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Axelrod & Cooper's Concise Guide to Writing Concise Guide to APA Style *The Concise Guide to Bipolar Disorder* **Critical Thinking** **A Concise Guide to Torah** **A Concise Guide to Technical Communication** Solving the Procrastination Puzzle **Concise Guide to Information Literacy** **A Concise Guide to Statistics** *Why Jazz? The Weiser Concise Guide to Aleister Crowley* *A Concise Guide to Clinical Trials* *The Concise Guide to Writing* Editing Fact and Fiction **The Concise Guide to Sounding Smart at Parties** *Translating Organizational Theory* A Concise Guide to the Quran *The Concise Guide to Copy Editing* **Concise Guide to Databases** *Concise Guide to Hematology* *Concise Guide to Neuropsychiatry and Behavioral Neurology, Third Edition* **Concise Guide to Evidence-Based Psychiatry** A Concise Guide to Weather *The Concise Guide to Writing* *Concise Guide to Environmental Definitions, Conversions, and Formulae* *The Concise Guide to Writing* **A Concise Guide to Technical Communication** A Concise Guide to Geopressure *The Concise Guide to Economics* *Practical Budgeting for Health Care* The Concise Guide to Physiotherapy - Volume 1 - E-Book **Concise Guide to Child and Adolescent Psychiatry** **Dissertation Solutions** **Concise Guide to Library Research** **Concise Guide to Jazz** **Russell Kirk's Concise Guide to Conservatism** A Concise Guide to Legal Research and Writing **A Concise Guide to Market Research** **How to Think Critically** Concise Guide to Marriage and Family Therapy

Concise Guide to Library Research Oct 20 2020 Discusses basic procedures involved in searching for materials and lists reference books and periodicals for various fields

Why Jazz? Nov 13 2022 What was the first jazz record? Are jazz solos really improvised? How did jazz lay the groundwork for rock and country music? In *Why Jazz?*, author and NPR jazz critic Kevin Whitehead provides lively, insightful answers to these and many other fascinating questions, offering an entertaining guide for both novice listeners and long-time fans. Organized chronologically in a convenient question and answer format, this terrific resource makes jazz accessible to a broad audience, and especially to readers who've found the music bewildering or best left to the experts. Yet *Why Jazz?* is much more than an informative Q&A; it concisely traces the century-old history of this American and global art form, from its beginnings in New Orleans up through the current postmodern period. Whitehead provides brief profiles of the archetypal figures of jazz--from Louis Armstrong and Duke Ellington to Wynton Marsalis and John Zorn--and illuminates their contributions as musicians, performers, and

composers. Also highlighted are the building blocks of the jazz sound--call and response, rhythmic contrasts, personalized performance techniques and improvisation--and discussion of how visionary musicians have reinterpreted these elements to continually redefine jazz, ushering in the swing era, bebop, cool jazz, hard bop, and the avant-garde. Along the way, *Why Jazz?* provides helpful plain-English descriptions of musical terminology and techniques, from "blue notes" to "conducted improvising." And unlike other histories which haphazardly cover the stylistic branches of jazz that emerged after the 1960s, *Why Jazz?* groups latter-day musical trends by decade, the better to place them in historical context. Whether read in self-contained sections or as a continuous narrative, this compact reference presents a trove of essential information that belongs on the shelf of anyone who's ever been interested in jazz.

A Concise Guide to Statistics Dec 14 2022 The text gives a concise introduction into fundamental concepts in statistics. Chapter 1: Short exposition of probability theory, using generic examples. Chapter 2: Estimation in theory and practice, using biologically motivated examples. Maximum-likelihood estimation is covered, including Fisher information and power computations. Methods for calculating confidence intervals and robust alternatives to standard estimators are given. Chapter 3: Hypothesis testing with emphasis on concepts, particularly type-I, type-II errors, and interpreting test results. Several examples are provided. T-tests are used throughout, followed important other tests and robust/nonparametric alternatives. Multiple testing is discussed in more depth, and combination of independent tests is explained. Chapter 4: Linear regression, with computations solely based on R. Multiple group comparisons with ANOVA are covered together with linear contrasts, again using R for computations.

