by Test Day, 3rd Edition was designed to meet the needs of a wide range of students, including those who put off preparing until the last minute, as well as those who have been preparing for the exam for months. All students will benefit from going over the questions written to parallel the topic, format, and degree of difficulty of the questions contained in the exam. Each question includes a concise, easy-to-follow explanation in the answer key.

NEW



5 Steps to a 5: 500 AP Environmental Science Questions to Know by Test Day, 3rd Edition

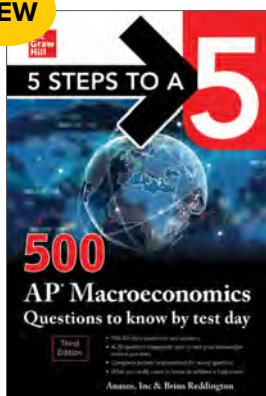
Anaxos Inc.

ISBN: 9781260474787 | Pub Date: Mar 2021

500 AP-style questions with detailed answer explanations to prepare students for what they'll see on test day.

Steps to a 5: 500 AP Environmental Science to Know by Test Day, 3rd Edition was designed to meet the needs of a wide range of students, including those who put off preparing until the last minute, as well as those who have been preparing for the exam for months. All students will benefit from going over the questions written to parallel the topic, format, and degree of difficulty of the questions contained in the exam. Each question includes a concise, easy-to-follow explanation in the answer key.

NEW



5 Steps to a 5: 500 AP Macroeconomics Questions to Know by Test Day, 3rd Edition

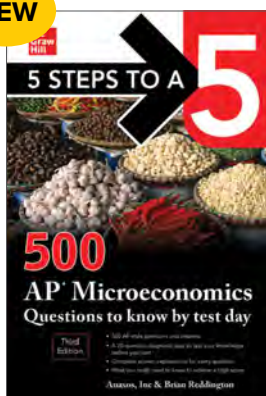
Anaxos Inc., Brian Reddington

ISBN: 9781260474718 | Pub Date: Feb 2021

500 AP-style questions with detailed answer explanations to prepare students for what they'll see on test day.

5 Steps to a 5: 500 AP Macroeconomics Questions to Know by Test Day, 3rd Edition was designed to meet the needs of a wide range of students, including those who put off preparing until the last minute, as well as those who have been preparing for the exam for months. All students will benefit from going over the questions written to parallel the topic, format, and degree of difficulty of the questions contained in the exam. Each question includes a concise, easy-to-follow explanation in the answer key.

NEW



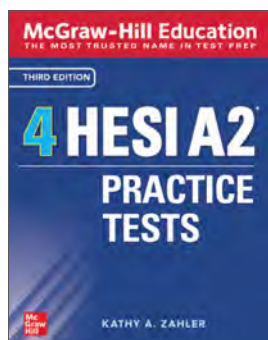
5 Steps to a 5: 500 AP Microeconomics Questions to Know by Test Day, 3rd Edition

Anaxos Inc., Brian Reddington

ISBN: 9781260474695 | Pub Date: Feb 2021

500 AP-style questions with detailed answer explanations to prepare students for what they'll see on test day.

5 Steps to a 5: 500 AP Microeconomics Questions to Know by Test Day, 3rd Edition was designed to meet the needs of a wide range of students, including those who put off preparing until the last minute, as well as those who have been preparing for the exam for months. All students will benefit from going over the questions written to parallel the topic, format, and degree of difficulty of the questions contained in the exam. Each question includes a concise, easy-to-follow explanation in the answer key.



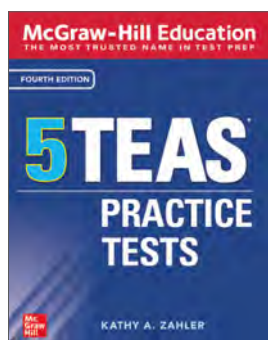
McGraw-Hill Education 4 HESI A2 Practice Tests, 3rd Edition

Kathy A. Zahler

ISBN: 9781260462210 | Pub Date: Sep 2020

Intensive practice for the HESI A2—now including 4 full-length sample tests.

The HESI Admission Assessment (HESI A2) is required for admission by many nursing schools. This new edition offers four full-length practice tests, with answers and complete explanations for every question. The tests simulate the actual exam in content, question format, and level of difficulty. Students get intensive practice with HESI A2-style questions across the test's core subjects: English Language, Basic Math Skills, Biology, Chemistry, Anatomy and Physiology, and Physics.



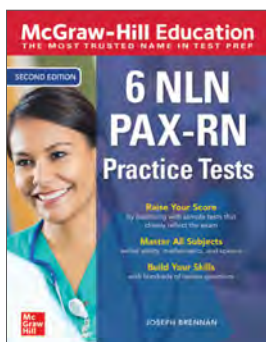
McGraw-Hill Education 5 TEAS Practice Tests, 4th Edition

Kathy A. Zahler

ISBN: 9781260462951 | Pub Date: Sep 2020

Five full-length sample tests provide intensive practice for the TEAS—fully updated to match changes to the revised test.

The Test of Essential Academic Skills (TEAS) is required by many nursing schools for admission, and doing well can mean entrance into the nation's top programs. With this book, nursing school applicants receive intensive practice by taking tests that simulate the real exam in content, question format, and level of difficulty. Five full-length sample tests cover the exam's core subject areas: Reading, Mathematics, Science, and English and Language Usage. Written by a test-prep expert and updated to match the latest exam, this guide offers test-taking strategies and intensive TEAS practice to help students boost their scores.



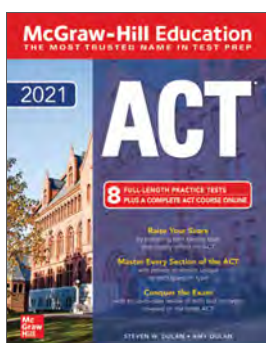
McGraw-Hill Education 6 NLN PAX-RN Practice Tests, 2nd Edition

Joseph Brennan

ISBN: 9781260462371 | Pub Date: Apr 2020

Intensive practice for the entrance exam required by nursing schools nationwide.

The NLN PAX-RN exam is required for admission by many nursing schools and also by many allied health programs. This book offers students essential practice geared specifically toward passing the test. This 2nd edition includes a new full-length sample test that increases students' opportunities to practice for test day. Written by a test prep expert, Joseph Brennan, this book provides learners with the essential practice that will improve their score.



McGraw-Hill Education ACT 2021

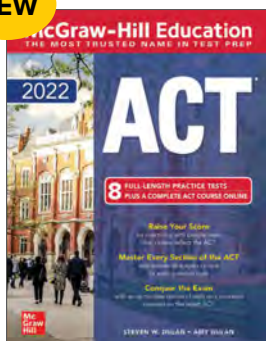
Steven W. Dulan, Amy Dulan

ISBN: 9781260463965 | Pub Date: Jul 2020

The essential go-to study guide from the most trusted name in education—updated with additional content and 8 full-length practice tests for 2021.

The ACT is taken by more than two million students annually. The curriculum-based achievement test is required or preferred by more colleges and universities than any other entrance exam. *McGraw-Hill Education's ACT 2021* is a total multimedia package combining print and online practice for a complete test-prep program. This new edition of the annual guide includes five full-length practice tests in the book, online access to additional three tests, as well as a wealth of exercises and test-prep instructions from leading ACT coaches.

NEW



McGraw-Hill Education ACT 2022

Steven W. Dulan, Amy Dulan

ISBN: 9781264267064 | Pub Date: Jun 2021

The essential go-to study guide from the most trusted name in education—revised and updated with new content.

The ACT is required or preferred by more colleges and universities than any other entrance exam. Each year, more than two million students take the ACT. A complete multimedia package, this new edition of our annual guide to the exam includes a print book and an online ACT course. Packed with test-taking strategies, study tips, and practice exercises, this essential resource will help students achieve their best score on the exam. This edition includes eight full-length practice tests, access to an online course, an eight-week training schedule, and more.



