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Population Biobank Studies: A Practical Guide *Springer* This book describes some of the key epidemiological principles, scientific approaches and quality assurance frameworks required to design and conduct biobank studies in various settings. Using examples from contemporary biobanks, the book addresses the design features and practical procedures needed in order to launch and manage biobank studies, including consent and regulatory approval, the organisation of field work, management of data and biological samples, follow-up and verification of disease outcomes, development of IT systems for data collection, quality assurance and study management. Over the last two decades, several large biobank studies have been initiated in different populations, intended to greatly enhance the development of precision medicine. Contemporary biobank studies are extremely large and complex, and involve several decades of follow-up. Such studies pose major challenges in terms of ensuring rapid recruitment, obtaining high-quality data, minimising loss to follow-up, reliably classifying disease outcomes, and optimising the use of the biological samples collected. In this regard, the key to success lies not in planning the perfect study, but in planning the most appropriate, reliable, sustainable and future-proof study given the practical constraints of available resources, time and capacity. The authors of this handbook are epidemiologists, clinicians, software engineers, and laboratory and data scientists with extensive experience in conducting large biobank studies. The eight chapters can be read separately or together, and provide readers with essential information on how to design, implement and manage these studies. The state-of-the-art, innovative and scalable approaches and methodologies presented here are intended to stimulate the development of further population-based and hospital-based biobank studies in diverse populations. **A Practical Guide for Health Researchers** *WHOROEM* Health researchers, the intended audience of this book, are not limited to scientists pursuing a research career. They include health professionals, administrators, policymakers and non-governmental organizations, among others, who can and should use the scientific method to guide their work for improving the health of individuals and communities. Even if they do not pursue much research themselves, they need to grasp the principles of the scientific method, to understand the value and also the limitations of science, and to be able to assess and evaluate results of research before applying them. This book includes the following chapters: Introduction and overview; ethics in health research; what research to do; planning the research; writing the research protocol; submitting a research proposal; implementing the research project; describing and analysing the research results; communicating research; guidelines on writing a scientific paper; publishing a scientific paper; guidelines on making a scientific presentation; assessing and evaluating research. **The Practical Guide to the Genetic Family History** *John Wiley & Sons* **HELPS YOU DEVELOP AND ASSESS PEDIGREES TO MAKE DIAGNOSES, EVALUATE RISK, AND COUNSEL PATIENTS** The Second Edition of The Practical Guide to the Genetic Family History not only shows how to take a medical-family history and record a pedigree, but also explains why each bit of information gathered is important. It provides essential support in diagnosing conditions with a genetic component. Moreover, it aids in recommending genetic testing, referring patients for genetic counseling, determining patterns of inheritance, calculating risk of disease, making decisions for medical management and surveillance, and informing and educating patients. Based on the author's twenty-five years as a genetic counselor, the book also helps readers deal with the psychological, social, cultural, and ethical problems that arise in gathering a medical-family history and sharing findings with patients. Featuring a new Foreword by Arno Motulsky, widely recognized as the founder of medical genetics, and completely updated to reflect the most recent findings in genetic medicine, this Second Edition presents the latest information and methods for preparing and assessing a pedigree, including: Value and utility of a thorough medical-family history Directed questions to ask when developing a medical-family history for specific disease conditions Use of pedigrees to identify individuals with an increased susceptibility to cancer Verification of family medical information Special considerations when adoptions or gamete donors are involved Ethical issues that may arise in recording a pedigree Throughout the book, clinical examples based on hypothetical families illustrate key concepts, helping readers understand how real issues present themselves and how they can be resolved. This book will enable all healthcare providers, including physicians, nurses, medical social workers, and physician assistants, as well as genetic counselors, to take full advantage of the pedigree as a primary tool for making a genetic risk assessment and providing counseling for patients and their families. **A Practical Guide to Living in the United Kingdom** This 'Practical Guide to Living in the UK' supports new citizens with the