

## Street Smart Guides

This June 2010 version is the most up-to-date travel guide to Nicaragua available anywhere. With this guide you can: - Surf hidden breaks by local surfers - Summit active volcanoes, zipline over lush rainforest, sit and sip at one of the country's many organic coffee farms, or relax in a hammock in a remote Caribbean village - Float through the pristine rain forest that lines the Rio San Juan, tracing the Costa Rican border from Nicaragua to the Caribbean Sea. - Navigate the border crossings with Costa Rica and get around Nicaragua by bus, boat and puddle jump. Understand the Nicaraguan people and how you can help them live a better life by traveling responsibly - Stay a while volunteering or sightseeing in Granada, Ometepe, San Juan del Sur or Leon Why settle for an outdated guidebook? The VIVA community of on-the-ground travel writers, experts and travelers like you are continuously updating and improving this guide at [vivatravelguides.com](http://vivatravelguides.com). Join them, and together we'll make this guidebook to Nicaragua even better.

The most up-to-date Bolivia travel guidebook on the market, this book helps to to successfully navigate and explore this beautiful country. Visit the salt flats, visit the highest capital in the world, and while you're at it, visit the highest navigable lake. Wildlife-watch in the steamy jungles of the National Madidi or travel back in time at the mines of Potosi. With VIVA's book in tow, you won't miss anything.

Network Administrator Street Smarts A Real World Guide to CompTIA Network+ Skills John Wiley & Sons

Meet and exceed educational requirements and expectations for Paramedic training with The Professional Paramedic Series. Based on the National EMS Education Standards, this economical three-volume series equips you and your learners with the resources necessary for certification and re-certification. Comprehensive, using a case-based methodology, while remaining street-friendly, each volume in the series introduces learners through the skills and concepts critical to the job of a Paramedic. The framework of each book is practical in approach: introducing skills and terminology; presenting a typical case; walking through critical response steps; and again reviewing key concepts to ensure understanding for successful application on the job. Volume III: Trauma Care & EMS Operations highlights special response considerations and a broad range of operational medical topics to prepare readers with the complete spectrum of knowledge required to succeed as a Paramedic. Topics include brain injury, environmental medicine, specialty care transport, triage systems, and much more. This book follows up on the fundamentals covered in Volume I: Foundations of Paramedic Care and the application of skills in emergency situations in Volume II: Medical Emergencies, Maternal Health & Pediatrics. Practical and reader-friendly, each volume includes a full color design with detailed photos, graphics and step-by-step skill sequences to ensure your learners are fully prepared for the responsibilities, adventures, and challenges of the paramedic profession. Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The Rough Guide to South Africa, Lesotho & Swaziland

Playing the Game

Insight Guides Japan (Travel Guide eBook)

The Streetsmart Guide to Graduate School

Peru

How Street-Smart Entrepreneurs Learn to Handle Whatever Comes Up

**Business schools have long enticed students into their MBA programs with the promise that, after a short**

stint spent studying the ins and outs of the business world, they will be able to step right into the upper echelons of management or launch a business that soon has them flitting about the world in a private jet. "Sounds great," you say. "Sign me up!" Not so fast. Sure, business school might prove a necessary prerequisite for those aiming to gain employment at a large financial institution, land a job with a consultancy, or accelerate their journey to managerial superstardom at a Fortune 500 company. But for aspiring entrepreneurs and established business owners alike, the truth of the matter is this: The ability to get a business off the ground and running successfully is not the byproduct of toiling away in a classroom, learning esoteric subjects like the economics of competition. Rather, all it takes to start and run a truly successful business are a few sensible, time-proven techniques that have been needlessly forgotten in business innovators' haste to reinvent the wheel. That's why, in *The Street Smart MBA*, Steve Babitsky and James J. Mangraviti, Jr., encourage you to ditch class—or, better yet, ditch b-school altogether—and go back to the business basics with a series of ten simple steps that will do more for your company than the letters M, B, and A ever will. There are no forays into game theory in *The Street Smart MBA*, no parables, and no intellectualizing. Instead what you will find is a practical, easy-to-understand, step-by-step business strategy guide that encourages you to revive a handful of basic yet essential practices that many business owners have lost sight of, such as: Building a brand that is so synonymous with quality that you'll be able to maximize your company's profits in no time; Turning your company's products and services into profits by finding your company a niche, working with deadlines, and honoring your company's image above all else; Dealing with customer complaints head-on so that you can turn gripes into opportunities; Doing favors, mentoring, and sending gifts, in order to grow your business network; And much more. With its emphasis on ten simple yet time-honored principles that lead to business success, *The Street Smart MBA* is all the business education that entrepreneurs with great ideas and business owners with the drive to succeed will ever need.