McGraw-Hill Education ACT Elite 2021

Steven W. Dulan, Amy Dulan

ISBN: 9781260463989 | Pub Date: Jul 2020

The essential go-to study guide from the most trusted name in education—updated with additional content and 8 full-length practice tests for 2021.

The ACT is the taken by more than two million students annually. The curriculum-based achievement test is required or preferred by more colleges and universities than any other entrance exam. *McGraw-Hill Education's ACT Elite Edition 2021* is a total multimedia package combining print and online practice for a complete test-prep program. This updated Elite edition includes a bonus section with extra study materials, five full-length practice tests in the book, online access to additional three tests, as well as a wealth of exercises and test-prep instruction from leading ACT coaches.

NEW



McGraw-Hill Education ACT Elite 2022

Steven W. Dulan, Amy Dulan

ISBN: 9781264267040 | Pub Date: Jun 2021

The essential go-to study guide from the most trusted name in education—updated with additional content and 8 full-length practice tests for 2022.

The ACT is the taken by more than two million students annually. The curriculum-based achievement test is required or preferred by more colleges and universities than any other entrance exam. Our annual guide is a total multimedia package combining print and online practice for a complete test-prep program. This updated *Elite* edition includes a bonus section with extra study materials, five full-length practice tests in the book, online access to additional three tests, as well as a wealth of exercises and test-prep instruction from leading ACT coaches.

NEW



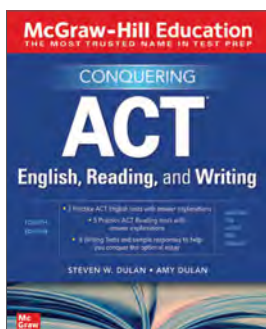
McGraw-Hill Education Chemistry Review and Workbook

Kelly Rosier

ISBN: 9781264259045 | Pub Date: Jun 2021

This engaging review guide and workbook is packed with step-by-step instruction and practice problems to help students sharpen their chemistry skills

This review guide and workbook enables high school students to strengthen their chemistry knowledge and use their new chemistry skills to excel in their classwork and on standardized tests. Clear and concise explanations walk students step by step through each essential chemistry concept. 500 practical review questions, in turn, provide extensive opportunities for students to practice their new skills. Aligned to the Common Core State Standards as well as the requirements of non-Common Core states and Canada, this book is the ideal study tool for parents and students eager for material based on national or state standards.



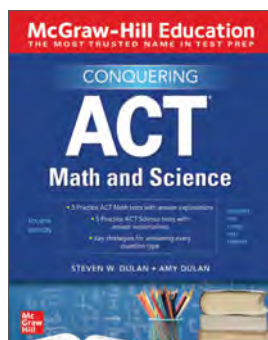
McGraw-Hill Education Conquering ACT English, Reading, and Writing, 4th Edition

Steven W. Dulan, Amy Dulan

ISBN: 9781260462555 | Pub Date: Jun 2020

A comprehensive tool to help students boost their scores on the English, Reading, and Writing portions of the ACT.

McGraw-Hill Education's Conquering ACT English, Reading, and Writing, 4th Edition is the most complete, in-depth review guide available for all of the verbal topics tested on the ACT. This book is ideal for students who find these subjects difficult and need extra help, or for those students who want to boost their test scores. The author, an expert ACT instructor, is founder and president of Advantage Education, Inc.—one of America's most respected providers of school-based test-prep classes. He has prepared thousands of students over the course of 20+ years resulting in strategies that work and are field tested.



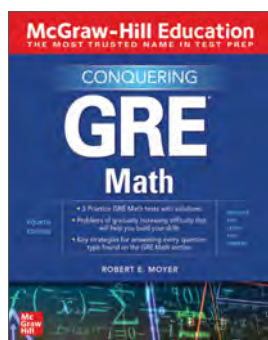
McGraw-Hill Education Conquering ACT Math and Science, 4th Edition

Steven W. Dulan, Amy Dulan

ISBN: 9781260462593 | Pub Date: Jun 2020

A comprehensive tool to help students boost their scores on the Math and Science portions of the ACT.

McGraw-Hill Education's Conquering ACT Math and Science, 4th Edition is the most complete, in-depth review guide available for all of the math and science topics tested on the ACT. This book is ideal for students who find these subjects difficult and need extra help, or for those students who want to boost their test scores. The authors are the founders of Advantage Education, Inc.—one of America's most respected providers of school-based test-prep classes. They have prepared thousands of students over the course of 20+ years, resulting in strategies that work and are field tested.



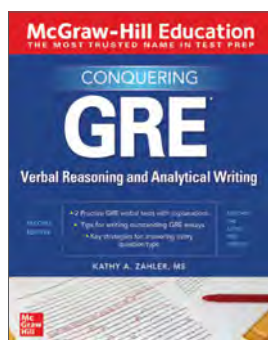
McGraw-Hill Education Conquering GRE Math, 4th Edition

Robert E. Moyer

ISBN: 9781260462616 | Pub Date: Jun 2020

A comprehensive tool to help boost your score on the GRE math section.

More than half a million people take the GRE every year. *McGraw-Hill Education's Conquering GRE Math, 4th Edition* is the most complete, in-depth review guide available for every type of math problem on the revised GRE. The exercises throughout concentrate on each math concept students need to master for success on the GRE. This edition is thus packed with step-by-step explanations and in-depth practice for these tested math test topics. Within each topic, solved problems of gradually increasing difficulty help students build their problem-solving skills. Exercises show how each math concept is tested on the GRE. Full-length GRE math sections provide practice with questions just like those on the real test.



McGraw-Hill Education Conquering GRE Verbal Reasoning and Analytical Writing, 2nd Edition

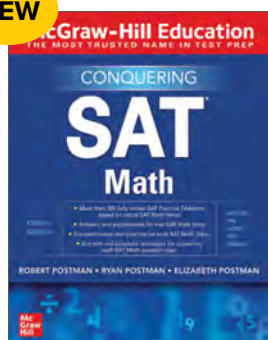
Kathy A. Zahler

ISBN: 9781260462531 | Pub Date: Jun 2020

The most intensive review available for the GRE General Test's Verbal Reasoning and Analytical Writing section—completely updated for the latest revision of the exam.

Students striving to get into the graduate school of their choice need the highest possible scores on the GRE General Test—which includes the new, more rigorous Verbal Reasoning and Analytical Writing section. Preparing for this section is especially important for students not in an English-related field, for elementary education majors, and any student who has been out of college for two or more years. *Conquering GRE Verbal Reasoning and Analytical Writing, 2nd Edition* offers test takers the most comprehensive preparation available, with up-to-the-minute information about the latest GRE format and specific, intensive help with all the question types they'll encounter—with examples, drills, and four complete sample GRE Verbal sections for practice.

NEW



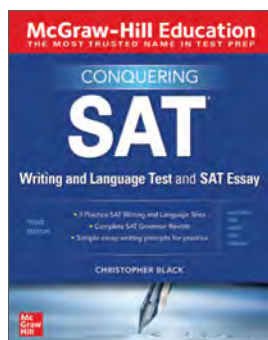
McGraw-Hill Education Conquering SAT Math, 4th Edition

Robert Postman, Ryan Postman, Elizabeth Postman

ISBN: 9781260462579 | Pub Date: Mar 2021

Targeted, intensive practice to help students boost their scores on the math section of the SAT.

Completely updated for the latest version of the SAT, this popular test-prep guide delivers intensive practice for students who need extra help on the math portion of the test. *McGraw-Hill Education's Conquering SAT Math, 4th Edition* covers the full range of multiple-choice and constructed response math problem types found on the exam with surefire strategies for answering each problem type successfully. Solved problems of gradually increasing difficulty are included for each math topic, plus exercises with math problems in SAT format. Five length practice tests and plenty of exercises help students practice their skills, build confidence, and track their progress.



McGraw-Hill Education Conquering the SAT Writing and Language Test and SAT Essay, 3rd Edition

Christopher Black

ISBN: 9781260462630 | Pub Date: Jun 2020

Targeted, intensive practice to help students boost their scores the writing and language sections of the SAT.