information needed to adjust to everyday life in the UK. It is packed full of information about living and working in the UK and will give readers guidance on how to get by in daily life. Detailed information on the following topics is included: UK Laws and the legal system - identifies ways in which the law affects people, both before and after arriving in the UK; The world of work - details the information needed when trying to find work, advice on being employed and setting up a business; Housing - helps with setting up home and the day to day running of a household in the UK; Schools and education - gives information to help new residents understand the way education works in the UK and ways to discover what is available in the local area; Healthcare in the UK - provides information on what health care is available as a resident of the UK, where to go to seek medical advice and how to register with local GP practices and surgeries; Out and about - explains how the transport system works and aspects of the UK beyond the local area **A Practical Guide to Decontamination in Healthcare** *John Wiley & Sons* Prevention is the first line of defence in the fight against infection. As antibiotics and other antimicrobials encounter increasing reports of microbial resistance, the field of decontamination science is undergoing a major revival. **A Practical Guide to Decontamination in Healthcare** is a comprehensive training manual, providing practical guidance on all aspects of decontamination including: microbiology and infection control; regulations and standards; containment, transportation, handling, cleaning, disinfection and sterilization of patient used devices; surgical instrumentation; endoscopes; and quality management systems. Written by highly experienced professionals, **A Practical Guide to Decontamination in Healthcare** comprises a systematic review of decontamination methods, with uses and advantages outlined for each. Up-to-date regulations, standards and guidelines are incorporated throughout, to better equip healthcare professionals with the information they need to meet the technical and operational challenges of medical decontamination. **A Practical Guide to Decontamination in Healthcare** is an important new volume on state-of-the-art decontamination processes and a key reference source for all healthcare professionals working in infectious diseases, infection control/prevention and decontamination services. **A Practical Guide to Supramolecular Chemistry** *John Wiley & Sons* **Incorporated** **A Practical Guide to Supramolecular Chemistry** is an introductory manual of practical experiments for chemists with little or no prior experience of supramolecular chemistry. Syntheses are clearly presented to facilitate the preparation of acyclic and macrocyclic compounds frequently encountered in supramolecular chemistry using straightforward experimental procedures. Many of the compounds can be used to illustrate classic supramolecular phenomena, for which clear directions are given, or may be developed further as part of the reader's own research. The book also describes techniques commonly used in the analysis of supramolecular behaviour, including computational methods, with many detailed examples. An invaluable reference for students and researchers in the field embarking on supramolecular chemistry projects and looking for a 'tried and tested' route into the chemistry of key compounds. An introductory guide to practical syntheses focusing on supramolecular chemistry. Fully referenced introductions explain the historical and contemporary importance of each compound **Supplementary website including 3D molecular structures, FAQ's about syntheses and suggestions for further experiments** **Studying Early Printed Books, 1450-1800** **A Practical Guide** *John Wiley & Sons* **A comprehensive resource to understanding the hand-press printing of early books** **Studying Early Printed Books, 1450 - 1800** offers a guide to the fascinating process of how books were printed in the first centuries of the press and shows how the mechanics of making books shapes how we read and understand them. The author offers an insightful overview of how books were made in the hand-press period and then includes an in-depth review of the specific aspects of the printing process. She addresses questions such as: How was paper made? What were different book formats? How did the press work? In addition, the text is filled with illustrative examples that demonstrate how understanding the early processes can be helpful to today's researchers. **Studying Early Printed Books** shows the connections between the material form of a book (what it looks like and how it was made), how a book conveys its meaning and how it is used by readers. The author helps readers navigate books by explaining how to tell which parts of a book are the result of early printing practices and which are a result of later changes. The text also offers guidance on: how to approach a book; how to read a catalog record; the difference between using digital facsimiles and books in-hand. **This important guide: Reveals how books were made with the advent of the printing press and how they are understood today** **Offers information on how to use digital reproductions of early printed books as well as how to work in a rare books library** **Contains a useful glossary and