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Cutting-edge, user-friendly, and comprehensive: the revolutionary guide to the brain, now fully revised and updated At birth each of us is given the most powerful and complex tool of all time: the human brain. And yet, as we well know, it doesn't come with an owner's manual—until now. In this unsurpassed resource, Dr. Pierce J. Howard and his team distill the very latest research and clearly explain the practical, real-world applications to our daily lives. Drawing from the frontiers of psychology, neurobiology, and cognitive science, yet organized and written for maximum usability, The Owner's Manual for the Brain, Fourth Edition, is your comprehensive guide to optimum mental performance and well-being. It should be on every thinking person's bookshelf. What are the ingredients of happiness? Which are the best remedies for headaches and migraines? How can we master creativity, focus, decision making, and willpower? What are the best brain foods? How is it possible to boost memory and intelligence? What is the secret to getting a good night's sleep? How can you positively manage depression, anxiety, addiction, and other disorders? What is the impact of nutrition, stress, and exercise on the brain? Is personality hard-wired or fluid? What are the best strategies when recovering from trauma and loss? How do moods and emotions interact? What is the ideal learning environment for children? How do love, humor, music, friendship, and nature contribute to well-being? Are there ways of reducing negative traits such as aggression, short-temperedness, or irritability? What is the recommended treatment for concussions? Can you delay or prevent Alzheimer's and dementia? What are the most important ingredients to a successful marriage and family? What do the world's most effective managers know about leadership, motivation, and persuasion? Plus 1,000s more topics! Smart Buildings Systems for Architects, Owners and Builders is a practical guide and resource for architects, builders, engineers, facility managers, developers, contractors, and design consultants. The book covers the costs and benefits of smart buildings, and the basic design foundations, technology systems, and management systems encompassed within a smart building. Unlike other resources, Smart Buildings is organized to provide an overview of each of the technology systems in a building, and to indicate where each of these systems is in their migration to and utilization of the standard underpinnings of a smart building. Written for any professional interested in designing or building smart Buildings systems, this book provides you with the fundamentals needed to select and utilize the most up to date technologies to serve your purpose. In this book, you'll find simple to follow illustrations and diagrams, detailed explanations of systems and how they work and their draw backs. Case studies are used to provide examples of systems and the common problems encountered during installation. Some simple Repair and Trouble shooting tips are also included. After reading this book, builders, architects and owners will have a solid understanding of how these systems work which of these system is right for their project. Concise and easy to understand, the book will also provide a common language for ensure understanding across the board. Thereby, eliminating confusion and creating a common understanding among professionals. Ethernet, TCP/IP protocols, SQL databases, standard fiber optic Data Networks and Voice Networks Fire Alarm Systems, Access Control Systems and Video Surveillance Systems Heating, Ventilating and Air Conditioning Systems and Electric Power Management Systems, Lighting Control Systems Facility Management Systems This new edition of the Manual is comprehensively updated to include the 2011, 2012 and 2013 World Championship winning Red Bull cars (the original book covers the 2010 RB6). In particular, the 'Anatomy' chapter, which includes details of developments introduced since the original book was published in June 2011, including KERS, DRS, developments due to rule changes concerning 'blown' diffusers, and the switch from Bridgestone to Pirelli tyres, as well as the change to 1.6-litre V6 turbocharged engines and the hybrid ERS (Energy Recovery System) introduced for the 2014 season. The Model Rules of Professional Conduct provides an up-to-date resource for information on legal ethics. Federal, state and local courts in all jurisdictions look to the Rules for guidance in solving lawyer malpractice cases, disciplinary actions, disqualification issues, sanctions questions and much more. In this volume, black-letter Rules of Professional Conduct are followed by numbered Comments that explain each Rule's purpose and provide suggestions for its practical application. The Rules will help you identify proper conduct in a variety of given situations, review those instances where discretionary action is possible, and define the nature of the relationship between you and your clients, colleagues and the courts. The Express User Guide provides instructions to get started with MicroStrategy Express. It includes an introduction to dashboard analysis, creation, sharing, and management, as well as creating and managing users and teams. Excel, the world's most popular spreadsheet program, has the muscle to analyze