The Concise Guide to Writing Aug 30 2021

Concise Guide to Environmental Definitions, Conversions, and Formulae Jul 29 2021 As occupational health and safety professionals require increased awareness of the whole field--and not just its specialized areas--they've started to need an all-encompassing reference work of necessary mathematical relationships. *Concise Guide to Environmental Definitions, Conversions, and Formulae* is the quick and proficient source for that information. Professionals will find it's ideal for immediate reference; students and interns can benefit from it as a comprehensive study guide for certification exam preparation purposes. Based on information presented in another essential reference (*Definitions, Conversions, and Calculations for Occupational Safety and Health Professionals, Second Edition*), the *Concise Guide* brings its most-cited details to an easily carried, portable size (4 1/2 x 6 3/4). Essential conversions, formulae, and definitions all await within those pages. Virtually all of the mathematical relationships, formulas, definitions, and conversion factors any health and safety

expert or trainee will ever need are all contained in the Concise Guide to Environmental Definitions, Conversions, and Formulae.

The Weiser Concise Guide to Aleister Crowley Oct 12 2022 Shrouded in mystery and misunderstanding, Aleister Crowley is one of the 20th century's most revered occult figures. With *The Weiser Concise Guide to Aleister Crowley*, readers are given a careful, comprehensive overview of Crowley's life from poet to practicing magician as well as his life's work, including the basic principles and rituals of his magical practices. Set aside your preconceptions and dismiss the rumors. Crowley was certainly a complex, controversial, and colorful man, but the truth is far more interesting than the legend.

How to Think Critically May 15 2020 Jeff McLaughlin's *How to Think Critically* begins with the premise that we are all, every day, engaged in critical thinking. But as we may develop bad habits in daily life if we don't scrutinize our practices, so we are apt to develop bad habits in critical thinking if we are careless in our reasoning. This book exists to instill good thinking habits: attentiveness to word choice, avoidance of fallacies, and effective construction and assessment of arguments. With relatable and often amusing examples included throughout, the book adopts a degree of technical sophistication that is rigorous and yet still easily applied to ordinary situations. Readers are presented with a traditional step-by-step method for analysis that can be applied to all argument forms. Hundreds of exercises (with solutions) are included, as are several random statement generators which can be used to create thousands of additional examples. Venn diagrams, truth tables, and other essential concepts are presented not as definitions for academic study but as tools for better thinking and living.

Solving the Procrastination Puzzle Feb 16 2023 This guide to eliminating procrastination offers everyone, from entrepreneurs to parents and students, tips and practical strategies to help break the cycle of self-destructive ideas and habits that prevent freedom and accomplishment. Original.

The Concise Guide to Sounding Smart at Parties Jun 08 2022 Banish awkward silences, boring weather talk, or (worst of all) the embarrassing conversation gaff with this pithy, hilarious guide to effortless party banter. We've all been there. You're at a party, surrounded by the most important people in your life. You're cool. You're casual. You're witty and urbane. Until suddenly, quite unexpectedly, things take a turn for the worse when a subject thought to be common knowledge is lobbed your way. A hush falls over the room and every head seems to swivel expectantly in your direction. [ART: SET THESE OFF IN A DIFFERENT COLOR?] "Rasputin. Sure, Rasputin. The Russian guy, right? Who . . . who . . . whooooo was Russian." "Che Guevara? You mean the dancer?" "Oh my God! Mao Tse-tung? They have the best chicken with cashews!" *The Concise Guide to Sounding Smart at*

Parties was written with just this moment in mind. In fourteen pain-free, laughter-filled chapters, authors David Matalon and Chris Woolsey brush away years of cobwebs on subjects as wide-ranging as the typical round of Jeopardy: war, science, politics, philosophy, the arts, business, literature, music, religion, and more. Armed with *The Concise Guide to Sounding Smart at Parties*, you'll know that Chicago Seven wasn't a boy band, Martin Luther never fought for civil rights, and Franz Kafka isn't German for "I have a bad cold." You'll be the smart one who's the center of conversation—and nothing beats that feeling.

Concise Guide to Marriage and Family Therapy Apr 13 2020

Concise Guide to Hematology Jan 03 2022 *Concise Guide to Hematology* is highly practical, user-friendly, and will be invaluable to all residents, fellows, and trainees working with hematology patients. Designed to highlight the important basic concepts and diseases throughout the spectrum of hematology, the book has a clear and accessible format and includes simple line figures, algorithms, and key points throughout. Each chapter begins with an overview and then main concepts are outlined for each disorder and topic covered. Edited by two leading figures in the rapidly evolving field of hematology, this attractively-produced and concise book is an essential guide and ready resource for all those undertaking rotations and examinations in the discipline.