a detailed list of recommended readings** **Includes a companion website for further research** **Written for students of book history, materiality of text and history of information, Studying Early Printed Books** explores the many aspects of the early printing process of books and explains how their form is understood today. **A Practical Guide to Scientific Data Analysis** *John Wiley & Sons* **Inspired by the author's need for practical guidance in the processes of data analysis, A Practical Guide to Scientific Data Analysis** has been written as a statistical companion for the working scientist. This handbook of data analysis with worked examples focuses on the application of mathematical and statistical techniques and the interpretation of their results. Covering the most common statistical methods for examining and exploring relationships in data, the text includes extensive examples from a variety of scientific disciplines. The chapters are organised logically, from planning an experiment, through examining and displaying the data, to constructing quantitative models. Each chapter is intended to stand alone so that casual users can refer to the section that is most appropriate to their problem. **Written by a highly qualified and internationally respected author this text: Presents statistics for the non-statistician Explains a variety of methods to extract information from data Describes the application of statistical methods to the design of "performance chemicals" Emphasises the application of statistical techniques and the interpretation of their results** **Of practical use to chemists, biochemists, pharmacists, biologists and researchers from many other scientific disciplines in both industry and academia.** **Problem Management** **A Practical Guide** This publication serves as the definitive resource for individuals and organizations looking to establish and mature the problem management process within their organization. It consolidates concepts and principles found across numerous IT service management (ITSM) frameworks, then adds the collective experiences of industry experts into an easy-to-read, practical and insightful guide. The bonus materials in the appendices provide templates, workflows and tools that can be leveraged by the reader to accelerate the maturity of their problem management process. **Problem Management: A Practical Guide** is fully aligned with and serves as an expanded resource for the Problem Management Professional certification course offered by HDI **A Practical Guide to TPM 2.0** **Using the Trusted Platform Module in the New Age of Security** *Apress* **A Practical Guide to TPM 2.0: Using the Trusted Platform Module in the New Age of Security** is a straight-forward primer for developers. It shows security and TPM concepts, demonstrating their use in real applications that the reader can try out. Simply put, this book is designed to empower and excite the programming community to go out and do cool things with the TPM. The approach is to ramp the reader up quickly and keep their interest. **A Practical Guide to TPM 2.0: Using the Trusted Platform Module in the**

New Age of Security explains security concepts, describes the TPM 2.0 architecture, and provides code and pseudo-code examples in parallel, from very simple concepts and code to highly complex concepts and pseudo-code. The book includes instructions for the available execution environments and real code examples to get readers up and talking to the TPM quickly. The authors then help the users expand on that with pseudo-code descriptions of useful applications using the TPM. **A Practical Guide to Drug Development in Academia The SPARK Approach** *Springer Science & Business Media* "A lot of hard-won knowledge is laid out here in a brief but informative way. Every topic is well referenced, with citations from both the primary literature and relevant resources from the internet." Review from Nature Chemical Biology Written by the founders of the SPARK program at Stanford University, this book is a practical guide designed for professors, students and clinicians at academic research institutions who are interested in learning more about the drug development process and how to help their discoveries become the novel drugs of the future. Often many potentially transformative basic science discoveries are not pursued because they are deemed 'too early' to attract industry interest. There are simple, relatively cost-effective things that academic researchers can do to advance their findings to the point that they can be tested in the clinic or attract more industry interest. Each chapter broadly discusses an important topic in drug development, from preclinical work in assay design through clinical trial design, regulatory issues and marketing assessments. After the practical overview provided here, the reader is encouraged to consult more detailed texts on specific topics of interest. "I would actually welcome it if this book's intended audience were broadened even more. Younger scientists starting out in the drug industry would benefit from reading it and getting some early exposure to parts of the process that they'll eventually have to understand. Journalists covering the industry (especially the small startup companies) will find this book a good reality check for many an over-hopeful press release. Even advanced investors who might want to know what really happens in the labs will find information here that might otherwise be difficult to track down in such a concentrated form." **Mediation A Practical Guide** *Routledge* This unique and practical resource shows what mediation is, the rationale behind it and how it differs from litigation. It explains every aspect of the mediation process and provides practical tips and useful case studies, clearly setting out all the do's and don'ts of mediation. **A Practical Guide to the Use of Scientific English Mine!