Completely updated for the latest revision of the SAT, this guide is ideal for the 2 million students who need extra help with the writing section of the test. *McGraw-Hill Education's Conquering the SAT Writing and Language Test and SAT Essay, 3rd Edition* is packed with intensive practice for the multiple-choice questions, sample scored essays, plus teacher-recommended strategies for writing a high-scoring essay. Three full-length practice tests and plenty of exercises help students build their skills, build confidence, and track their progress.



McGraw-Hill Education GRE 2021

Erfun Geula

ISBN: 9781260463323 | Pub Date: May 2020

The Only GRE Guide Written by a GRE Perfect Scorer!

This updated study guide provides complete coverage of all the topics covered on the exam. *GRE 2021* features strategies based on the author's own tutoring experience and focuses on the reasoning and analytical skills necessary to overcome common traps. Extensive practice exercises allow students to track their progress and build test-taking confidence. A new chapter: Quantitative Reasoning for Advanced Test Takers is included in this edition for students aiming for a top score.

NEW



McGraw-Hill Education GRE 2022

Erfun Geula

ISBN: 9781264267132 | Pub Date: May 2021

The Only GRE Guide Written by a GRE Perfect Scorer!

This updated study guide provides complete coverage of all the topics covered on the exam. *GRE 2022* features strategies based on the author's own tutoring experience and focuses on the reasoning and analytical skills necessary to overcome common traps. Extensive practice exercises allow students to track their progress and build test-taking confidence. The book includes 3 full-length practice tests, a thorough review of the math concepts essential to the GRE, and extensive practice questions for both the Verbal and Quantitative sections. Techniques for success on Data Interpretation questions. New to this edition is an extensive appendix with key vocabulary and essential equations.



McGraw-Hill Education GRE Elite 2021

Erfun Geula

ISBN: 9781260463347 | Pub Date: May 2020

The Only GRE Guide Written by a GRE Perfect Scorer!

This updated study guide provides complete coverage of all the topics covered on the exam. *GRE Elite 2021* features strategies based on the author's own tutoring experience and focuses on the reasoning and analytical skills necessary to overcome common traps. Extensive practice exercises allow students to track their progress and build test-taking confidence. A new chapter: Quantitative Reasoning for Advanced Test Takers is included in this edition for students aiming for a top score. This book is complemented by a complete online study course that allows students to assess their strengths and weaknesses and create a study plan tailored to their needs.

NEW



McGraw-Hill Education GRE Elite 2022

Erfun Geula

ISBN: 9781264267156 | Pub Date: May 2021

The Only GRE Guide Written by a GRE Perfect Scorer!

This updated study guide provides complete coverage of all the topics covered on the exam. *GRE Elite 2022* features strategies based on the author's own tutoring experience and focuses on the reasoning and analytical skills necessary to overcome common traps. Extensive practice exercises allow students to track their progress and build test-taking confidence. The book includes 4 full-length practice tests (3 in the book + 1 online), a thorough review of the math concepts essential to the GRE, and extensive practice questions for both the Verbal and Quantitative sections. Techniques for success on Data Interpretation questions. New to this edition is an extensive appendix with key vocabulary and essential equations. The book is complemented by a complete online study course that allows students to assess their strengths and weaknesses and create a study plan tailored to their needs.



McGraw-Hill Education HESI A2 Review, 2nd Edition

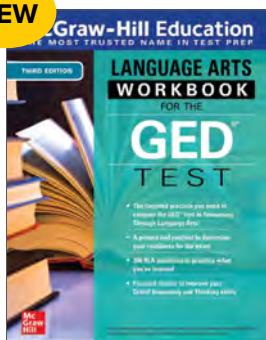
Kathy A. Zahler

ISBN: 9781260462357 | Pub Date: Sep 2020

A rigorous study guide for the HESI A2—updated with 400+ review questions.

The HESI Admission Assessment (HESI A2) is required for admission to many nursing schools, and scoring well is essential to getting into a top program. This book provides a comprehensive review of the major skills tested on the exam. Students will find information on registering for the test, how scores are used, and practical strategies for preparing for test day. *HESI A2 Review* provides comprehensive coverage of the subjects covered by the test: English Language, Basic Math Skills, Biology, Chemistry, Anatomy and Physiology, and Physics. Review questions allow students to test their mastery of the material, and a full-length practice test allows them to recreate actual testing conditions.

NEW



McGraw-Hill Education Language Arts Workbook for the GED Test, 3rd Edition

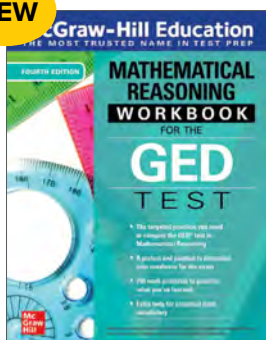
McGraw Hill

ISBN: 9781264258031 | Pub Date: Mar 2021

Provides students with intensive, targeted practice for the Reasoning Through Language Arts section of the GED test.

To achieve a high score on the GED test, students must excel on the Reasoning Through Language Arts section of the exam. Packed with drills and skill-building exercises, this up-to-date workbook provides students with comprehensive practice for every RLA topic covered on the test. A pretest allows students to assess their strengths and weaknesses, and a posttest closely modeled on the real exam shows them what to expect on test day. This edition includes new review questions on critical thinking and reasoning.

NEW



McGraw-Hill Education Mathematical Reasoning Workbook for the GED Test, 4th Edition

McGraw Hill

ISBN: 9781264258017 | Pub Date: Mar 2021

Provides students with intensive, targeted practice for the Mathematical Reasoning section of the GED test.

To achieve a high score on the GED test, students must excel on the Mathematical Reasoning section of the exam. Packed with drills and skill-building exercises, this up-to-date workbook provides students with comprehensive practice for every Mathematical Reasoning topic covered on the test. A pretest allows students to assess their strengths and weaknesses, and a posttest closely modeled on the real exam shows them what to expect on test day. This edition was revised to match the latest test format.

NEW



McGraw-Hill Education Physics Review and Workbook

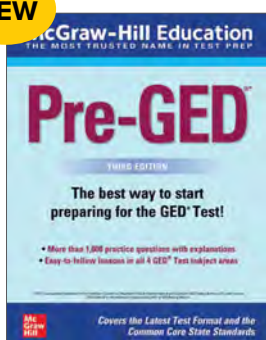
Henderson

ISBN: 9781264264087 | Pub Date: Jun 2021

This engaging review guide and workbook is packed with step-by-step instruction and practice problems to help students sharpen their physics skills.

This review guide and workbook enables high school students to strengthen their physics knowledge and use their new physics skills to excel in their classwork and on standardized tests. Clear and concise explanations walk students step by step through each essential physics concept. 500 practical review questions, in turn, provide extensive opportunities for students to practice their new skills. Aligned to the Common Core State Standards as well as the requirements of non-Common Core states and Canada, this book is the ideal study tool for parents and students eager for material based on national or state standards.

NEW



McGraw-Hill Education Pre-GED, 3rd Edition

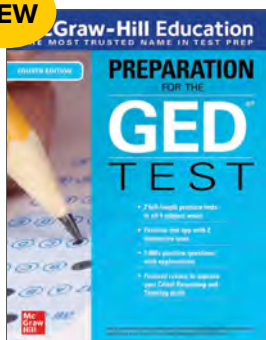
McGraw Hill

ISBN: 9781264258321 | Pub Date: Mar 2021

Provides the essential skills needed to succeed on the GED test.

Pre-GED gives test takers a solid foundation in the basic skills they need to succeed on each of the four subjects of the GED test: Reasoning Through Language Arts (RLA), Social Studies, Science, and Mathematical Reasoning. This new edition covers the latest test format and features micro-lessons on test-taking strategies, review questions involving critical thinking, and a brand-new app featuring hundreds of practice questions.