An all-you-need-to-know introduction to the employer-sponsored retirement plan that has revolutionized the way we save \* Smart Ways to save with automatic payroll deductions and pretax contributions that let you earn more money and pay less taxes NOW and when you retire \* Smart Advice on how much to contribute and what you need to know about your investment options, including advice on stocks, mutual funds, and bonds \* Smart Insights into retirement alternatives with the traditional IRA and the new Roth IRA \* Smart Tips on borrowing and withdrawing money from your 401(k) and IRA to buy a home or pay for college \* Quick reading and easy referencing with a comprehensive index and loads of sidebars and tables *Smart Guides* take readers seriously. They satisfy even the most curious person's desire to know the essentials about any of a wide range of topics--from vitamins to mutual funds to stress relief. It's all about good reading and expert information. The choice is yours.

Develop the skills you need in the real world Hit the ground running with the street-smart training

you'll find in this practical book. Using a "year in the life" approach, it gives you an inside look at network administration, with key information organized around the actual day-to-day tasks, scenarios, and challenges you'll face in the field. This valuable training tool is loaded with hands-on, step-by-step exercises covering all phases of network administration, including: Designing a network Implementing and configuring networks Maintaining and securing networks Troubleshooting a network An invaluable study tool This no-nonsense book also covers the common tasks that CompTIA expects all its Network+ candidates to know how to perform. So whether you're preparing for certification or seeking practical skills to break into the field you'll find the instruction you need, including: Choosing an Internet access technology Configuring wireless components Determining optimal placement of routers and servers Setting up hubs, switches, and routers Configuring a Windows(r) client Troubleshooting your network The Street Smarts series is designed to help current or aspiring IT professionals put their certification to work for them. Full of practical, real world scenarios, each book features actual tasks from the field and then offers step-by-step exercises that teach the skills necessary to complete those tasks. And because the exercises are based upon exam objectives from leading technology certifications, each Street Smarts book can be used as a lab manual for certification prep.

Insight Guides: all you need to inspire every step of your journey. From deciding when to go, to choosing what to see when you arrive, this is all you need to plan your trip and experience the best of Japan, with in-depth insider information on must-see, top attractions like Mount Fuji and the temples and gardens of Kyoto, and cultural gems like Beppu's hot springs and Tokyo's botanical gardens. Insight Guide Japan is ideal for travellers seeking immersive cultural experiences, from exploring the range of Japanese cuisine to discovering manga comics and sumo wrestling In-depth on history and culture: enjoy special features on the Edo period and life in modern Japan, all written by local experts Includes innovative, unique extras to keep you up-to-date when you're on the move - this guide comes with a free eBook, and an app that highlights top attractions and regional information and is regularly updated with new hotel, bar, restaurant, shop and local event listings Invaluable maps, travel tips and practical information ensure effortless planning, and encourage venturing off the beaten track Inspirational colour photography throughout - Insight Guides is a pioneer of full-colour guide books Inventive design makes for an engaging, easy reading experience About Insight Guides: Insight Guides is a pioneer of full-colour guide books, with almost 50 years' experience of publishing high-quality, visual travel guides with user-friendly, modern design. We produce around 400 full-colour print guide books and maps, as well as phrase books, picture-packed eBooks and apps to meet different travellers' needs. Insight Guides' unique combination of beautiful travel photography and focus on history and culture create a unique visual reference and planning tool to inspire your next adventure.