** *Dogwise Publishing* **A Practical Guide to Vulval Disease Diagnosis and Management** *John Wiley & Sons* This book is a practical guide to the diagnosis and management of vulval disorders. It offers guidance for all those who are treating patients with vulval disease at trainee and specialist level, helping to improve management for the patient and prevent delays in diagnosis, including referrals to specialists. It contains key information about diagnosis, investigation and basic management, with a section on signs and symptoms guides the reader to the correct chapter for the treatment of that disease. The experienced authors include updated classification and terminology of vulval disease with an explanation of how this should be useful in clinical practice and guidance as to when the patient should be referred on to a specialist. As vulval diseases are different to those of the rest of the skin patients with vulval disease present a large unmet need, often with delays in diagnosis due to a lack of training from physicians. This practical guide provides the specialist knowledge required for diagnosis and treatment of these conditions. **The MIDI Manual A Practical Guide to MIDI in the Project Studio** *CRC Press* The MIDI Manual is a complete reference on MIDI, written by a well-respected sound engineer and author. This best-selling guide provides a clear explanation of what MIDI is, how to use electronic instruments and an explanation of sequencers and how to use them. You will learn how to set up an efficient MIDI system and how to get the best out of your music. The MIDI Manual is packed full of useful tips and practical examples on sequencing and mixing techniques. It also covers editors/librarians, working with a score, MIDI in mass media and multimedia and synchronisation. The MIDI spec is set out in detail along with the helpful guidelines on using the implementation chart. Illustrated throughout with helpful photos and screengrabs, this is the most readable and clear book on MIDI available. **A Practical Guide to Rock Microstructure** *Cambridge University Press* Essential reading for undergraduate and graduate students of petrology and structural geology. **A Practical Guide to Measuring Usability 72 Answers to the Most Common Questions about Quantifying the Usability of Websites and Software** *CreateSpace* A detailed and readable guide that answers the most common questions that arise when measuring the usability of websites, software or cellphones. What measures do you take? What do have users do? What questionnaires do you use? What about sample size and statistical analysis? **Successful Qualitative Research A Practical Guide for Beginners** *SAGE* This accessible, practical 'how to' guide provides students with a step-by-step toolkit of the why, when and how of qualitative methods, for anyone studying qualitative research or doing a research project. **A Practical Guide to Analytics for Governments Using Big Data for Good** *John Wiley & Sons* Analytics can make government work better—this book shows you how **A Practical Guide to Analytics for Governments** provides demonstrations of real-world analytics applications for legislators, policy-makers, and support staff at the federal, state, and local levels. Big data and analytics are transforming industries across the board, and government can reap many of those same benefits by applying analytics to processes and programs already in place. From healthcare delivery and child well-being, to crime and program fraud, analytics can—in fact, already does—transform the way government works. This book shows you how analytics can be implemented in your own milieu: What is the downstream impact of new legislation? How can we make programs more efficient? Is it possible to predict policy outcomes without analytics? How do I get started building analytics into my government organization? The answers are all here, with accessible explanations and useful advice from an expert in the field. Analytics allows you to mine your data to create a holistic picture of your constituents; this model helps you tailor programs, fine-tune legislation, and serve the populace more effectively. This book walks you through analytics as applied to government, and shows you how to reap Big data's benefits at whatever level necessary. Learn how analytics is already transforming government service delivery Delve into the digital healthcare revolution Use analytics to improve education, juvenile justice, and other child-focused areas Apply analytics to transportation, criminal justice, fraud, and much more Legislators and policy makers have plenty of great ideas—but how do they put those ideas into play? Analytics can play a crucial role in getting the job done well. **A Practical Guide to Analytics for Governments** provides advice, perspective, and