NEW



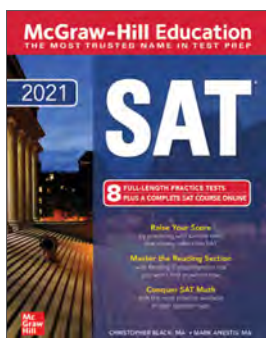
McGraw-Hill Education Preparation for the GED Test, 4th Edition

McGraw Hill Editors

ISBN: 9781264258222 | Pub Date: Mar 2021

Essential review and practice for all subject areas of the GED test

This book covers all four subjects on the test—Reasoning Through Language Arts (RLA), Social Studies, Science, and Mathematical Reasoning—and provides intensive review and practice. Pretests for each subject area help test-takers identify their strengths and weaknesses before starting their studies. Learning objectives are based on the Common Core State Standards, just like the real exam. Extensive review questions are supplemented by two full-length sample tests, two in the book and two more on the app. This new edition shows test takers how to master the test's new questions involving critical thinking and reasoning.



McGraw-Hill Education SAT 2021

Christopher Black, Mark Anestis

ISBN: 9781260464160 | Pub Date: May 2020

The popular, multi-platform guide to the SAT—updated with new bonus content

Every year, more than two million students take the SAT. *McGraw-Hill Education's SAT 2021* is a complete coaching program that focuses on building students' skills as the best exam preparation. Developed by professional SAT instructors, the book is packed with targeted instructions, hundreds of problem-solving exercises, and practice tests to help students hone their test-taking skills. This edition includes five full-length practice tests in the book, plus three more tests online.

NEW



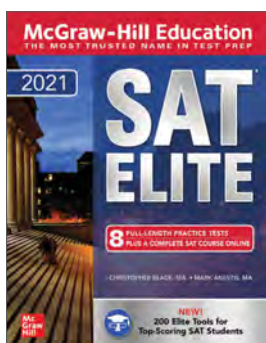
McGraw-Hill Education SAT 2022

Christopher Black, Mark Anestis

ISBN: 9781264266524 | Pub Date: Apr 2021

The popular, multi-platform guide to the SAT—updated with new content

Every year, more than two million students take the SAT. *McGraw-Hill Education's SAT 2022* is a complete coaching program that focuses on building students' skills as the best exam preparation. Developed by professional SAT coaches, the book is packed with targeted instructions, hundreds of problem-solving exercises, and practice tests to help students hone their test-taking skills. This edition includes five full-length practice tests in the book, plus three more tests online.



McGraw-Hill Education SAT Elite 2021

Christopher Black, Mark Anestis

ISBN: 9781260464184 | Pub Date: May 2020

The most comprehensive multi-platform annual edition of McGraw-Hill's popular guide to the SAT

More than two million students take the SAT each year. *McGraw-Hill Education's SAT Elite Edition 2021* is the most comprehensive solution for students to prepare for the exam. Developed by professional SAT instructors, this guide provides a complete coaching program that focuses on targeted instructions and valuable practice tests as the best exam preparation. This updated edition includes a revised and improved bonus section "100 Extra Challenging Questions: SAT Problems Every Top-Scoring Student Should Know," with detailed answer explanations.

NEW



McGraw-Hill Education SAT Elite 2022

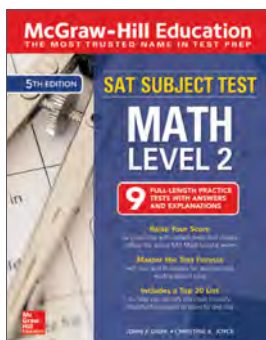
Christopher Black, Mark Anestis

ISBN: 9781264266548 | Pub Date: Apr 2021

The most comprehensive multi-platform annual edition of McGraw-Hill's popular guide to the SAT

More than two million students take the SAT each year. *McGraw-Hill Education's SAT Elite Edition 2022* is the most comprehensive solution for students to prepare for the exam. Developed by professional SAT instructors, this guide provides a complete coaching program that focuses on targeted instructions and valuable practice tests as the best exam preparation.

This updated edition includes a revised and improved bonus section "200 Elite Tools for Top-Scoring Students," with detailed answer explanations.



McGraw-Hill Education SAT Subject Test Math Level 2, 5th Edition

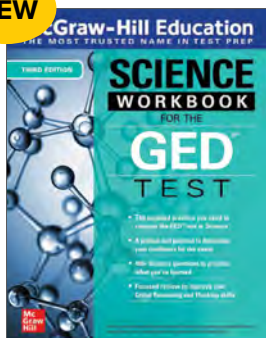
John J. Diehl

ISBN: 9781260135404 | Pub Date: Dec 2018

An essential guide to the SAT Subject Test in Mathematics Level 2—updated to match the latest exam

Many colleges and universities require applicants to take one or more SAT Subject Tests. *McGraw-Hill Education SAT Subject Test Math Level 2, 5th Edition* is a core guide to this challenging exam. The book provides students with essential skill-building techniques and strategies created and classroom-tested by high school math teachers and curriculum developers. The book includes full-length practice tests, hundreds of sample questions, and all the facts about the current exam—everything students need to do their best on test day. This 5th edition has been updated to reflect the latest exam.

NEW



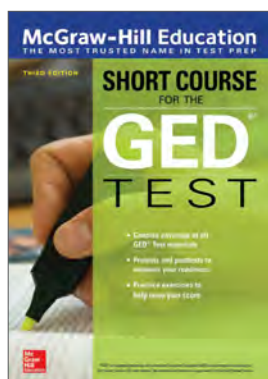
McGraw-Hill Education Science Workbook for the GED Test, 3rd Edition

McGraw Hill

ISBN: 9781264257898 | Pub Date: Mar 2021

Provides students with intensive, targeted practice for the Science section of the GED test

To achieve a high score on the GED test, students must excel on the Science section of the exam. Packed with drills and skill-building exercises, this up-to-date workbook provides students with comprehensive practice for every Science topic covered on the test. A pretest allows students to assess their strengths and weaknesses, and a posttest closely modeled on the real exam shows them what to expect on test day.



McGraw-Hill Education Short Course for the GED Test, 3rd Edition

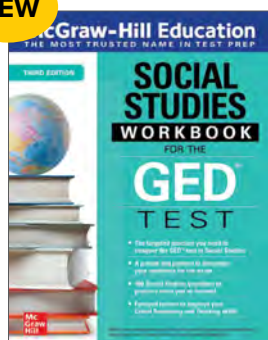
McGraw Hill

ISBN: 9781260122022 | Pub Date: Apr 2018

This GED guide offers concise review and practice in all subject areas of the test—an ideal resource for test-takers with limited study time

This invaluable study guide provides test-takers with quick and concise preparation for all four GED subject areas: Reasoning Through Language Arts, Social Studies, Science, and Mathematical Reasoning. Learning objectives are based on the Common Core State Standards, just like the real exam. This is an ideal guide for test-takers with limited time to prepare for the GED.

NEW



McGraw-Hill Education Social Studies Workbook for the GED Test, 3rd Edition

McGraw Hill

ISBN: 9781264257911 | Pub Date: Mar 2021

Provides students with intensive, targeted practice for the Social Studies section of the GED test

To achieve a high score on the GED test, students must excel on the Social Studies section of the exam. Packed with drills and skill-building exercises, this up-to-date workbook provides students with comprehensive practice for every Social Studies topic covered on the test. A pretest allows students to assess their strengths and weaknesses, and a posttest closely modeled on the real exam shows them what to expect on test day. New review questions on critical thinking and reasoning were added to this edition and match latest test.



McGraw-Hill Education TEAS Review, 3rd Edition

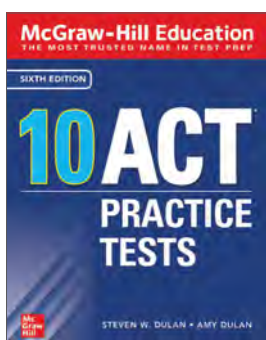
Cara Cantarella, Wendy Hanks

ISBN: 9781260462395 | Pub Date: Sep 2020

Essential review for the TEAS—fully updated to match changes to the revised test

Administered each year to more than 250,000 nursing-school applicants, the Test of Essential Academic Skills (TEAS) is required for admission to many nursing schools, and scoring well is essential to getting into a top program. This book provides essential review and practice specifically geared towards this test and is fully updated to match changes to the newly revised exam.