heaps of data. Beyond basic number-crunching, Excel 2010 has many impressive features that are hard to find, much less master -- especially from online help pages. This Missing Manual clearly explains how everything works with a unique and witty style to help you learn quickly. Navigate with ease. Master Excel's tabbed toolbar and its new backstage view Perform a variety of calculations. Write formulas for rounding numbers, calculating mortgage payments, and more Organize your data. Search, sort, and filter huge amounts of information Illustrate trends. Bring your data to life with charts and graphics -- including miniature charts called Sparklines Examine your data. Summarize information and find hidden patterns with pivot tables and slicers Share your spreadsheets. Use the Excel Web App to collaborate with colleagues online Rescue lost data. Restore old versions of data and find spreadsheets you forgot to save This User's Guide is intended to support the design, implementation, analysis, interpretation, and quality evaluation of registries created to increase understanding of patient outcomes. For the purposes of this guide, a patient registry is an organized system that uses observational study methods to collect uniform data (clinical and other) to evaluate specified outcomes for a population defined by a particular disease, condition, or exposure, and that serves one or more predetermined scientific, clinical, or policy purposes. A registry database is a file (or files) derived from the registry. Although registries can serve many purposes, this guide focuses on registries created for one or more of the following purposes: to describe the natural history of disease, to determine clinical effectiveness or cost-effectiveness of health care products and services, to measure or monitor safety and harm, and/or to measure quality of care. Registries are classified according to how their populations are defined. For example, product registries include patients who have been exposed to biopharmaceutical products or medical devices. Health services registries consist of patients who have had a common procedure, clinical encounter, or hospitalization. Disease or condition registries are defined by patients having the same diagnosis, such as cystic fibrosis or heart failure. The User's Guide was created by researchers affiliated with AHRQ's Effective Health Care Program, particularly those who participated in AHRQ's DEcIDE (Developing Evidence to Inform Decisions About Effectiveness) program. Chapters were subject to multiple internal and external independent reviews. A guide for constructing and using composite indicators for policy makers, academics, the media and other interested parties. In particular, this handbook is concerned with indicators which compare and rank country performance. Web sites, collaboration, document management, paperless offices—we want it all in business today, but how do we achieve all of these goals? More importantly, if you work for one of the millions of small-to-medium-sized businesses, how do you find the time to build the expertise necessary to reach these goals? Even the most powerful tool will not allow you to succeed unless you can get the majority of your staff to use it efficiently and effectively. You need a guide that demonstrates a platform that small-to-medium-sized businesses can use to reach these goals. Office and SharePoint 2010 User's Guide demystifies the path that every Microsoft Office user can follow to benefit from the synergism of tools they are already familiar with. Together with SharePoint 2010, users can achieve goals like web sites with a consistent single view, improved collaboration within their organization, and better document management, and may even get one step closer to the paperless office we've been promised for years. This book has topics for Office users of all skill levels, from those just starting to use Office tools to experienced power users. It examines each major Office tool and shows how it contributes to the support and use of SharePoint in today's increasingly electronic-based office environment. TRB's National Cooperative Highway Research Program (NCHRP) Report 672: Roundabouts: An Informational Guide - Second Edition explores the planning, design, construction, maintenance, and operation of roundabouts. The report also addresses issues that may be useful in helping to explain the trade-offs associated with roundabouts. This report updates the U.S. Federal Highway Administration's Roundabouts: An Informational Guide, based on experience gained in the United States since that guide was published in 2000. The art of accounting - by the numbers. The Complete Idiot's Guide® to Accounting, Third Edition takes the guess work out of this basic business activity. This updated edition has all the current information any business person will need to understand the "books," along with a useful workbook style appendix to re-enforce the lessons learned throughout the book. ? Fully updated including all new forms ? New workbook appendix with dozens of useful exercises ? Up-to-date information on the changes in payroll taxes, including the new Medicare tax Previous printing (2000) published with subtitle Everything about housing, nutrition, breeding, and health care, and with Matthew M. Vriends as third author. It often seems that different crises are