
The Quick And Easy Way To Effective Speaking

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Nine Minutes on Monday: The Quick and Easy Way to Go From Manager to Leader *McGraw Hill Professional*

The Globe & Mail's #1 Business Book of the Year! "ALL IN, ALL THE TIME" Low performance and high turnover is not

the result of lazy, apathetic workers. It's not about decreasing budgets. And it's not about a terrible economy. It's about leadership that doesn't engage employees. In *Nine Minutes on Monday*, leadership guru James Robbins argues that employee engagement comes down to one thing: a constant dedication to meeting the universal needs that drive performance excellence. In today's chaotic, high-stakes business environment, it is easy to get distracted from leadership responsibilities by focusing on tasks at hand instead of on strategy. But when you neglect to keep your leadership priorities in front of you, everyone suffers--your staff, your organization and, in the end, you. Whether you lead a small team or an entire organization, you'll discover the nine keys to raising productivity, boosting morale, and increasing employee engagement. *Nine Minutes on Monday* combines proven engagement drivers and principles of human motivation into a simple system of execution that will show immediate results. Inside you'll find: The "9 Minute" template for maintaining focus on your leadership priorities--no matter how busy you are Three key questions that will help you connect purpose to paycheck for your staff A four-step formula for addressing subpar performance and driving complacency from the workplace A simple coaching model for fast-track staff development Four reward/recognition tools that will leave your employees feeling valued and motivated The one simple activity that will forge deep bonds of trust between you and your employees Three key ingredients that will immediately increase the motivation level of any employee Being a great leader is never easy, but Robbins breaks it all down into

essential components to reveal its fundamental simplicity. *Nine Minutes on Monday* is your road map to igniting purpose, passion, and engagement among your team members. Master and apply the tools and techniques inside, and your employees will be motivated, inspired, and equipped to bring their best to work each and every day. Quick and simple leadership lessons for boosting performance, morale, and engagement "James Robbins is a terrific observer, thinker, and storyteller. He also has marvelous insights about how leaders can help employees become more connected to their work setting. He weaves together personal stories with thoughtful leadership insights into a compelling book. If leaders will do the nine minutes he suggests each Monday morning, they will become what we have called 'meaning makers' who deliver enormous value to their employees, customers, investors, and communities." -- Dave Ulrich, professor, Ross School of Business, University of Michigan; partner, The RBL Group; coauthor, *The Why of Work* "It really works! Robbins provides simple and practical tools to help all managers get on the road toward becoming great leaders. These nine easy-to-use principles are relevant to today's work environment and yet so often overlooked. Thank you for helping me to make a difference to my team." -- Sue Travis, HR Manager, Lowe's "Every manager in your workplace needs this book. Practical and easily doable ideas that will help turn your managers into truly inspiring leaders." -- Michael Kerr, "The Workplace Energizer" and author of *Putting Humor to Work* "Great easy read with lots of practical applications for leaders looking to improve their game and really make a difference in the lives of those they lead." -- Debbie Stein, CFO

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Summary of Dale Carnegie's The Quick and Easy Way to Effective Speaking by Swift Reads *Swift Books LLC*

Do you suffer from stage fright? It's time to get over it. In *The Quick and Easy Way to Effective Speaking* (1962), self-help expert Dale Carnegie says there's no such thing as a natural-born public speaker... Purchase this in-depth summary to learn more.