real-world guidance for public servants everywhere. **Staff Development A Practical Guide** *American Library Association* "prepared by the Staff Development Committee, Human Resources Section, Library Administration and Management Association." **Work is Love Made Visible A Collection of Essays About the Power of Finding Your Purpose From the World's Greatest Thought Leaders** *John Wiley & Sons* Channel happiness and find your purpose with stories from the world's leading minds **Work is Love Made Visible** offers the insights of some of the world's greatest thought leaders as they tackle one of life's most difficult treasure hunts: finding purpose. The word "purpose" is big. Very big. And heavy. It carries the weight of a lifetime of work and struggle; the weight of legacy, and the mass of days spent not doing something else. It's something we all grapple with at some point—some of us find our purpose, others spend a lifetime searching. A lucky few grow to realize they've been working their purpose all along. Most of us aren't quite that lucky; often, fulfilling your purpose requires some kind of change—career, lifestyle, habits, family—and what then? Are we selfish for the upheaval, or are we fulfilling destiny? Once we know our purpose, how do we pursue it? This book asked those very questions of people who have followed their purpose and succeeded on a global scale. Their un-distilled answers are here, lending you the wisdom of their experiences, their examples, inspiration, and motivations as they: Tackle the universal struggle with individual purpose and meaning Illustrate how personal thought patterns contribute to real-world action Move challenges into the opportunities of their lives Reveal how they arrived at their life's purpose, and what they sacrificed to get there We all want a meaningful life. We want to work together for a brighter future, we want to celebrate our differences and commit to good. We want to inspire others, nurture their talents, and help them grow. We want to look back one day on a life well-lived, and leave something behind that matters to the world. **Work is Love Made Visible** shows you how some of us have succeeded, and offers you insight and guidance so that you can do the same. **Healthy Housing A Practical Guide** *Taylor & Francis* The objective of this book is to encourage administrations to formulate a sound housing policy to solve basic health-related housing problems and to meet WHO's objective of healthful housing for all by the year 2000. The principles of healthy housing have universal applicability, as most countries of the developed world have areas of slum or otherwise insanitary housing. It is hoped that this guide will be used extensively as a reference to basic health requirements for new housing and human settlements and as a guide for assessing the hygienic quality of existing housing. The book would sit well alongside inter-professional and community education programmes. **Export A Practical Guide** *Routledge* The majority of small and entrepreneurial businesses will reach a point where they will have to face the decision of whether to "go to export". This book enlightens a practical path to a successful export. This practice-oriented edition explains the basic criteria surrounding the export decision, including exploring the most appropriate country selection and learning how to construct a simple export plan. Export is particularly useful for executive education and for those students who intend to run and/or manage their own companies. **A Practical Guide to Basic Laboratory Andrology** *Cambridge University Press* This practical, extensively illustrated handbook covers the procedures that are undertaken in andrology and ART laboratories to analyse and assess male-factor infertility, and to prepare spermatozoa for use in assisted conception therapy. The content is presented as brief, authoritative overviews of the relevant biological background for each area, plus detailed, step-by-step descriptions of the relevant analytical procedures. Each technical section includes pertinent quality control considerations, as well as the optimum presentation of results. In addition to the comprehensive 'basic' semen analysis, incorporating careful analysis of sperm morphology, the handbook provides established techniques for the use of computer-aided sperm analysis and sperm functional assessment. Throughout the handbook the interpretation of laboratory results in the clinical context is highlighted, and safe laboratory practice is emphasized. It is an invaluable resource to all scientists and technicians who perform diagnostic testing for male-factor infertility. **A Practical Guide to Needs Assessment** *John Wiley & Sons* **Venepuncture & Cannulation: A Practical Guide** *Structural Design A Practical Guide for Architects* *John Wiley & Sons* Written for the practicing architect, **Structural Design** addresses the process on both a conceptual and a mathematical level. Most importantly, it helps architects work with structural consultants and understand all the necessary considerations when designing structural systems. Using a minimum of simple math, this book shows you how to make correct design calculations for structures made from steel, wood, concrete, and masonry. What's more, this edition has been completely updated to reflect the latest design methods and