A Real World Guide to CompTIA Security+ Skills

**Exam 70-622**

**Adventures on the Road and in the Markets**

**The Rough Guide to Sydney**

**The IT Professional's Business and Communications Guide**

**A Real World Guide to Linux Certification Skills**

*"Street Smart Sustainability" is designed to be a road map to the sustainable low-hanging fruit at a time when the public is hungry for businesses that demonstrate genuine respect for the environment. Individual chapters are designed to act as standalone sets of action steps on particular topics. For example, one chapter will discuss the physical facilities while another challenges the traditional concept of the supply chain. The book includes a chapter on management techniques and one that provides a system of metrics to measure the organization's progress toward sustainability. If you read only the chapter on physical facilities, you'll be equipped to put into effect those recommendations, while preparing for another initiative in another chapter. Most small and medium-sized businesses spend their time operating without the luxury of management depth and outside advisors. They need to operate their businesses while making progressive changes over a period of time. Read the chapter on purchasing, and you may implement those recommendations while managing your enterprise in a day-to-day manner. Do everything in all the chapters, and your organization will become much more sustainable. The book will also include tools that will measure progress and savings.*

*Offers advice on such topics as targeting customers, choosing a location, pricing for profit, and planning for growth Intelligence preparation of the battlefield (IPB), the Army's traditional methodology for finding and analyzing relevant information for its operations, is not effective for tackling the operational and intelligence challenges of urban operations. The authors suggest new ways to categorize the complex terrain, infrastructure, and populations of urban environments and incorporate this information into Army planning and decisionmaking processes.*

*Insight Guides: all you need to inspire every step of your journey. From deciding when to go, to choosing what to see when you arrive, this is all you need to plan your trip and experience the best of Southeast Asia, with in-depth insider information on must-see, top attractions like Angkor Wat, Singapore's markets and the island of Boracay, and hidden cultural gems like the pagodas of Mandalay and Borneo's wild national parks. Insight Guide Southeast Asia is ideal for travellers seeking immersive cultural experiences, from exploring Laos' Plain of Jars and the high-energy capital of Bangkok, to discovering the remote peoples of Papua's highlands and the rich spirituality of Bali. In-depth on history and culture: enjoy special features on the legacy of war in Vietnam and diving in the Philippines, all written by local experts Includes innovative, unique extras to keep you up-to-date when you're on the move - this guide comes with a free eBook, and an app that highlights top attractions and regional information and is regularly updated with new hotel, bar, restaurant, shop and local event listings Invaluable maps, travel tips and practical information ensure effortless planning, and encourage venturing off the beaten track Inspirational colour photography throughout - Insight Guides is a pioneer of full-colour guide books Inventive design makes for an engaging, easy reading experience About Insight Guides: Insight Guides is a pioneer of full-colour guide books, with almost 50 years' experience of publishing high-quality, visual travel*

*guides with user-friendly, modern design. We produce around 400 full-colour print guide books and maps, as well as phrase books, picture-packed eBooks and apps to meet different travellers' needs. Insight Guides' unique combination of beautiful travel photography and focus on history and culture create a unique visual reference and planning tool to inspire your next adventure.*

*Insight Smart Guide - London*

*A Step-by-step Program for Your Career Development [sic]*

*Security Administrator Street Smarts*

*V!VA Travel Guides Bolivia*

*Smart Guide to Planning for Retirement*

*A Street-Smart Guide to Creating Change in Your Community and Beyond*

Experienced franchisees and franchisors tell entrepreneurs what they need to know before they buy a franchise. Second edition includes a sample copy of the entire UFOC plus 40% new and updated examples. This straight-shooting franchise guide goes beyond the “how to” to teach potential franchisees what to expect when starting a franchise. Real life stories from the trenches illustrate how to cope with the difficulties a franchise presents. The author reveals the personality types most likely to succeed at franchising, and identifies entrepreneurial traits that may increase risk of failure. Plus, it takes an in-depth look at the research and investigation of a franchise, something glossed over in most franchise books.

An all-you-need-to-know introduction on how to save and plan today for a comfortable retirement tomorrow Smart Ways to avail yourself of the different company-sponsored and independent retirement accounts available to you right now Smart Advice on how to get the most out of your IRA, Roth IRA, Keogh, and 401(k) before and after you retire Smart Strategies on how stocks, bonds, and mutual funds can grow your retirement savings and provide you with an income after you've stopped working Smart Tips on insurance to protect your retirement savings against unforeseen problems such as divorce, disability, and unemployment Quick reading and easy referencing with a comprehensive index and loads of sidebars and tables Smart Guides take readers seriously. They satisfy even the most curious person's desire to know the essentials about any of a wide range of topics—from vitamins to mutual funds to stress relief. It's all about good reading and expert

information. The choice is yours.