Learning Japanese Kanji Practice Book Volume 1

The Quick and Easy Way to Learn the Basic Japanese Kanji [Downloadable Material Included]

Tuttle Publishing

This is an invaluable study guide and practice book for learning basic Japanese kanji. *Learning Japanese Kanji Practice Book* is intended for beginning students, or experienced speakers who need to practice their written Japanese. Kanji are

an essential part of the Japanese language and together with kana (hiragana and katakana) comprise written Japanese. This book presents the kanji characters that are most commonly used. All the kanji and related vocabulary words in this book are those that students are expected to know for Level 5 of the Japanese Language Proficiency Test. (JLPT). Characters that appear in the AP Japanese Language and Culture Exam are flagged. Readings, meanings, and common compounds are presented. The correct method of writing each character is clearly indicated and practice boxes with strokes that can be traced are provided, along with empty boxes for freehand writing practice. Lots of exercises are included to give students the opportunity to practice writing sentences containing the Kanji. Indexes at the back allow you to look up the characters by their readings and English meanings. This kanji book includes: Step-by-step stroke order diagrams for each character. Special boxes with grid lines to practice writing characters. Extra printable practice grids Words and phrases using each kanji. Romanizations (romanji) to help identify and pronounce every word.

Crochet for Beginners

A Complete Step by Step Guide with Picture Illustrations to Learn Crocheting the Quick & Easy Way
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and sidebars on such techniques as blending, texture, perspective, and shading.

Accounting for Non-accountants

The Fast and Easy Way to Learn the Basics *Sourcebooks, Inc.*

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Public Speaking for Success *Penguin*

Dale Carnegie, author of the legendary *How to Win Friends and Influence People*, began his career as the premier "life coach" of the twentieth century by teaching the art of public speaking. Public speaking, as Carnegie saw it, is a vital skill that can be attained through basic and repeated steps. His classic volume on the subject appeared in 1926 and was revised twice-in shortened versions-in 1956 and 1962. This 2006 revision-edited by a longtime consultant to Dale Carnegie & Associates, Inc., and the editor in charge of updating *How to Win Friends and Influence People*-is the definitive one for our era. While up-to-date in its language and points of reference, *Public Speaking for Success* preserves the full range of ideas and methods that appeared in the original: including Carnegie's complete speech and diction exercises, which follow each chapter, as the author originally designated them. This edition restores Carnegie's original appendix of the three complete self-help classics: *Acres of Diamonds* by Russell H. Conwell, *As a Man Thinketh* by James Allen, and *A Message to Garcia* by Elbert Hubbard. Carnegie included these essays in his original edition because, although they do not directly relate to public speaking,

he felt they would be of great value to the readers. Here is the definitive update of the best-loved public-speaking book of all time.

Learning Mandarin Chinese Characters Volume 2

The Quick and Easy Way to Learn Chinese Characters! (HSK Level 2 & AP Study Exam Prep Book) *Tuttle Publishing*

Reinforce your written Chinese with this practice book for the best-selling Tuttle Learning Chinese Characters. Learning Mandarin Chinese Characters helps students quickly learn the basic Chinese characters that are fundamental to the language. Intended for self-study and classroom use, this character workbook presents 135 Chinese characters and over 405 common words using these characters. These are the characters and words students need to know if they plan to take the official Chinese government HSK Level 2 Exam or the Advanced Placement (AP) Chinese Language and Culture Exam. Each character is presented in a very simple and clear way. A step-by-step diagram shows how to write the character and boxes are provided for freehand writing practice. The meaning and pronunciation are given along with the key vocabulary compounds and an example sentence. Review exercises reinforce the learning process and an index at the back allow you to look up the characters according to their English meanings or romanized Hanyu Pinyin pronunciation. Key features of this Chinese workbook include: Designed for HSK Level 1 and AP exam prep Learn the 135 most basic Chinese characters Example sentences and over 405 vocabulary items Step-by-step writing diagrams and practice boxes

How to Develop Self Confidence and Improve Public Speaking *Prabhat Prakashan*

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Improve your memory Make your meaning clear Begin and end a talk
Interest and charm your audience
Improve your diction Win and argument without making enemies.