competing to devastate civilization. This book argues that financial meltdown, dwindling oil reserves, terrorism and food shortages need to be considered as part of the same ailing system. Most accounts of our contemporary global crises such as climate change, or the threat of terrorism, focus on one area, or another, to the exclusion of others. Nafeez Ahmed argues that the unwillingness of experts to look outside their specialisations explains why there is so much disagreement and misunderstanding about particular crises. This book attempts to investigate all of these crises, not as isolated events, but as trends and processes that belong to a single global system. We are therefore not dealing with a "clash of civilizations," as Huntington argued. Rather, we are dealing with a fundamental crisis of civilization itself. This book provides a stark warning of the consequences of failing to take a broad view of the problems facing the world. First edition of this book was published in 2009 and VMware was used to demonstrate the installation and configuration of SharePoint 2010. VMware can still be used but Virtual Box has gained lot of popularity over the last 2 years. Virtual Box is owned by Oracle and is free. It is easy to use and configure. Most of what is written in this updated edition works for both VMware and Virtual box. I have added new content where necessary. The content has been modified to work with new downloads. New links have been provided through-out the book where needed. This step by step guide shows how to install SharePoint 2010. Each step shows a screenshot that makes understanding the step easier. Host computer used during the preparation of this guide was a Windows 7 (64-bit) machine. Guest machine used was Virtual Box 4.1.6 r74713 with Windows Server 2008 R2 (64-bit). The book lists hardware and software requirements. It has up-to-date links to download necessary software. Guide gives you tips on what to avoid during the installation. This is the most comprehensive compilation of SharePoint 2010 installation steps. This book provides users accurate links to download software. Anyone can install SharePoint but installing it the right way, first time is different. Only a few manage to do that. You don't have to waste time experimenting yourself. Learn from the mistakes others made when learning the installation. Save time, time is money!! This User's Guide is a resource for investigators and stakeholders who develop and review observational comparative effectiveness research protocols. It explains how to (1) identify key considerations and best practices for research design; (2) build a protocol based on these standards and best practices; and (3) judge the adequacy and completeness of a protocol. Eleven chapters cover all aspects of research design, including: developing study objectives, defining and refining study questions, addressing the heterogeneity of treatment effect, characterizing exposure, selecting a comparator, defining and measuring outcomes, and identifying optimal data sources. Checklists of guidance and key considerations for protocols are provided at the end of each chapter. The User's Guide was created by researchers affiliated with AHRQ's Effective Health Care Program, particularly those who participated in AHRQ's DEcIDE (Developing Evidence to Inform Decisions About Effectiveness) program. Chapters were subject to multiple internal and external independent reviews. More more information, please consult the Agency website: www.effectivehealthcare.ahrq.gov #1 NEW YORK TIMES BESTSELLER • “The story of modern medicine and bioethics—and, indeed, race relations—is refracted beautifully, and movingly.”—Entertainment Weekly NOW A MAJOR MOTION PICTURE FROM HBO® STARRING OPRAH WINFREY AND ROSE BYRNE • ONE OF THE “MOST INFLUENTIAL” (CNN), “DEFINING” (LITHUB), AND “BEST” (THE PHILADELPHIA INQUIRER) BOOKS OF THE DECADE • ONE OF ESSENCE’S 50 MOST IMPACTFUL BLACK BOOKS OF THE PAST 50 YEARS • WINNER OF THE CHICAGO TRIBUNE HEARTLAND PRIZE FOR NONFICTION NAMED ONE OF THE BEST BOOKS OF THE YEAR BY The New York Times Book Review • Entertainment Weekly • O: The Oprah Magazine • NPR • Financial Times • New York • Independent (U.K.) • Times (U.K.) • Publishers Weekly • Library Journal • Kirkus Reviews • Booklist • Globe and Mail Her name was Henrietta Lacks, but scientists know her as HeLa. She was a poor Southern tobacco farmer who worked the same land as her slave ancestors, yet her cells—taken without her knowledge—became one of the most important tools in medicine: The first “immortal” human cells grown in culture, which are still alive today, though she has been dead for more than sixty years. HeLa cells were vital for developing the polio vaccine; uncovered secrets of cancer, viruses, and the atom bomb’s effects; helped lead to important advances like in vitro fertilization, cloning, and gene mapping; and have been bought and sold by the billions. Yet Henrietta Lacks remains virtually unknown, buried in an unmarked grave. Henrietta’s family did not learn of her “immortality” until more than twenty years after her death, when scientists investigating HeLa began using her husband and children in research without informed consent. And though the cells had launched a multimillion-dollar industry that sells human biological materials, her family never saw any of the profits. As Rebecca Skloot so