Discover South Africa, Lesotho and Swaziland with the most incisive and entertaining guidebook on the market. Whether you plan to safari in Kruger National Park, savour the fine wines of the Western Cape or explore the village where Nelson Mandela grew up, The Rough Guide to South Africa, Lesotho & Swaziland will show you ideal places to sleep, eat, drink and shop along the way. Inside The Rough Guide to South Africa, Lesotho & Swaziland - Independent, trusted reviews written in Rough Guides' trademark blend of humour, honesty and insight, to help you get the most out of your visit, with options to suit every budget. - Full-colour maps throughout - navigate Johannesburg's downtown shopping streets or the beachfront of Port Elizabeth without needing to get online. - Detailed regional coverage - whether off the beaten track or in more mainstream tourist destinations, this travel guide has in-depth practical advice for every step of the way. Areas covered include: Cape Town and the Cape Peninsula; The Western Cape; The Northern Cape; The Eastern Cape; the Garden Route; KwaZulu-Natal; Durban; Free State; Gauteng; Johannesburg; North West Province; Mpumalanga; Limpopo; Lesotho; Swaziland. Attractions include: Table Mountain; Robben Island; Kirstenbosch National Botanical Garden; Stellenbosch; the Wild Coast; Hluhluwe-Imfolozi Park; the Drakensberg mountains; Joburg's Apartheid Museum; Blyde River Canyon; Kruger National Park. - Stunning, inspirational images Itineraries - carefully planned routes to help you organize your trip. - Basics - essential pre-departure practical information including getting there, local transport, accommodation, food and drink, health, the media, festivals, sports and outdoor activities, crime and personal safety, and more. - Background information - a Contexts chapter devoted to history, music and books, plus a handy language section and glossary. Make the Most of Your Time on Earth with the Rough Guide to South Africa, Lesotho & Swaziland

The light of truth shines on: Revelations about Area 51 by a rocket scientist A 75-year-long Zeta restructuring of the past Cloning: the new ethics forum Recent UFO activity in the skies The angel of Roswell The first Earth humans and the original dark side, our shadow Angels: guides in training (30% of humans are angels) Using manifestation powers

to avert man-made disasters Symbiotic spacecraft engines and faster-than-light travel The true purpose of the Mayans The SSG downs military planes Grid lines rising above the planet The SSG realizes they need customers, not slaves Homework for changing your past Zoosh and others blast the cover off past events and hidden forces at work on this planet and reveal opportunities for immense growth and power. This is a pivotal time as the secrets and mysteries that have long bewildered humanity are at last illuminated by the light of truth. Zoosh, the End-Time Historian and one of the eight friends of the Creator, was with our Creator before this creation and has been with us ever since. He says our greatest gift in this creator-training school is our gift of ignorance. In forgetting what we know, we go beyond our limitations. He is witty, wise and compassionate. He says about himself, "It has been my job and my purpose in life to follow the birth of your souls on your journey to re-create the universe. I have to nurture that sense of mystery " it's not as if you're going to have it forever."

Street-smart Ethics

Project Manager Street Smarts

Professional Paramedic, Volume III: Trauma Care & EMS Operations

The Street Smart MBA

Street Smarts

Scuba Dive. Snorkel. Surf.

As President of the Giraffe Heroes Project, which since 1982 has been recognizing people who "stick their necks out for the common good," John Graham has seen what hundreds of average citizens around the world have done to bring about constructive change. He's drawn on their experiences, his own as a veteran environmental activist, and that of a hand-picked group of seasoned activists to produce an accessible, eminently practical, inspiring guide on how to work effectively for change in any environment. Stick Your Neck Out covers every aspect of working for change, from choosing an issue to mapping out a strategy, getting a team together, building alliances, working with the media, and more. Each chapter contains a series of practical tips as well as inspiring examples of real people--artists, truck drivers, doctors, waitresses, and others--who have made a difference on issues like poverty, racism, gang

violence, environmental pollution, and many more. Everything in this book has been honed and practiced; nothing is untested theory. This is a comprehensive guide to the skills, qualities, and strategies you need to make a difference on any issue. But it's also about becoming fully alive--about the meaning and passion you can add to your own life by getting involved. Active citizenship and personal growth are linked. The information in this book can change your world--and it can change your life.