Learning Mandarin Chinese Characters Volume 1

The Quick and Easy Way to Learn Chinese Characters! (HSK Level 1 & AP Exam Prep) *Tuttle Publishing*

Reinforce your written Chinese with this practice book for the best-selling Tuttle Learning Chinese Characters. Learning Mandarin Chinese Characters helps students quickly learn the basic Chinese characters that are fundamental to the language. Intended for self-study and classroom use, this character workbook presents 178 Chinese characters and over 534 common words using these characters. These are the characters and words students need to know if they plan to take the official Chinese government HSK Level 1 Exam or the Advanced Placement (AP) Chinese Language and Culture Exam. Each character is presented in a very simple and clear way. A step-by-step diagram shows how to write the character, and boxes are provided for freehand writing practice. The meaning and pronunciation are given along with the key vocabulary compounds and an example sentence. Review exercises reinforce the learning process and an index at the back allow you to look up the characters according to their English meanings or romanized Hanyu Pinyin pronunciation. Key features of this Chinese workbook include: Designed for HSK Level 1 and AP exam

prep Learn the 178 most basic Chinese characters Example sentences and over 534 vocabulary items Step-by-step writing diagrams and practice boxes

Crochet for Beginners

Quick and Easy Way to Master Spectacular Crochet Stitches in 3 Days *Independently Published*

Do you have no clue where to start when it comes to crocheting? Discover simple techniques to create amazing patterns in just three days. Have you tried crocheting only to get confused by the stitches, hooks, and other details? Have you given up or put your crocheting projects on the back burner hoping for an easier way? Author Emma Brown learned to crochet and knit at her grandmother's feet and has started crochet circles in just about every city she's lived in. Now Brown is sharing all of her grandmother's secrets with you. In *Crochet for Beginners: Quick and Easy Way to Master Spectacular Crochet Stitches in 3 Days*, Brown walks you through various crochet techniques step-by-step. Gone are the complicated explanations and confusing terminology, replaced by beautiful, easy-to-follow visuals. Brown's smart system can take you from beginner level all the way up through more complex projects like crocheting afghans. In no time, you'll feel more comfortable with this relaxing, artistic, and satisfying process. Inside *Crochet for Beginners*, you'll discover: How to master almost any crochet pattern in as little as three days How to make all 21 gorgeous crochet patterns featured in the book The specific hooks to purchase for your projects and how to know which stitches are which A comprehensive glossary of those tricky crochet terms 10 fast-track tips to get

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The Art of Public Speaking *Samaira Book Publishers*

The Art of Public Speaking is a fantastic introduction to public speaking by the master of the art—Dale Carnegie. Featured within this classic manual are hundreds of tips and tricks on how to become an efficient and effective public speaker. One of the core ideas in his books is that it is possible to change other people's behavior by changing one's reaction to them. This is a fascinating work and is thoroughly recommended for everyone.

Learning Japanese Kanji Practice Book Volume 2

(JLPT Level N4 & AP Exam) The Quick and Easy Way to Learn the Basic Japanese Kanji [Downloadable Material Included] *Tuttle Publishing*

This is an invaluable study guide and practice book for learning basic Japanese kanji. Learning Japanese Kanji Practice Book is intended for beginning students or experienced speakers who need to practice their written Japanese. Kanji are an essential part of the Japanese language and together with kana (hiragana and katakana) comprise written Japanese. This book presents the

kanji characters that are most commonly used. All the kanji and related vocabulary words in this book are those that students are expected to know for Level 4 of the Japanese Language Proficiency Test (JLPT). Characters that appear in the AP Japanese Language and Culture Exam are flagged. Readings, meanings, and common compounds are presented. The correct method of writing each character is clearly indicated, and practice boxes with strokes that can be traced are provided, along with empty boxes for freehand writing practice. Lots of exercises are included to give students the opportunity to practice writing sentences containing the kanji. Indexes at the back allow you to look up the characters by their readings and English meanings. This kanji book includes: Step-by-step stroke order diagrams for each character. Special boxes with grid lines to practice writing characters. Words and phrases using each kanji. Romanizations (romanji) to help identify and pronounce every word.

The Easy Way: Quick & Easy

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Sewing for Beginners - Quick and Easy Way to Learn How to Sew with 50 Patterns for Beginners!