With more than 600 review questions and a full-length practice test, TEAS Review helps bolster test-day confidence, with complete coverage of all four core subjects, strategies for success, and an answer key with detailed explanations for every review question—so readers will score their best on test day.



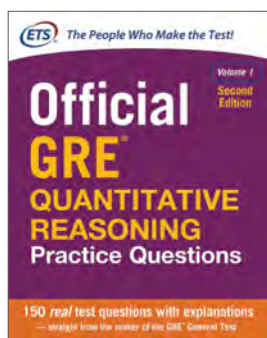
McGraw-Hill Education: 10 ACT Practice Tests, 6th Edition

Steven W. Dulan

ISBN: 9781260464108 | Pub Date: Jul 2020

Created by America's most respected providers of test-prep classes, this study guide offers the most ACT practice tests available anywhere!

McGraw-Hill's 10 ACT Practice Tests, 6th Edition includes ten complete sample ACTs, with in-depth explanatory answers for every question. This new edition has been fully updated to match the latest ACT. Written by the founders of Advantage Education, one of America's most respected providers of school-based test-prep classes, this book provides students with intensive ACT practice to help sharpen their skills and boost their test-taking confidence. Scoring worksheets help students calculate their composite ACT scores and chart their progress from one test to the next.



Official GRE Quantitative Reasoning Practice Questions, Volume 1, 2nd Edition

Educational Testing Service

ISBN: 9781259863509 | Pub Date: Feb 2017

Exclusive to McGraw-Hill—the only official guide focused on the Quantitative Reasoning measure of the GRE® General Test from the creator of the test!

The world's most widely accepted graduate admissions test, the GRE General Test is taken by graduate and business school applicants from all over the world. Over 750,000 GRE tests are taken every year. Created by the company that makes the actual test, *Official GRE Quantitative Reasoning Practice Questions, Volume 1* is the only guide from the actual test makers designed specifically for the Quantitative Reasoning measure of the GRE General Test. This guide includes vital test-taking information, instructional material, and 150 actual GRE Quantitative Reasoning questions with answers and explanations. Students will find everything they need to prepare for the Verbal Reasoning measure of the GRE General Test.



Official GRE Super Power Pack, 2nd Edition

Educational Testing Service

ISBN: 9781260026399 | Pub Date: Apr 2017

The most complete, up-to-date prep test package for students preparing for the GRE® General Test—with practice exams, questions, and strategies straight from the test maker

This Official GRE® Super Power Pack 2nd Edition provides students with the key information and practice they need to do their best on the GRE® General Test. The bundle includes *The Official Guide to the GRE® General Test, 3rd Edition*; *Official GRE Verbal Reasoning Practice Questions, Volume 1*; and *Official GRE Quantitative Reasoning Practice Questions, Volume 1*. This essential resource features access to four full-length authentic GRE tests (2 in the book and 2 online), more than 600 practice questions, self-study resources, and test-taking strategies straight from the test maker.

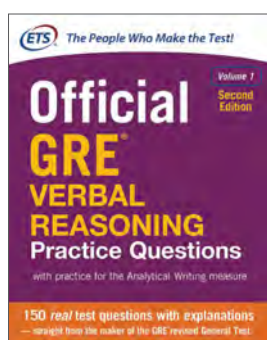


Official GRE Value Combo

Educational Testing Service

ISBN: 9781260010565 | Pub Date: Mar 2017

The ideal source for students preparing for the GRE® General Test the *Official GRE® Value combo* includes *Official GRE® Verbal Reasoning Practice Questions, Volume 1* and *Official GRE® Quantitative Reasoning Practice Questions, Volume 1*. Together, the books provide 300 real GRE practice questions, detailed answer explanations, strategies and tips for increasing scores and answering questions, and more.



Official GRE Verbal Reasoning Practice Questions, Volume 1, 2nd Edition

Educational Testing Service

ISBN: 9781259863486 | Pub Date: Feb 2017

The only official guide focused on the Verbal Reasoning measure of the GRE General Test – direct from test makers

The world's most widely accepted graduate admissions test, the GRE General Test is taken by graduate and business school applicants from all over the world. Over 750,000 GRE tests are taken every year. Created by the company that makes the actual test, *Official GRE Verbal Reasoning Practice Questions, Volume 1* is the only study guide to focus on the Verbal Reasoning measure of the GRE General Test. This guide includes vital test-taking information, instructional material, and more than 150 actual GRE Verbal Reasoning questions with answers and explanations.



Official Guide to the TOEFL iBT Test, 6th Edition

Educational Testing Service

ISBN: 9781260470352 | Pub Date: Aug 2020

The bestselling test-prep guide from ETS, the maker of the TOEFL® test—fully updated to reflect the latest exam

The *Official Guide to the TOEFL® Test* is the most complete and reliable guide to the test that is used to meet English-language proficiency requirements at more than 10,000 institutions worldwide. This updated edition reflects the recent changes to the exam. In addition to four full-length practice tests, it includes thorough review sections to walk students through everything they need to know to succeed on every section of the exam.

Students will learn how to construct effective answers and how to integrate speaking, listening, and writing skills. The accompanying digital tests mimic what students will see on test day and are accessible for students with disabilities.



Official TOEFL iBT Tests Volume 1, 4th Edition

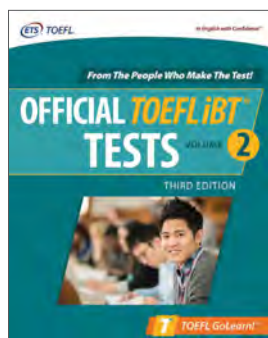
Educational Testing Service

ISBN: 9781260473353 | Pub Date: Aug 2020

The bestselling collection of Official TOEFL iBT® Tests from ETS, the maker of the test!

Each year, more than one million students around the world take the TOEFL test. Now, the test is being used as a placement exam for English courses in middle and high schools around the world as well. This book from ETS, the company that creates and administers the test, contains five actual retired TOEFL test forms with authentic reading, listening, speaking, writing questions and an answer key for each form.

This 4th edition reflects all the latest changes and updates to the test. It also features online access to all five tests as well as a downloadable audio file with all the passages and sample responses in the listening and speaking sections.



Official TOEFL iBT Tests Volume 2, 3rd Edition

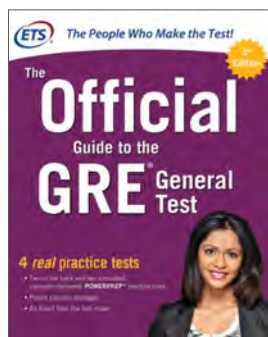
Educational Testing Service

ISBN: 9781260470338 | Pub Date: Aug 2020

The bestselling collection of Official TOEFL iBT® Tests from ETS, the maker of the test!

Each year, more than one million students around the world take the TOEFL test. Now, the test is being used as a placement exam for English courses in middle and high schools around the world as well. This book from ETS, the company that creates and administers the test, contains five actual retired TOEFL test forms with authentic reading, listening, speaking, writing questions and an answer key for each form.

This 3rd edition reflects the all the latest changes and updates to the test. It also features online access to all five tests as well as a downloadable audio file with all the passages and sample responses in the listening and speaking sections.



The Official Guide to the GRE General Test, 3rd Edition

Educational Testing Service

ISBN: 9781259862410 | Pub Date: Dec 2016

The updated official guide to the GRE® revised General Test—complete with practice tests and expert advice from the test makers

The world's most widely accepted graduate admissions test, the GRE revised General Test is taken by about 670,000 people every year. Created by the company that makes the actual test, *The Official Guide to the GRE, 3rd Edition* is the most authoritative guide to all the latest test features and question types.

Updated and expanded, this edition is packed with hundreds of authentic GRE questions and answers, and four full-length practice tests. The book provides test takers with everything they need to improve their scores and move toward a graduate or business school degree.