The Concise Guide to Economics Mar 25 2021 To understand economics is to understand the practical case for freedom. The great merit of this book is to bring out the connection in the clearest and shortest possible way. *The Concise Guide To Economics* is a handy, quick reference guide for those already familiar with basic economics, and a brief, compelling primer for everyone else. Professor Jim Cox introduces topics ranging from entrepreneurship, wages, money, trade, and inflation to the consequences of price controls and anti-price gouging laws. If it were read alongside the daily newspaper, it would undermine most all the fallacies that appear nearly every day. Along the way, he defends the crucial role of advertising, speculators, and heroic insider traders. Thus does the book combine straightforward, common sense analysis with hard-core dedication to principle, using the fewest words possible to explain the topic clearly. And each brief chapter includes references to further reading so those who are curious to dig deeper will know where to look next. The popularity of this book has been growing for several years. A website dedicated to it is already very popular. One organization dedicated to public activism buys it by the hundreds, viewing it as the shortest and best way to counter economic fallacy. *The Concise Guide* makes a great gift to those who have never thought about the workings of economic logic, and thereby misunderstand the case for free-market capitalism. From the Introduction by Llewellyn H. Rockwell, Jr.: "The beauty of Cox's

book comes from both its clear exposition and its brevity. He offers only a few paragraphs on each topic but that is enough for people see both error and truth. Sometimes just mapping out the logic beyond the gut reaction is enough to highlight an economic truth. He does this for nearly all the topics that confront us daily. "Many people only have a moment. That's why the guide is essential. It is probably the shortest and soundest guide to economic logic in print. May it be burned into the consciousness of every citizen now and in the future."

Concise Guide to APA Style Jul 21 2023 Designed specifically for undergraduate writing, this easy-to-use pocket guide provides complete guidance for new writers on effective, clear, and inclusive scholarly communication and the essentials of formatting papers and other course assignments.

Concise Guide to Child and Adolescent Psychiatry Dec 22 2020 Concise Guide to Child and Adolescent Psychiatry is an ideal resource for novices—practical, easy-to-understand, and small enough to carry in a jacket pocket. This essential book features summary information on disorders and their treatment methods, including psychosocial and psychopharmacological techniques, and simplified theoretical and research foundations. Organized for easy reference, the book includes a detailed table of contents, index, tables, figures, and other charts for quick access to information. The Third Edition has been expanded and updated to reflect the latest research on the emotional and behavioral states of children and adolescents. Readers will find new techniques for diagnosis and treatment, as well as updated information from DSM-IV-TR. Convenient and affordable, Concise Guide to Child and Adolescent Psychiatry is an invaluable tool for those just beginning to treat child psychiatry patients and an outstanding on-the-spot reference for daily use in the clinic.

Concise Guide to Neuropsychiatry and Behavioral Neurology, Third Edition Dec 02 2021 "This third edition of this popular pocket guide is updated throughout, featuring new medications and new diagnostic procedures and criteria. Like the previous editions, it presents brief synopses of the major neuropsychiatric and neurobehavioral syndromes, discusses their clinical assessment, and provides guidelines for management. The authors summarize diagnostic and treatment information in easy-to-read tables, including clinical features, underlying pathophysiology, and treatment options for the major neuropsychiatric disorders. They cover everything from assessment (e.g., testing, brain imaging) and relevant neurophysiology and neuropsychiatry symptoms and syndromes (e.g., frontal lobe, aphasia and related syndromes) to individual diseases (e.g., right-brain disorders, memory disorders, epilepsy/limbic system disorders, dementia and delirium, movement disorders, stroke and brain tumors, white matter diseases and inborn errors of metabolism, and head injury) and the latest treatments (e.g., neuropsychopharmacology, electroconvulsive therapy, vagus nerve

stimulation, and neurosurgical procedures). An immediately useful clinical companion for psychiatrists and geriatric psychiatrists, neurologists, and neuropsychologists both within the U.S. and abroad, this volume is also exceptionally practical for students and residents because of its broad scope and easily accessible information"--

Dissertation Solutions Nov 20 2020 Dissertation Solutions provides graduate students with the basic tools and skills to help them navigate the whole process with minimal damage, making the whole process of planning, researching, and writing more manageable. This thorough, but concise guide will help even the most naïve graduate student become experts in navigating and surviving their graduate experiences.