Become an expert at sewing without spending weeks trying to learn how! (Even if you're a complete beginner) Imagine going from an absolute beginner to expert at sewing in just a

few days. What if you became so good at sewing that you could make your own clothes, fix pretty much anything, and all of this only took a few days of practice? Multi-time best selling arts & crafts author and influencer, Kitty Moore, presents the ultimate book for all beginners trying to learn how to sew. After years of sewing, Kitty realized that becoming great at sewing (for the 90% most common uses) could be accomplished in days, NOT weeks, if the right things were learned and practiced from day one. In this book you will get these "hacks" and learn how to completely transform your skill level on a sewing machine. If you want to learn how to sew, but want to learn fast or can't seem to grasp the basics... If you want a new hobby and sewing interests you but you're not sure where to begin... Or if the idea of receiving a full list of sewing instructions and patterns appeals to you... THEN THIS BOOK IS FOR YOU! This is my 5th Edition of the book and after months of feedback and editing, my team and I have produced the MOST EFFECTIVE & BEST-SELLING "beginners sewing book" on Amazon! In this book, you will get: Images included with all stages of the learning process, so you can learn faster than ever before A massive list of patterns included in this book that range from beginner to advanced, so you can learn and practice at the same time (this is a proven method to learn a new skill faster) Comprehensive step-by-step instructions for each pattern, so that anyone can follow along (even absolute beginners who have never done any sewing in their life) Kitty's personal email address for unlimited customer support if you have any questions And much, much more... Well, what are you waiting for? Grab your copy today by clicking the BUY

NOW button at the top of the page!

Presentation Magic *Marshall Cavendish International Asia Pte Ltd*

Rule 1 of magic is: "The framework for any communication is determined by the expectations and associations you trigger". Rule 4 is: "The brain filters out most of the information it receives". The greatest magicians in the world and their acts stick religiously to 20 rules which have nothing to do with how magic works, but instead why it works.

5 Ingredients

Quick & Easy Food *Flatiron Books*

Jamie Oliver--one of the bestselling cookbook authors of all time--is back with a bang. Focusing on incredible combinations of just five ingredients, he's created 130 brand-new recipes that you can cook up at home, any day of the week. From salads, pasta, chicken, and fish to exciting ways with vegetables, rice and noodles, beef, pork, and lamb, plus a bonus chapter of sweet treats, Jamie's got all the bases covered. This is about maximum flavor with minimum fuss, lots of nutritious options, and loads of epic inspiration. This edition has been adapted for US market.

How to Enjoy Your Life and Your Job *Samaira Book Publishers*

How to Enjoy Your Life and Your Job will help you create a new approach to life and people and discover talents you never knew you had. This bestseller shows you how to make every day more exciting and rewarding—how you can get more done, and have more fun doing it. A life-changing book that has helped many people around the world, is your key to achieving success in your professional and personal life.

Nine Minutes on Monday: The Quick and Easy Way to Go From Manager to Leader *McGraw Hill Professional*

Proposes that leaders often get distracted by focusing on tasks and neglect their responsibilities of keeping their staff engaged and motivated.

The Easy Way to Stop Smoking *Barnes & Noble Publishing*

Presents the Easyway method for quitting smoking, based on a factual understanding of the harm of cigarette addiction and practical advice on how to successfully break the habit.