WORLD LANGUAGES



Complete Italian Step-by-Step

Paola Nanni-Tate

ISBN: 9781260463231 | Pub Date: Jul 2020

Summary: Two bestselling Step-by-Step Italian books—Easy and Advanced—combined into one convenient, comprehensive guide to mastery

Experts agree: the quickest route to learning a language—from beginner to advanced—is through a solid grounding in grammar and well-crafted exercises that reinforce lessons in vocabulary, essential structures. *Complete Italian Step-by-Step*, combines the bestselling *Easy Italian Step-by-Step* and *Advanced Italian Step-by-Step* into one comprehensive, easy-to use volume. This convenient resource will help readers get up to speed quickly and become proficient easily.

The first “steps” take readers through the most essential structures, allowing them to communicate in everyday Italian reading and conversation almost immediately. From there, a series of interconnected steps helps them progress from these common concepts and everyday language to complex vocabulary and more advanced topics required for Italian proficiency, including the use of the preterit and imperfect tenses, commands, idioms and more.



Complete Spanish Step-by-Step, Premium 2nd Edition

Barbara Bregstein

ISBN: 9781260463132 | Pub Date: Jul 2020

Two bestselling Step-by-Step Spanish books—Easy and Advanced—combined into one convenient, comprehensive guide to mastery

Experts agree: the quickest route to learning a language—from beginner to advanced—is through a solid grounding in grammar and well-crafted exercises that reinforce lessons in vocabulary, essential structures. *Complete Spanish Step-by-Step, Premium 2nd Edition*, combines the bestselling *Easy Spanish Step-by-Step* and *Advanced Spanish Step-by-Step* into one comprehensive, easy-to use volume. This convenient resource will help readers get up to speed quickly and become proficient easily.

The first “steps” take readers through the most essential structures, allowing them to communicate in everyday Spanish reading and conversation almost immediately. From there, a series of interconnected steps helps them progress from these common concepts and everyday language to complex vocabulary and more advanced topics required for Spanish proficiency, including the use of the preterit and imperfect tenses, commands, idioms and more.

NEW



Practice Makes Perfect: Basic French, Premium 3rd Edition

Eliane Kurbegov

ISBN: 9781264257317 | Pub Date: May 2021

The bestselling French workbook—updated and enhanced with new audio recordings and interactive quizzes

This bestselling-beginner level French workbook in the market-leading *Practice Makes Perfect* series has been updated with additional audio content and a new chapter of review exercises that test understanding of all key concepts included in the book. Aimed at learners with a low or non-existent level of understanding, the content is broken into 50 short, manageable lessons with a focus on grammar and vocabulary.

Engaging exercises across three-page units let readers work at their own pace without becoming overwhelmed, as they learn the basics that first-year students should be expected to know. The digital component (available via through iOS, Android, and a desktop app) ensures mastery of the material through vocabulary list flashcards, answer keys, streaming audio recordings, and recording and replaying functions so readers can compare themselves against native speakers.



Practice Makes Perfect: Basic Spanish, Premium 3rd Edition

Dorothy Richmond

ISBN: 9781260453492 | Pub Date: Mar 2020

The bestselling beginner-level Spanish workbook—now enhanced with comprehensive digital support

Presented in manageable, bite-sized lessons and engaging exercises, *Practice Makes Perfect: Basic Spanish, 3rd Edition* allows learners to easily assimilate the basics of the language. Each unit is three pages in length, which learners can complete in 10 to 15 minutes. All aspects of grammar, plus a grounding in basic vocabulary that a first-year language student should be expected to know are covered in the 50 units.

This updated 3rd edition is supported by extensive audio recordings, streaming via the McGraw-Hill Education Language Lab app. These recordings provide the answer key for many exercises and allow learners to improve their speaking and listening skills by following the model of native Spanish speakers.



Practice Makes Perfect: Complete French All-in-One, Premium 2nd Edition

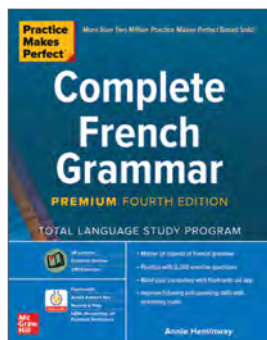
Annie Heminway

ISBN: 9781260121032 | Pub Date: Aug 2018

The comprehensive, value-packed one-stop French workbook—updated with new audio recordings and online flashcards

More than a million students have turned to the *Practice Makes Perfect* series for a trusted guide to help build their language-learning skills. *Practice Makes Perfect: Complete French All-in-One, 2nd Edition* covers all facets of the French language and provides learners with a solid foundation of verbs, vocabulary and grammar, and conversational structures. Featuring seven separate books from the series in one volume, this valuable resource delivers everything learners need to become fluent in French.

This premium 2nd edition is supported by extensive audio recordings, streaming via the McGraw-Hill Language Lab app, as well as online flashcards sets for all vocabulary lists, and a comprehensive index for quick reference to all grammar explanations in the book.



Practice Makes Perfect: Complete French Grammar, Premium 4th Edition

Annie Heminway

ISBN: 9781260463170 | Pub Date: May 2020

The newest edition of the go-to French grammar workbook—supported by more audio recordings

With a proven track record of more than 100,000 copies sold, *Practice Makes Perfect: Complete French Grammar* has always offered what beginning and advanced- beginning French learners need: Clear explanations, practical examples, and all the practice required for growing mastery.

Now it's even better. This new premium 4th edition features enhanced audio support online and via mobile app. In addition to recordings of the answers of more than 150 exercises in the book, the McGraw-Hill Language Lab app now includes audio for hundreds of example sentences throughout the book, along with pronunciation for all vocabulary flashcard lists.



Practice Makes Perfect: Complete German All-in-One

Ed Swick

ISBN: 9781260455144 | Pub Date: Dec 2019

From the bestselling brand: Six books in one convenient volume for complete language immersion

More than two million students have turned to the *Practice Makes Perfect* series for a trusted guide to help build their language-learning skills. Featuring six popular titles in one volume, *Practice Makes Perfect: Complete German All-in-One* provides students with a solid foundation of verbs, vocabulary and grammar, and conversational structures. Thorough explanations are reinforced by hundreds of hands-on practice exercises that give students real confidence to break through the barrier to competency and fluency in German.

This great-value package has been enhanced with a comprehensive index that allows for quick reference to all grammar explanations throughout the book. This edition also contains extensive support through McGraw-Hill Education's unique Language Lab app, comprehensive flashcards sets for all vocabulary lists throughout the book, as well as audio recordings for audio conversations.



Practice Makes Perfect: Complete Italian All-in-One

Marcel Danesi

ISBN: 9781260455120 | Pub Date: Dec 2019

From the bestselling brand: Six books in one convenient volume for complete language immersion

More than two million students have turned to the *Practice Makes Perfect* series for a trusted guide to help build their language-learning skills. Featuring six popular titles in one volume, *Practice Makes Perfect: Complete Italian All-in-One* provides students with a solid foundation of verbs, vocabulary and grammar, and conversational structures. Thorough explanations are reinforced by hundreds of hands-on practice exercises that give students real confidence to break through the barrier to competency and fluency in Italian.

This great-value package has been enhanced with a comprehensive index that allows for quick reference to all grammar explanations throughout the book. This edition also contains extensive support through McGraw-Hill Education's unique Language Lab app, comprehensive flashcards sets for all vocabulary lists throughout the book, as well as audio recordings for audio conversations.



Practice Makes Perfect: Complete Italian Grammar, Premium 3rd Edition

Marcel Danesi

ISBN: 9781260463194 | Pub Date: May 2020

The newest edition of the go-to Italian grammar workbook—supported by more audio recordings and text-to-speech pronunciation

With a proven track record of more than 50,000 copies sold, *Practice Makes Perfect: Complete Italian Grammar* has always offered what beginning and advanced- beginning Italian learners need: Clear explanations, practical examples, and all the practice required for growing mastery.

Now it's even better. This new premium 3rd edition features enhanced audio support online and via mobile app. In addition to recordings of the answers of more than 150 exercises in the book, the McGraw-Hill Language Lab app now includes audio for hundreds of example sentences throughout the book, along with pronunciation for all vocabulary flashcards.