codes, including LRFD for steel design. The book was also re-designed for easy navigation. Essential principles, as well as structural solutions, are visually reinforced with hundreds of drawings, photographs, and other illustrations—making this book truly architect-friendly. **Human Genetics and Genomics A Practical Guide** *John Wiley & Sons* Finally meeting the need for a laboratory manual on human genetics, this practical guide is the perfect companion title to all major standard textbooks on the subject. The authors all have a high-level research background and are actively involved in teaching and counseling. Based on a standard curriculum in human genetics, each chapter equals one practical unit of the course and topics range from basics in human inheritance to genetics in major disease clusters and from bioinformatics and personalized medicine to genetic counseling. **Ministry and Money A Practical Guide for Pastors** *Westminster John Knox Press* Money is a key issue in today's Christian faith communities but it can be a touchy subject to address. With this book, pastors and clergy finally have a practical resource for managing money in the church. **Ministry and Money** serves as an excellent primer on accounting practices, church financial reports, and church budgets. Throughout, the authors provide real-life examples to help clarify basic approaches to issues of money. **Making Your Case A Practical Guide to Essay Writing** *Pearson Education* Writers investigate and learn about the processes of essay writing - from collecting information, identifying an argument and designing a plan to editing, proof-reading and referencing. **The Manager's Communication Handbook A Practical Guide to Build Understanding, Support, and Acceptance** *The Walk The Talk Company* "Will someone out there please develop a simple guide to improving employee performance for busy managers like us?" Your colleagues spoke, we listened ... and here it is! **The Manager's Coaching Handbook** provides managers, supervisors, and team leaders with simple, easy-to-follow guidelines for positively affecting employee performance. Within these pages you'll find practical strategies for dealing with superior performers, those with performance problems, and everyone in between. Looking for a bunch of long-winded theory? You won't find it here! We "cut right to the chase" and give you proven tools you can use immediately - tools to make your job (and your life) easier. **Plumbing A Practical Guide for Level 2** *Nelson Thornes* Endorsed by City & Guilds, this resource covers the 2004 specification for the Technical Certificate and NVQ at Level 2. In their popular and accessible style these experienced authors offer students a clear and highly practical approach to this qualification. **Mentor Coaching: A Practical Guide** *McGraw-Hill Education (UK)* This practical guide argues that both mentor coaching and supervision be mandated by the professional coaching bodies as part of coaches' continuous professional development. Mentor coaching is not just for those coaches seeking a credential: it is for lifelong professional development for every coach, at every level of the profession. You are the best coaching tool there is. Tools need to be oiled, sharpened, repaired and protected to keep them in tip top condition. That's what mentor coaching and supervision do - they keep coaches sharp and fit for

purpose. The reader will learn how to develop as a coach using mentor coaching, as well as how to develop as a mentor coach, to support other coaches to develop. Clare Norman explains what mentor coaching is, why it is so important and the competencies for mentor coaching. How coaches show up in the room is more important than how much we know about the theory behind coaching. Clare Norman's concise book is important reading for all practising coaches, as well as coaches and mentor coaches in training. **A Practical Guide to Lexicography** *John Benjamins Publishing* This is a state-of-the-art Guide to the fascinating world of the lexicon and its description in various types of dictionaries. A team of experts brings together a solid Introduction to Lexicography and leads you through decision-making processes step-by-step to compile and design dictionaries for general and specific purposes. The domains of lexicography are outlined and its specific terminology is explained in the Glossary. Each chapter provides ample suggestions for further reading. Naturally, electronic dictionaries, corpus analysis, and database management are central themes throughout the book. The book also "introduces" questions about the many types of definition, meaning, sense relations, and stylistics. And that is not all: those afraid to embark on a dictionary adventure will find out all about the pitfalls in the chapters on Design. **A Practical Guide to Lexicography** introduces and seduces you to learn about the achievements, unexpected possibilities, and challenges of modern-day lexicography. **Veterinary Medical Education A Practical Guide** *John Wiley & Sons* **Veterinary Medical Education: A Practical Guide** offers a complete resource of fundamental information on key areas of veterinary education. Providing pragmatic guidance on all aspects of veterinary medical education, chapters cover topics ranging from curriculum design and learning opportunities to teaching strategies and