Knitting Socks for Beginners

Quick and Easy Way to Master Sock Knitting in 3 Days *Createspace Independent Publishing Platform*

Knitting socks is no longer just for your grandmother! Though knitting was once thought of as something that only old women do, it is quickly becoming trendy even for young people. It enables you to have complete control over style, design, and color of your garments. And once you learn the basic practice, you can knit almost anything you can think of. What stands in most people's way is getting started. How do you learn to knit socks? Where do you find knitting patterns? This book answers all of those questions and more. What will this book teach you? * Getting started knitting socks * How to find the right knitting tools and correct needles for knitting your socks * How to pick the best knitting yarn * 8 Most popular sock knitting patterns * How to size your socks * How to knit socks from the Top-down * How to knit sock from the Toe-up * Sock Cast-on techniques, such as, Long Tail cast on, Eastern/ Turkish cast on * The Double Point and Circular Needle

methods * Tips on how to knit long lasting, beautiful socks * And so much more!.. Even if you have never picked up a pair of knitting needles before, you can easily start knitting your way towards a pair of perfect socks with this book. It even includes a Glossary of Knitting Terms as an added BONUS, so as you expand your projects to other designs and find other patterns, you will never be in the dark. This book also includes 1 basic top-down sock pattern and 7 additional popular sock patterns for you to work on. While this book is intended to get you started in the world of knitting, it can easily serve as a refresher for even the most experienced knitter! Whether you want to get started or want to get back to basics and hone your skills, "Knitting Socks for Beginners" is the book for you. From Tube socks to Fair Isle socks, you have all the information and knitting patterns you need. Socks are not necessarily the easiest thing to knit, but the techniques used to make a pair of socks introduces you to everything else you need to know about knitting. This book will guide you through every stage of the knitting process and help you create a pair of perfectly knitted socks, in just three days! There is no better book for learning the basics of knitting. This acts as the perfect springboard for more complex knitting projects, with all of the techniques, tips, and terms spelled out to keep you on the right track. If you are looking for a great book about sock knitting, look no further. Get your copy of "Knitting Socks for Beginners" today! Check Out What Others Are Saying... "This is a brilliant book for beginners. I've never tried knitting before but now can't wait to get started. The author goes through every step of the knitting process in fine detail. The book is very

well written and has excellent photographs and diagrams. I would definitely recommend this book to anyone who wants to try sock knitting for the first time." - Lesley H "I've been thinking of knitting for quite a while now. I'm glad I stumbled on this book. I'm a total newbie so this book is perfect for me. "Knitting socks for beginners" gives step by step instructions to get started at knitting socks. Has tons of info- tools, needle size, yarn types. Great help for the beginner. Thanks" - Eric Bonilla (CA, US) "I've been wanting to learn to knit socks for a LONG time and this book provides a perfect, comprehensive, straightforward guide to learning to do so. I've read the entire book and feel confident now about the knitting projects I have planned. Can't wait to get started!" - Anne

Fast Easy Way to Learn a Language *John Wiley & Sons*

Fast, Easy Way to Learn a Language is essential reading for anyone studying a language at school, for business, travel or just for pleasure. Well-known inspirational teacher Bill Handley speaks 15 languages at various degrees of fluency. He is passionate about learning languages and believes language learning should be an adventure. In this book he explains: how to have fun building your vocabulary in record time the easy way to get to grips with grammar why you should use more than one textbook how to use your 'lost time' to learn faster what to do when you feel like giving up how to write your own 'survival skills' course. Fast Easy Way to Learn a Language will have you speaking your new language in no time. The book explores all the important topics: active and passive learning, mastering a differential alphabet, using recorded

material, planning your own immersion program, making effective use of the internet and much more. It includes special advice for school and university students. This is the fun way to learn a language.

The 5 Essential People Skills

How to Assert Yourself, Listen to Others, and Resolve Conflicts *Simon and Schuster*

Have you ever walked away from a conversation full of doubts and insecurities? Do you feel as if you've lost a little ground after every staff meeting? Most people are either too passive or too aggressive in their business lives, and they end up never getting the support, recognition, or respect that they desire. The business leaders and trainers from Dale Carnegie Training® have discovered that applying appropriate assertiveness to all interactions is the most effective approach to creating a successful career. The 5 Essential People Skills shows how to be a positively assertive, prosperous and inspired professional. Readers learn to:

- Relate to the seven major personality types
- Live up to their fullest potential while achieving personal success
- Create a cutting-edge business environment that delivers innovation and results
- Use Carnegie's powerhouse Five-Part template for articulate communications that grow business
- Resolve any conflict or misunderstanding by applying a handful of proven principles

Once readers know and can employ these powerful skills, they will be well on their way to a new level of professional and personal achievement.