NEW



Practice Makes Perfect: Complete Japanese Grammar, Premium 2nd Edition

Eriko Sato

ISBN: 9781260463217 | Pub Date: Feb 2021

The newest edition of the go-to Japanese grammar workbook—supported by more audio recordings and text-to-speech pronunciation

With sales of more than 12,000 copies sold, *Practice Makes Perfect: Complete Japanese Grammar* has established itself as the up-and-coming “go-to” workbook for what beginning and advanced-beginning Japanese learners really need: A hands-on guide with clear explanations, practical examples, and all the practice required for growing mastery.

Now it's even better. This updated, new edition features audio support online and via mobile app. The answers to more than 100 exercises in the book have been recorded and are available via the McGraw-Hill Language Lab app, and learners can also (depending on their mobile device's capabilities) record their own answers to compare with native speakers.



Practice Makes Perfect: Complete Spanish All-in-One, Premium 2nd Edition

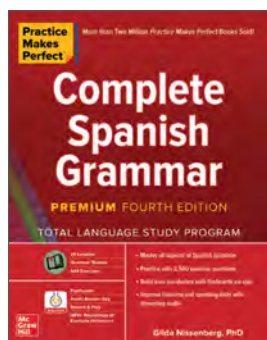
Gilda Nissenberg

ISBN: 9781260121056 | Pub Date: Jul 2018

The comprehensive, value-packed one-stop Spanish workbook—updated with new audio recordings and online flashcards

More than a million students have turned to the *Practice Makes Perfect* series for a trusted guide to help build their language-learning skills. *Practice Makes Perfect: Complete Spanish All-in-One, 2nd Edition* covers all facets of the Spanish language and provides learners with a solid foundation of verbs, vocabulary and grammar, and conversational structures. Featuring five separate books from the series in one volume, this valuable resource delivers everything learners need to become fluent in Spanish.

This Premium 2nd edition is supported by extensive audio recordings, streaming via the McGraw-Hill Education Language Lab app, as well as online flashcards sets for all vocabulary lists, and a comprehensive index for quick reference to all grammar explanations in the book.



Practice Makes Perfect: Complete Spanish Grammar, Premium 4th Edition

Gilda Nissenberg

ISBN: 9781260463156 | Pub Date: Jul 2020

The newest edition of the go-to Spanish grammar workbook—supported by more audio recordings and text-to-speech pronunciation

With a proven track record of more than 300,000 copies sold, *Practice Makes Perfect: Complete Spanish Grammar* has always offered what beginning and advanced-beginning Spanish learners need: Clear explanations, practical examples, and all the practice required for growing mastery.

Now it's even better. This updated, new edition features enhanced audio support online and via mobile app. In addition to recordings of the answers of more than 200 exercises in the book, the McGraw-Hill Language Lab app now includes audio for hundreds of example sentences throughout the book, along with text-to-speech pronunciation for all vocabulary flashcard lists.

NEW



Practice Makes Perfect: French Conversation, Premium 3rd Edition

Eliane Kurbegov

ISBN: 9781264257294 | Pub Date: May 2021

For intermediate learners—the popular, accessible guide to speaking French more fluently and spontaneously, now updated with new content

Based on the successful approach of the *Practice Makes Perfect* series, this accessible book teaches intermediate language learners how to speak French fluently and spontaneously by providing extensive exercises to practice what they've learned from engaging dialogues and numerous real-life examples. This updated edition has been enhanced with a new chapter focused on communicating online via Skype and Zoom.

Practice Makes Perfect: French Conversation is organized around 11 units that present specific conversational functions such as striking up a conversation, sharing opinions and describing people, places, and things. Each unit provides helpful instruction on correct pronunciation, grammar, syntax, and word usage, keeping in mind the typical problems of native English speakers. Audio recordings of the dialogues and the exercise answers are available to readers online and via app.



Practice Makes Perfect: Spanish Conversation, Premium 3rd Edition

Jean Yates

ISBN: 9781260462197 | Pub Date: May 2020

The essential resource for Spanish language learners looking to build their conversation skills—updated with new review exercises to test learning progress

This updated edition of the popular guide provides advanced beginning and intermediate learners with everything they need to converse in Spanish with confidence. *Practice Makes Perfect: Spanish Conversation, 3rd Edition* is packed with crystal-clear explanations, numerous realistic examples, and dozens of engaging exercises to help readers hone their conversation skills.

Organized around 12 units, the book covers specific, real-world conversational situations and common, everyday scenarios. Each unit offers helpful instructions on correct pronunciation, grammar, syntax, and word usage. The lessons will reassure grammar-phobic learners that they can achieve a confident speaking style. The exclusive McGraw-Hill Language app features streaming audio recordings of all dialogues in the book plus the answers to more than 100 exercises.

NEW



Practice Makes Perfect: Spanish Pronouns and Prepositions, Premium 4th Edition

Dorothy Richmond

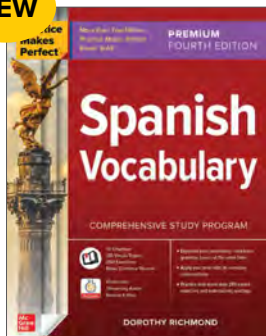
ISBN: 9781260467543 | Pub Date: Mar 2021

The most comprehensive review of Spanish pronouns and prepositions—two of the trickier elements of grammar for those looking to master the language

Now updated with new examples and exercises, this essential guide is enhanced with audio recordings of the answers, accessible online and via app. It covers pronouns of every kind—including subject, interrogative, possessive, demonstrative, adjective, relative, and direct and indirect pronouns—as well as pronouns as objects of prepositions, numbers as pronouns, reflective object pronouns, reciprocal pronouns, *se* and the passive voice, and prepositions and related terms.

With extensive app content that includes flashcards and an auto-fill glossary, students are able to practice until perfect, bolstering their ability to read, speak and understand even the most complex Spanish pronoun and preposition usage.

NEW



Practice Makes Perfect: Spanish Vocabulary, Premium 4th Edition

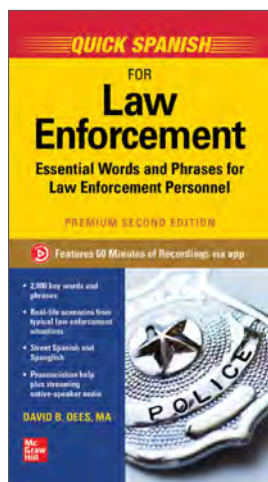
Dorothy Richmond

ISBN: 9781264264247 | Pub Date: Jun 2021

The best-selling resource on the market for students of Spanish looking to build their vocabulary—now with online “answer-key” recordings for 70+ exercises

Now in its 4th edition, *Practice Makes Perfect Spanish Vocabulary* is the go-to review and practice workbook for beginning and advanced-beginning level learners of Spanish, giving them a solid foundation to communicate comfortably in Spanish, verbally or in writing.

Each chapter of this comprehensive book focuses on a theme, ranging from family and travel, to school, work, and the environment, on which readers can build their language skills in a systematic manner. As they lay the foundation for an ever-growing vocabulary, they'll consolidate their learnings with plenty of exercises to gain the confidence they need to converse with confidence.



Quick Spanish for Law Enforcement, Premium 2nd Edition

David B. Dees

ISBN: 9781260462142 | Pub Date: May 2020

The most accessible Spanish language guide for police officers and law enforcement officials – fully updated and enhanced with audio recordings via the McGraw-Hill Language Lab app.

There's no substitute for clear communication when on the job. That's why in an America where one in five citizens speaks Spanish, it is critical that all law enforcement professionals possess basic Spanish-language skills. *Quick Spanish for Law Enforcement, 2nd Edition*, features more than 2,000 key words and phrases, along with bilingual scenarios based on real-life situations commonly encountered by police, firefighters, and safety officers, including traffic accidents, criminal trespass, disturbing the peace, homicide, and more.