Translating Organizational Theory May 07 2022

A Concise Guide to the Quran Apr 06 2022 What is so unique about Islam's scripture, the Quran? Who wrote it, and when? Can we trust its statements to be from Muhammad? Why was it written in Arabic? Does it command Muslims to fight Christians? These are a few of the thirty questions answered in this clear and concise guide to the history and contents of the Quran. Ayman Ibrahim grew up in the Muslim world and has spent many years teaching various courses on Islam. Using a question-and-answer format, Ibrahim covers critical questions about the most sacred book for Muslims. He examines Muslim and non-Muslim views concerning the Quran, shows how the Quran is used in contemporary expressions of Islam, answers many of the key questions non-Muslims have about the Quran and Islam, and reveals the importance of understanding the Quran for Christian-Muslim and Jewish-Muslim interfaith relations. This introductory guide is written for anyone with little to no knowledge of Islam who wants to learn about Muslims, their beliefs, and their scripture.

The Concise Guide to Bipolar Disorder Jun 20 2023 "The author, a psychiatrist, distills everything readers need to know about bipolar disorder. In down-to-earth language, he explains what bipolar disorder is and how readers can live their best life with the help of medications, therapy, the support of family and friends, and medical care. This is a resource for the newly diagnosed or those seeking rapid answers to the most common questions about bipolar disorder"--

The Concise Guide to Writing Jun 27 2021 The second edition of *The Concise Guide to Writing* helps students through all phases of the writing process. With new chapters on justifying an evaluation, reading critically, conducting research in the library and on the internet, and citing sources, this flexible rhetoric offers valuable information for first-year composition courses.

Concise Guide to Databases Feb 04 2022 This easy-to-read textbook/reference presents a comprehensive introduction to databases, opening with a concise history of databases and of data as an organisational asset. As relational database management systems are no

longer the only database solution, the book takes a wider view of database technology, encompassing big data, NoSQL, object and object-relational and in-memory databases. The text also examines the issues of scalability, availability, performance and security encountered when building and running a database in the real world. Topics and features: presents review and discussion questions at the end of each chapter, in addition to skill-building, hands-on exercises; introduces the fundamental concepts and technologies in database systems, placing these in an historic context; describes the challenges faced by database professionals; reviews the use of a variety of database types in business environments; discusses areas for further research within this fast-moving domain.

Concise Guide to Information Literacy Jan 15 2023 This concise but information-packed text helps high school students in upper grade levels and lower division college and university students quickly master the basics of information literacy. Serves school and academic librarians and others in teaching basic information literacy skills to students, helps students learn how to find, analyze, use, and process information quickly and efficiently, and supplies librarians and teachers with a concise textbook that is useful for student instruction and as a research guide.

The Concise Guide to Physiotherapy - Volume 1 - E-Book Jan 23 2021 This exciting new resource is designed to assist undergraduate physiotherapy students and new graduates in confidently assessing patients in a range of physiotherapy specialties outside of the 'core' areas of practice. Areas covered include paediatrics, geriatrics, mental health and rheumatology. Valuable content is easily accessible in a small portable format which will be an invaluable reference during placements or practice. Each chapter provides a concise overview of the philosophy and the specific assessment processes for each of the 17 practice specialties. A wealth of online learning resources are also available with the Guide, these include access to case studies, multiple-choice questions and a reference list for each chapter. In addition there is a bank of downloadable photographs and line drawings relating to each of the 17 chapters. Used along with The Concise Guide to Physiotherapy: Volume 2 Treatment, Volume 1 Assessment will be an indispensable tool for any physiotherapist. A blend of resources providing an insight into the 'non core' areas of practice, enabling the individual to prepare ahead or refresh knowledge in order to feel confident about approaching the assessment of patients in practice areas not previously encountered. Easy access to nuggets of information on 17 'non core' speciality areas, including burns and plastics, learning disabilities and rehabilitation A handy quick reference tool for both students and physiotherapists Access to online resources including, reference lists, an image bank, 51 cases studies and over 300 MCQs!

The Concise Guide to Writing Aug 10 2022

A Concise Guide to Torah Apr 18 2023 The foundational text of Judaism, the Five Books of Moses, has been read, studied, and interpreted in every generation. In this unique edition, the world-renowned scholar Rabbi Adin Even-Israel Steinsaltz highlights the bird's-eye perspective on the Torah and how its parts fit together. With a faithful, accessible translation of the entire Torah, *A Concise Guide to the Torah: A Study Edition of the Torah* enables every person to understand our holiest book and develop original insights. Features: - Topical subdivisions with explanations and summaries - Introductions to the Torah portions (parashot) - Detailed table of contents by story and topic - Images and maps that aid comprehension - Full integration with other Concise Guide volumes The Erez Series is comprised of the Concise Guides to the full gamut of Jewish thought, from the Torah to modern halakha (Jewish law) and Mahshava (Jewish philosophy). The late Rabbi Adin Even Israel Steinsaltz zt"l was one of the leading thinkers of the modern age and the most prolific author of Jewish thought and commentary since the middle ages. The Erez Series distills the essence of 4 of the principal schools of the Jewish tradition Torah, the Sages (Hazal), Halakha, and Mahshava as a tool for review or introduction to the world of Jewish thought.