brilliantly shows, the story of the Lacks family—past and present—is inextricably connected to the dark history of experimentation on African Americans, the birth of bioethics, and the legal battles over whether we control the stuff we are made of. Over the decade it took to uncover this story, Rebecca became enmeshed in the lives of the Lacks family—especially Henrietta’s daughter Deborah. Deborah was consumed with questions: Had scientists cloned her mother? Had they killed her to harvest her cells? And if her mother was so important to medicine, why couldn’t her children afford health insurance? Intimate in feeling, astonishing in scope, and impossible to put down, The Immortal Life of Henrietta Lacks captures the beauty and drama of scientific discovery, as well as its human consequences. Microsoft SharePoint Foundation 2010 and SharePoint Server 2010 provide a collection of tools and services you can use to improve user and team productivity, make information sharing more effective, and facilitate business decision-making processes. In order to get the most out of SharePoint 2010, you need to understand how to best use the capabilities to support your information management, collaboration, and business process management needs. This book is designed to provide you with the information you need to effectively use these tools. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as publishing, workflow, and policies) that make up these environments. Information and process owners will be given the knowledge they need to build and manage solutions. Information and process consumers will be given the knowledge they need to effectively use SharePoint resources. In this book, Seth Bates and Tony Smith walk you through the components and capabilities that make up a SharePoint 2010 environment. Their expertise shines as they provide step-by-step instructions for using and managing these elements, as well as recommendations for how to best leverage them. As a reader, you'll then embrace two common SharePoint uses, document management and project information management, and walk through creating samples of these solutions, understanding the challenges these solutions are designed to address and the benefits they can provide. The authors have brought together this information based on their extensive experience working with these tools and with business users who effectively leverage these technologies within their organizations. These experiences were incorporated into the writing of this book to make it easy for you to gain the knowledge you need to make the most of the product. Your mind is not built to make you happy; it's built to help you survive. So far, it's done a great job! But in the process, it may have developed some bad habits, like avoiding new experiences or scrounging around for problems where none exist. Is it any wonder that worry, bad moods, and self-critical thoughts so often get in the way of enjoying life? Based in acceptance and commitment therapy (ACT), The User's Guide to the Human Mind is a road map to the puzzling inner workings of the human mind, replete with exercises for overriding the mind's natural impulses toward worry, self-criticism, and fear, and helpful tips for acting in the service of your values and emotional well-being—even when your mind has other plans. •Find out how your mind tries to limit your behavior and your potential •Discover how pessimism functions as your mind's error management system •Learn why you shouldn't believe everything you think •Overrule your thoughts and feelings and take charge of your mind and your life Represents an exploration of the relationship between imagination and reality as seen through the eyes of the dying Serge Valene, an inhabitant of a large Parisian apartment block. Uses cutaway schematic diagrams and comprehensive explanations to introduce young readers to the elementary principles of how steam locomotives work and can be repaired. The SPSS Survival Manual throws a lifeline to students and researchers grappling with this powerful data analysis software. In her bestselling guide, Julie Pallant takes you through the entire research process, helping you choose the right data analysis technique for your project. This edition has been updated to include up to SPSS version 26. From the formulation of research questions, to the design of the study and analysis of data, to reporting the results, Julie discusses basic and advanced statistical techniques. She outlines each technique clearly, with step-by-step procedures for performing the analysis, a detailed guide to interpreting data output and an example of how to present the results in a report. For both beginners and experienced users in Psychology, Sociology, Health Sciences, Medicine, Education, Business and related disciplines, the SPSS Survival Manual is an essential text. It is illustrated throughout with screen grabs, examples of output and tips, and is also further supported by a website with sample data and guidelines on report writing. This seventh edition is fully revised and updated to accommodate changes to IBM SPSS procedures. The #1 guide to the principles and clinical applications of evidence-based medicine has just gotten better! A Doody's Core Title ESSENTIAL PURCHASE for 2011! No other resource helps you to put key evidence-based medicine protocols into daily clinical practice