An all-you-need-to-know introduction to ensuring that your wealth and wishes are protected and preserved for family and loved ones Smart Ways to determine what you are worth with a smart and easy step-by-step process Smart Advice on life insurance, power of attorney for health care and finances, long-term care insurance, and appointing a personal guardian for your children Smart Strategies on avoiding probate and how trusts can help you and your loved ones avoid costly legal fees and devastating estate taxes Smart Tips on what you should know when creating a will, deciding on a living will, and taking a hand in planning your funeral Quick reading and easy referencing with a comprehensive index and loads of sidebars and tables Smart Guides take readers seriously. They satisfy even the most curious person's desire to know the essentials about any of a wide range of topics--from vitamins to mutual funds to stress relief. It's all about good reading and expert information. The choice is yours.

An all-you-need-to-know introduction to mutual funds--ideal for tentative beginners as well as veterans looking for a brush-up on the fundamentals of "wealth building" Smart Definitions of blended funds, balanced funds, and closed-end funds Smart Strategies for college savings, tax-free funds, and retirement plans Smart Tips on how to find reliable fund families and managers, and how to ride a volatile market Smart Advice on diversifying your investments, capitalizing on "bull" and "bear" market cycles, committing to aggressive growth funds, knowing when to "sell short," and much more Smart Tips on calculating interest-rate risk, choosing between taxable and tax-exempt funds, analyzing a fund's performance history, and matching your fund family's goals and style with your own Smart Insights into how mutual funds perform against CDs, individual stocks and bonds, and treasury securities Quick reading and easy referencing with a comprehensive index and loads of sidebars and tables Smart Guides take readers seriously. They satisfy even the most curious person's desire to know the essentials about any of a wide range of topics--from vitamins to mutual funds to stress relief. It's all about good reading and expert information. The choice is yours.

Even the most creative minds need stimulation. Inspiration can come from examples of exceptional work, exercises designed to motivate, or time to reflect. The more inventive pieces the mind takes in, the more resources it has to draw from. Street Smart Advertising: How to Win the Battle of the Buzz contains countless examples designed to jump-start the right side of the brain. Margo Berman's book is packed with memorable uses of new media, exciting on-strategy marketing, creative online work, and insightful quotes by giants in the advertising industry. She offers innovative techniques to generate 'sticky' slogans and headlines, easy-to-apply copywriting tips, and practical revision strategies. Berman has updated the book to reflect how online media has changed its approach from 'pushing' information to the audience to 'pulling' - i.e., engaging the audience in a brand. By using social networking groups like Facebook and Twitter, the author points out, even small companies can have a giant digital footprint by leveraging their online presence, offering relevant insights, and stimulating consumer-created content. In tough economic times, Berman says, savvy advertisers don't need huge budgets to engage the audience and create forums for them to share ideas. The biggest change in marketing is reaching people through new touch points: through audience intersection, viral marketing, and online dialogues. As Street Smart Advertising makes clear, those who become victorious in this new marketing arena will win the battle of the buzz.

Street Smart Sustainability

Smart Guide to Getting Thin & Healthy

Smart Guide to Maximizing Your 401(k) Plan

Smart Guide to Profiting from Mutual Funds

The Rough Guide to Australia

A Real World Guide to CompTIA Network+ Skills

The Rough Guide to Sydney is the ultimate handbook to this vibrant city. Features include: - Full-colour section introducing Sydney's highlights. - Lively coverage of every attraction, from catching a wave at Bondi Beach or scaling the Harbour Bridge to watching a film under the stars. - Critical reviews of restaurants and accommodation for every price range, plus the lowdown on the best places to drink, dance, swim and shop. - Detailed accounts of city escapes including wine tasting in the Hunter Valley, bushwalking in the Blue Mountains and cruising on the Hawkesbury River. - Maps and plans

covering the city and day-trips.

With fresh journalistic writing and reams of information on what to see and do, this guide takes readers from the big cities to the countryside. Includes candid reviews on restaurants and accommodations for all budgets. 83 maps. Full-color insert. Two-color throughout.

A guidebook that contains reports and travel conditions in the areas South of Lima devastated by the August 2007 Pisco Earthquake. It helps visitors to explore Peru's ruins, including the Ollantaytambo, Cusco, the fortress of Kuelap, and also the white city of Arequipa, surrounded by snow capped volcanoes.