The Concise Guide to Copy Editing Mar 05 2022 Conveniently organized to serve as a training tool for new or improving copy editors, this guide teaches how to best serve clients.

A Concise Guide to Market Research Jun 15 2020 This accessible, practice-oriented and compact text provides a hands-on introduction to market research. Using the market research process as a framework, it explains how to collect and describe data and presents the most important and frequently used quantitative analysis techniques, such as ANOVA, regression analysis, factor analysis and cluster analysis. The book describes the theoretical choices a market researcher has to make with regard to each technique, discusses how these are converted into actions in IBM SPSS version 22 and how to interpret the output. Each chapter concludes with a case study that illustrates the process using real-world data. A comprehensive Web appendix includes additional analysis techniques, datasets, video files and case studies. Tags in the text allow readers to quickly access Web content with their mobile device. The new edition features: Stronger emphasis on the gathering and analysis of secondary data (e.g., internet and social networking data) New material on data description (e.g., outlier detection and missing value analysis) Improved use of educational elements such as learning objectives, keywords, self-assessment tests, case studies, and much more Streamlined and simplified coverage of the data analysis techniques with more rules-of-thumb Uses IBM SPSS version 22

Critical Thinking May 19 2023 A much-needed guide to thinking

critically for oneself and how to tell a good argument from a bad one. Includes topical examples from politics, sport, medicine, music, chapter summaries, glossary and exercises.

Practical Budgeting for Health Care Feb 21 2021 With the growing importance of budgeting and budget analysis in today's outcome-value oriented healthcare environment, there is an ever-increasing need to provide today's healthcare students with budgeting skills they need to be successful. While most healthcare finance texts include a chapter on budgeting, this coverage is often insufficient to adequately prepare them, as future financial managers, for the demands of upper management. A great supplement to a wide range of finance, economics, and accounting courses across the health disciplines, *Practical Budgeting for Health Care: A Concise Guide* covers the full scope of budgeting and budget analysis—from incremental budgeting, forecasting, and flexible budgeting, to variance analysis, capital budgeting, and more—providing students with the information and skills they'll need to budget effectively. Key Features ? Includes step-by-step instructions on constructing budgets, focusing on incremental and flexible budgeting, the two mos

A Concise Guide to Weather Sep 30 2021

A Concise Guide to Technical Communication Mar 17 2023 A Concise Guide to Technical Communication takes a situational approach, emphasizing issues of audience and purpose for any technical communication task. The first text of its kind to acknowledge that most technical communication today takes place electronically, this Concise Guide offers a seamless connection between the new and old worlds of technical communication.

Axelrod & Cooper's Concise Guide to Writing Aug 22 2023 Adapted from the best-selling St. Martin's Guide to Writing, Axelrod and Cooper's Concise Guide to Writing provides streamlined versions of the chapters covering six of the most commonly assigned genres in the first-year writing course – remembering events, writing profiles, explaining concepts, arguing a position, proposing a solution, and justifying an evaluation. The careful integration of well-chosen readings with guided writing instruction in these chapters is complemented by coverage of strategies for reading, writing, and research in brief-but-complete chapters at the end of the book. Read the preface.

Russell Kirk's Concise Guide to Conservatism Aug 18 2020 The modern conservative intellectual movement began in 1953 with Russell Kirk's groundbreaking book *The Conservative Mind*. Four years later, he published a pithy, wry, philosophical summary of what conservatism really means. Originally titled *The Intelligent Woman's Guide to Conservatism*, this little book was essentially a popular version of *The Conservative Mind*. Now, a century after its author's birth, this neglected gem has been recovered. It remains what Kirk intended it to be: an accessible introduction to conservative ideas, especially for

the young. With a new title and an introduction by the eminent intellectual historian Wilfred M. McClay, Russell Kirk's Concise Guide to Conservatism arrives with uncanny timing. The movement that Kirk defined in 1953 is today so contested and fragmented that no one seems able to say with confidence what conservatism means. This book, as fresh and prophetic as the day it was published sixty years ago, is a reminder that no one can match Russell Kirk in engaging people's minds and imaginations—an indispensable task in reviving our civilization.