better than Users' Guides to the Medical Literature. An instant classic in its first edition, this detailed, yet highly readable reference demystifies the statistical, analytical, and clinical principles of evidence-based medicine, giving you a hands-on, practical resource that no other text can match. Here, you'll learn how to distinguish solid medical evidence from poor medical evidence, devise the best search strategies for each clinical question, critically appraise the medical literature, and optimally tailor evidence-based medicine for each patient. The new second edition of this landmark resource is now completely revised and refreshed throughout, with expanded coverage of both basic and advanced issues in using evidence-based medicine in clinical practice. FEATURES: Completely revised and updated to reflect the enormous expansion in medical research and evidence-based resources since the first edition Innovative organization guides you from the fundamentals of using the medical literature to the more advanced strategies and skills for use in every day patient care situations Abundant and current real-world examples drawn from the medical literature are woven throughout, and include important related principles and pitfalls in using medical literature in patient care decisions Practical focus on the key issues in evidence-based practice: What are the results? Are the results valid? How to I apply to results to the care of my patients? More than 60 internationally recognized editors and contributors from the U.S., Canada, South America, Europe, and Asia -- the best of the best in the discipline NEW coverage on how to: -- Avoid being misled by biased presentations of research findings -- Interpret the significance of clinical trials that are discontinued early -- Influence clinician behavior to improve patient care -- Apply key strategies for teaching evidence-based medicine Also look for JAMAevidence.com, a new interactive database for the best practice of evidence based medicine. Microsoft Project is brimming with features to help you manage any project, large or small. But learning the software is only half the battle. What you really need is real-world guidance: how to prep your project before touching your PC, which Project tools work best, and which ones to use with care. This book explains it all, helping you go from project manager to project master. Get a project management primer. Discover what it takes to handle a project successfully Learn the program inside out. Get step-by-step instructions for Project Standard and Project Professional Build and refine your plan. Put together your team, schedule, and budget Achieve the results you want. Build realistic schedules, and learn how to keep costs under control Track your progress. Measure your performance, make course corrections, and manage changes Use Project's power tools. Customize Project's features and views, and transfer info directly between Project and other programs Discover BIM: A better way to build better buildings Building Information Modeling (BIM) offers a novel approach to design, construction, and facility management in which a digital representation of the building product and process is used to facilitate the exchange and interoperability of information in digital format. BIM is beginning to change the way buildings look, the way they function, and the ways in which they are designed and built. The BIM Handbook, Third Edition provides an in-depth understanding of BIM technologies, the business and organizational issues associated with its implementation, and the profound advantages that effective use of BIM can provide to all members of a project team. Updates to this edition include: Information on the ways in which professionals should use BIM to gain maximum value New topics such as collaborative working, national and major construction clients, BIM standards and guides A discussion on how various professional roles have expanded through the widespread use and the new avenues of BIM practices and services A wealth of new case studies that clearly illustrate exactly how BIM is applied in a wide variety of conditions Painting a colorful and thorough picture of the state of the art in building information modeling, the BIM Handbook, Third Edition guides readers to successful implementations, helping them to avoid needless frustration and costs and take full advantage of this paradigm-shifting approach to construct better buildings that consume fewer materials and require less time, labor, and capital resources. The BMW X3 (E83) Service Manual:

2004-2010 contains in-depth maintenance, service and repair information for the BMW X3 from 2004 to 2010. The aim throughout has been simplicity and clarity, with practical explanations, step-by-step procedures and accurate specifications. Whether you're a professional or a do-it-yourself BMW owner, this manual helps you understand, care for and repair your BMW. Engines covered: M54 engine: 2.5i, 3.0i (2004-2006) N52 engine: 3.0si, xDrive 30i (2007-2010) Transmissions covered: Manual: ZF GS6-37BZ (6-speed) Automatic: GM A5S390R (5-speed) Automatic: GM GA6L45R (6-speed) In addition to books, the Manual now also treats journals and electronic publications. This book deals with all lovebird species and their sub-species in depth. Effective risk communication is essential to the well-being of any organization and those people who depend on it. Ineffective communication can cost lives, money and reputations. Communicating Risks and Benefits: An Evidence-Based User's Guide provides the scientific foundations for effective communications. The book authoritatively summarizes the relevant research, draws out its implications for communication design, and provides practical ways to evaluate and improve communications for any decision involving risks and benefits. Topics include the communication of quantitative information and warnings, the roles of emotion and the news media, the effects of age and literacy, and tests of how well communications meet the organization's goals. The guide will help users in any organization, with any budget, to make the science of their communications as sound as the science that they are communicating. At Last! A Beginner's Guide to Feline Technology Scratch marks on your furniture. Dead mice on your doorstep. Stray hairs all over your clothes. It's enough to make you cry out, "Why doesn't my cat have an owner's manual?" And now—finally!—she does. Through step-by-step instructions and helpful schematic diagrams, The Cat Owner's Manual explores hundreds of frequently asked questions: Which breeds interface best with dogs? How can I maintain a quality exterior finish? And why does my model always drink from the bathtub? Whatever your concerns, you'll find the answers here—courtesy of celebrated veterinarian Dr. David Brunner and acclaimed author Sam Stall. Together, they provide plenty of useful advice for both new and experienced cat owners. More than 100,000 entrepreneurs rely on this book for detailed, step-by-step instructions on building successful, scalable, profitable startups. The National Science Foundation pays hundreds of startup teams each year to follow the process outlined in the book, and it's taught at Stanford, Berkeley, Columbia and more than 100 other leading universities worldwide. Why? The Startup Owner's Manual guides you, step-by-step, as you put the Customer Development process to work. This method was created by renowned Silicon Valley startup expert Steve Blank, co-creator with Eric Ries of the "Lean Startup" movement and tested and refined by him for more than a decade. This 608-page how-to guide includes over 100 charts, graphs, and diagrams, plus 77 valuable checklists that guide you as you drive your company toward profitability. It will help you: • Avoid the 9 deadly sins that destroy startups' chances for success • Use the Customer Development method to bring your business idea to life • Incorporate the Business Model Canvas as the organizing principle for startup hypotheses • Identify your customers and determine how to "get, keep and grow" customers profitably • Compute how you'll drive your startup to repeatable, scalable profits. The Startup Owner's Manual was originally published by K&S Ranch Publishing Inc. and is now available from Wiley. The cover, design, and content are the same as the prior release and should not be considered a new or updated product. The MINI Cooper, Cooper S, Clubman (R55, R56, R57) 2007-2013 Service Manual is a comprehensive source of service information and specifications for MINI Cooper models from 2007 to 2013 (Mk II). The aim throughout this manual has been simplicity, clarity and completeness, with practical explanations, step-by-step procedures and accurate specifications. Whether you're a professional or a do-it-yourself MINI owner, this manual will help you understand, care for and repair your car. Engines covered: Cooper: 1.6 liter normally aspirated engine (engine codes N12, N16) Cooper S: 1.6 liter supercharged engine (engine codes N14, N18) Transmissions covered: Manual: 6-speed Getrag (GS6-55BG for Cooper, GS6-53BG for Cooper S) Automatic: 6-speed with Agitronic, Aisin (GA6F21WA) From the author of Guns, Germs and Steel, Jared Diamond's Collapse: How Societies Choose to Fail or Survive is a visionary study of the mysterious downfall of past civilizations. Now in a revised edition with a new afterword, Jared Diamond's Collapse uncovers the secret behind why some societies flourish, while others founder - and what this means for our future. What happened to the people who made the forlorn long-abandoned statues of Easter Island? What happened to the architects of the crumbling Maya pyramids? Will we go the same way, our skyscrapers one day standing derelict and overgrown like the temples at Angkor Wat? Bringing together new evidence from a startling range of sources and piecing together the myriad influences, from climate to culture, that make societies self-destruct, Jared Diamond's Collapse also shows how - unlike our ancestors - we can benefit from our knowledge of the past and learn to be survivors. 'A grand sweep from a master storyteller of the human race' - Daily Mail 'Riveting, superb, terrifying' - Observer 'Gripping ... the book fulfils its huge ambition, and Diamond is the only man who could have written it' - Economist 'This book shines like all Diamond's work' - Sunday Times Annotation Microsoft PowerPivot is a free add-on to Excel that allows users to produce new kinds of reports and analyses that were simply impossible before. This book tackles DAX formulas, the core capability of PowerPivot, from the perspective of the Excel audience.

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