NEW



Read & Think French, 3rd Edition

The Editors of Think French! magazine

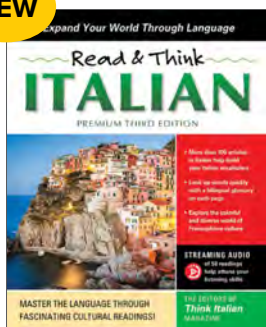
ISBN: 9781260474572 | Pub Date: Apr 2021

The latest edition of the premier guide to building better French language skills—and appreciating the diversity of Francophone culture—for advanced beginning through intermediate level students

From the bestselling *Read & Think* series, this fully illustrated third edition of *Read & Think French* brings the French language to life! In addition to introducing, developing, and growing key vocabulary, this book gives readers an insider's look at the exciting diversity of life and culture in the Francophone world—from etiquette at the French table to the comedians of Quebec to the gastronomic flavors of the French West Indies.

Including more than 100 engaging articles written by native French speakers, each one provides a bilingual glossary on the same page, allowing students to learn without stopping to look up new or unfamiliar words. Each chapter contains several exercises to reinforce comprehension. This premium edition features streaming audio recordings of 35 readings (more than 2 hours), supported by the McGraw-Hill Language Lab app.

NEW



Read & Think Italian, 3rd Edition

The Editors of Think Italian! Magazine

ISBN: 9781260474558 | Pub Date: Apr 2021

The latest edition of the premier guide to building better Italian language skills—and appreciating the diversity of Italian culture—for advanced beginning through intermediate level students

From the bestselling *Read & Think* series, this fully illustrated third edition of *Read & Think Italian* brings the Italian language to life! In addition to introducing, developing, and growing key vocabulary, this book gives readers an insider's look at the exciting diversity of life and culture in Italy—from a typical Italian workday and Italian wedding traditions to the glamorous world of Italian fashion—with city tours of Rome, Venice, Naples and Verona along the way.

Including more than 100 engaging articles written by native Italian speakers, each one provides a bilingual glossary on the same page, allowing students to learn without stopping to look up new or unfamiliar words. Each chapter contains several exercises to reinforce comprehension. This edition features streaming audio recordings of 35 readings (more than 2 hours), supported by the McGraw-Hill Language Lab app.

NEW



Read & Think Spanish, 4th Edition

The Editors of Think Spanish

ISBN: 9781260474596 | Pub Date: Apr 2021

The latest edition of the premier guide to building better Spanish language skills—and appreciating the diversity of Spanish-speaking culture—for advanced beginning through intermediate level students

From the bestselling *Read & Think* series, this fully illustrated 4th edition of *Read & Think Spanish* brings the Spanish language to life! In addition to introducing, developing, and growing key vocabulary, this book gives readers an insider's look at the exciting diversity of life and culture in Latin America, Spanish-speaking U.S. and Spain—from traditional Guatemalan recipes and the benefits of the Mediterranean diet to biographies of luminaries like Rita Moreno to lessons on Argentinian soccer.

Including more than 100 engaging articles written by native Spanish speakers, each one provides a bilingual glossary on the same page, allowing students to learn without stopping to look up new or unfamiliar words. Each chapter contains several exercises to reinforce comprehension, and this new premium edition features streaming audio recordings of 50 readings (more than 2 hours), supported by the McGraw-Hill Language Lab app.

NEW



Schaum's Outline of French Vocabulary, 5th Edition

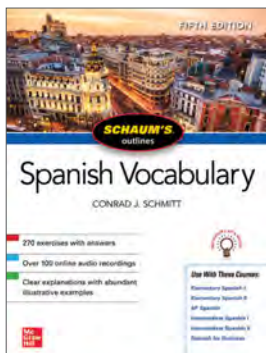
Mary Coffman Crocker

ISBN: 9781260462821 | Pub Date: Feb 2021

The latest edition of a classic Schaum's bestseller—supported by access to Schaum's improved app and website!

This perennially popular review guide has gotten even better, reflecting the most modern usages and topics in French language study. With an emphasis on conversational French and necessary updates that reflect the latest developments in the language as spoken today, it's a must-have tool for hundreds of thousands of students—in high school, college, and the professional sphere.

Improvements in *Schaum's Outline of French Vocabulary, 5th Edition* include more complete grammatical explanations, new examples, more updated content, and modern illustrations to replace illustrations of dated electronics—in addition to access to the new Schaum's app and website.



Schaum's Outline of Spanish Vocabulary, 5th Edition

Conrad J. Schmitt

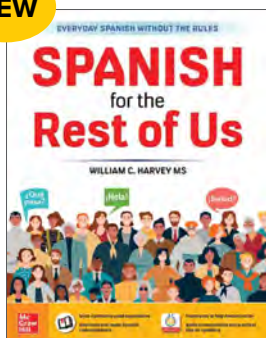
ISBN: 9781260462807 | Pub Date: Oct 2020

The latest edition of a classic Schaum's bestseller—supported by access to Schaum's improved app and website!

This perennially popular review guide has gotten even better, reflecting the most modern usages and topics in Spanish language study. With expanded coverage of special verb forms and uses unique to Latin America and necessary updates that reflect the latest developments in the language as spoken today, it's a must-have tool for hundreds of thousands of students—in high school, college, and the professional sphere.

Improvements in *Schaum's Outline of Spanish Vocabulary, 5th Edition* also include more complete explanations, new examples and modern illustrations to replace illustrations of dated electronics, as well as access to the new Schaum's app and website.

NEW



Spanish for the Rest of Us

William C. Harvey MS

ISBN: 9781260473261 | Pub Date: Mar 2021

A quick and easy way to pick up everyday, practical Spanish to converse with friends and colleagues—with pronunciation help from the McGraw-Hill Language Lab streaming audio app

In *Spanish for the Rest of Us*, Harvey—an experienced author and college-level teacher who has organized language workshops and seminars—skips the idea of memorizing grammar rules to focus on everyday, practical Spanish. He emphasizes most-often-used Spanish words and phrases, advises on Spanish pronunciation and includes tips for improving listening comprehension, as well.

This lively, informal program is supported by audio recordings (online and mobile), streaming through McGraw-Hill's Language Lab app—which also provides flashcards and pronunciation for all vocabulary lists.

NEW



The Complete Ultimate Spanish

Ronni L. Gordon

ISBN: 9781264259106 | Pub Date: Jun 2021

The most comprehensive Spanish language guide available takes students from beginner level through to fluency!

This complete Spanish language program is a special 2-in-1 book, containing the bestselling *The Ultimate Spanish 101* plus a second-semester program, Spanish 201, based on the authors' bestselling *The Ultimate Spanish Review and Practice*. It covers everything required for basic conversational proficiency, from vocabulary and grammatical structures to audio exercises and drills to ensure proper pronunciation in speaking.

Organized into 24 chapters, the course can be divided into two semesters of study, with hundreds of short dialogues presenting new vocabulary and grammatical structures in context; grammar summaries providing explanations of how the Spanish language functions; and numerous exercises ensuring grammar and vocabulary are mastered through practical situations.

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About McGraw Hill

Our vision is to unlock the full potential of each learner.

Our mission is to accelerate learning through intuitive, engaging, efficient and effective experiences — grounded in research.

At McGraw Hill, we're passionate about learning. It's embedded in our DNA. We know that the passion to learn is very personal. Learning something new might enable you to take a new path in life. Or to launch your career, taking you on a whole new trajectory. When you are passionate about learning, the possibilities are endless.

Where the Science of Learning Meets the Art of Teaching

Educators always will be at the heart of the learning experience. We partner with educators around the globe to develop better experiences for learners. We help drive success by harnessing content, technology and data to ignite the spark between teaching and learning. And it's working. Our solutions are proven to improve pass rates, elevate grades and deepen engagement for each individual learner while improving outcomes for all.

We are a learning science company.

Grounded in deep insights into how learning happens, we deliver tools, technologies and services that power performance and achievement. Our adaptive technology actively tailors learning to the individual, continually assessing skill and confidence levels, and providing precise direction to fill knowledge gaps and accelerate mastery. Learners now can enjoy products that adapt to their individual learning styles and unique circumstances, with digital tools and mobile access that help them make the most of study time, whenever and wherever they choose. And our analytics empower both learners and educators to make the most of every interaction. Our products, services and solutions are designed to improve learning outcomes.

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