Get the communication skills you need for career success with this unique book. Preparing you for exams and beyond, the valuable content delves into the issues that you'll face in corporate, retail, and remote support environments. The book offers more than fifty scenarios depicting typical workplace situations, possible responses--and appropriate solutions to guide you. With this approach, you'll gain valuable insight into becoming a team player and learn strategies to communicate more effectively with coworkers and customers.

Mcityp Microsoft Windows Vista Desktop Support Enterprise Study Guide

V!va Travel Guides Nicaragua

Stick Your Neck Out

Street-Smart Advertising

The Knack

Success, as it is currently defined, usually depends on winning--beating the competition--which often places incredible pressures on business professionals. With engaging writing and a lack of jargon, this book navigates executives, managers, and supervisors through the ethical decisions they must make every day. Street-Smart Ethics is divided into three sections: a primer on ethics, a collection of Proverbs-based guidelines for staying out of trouble, and a self-test that contains true-false questions and ethical brainteasers.

The Rough Guide to South Africa is the definitive guide to one of the world's most fascinating and varied countries. Now available in PDF format. With accommodation listings that range from the most sumptuous safari lodges to cheap and cheerful backpacker lodges in stunning coastal positions, there's something for every budget. In-depth coverage on South Africa's many nature reserves is complemented by an illustrated wildlife

guide, to help you make the most of your time on safari. Whether you want to explore the country's big sights - from the wilds of Kruger National Park and the best spots for whale watching to Cape Town's vibrant dining scene - or to uncover its many hidden gems, such as the dramatic desert scenery of the Richtersveld, The Rough Guide to South Africa is your indispensable travelling companion. Make the most of your time on Earth™ with The Rough Guide to South Africa.

A brand new edition featuring a practical A-Z format that allows you to find your way around the book with ease and plan your trip according to your very own personal taste. Themed headings cover over 400 things to see and do in London from recommended hotels, architecture, history, bars and cafes, churches, museums and galleries, to restaurants, theatre, literature and much more, allowing you to set your own priorities for a truly tailor-made and individual travel experience. The front-cover flap highlights all the top attractions and pinpoints exactly where to find these within the guide, for quick and easy reference at a glance. From the stately Westminster and upmarket Kensington to the dynamic South Bank and trendy East End, area overviews conveniently highlight the very best each district has to offer, including lesser known sights and up-and-coming areas to look out for. Special chapters focus on London's vibrant cultural, nightlife and shopping scenes. The guide also contains a street atlas with full index and detailed mapping, cross-referenced to the main text for easy navigation. The back-cover flap provides on-the-spot practical information, such as important telephone numbers and interesting facts, not to mention making a handy bookmark. Smart Guides - the smart way to navigate.

Develop the skills you need in the real world Hit the ground running with the street-smart training you'll find in this practical book. Using a "year in the life" approach, it gives you an inside look at network administration, with key information organized around the actual day-to-day tasks, scenarios, and challenges you'll face in the field. This valuable training tool is loaded with hands-on, step-by-step exercises covering all phases of network administration, including: Designing a network Implementing and configuring networks Maintaining and securing networks Troubleshooting a network An invaluable study tool This no-nonsense book also covers the common tasks that CompTIA expects all of its Network+ candidates to know how to perform. So whether you're preparing for certification or seeking practical skills to break into the field, you'll find the instruction you need, including: Designing and drawing an internetwork Identifying devices and components Configuring wireless components Planning for static and dynamic routing Setting up hubs, switches, and routers Maintaining security with encryption, scans, and more Troubleshooting your network The Street Smarts series is designed to help current or aspiring IT professionals put their certification to work for them. Full of practical, real world scenarios, each book features actual tasks from the field and then offers step-by-step exercises that teach the skills necessary to complete those tasks. And because the exercises are based upon exam objectives from leading technology certifications, each Street Smarts book can be used as a lab manual for certification prep.

Humanity Is Going to Make It!