Editing Fact and Fiction Jul 09 2022 Writing in a lively, informal style, two editors with extensive experience in a wide variety of fields--fiction and nonfiction, trade and reference, academic and commercial publishing--explain what editors in different jobs really do in this concise practical guide.

A Concise Guide to Clinical Trials Sep 11 2022 Clinical trials have revolutionized the way disease is prevented, detected and treated, and early death avoided, and they continue to be an expanding area of research. They are central to the work of pharmaceutical companies, and there are many academic and public sector organizations that conduct trials on a wide variety of interventions, including drugs, devices, surgical techniques, and changes in behaviour and lifestyle. *A Concise Guide to Clinical Trials* provides a comprehensive yet easy-to-read overview of the design, conduct and analysis of trials. It requires no prior knowledge on the subject as the important concepts are introduced throughout. There are chapters that distinguish between the different types of trials, and an introduction to systematic reviews, health-related quality of life and health economic evaluation. The book also covers the ethical and legal requirements in setting up a clinical trial due to an increase in governance responsibilities and regulations. This practical guidebook is ideal for busy clinicians and other health professionals who do not have enough time to attend courses or search through extensive textbooks. It will help anyone involved in undertaking clinical research, or those reading about trials. The book is aimed at: Those wishing to learn about clinical trials for the first time, or as a quick reference guide, for example as part of a taught course on clinical trials Health professionals who wish to conduct their own trials, or participate in other people's studies People who work in pharmaceutical companies, grant funding organisations, or regulatory agencies

A Concise Guide to Geopressure Apr 25 2021 A concise guide to the origins and prediction of subsurface fluid pressures, emphasizing the interactions with geological processes.

Concise Guide to Evidence-Based Psychiatry Nov 01 2021 Concise Guide to Evidence-Based Psychiatry (EBP) is a must-have resource for informed decision-making in psychiatric practice today. This single, easy-to-use reference will enable practitioners to find answers to

clinical questions, critically appraise articles, and apply the results of their findings to patients. This practical handbook provides quick access to EBP theories, tools, and methods. Concise Guide to Evidence-Based Psychiatry is a one-stop reference for using the literature to improve patient outcomes. Features include: Practical -- Filled with how-to information, Concise Guide to Evidence-Based Psychiatry outlines the latest techniques for accessing, assessing, and interpreting the literature. Easy to use -- Includes many tables of essential websites for finding reliable information on the Internet, best-practice strategies for searching the medical literature. Concise Guide to Evidence-Based Psychiatry fills an important role as the first EBP text for teaching residents, who are now required to develop such skills to meet the ACGME "practice-based learning and improvement" core competency. Special features for pedagogical use include suggestions for teaching EBP in residency programs, profuse examples from the psychiatric literature, and worksheets for the critical appraisal of clinical trials, diagnostic tests, epidemiologic studies, studies of prognosis, and more. Whether for self-study or use in residency programs, Concise Guide to Evidence-Based Psychiatry is the best resource available to help practitioners apply current research findings to their work with patients.

A Concise Guide to Legal Research and Writing Jul 17 2020 This clear, well-organized text provides a building-block approach to the fundamentals of legal research and writing for paralegal students. Concise Guide to Legal Research and Writing covers legal research and legal writing in a concise and

Concise Guide to Jazz Sep 18 2020 This abridged version of Jazz Styles was developed in response to requests for an introductory book offering the clarity and accuracy of Jazz Styles with 1/2 the size, 1/4 the number of names and tune titles, and 1/3 the number of musician profiles. Using a simple, yet lively writing style, and an abundance of illustrations, it is easily accessible to readers with no previous knowledge of music -- or any technical sophistication. Written by an active jazz musician and eminent jazz historian, this brief yet substantive introduction to jazz examines how jazz originated, how it is made, what to listen for, the major style eras, and the individual styles of 40 historically significant jazz musicians. These styles include early jazz (Dixieland); swing; bebop; cool jazz; hard bop; avant-garde of the 1960s and 70s; and jazz-rock fusion.

A Concise Guide to Technical Communication May 27 2021 This compact but complete guide shows that less is more--with fewer extraneous details getting in the way of students trying to learn on the run, it allows them to focus on the most important principles of effective technical communication. The Concise Guide takes a rhetorical approach to technical communication; instead of setting up a list of rules that

should be applied uniformly to all writing situations, it introduces students to the bigger picture of how the words they write can affect the people intended to read them. Assignments and exercises are integrated throughout to reinforce and test knowledge.

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