assessment methods. Diagrams, figures, and informational boxes are included throughout to highlight key points, helpful tips, evidence from the literature, and frameworks for implementing specific tasks. Written by an international group of leading veterinary educators, the book offers a thorough examination of veterinary medical education. **Veterinary Medical Education** is a useful guide for those involved with veterinary education at all levels, including future academics, with many principles applicable to related fields such as veterinary technology and continuing education. Key features Provides a practical guide to the key principles of veterinary medical education Takes a real-world approach, with concrete guidance for teaching veterinary skills and knowledge Covers all aspects of designing and implementing a veterinary curriculum Emphasizes key points and helpful tips Offers a veterinary-specific resource for any veterinary educator worldwide **The Practical Guide to Clinical Research and Publication** *Academic Press* **The Practical Guide to Clinical Research and Publication** provides a comprehensive overview of the key foundations of epidemiology, statistics and epidemiological studies. This book presents the most important terms and knowledge in the field from a medical point-of-view. Sections contain numerous, clinically-oriented examples and drawings to facilitate understanding and clarify the relation to clinic and practice. The book contains many graphics and key points for easier understanding and is written using bullet points for ease of use and comprehension. It is ideal for physicians and clinical researchers who want to use it as guidance for clinical research or teaching. Contains numerous, clinically-oriented examples and drawings Provides an explanation of epidemiology and statistics to aid understanding of clinical research Written by a physician with extensive knowledge in research **Doing Developmental Research A Practical Guide** *Guilford Publications* "Subject Areas/Keywords: child development, children, developmental psychology, developmental research methods, developmental science, early childhood, infancy research, infants, parents, preschoolers, research laboratory, research studies DESCRIPTION Addressing practical issues rarely covered in methods texts, this userfriendly, jargonfree book helps students and beginning researchers plan infant and child development studies and get them done. The author provides stepbystep guidance for getting involved in a developmental laboratory and crafting effective research questions and proposals. Tips on recruiting study participants cover access issues--such as how to overcome language and cultural barriers--and include helpful sample scripts. The book offers time management strategies, pointers for organizing and communicating data, and a roadmap of the journal publication process, complete with an annotated sample article. Numerous concrete examples, checklists, worksheets, and exercises are featured. Reproducible forms can be downloaded and printed in a convenient 8 1/2" x 11" size"-- **Anti-Money Laundering A Practical Guide to Reducing Organizational Risk** *Kogan Page* Get an accessible, practical and jargon-free introduction to anti-money laundering, including issues and best practices around the world, through a wealth of case studies and scenarios. **A Practical Guide to Critical Thinking Deciding What to Do and Believe** *John Wiley & Sons* A practical introduction to critical thinking across various disciplines Knowing how to think critically about what to believe and what to do is essential for success in both academic and professional environments. **A Practical Guide to Critical Thinking** introduces readers to the concepts, methods, and standards for thinking critically about reasons and arguments in virtually any area of practice. While most literature on critical thinking focuses on its formal applications within philosophy, this book offers a broad conception of critical thinking and explores its practical relevance to conducting research across a wide variety of disciplines, including business, education, and the biological sciences. While the book pursues an interdisciplinary approach to critical thinking, providing examples and illustrations from diverse subjects and fields of research, it also provides strategies to help readers identify the methods and standards that are characteristic of critical thinking in their chosen branches of learning, in their workplace, and in their own lives. The concept of an argument is extended beyond its philosophical roots to include experimentation, testing, measurement, policy development and assessment, and aesthetic appreciation as activities that require critical thinking. The logical, core concepts of critical thinking are presented in a rigorous yet informal way, with creative and practical strategies for defining, analyzing, and evaluating reasons and arguments wherever they are found. Each chapter ends with a "Mistakes to Avoid" section as well as a variety of exercises designed to help readers integrate and extend the chapter's lessons. **A Practical Guide to Critical Thinking** is an excellent book for courses on critical thinking and logic at the upper-undergraduate and graduate levels. It is also an appropriate reference for anyone with a general interest in critical thinking skills.