Smart Guide to Estate Planning

Reef Smart Guides Barbados

Smart Guide to Starting a Small Business

Insight Guides Southeast Asia (Travel Guide eBook)

Succeeding in Business Without Selling Your Soul

All you need to inspire every step of your journey. From deciding when to go, to choosing what to see when you arrive, this Insight Guides book is all you need to plan your trip and experience the best of Vietnam, with in-depth insider information on must-see, top attractions like Halong Bay and hidden cultural gems like Sa Pa. Insight Guides Vietnam is ideal for travellers seeking immersive cultural experiences, from exploring Hoi An's Old Town, to discovering Hue. In-depth on history and culture: enjoy special features on puppetry and the French factor, all written by local experts Includes innovative, unique extras to keep you up-to-date when you're on the move - this guide comes with a free eBook, and an app that highlights top attractions and regional information and is regularly updated with new hotel, bar, restaurant, shop and local event listings Invaluable maps, travel tips and practical information ensure effortless planning, and encourage venturing off the beaten track Inspirational colour photography throughout - Insight Guides is a pioneer of full-colour guide books Inventive design makes for an engaging, easy reading experience About Insight Guides: Insight Guides is a pioneer of full-colour guide books, with almost 50 years' experience of publishing high-quality, visual travel guides with user-friendly, modern design. We produce around 400 full-colour print guide books and maps, as well as phrasebooks, picture-packed eBooks and apps to meet different travellers' needs. Insight Guides' unique combination of beautiful travel photography and focus on history and culture create a unique visual reference and planning tool to inspire your next adventure.

The definitive guide to SCUBA diving and snorkeling in Barbados For fans of Lonely Planet guides comes an essential SCUBA, snorkel, and surf travel guide. A great travel gift: The ultimate guide for beach and marine activities in Barbados. A great Caribbean travel book: Reef Smart Guides Barbados' detailed descriptions and illustrations of beaches, coral reefs, ship wrecks, and other dive spots are ideal for divers, snorkelers, and surfers. This guidebook will help anyone wanting to make the most of their time on the island and in the water. Detailed descriptions and map art: Reef Smart Reef Guides Barbados catalogues the beaches, surf spots, and dive and snorkel sites in Barbados. With the help of Reef Smart's unique 3D-mapping technology, learn all you need to know about the island's top dive and snorkel sites. These maps provide useful information such as depths, currents, waves, suggested routes, potential hazards, unique structures and species information. Don't go diving without it: This indispensable resource will help you plan and execute dives without a hitch. Make sure to pack this guidebook with the rest of your SCUBA gear. This guidebook provides:

- The best locations for diving, snorkeling and surfing, and how to access them
- Detailed 3D maps, graphics and information to help you plan your time in and out of the water
- Species guide to help you identify and understand the marine creatures you'll encounter in Barbados
- And much more!

The comprehensive SCUBA diving book. Too many start-ups don't make the grade - what makes a successful business take off? Starting a new business is exciting, but there are many traps for the unwary. Some would-be entrepreneurs stick so firmly to their step-by-step guides that they don't see what's really going on. Others become so obsessed with potential problems they lose sight of the bigger picture. What they really need, according to serial entrepreneur Norm Brodsky, is a mindset that will help them to stay focussed on the real goals and grab opportunities whenever they arise. He calls it 'the knack'. It's helped him to build eight phenomenally successful companies, and in this book he uses stories of real companies facing real challenges to show you how to develop it too.

Wall Street legend and bestselling author Jim Rogers offers investing insights and economic, political, and social analysis, drawing on lessons and observations from his lifetime in the markets. Jim Rogers, whose entertaining accounts of his travels around the world--studying the markets from Russia to Singapore from the ground up--has enthralled readers, investors and Wall Street aficionados for decades. In his engaging memoir Street Smarts, Rogers offers pithy commentary from a lifetime of adventure, from his early years growing up a naïve kid in

Demopolis, Alabama, to his fledgling career on Wall Street, to his cofounding of the wildly successful Quantum Fund. In *Street Smarts*, Rogers takes us through the highlights of his life in the financial markets, from his school days at Yale and Oxford--where despite the fact that he didn't have enough money to afford the appropriate pair of shoes, he coxed the crew and helped to win the Oxford-Cambridge Boat Race as well as the Thames Cup, the first of his three Guinness World Records--to his first heady taste of Wall Street in the mid-1960s, and his years helping to run the most successful hedge fund on Wall Street. In the course of his new book, Rogers offers often surprising observations on how the world works--and what trends he sees in the future. The age of Wall Street, Rogers claims, when the finance industry drove 25% of America's growth, is over. Tomorrow's economy will be driven by those who make things--food, energy, goods and consumables. He explains why Asia will be the dominant economic force in the twenty-first century, and discusses why America and the European Union are in decline, and what we need to do to right our economy and society.

How to Win the Battle of the Buzz

The Rough Guide to South Africa

A Real-World Approach to CompTIA A+ Soft Skills

Linux Administrator Street Smarts

A Real World Guide to PMP Skills

Insight Guides Vietnam

Presents the basics of healthy weight loss, examines eating habits and nutrition, and provides tips for eating at parties and restaurants

"This book is lewd, rude and superb! Frank and Stein have written the first guide to grad school from a student's point of view; and the result is an irreverent, humorous and USEFUL book of advice. These foul-mouthed sages will help you get through a master's or doctoral program more quickly, with fewer blunders and less angst. I plan to recommend this book to all the graduate students I coach and teach."

-Mary McKinney, Ph.D. Clinical Psychologist and Dissertation Coach <http://www.successfulacademic.com>

Yes, sports fans!, er, grad school fans Bad boys Fred and Karl are back with an updated version of their best selling self-help guide for grad students. This New and/or Improved Version is stocked with additional content, more lame attempts at humor, and a lower price (Karl threatened to moon the publisher unless his demands were met). Written with the attitude of a couple ill-mannered schoolboys who exhibit the insight and genius of the Ph.D.'s who wrote it, *Playing the Game* simplifies even the most complex aspects of grad school. Authors Frank and Stein have broken down *Playing The Game* into three hilarious and straightforward sections: Getting In, Getting Through, and Getting the Hell Out. In whatever stage of graduate school you find yourself, rest assured that you will never again grumble, "If only I had known! If only someone had explained this @%#! to me sooner!" *Playing the Game* simplifies the entire graduate

school experience while imparting comically relevant stories and translating complicated graduate school jargon. This self-help guide helps grad students to comprehensively navigate their graduate school journey from application to matriculation. Unlike most of the material you'll be reading in grad school, *Playing the Game* is actually intelligible. [www.playing-the-game.com](http://www.playing-the-game.com)

A self-made millionaire offers advice on turning everyday opportunities into rewards such as wealth and fulfillment. By the author of *Play Money*. Original. 20,000 first printing. National ad/promo. Tour.

Updated for the new CompTIA Security+ exam, this book focuses on the latest topics and technologies in the ever-evolving field of IT security and offers you the inside scoop on a variety of scenarios that you can expect to encounter on the job—as well as step-by-step guidance for tackling these tasks. Particular emphasis is placed on the various aspects of a security administrator's role, including designing a secure network environment, creating and implementing standard security policies and practices, identifying insecure systems in the current environment, and more.

*Appity Slap: A Small Business Guide to Web Apps, Tech Tools and Cloud Computing*

*Network Administrator Street Smarts*

*V!VA Travel Guides*

*Street Smart Franchising*

*Shining the Light V*

*A Survival Guide to Personal Evangelism and the Law*

***The perfect workbook for project managers and PMP exam candidates seeking practical experience New project managers and students pursuing the Project Management Professional certification are looking for practical experience to solidify their skills. The step-by-step tasks presented in this book offer them an opportunity to practice the common tasks project managers face in the real world. The authors, both expert project management trainers and consultants, explore each phase of project management: initiation, planning, execution, monitoring and control, and closing the project, with in-depth instructions for handling the tasks associated with each phase. New project managers and exam candidates need practical experience to perfect their skills; this book helps them learn through real-world scenarios Explores each phase of project management, offering step-by-step instructions to many of the tasks project managers confront each day Covers all***

*phases of project management, including initiating the project, planning, executing, monitoring, controlling, and closing the project Looks at defining scope, developing a project charter, creating a plan to manage change, breaking down the work, managing resource allocation, measuring performance, and releasing resources Fully updated to cover everything required for the 2011 PMP exam PMP exam candidates and anyone new to project management will benefit from the hands-on exercises in this book.*

*Intelligence Preparation of the Battlefield for Urban Operations*

*The Entrepreneur's Guide to Profitably Greening Your Organization's DNA*

*Street Smart*

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