Crochet for Beginners

Guide to Crochet the Quick & Easy Way: Crochet Guide Book

Do you wish you could learn how to crochet without all the frustrations? Written with the beginner in mind, this detailed book breaks down exactly how you can get started with the world of crochet! With step-by-step instructions, all the must-have supplies, and a ton of illustrations to help you master the patterns and stitches with ease, this book is perfect for anyone looking to get started with crochet. Whether you want to make the perfect gift for friends and family, create great home crafts, or even just try a new hobby, inside you'll find everything you need to begin stitching!

First 100 Japanese Kanji

(JLPT Level N5) The Quick and Easy Way to Learn the Basic Japanese Kanji *Tuttle Publishing*

This is an invaluable study guide for learning basic Japanese characters. The first 100 Japanese Kanji is intended for beginning students, or experienced speakers who need to practice their written Japanese. Kanji are an essential part of the Japanese language and together with kana (hiragana and katakana) comprise the written components of Japanese. This book presents the kanji characters that are most commonly used. They have been carefully selected for rapid and effective learning. Each kanji's readings, meanings, and common compounds are presented, and romanized pronunciations for English speakers (romanji) are included as well. Printed with gray guidelines, stroke order guides are designed to be traced over to teach students the standard sequence of strokes used to write each character.

Three indexes at the back allow the characters to be looked up as with a dictionary or by their readings. Students who wish to practice writing kanji will find extra practice sheets available. This book includes: Step-by-step stroke order diagrams for each character. Special boxes with grid lines to practice writing characters. Words and phrases using each kanji. Romanizations (romanji) to help identify and pronounce every word.

Knitting Patterns for Beginners

A Step-By-Step Guide to Learn the Most Amazing Knitting Stitches and Patterns in a Quick and Easy Way *Independently Published*

Discover the Art of Knitting - And How To Get Started If You Have Zero Experience Do you want to learn how to knit but you don't know where to start? Do you wish you could learn knitting without any frustration? Or, are you simply looking for a fun and relaxing hobby to do at home? If so, then this book is for you. Knitting is trendy now, thanks to a national resurgence of interest in needle and other handicrafts, and not just among old grannies! In fact, the Craft Yarn Council reports that a third of women ages 25 to 35 now knit or crochet. Even men and schoolchildren are joining the club every day more! It is a fun and relaxing hobby, and a perfect way to quiet your mind or relieve stress from your daily life. Learning the knitting art is relatively simple, and it is such a satisfying hobby as it gives you the chance to feel accomplished and comfortable. You will be complimented and admired by your loved ones for your creations. This richly illustrated book provides detailed step-by-step instructions for choosing the best tools and materials and actually making you

knitting in no time. Here's just a little bit of what this book can teach you: How to Understand Knitting Terms and Abbreviations How to choose and where to buy the best tools and supplies The Basic Knit Stitches Beginner's Knitting Patterns and Projects How to Interpret Knitting pattern to Avoid Mistakes Best strategies and Great Tips and Tricks for Beginners AND SO MUCH MORE! With the simple instructions and clear images of this Guide, you will learn the basic knitting stitches in no time, and you will be able to start your first creation, perhaps adding a little of your creativity and imagination to it. Knitting is a wonderful hobby that anyone can do, with numerous benefits and advantages. It may sound complicated. However, this beginner-friendly book will help you get started even if you've never picked up a needle and a yarn before. Simply follow the step-by-step techniques described in the book and enjoy this beautiful craft! Just scroll up and click on the "Buy Now with 1-Click" button to start your First Knitting Project Now!

The Quick and Easy Way to Effective Speaking *DIGITAL FIRE*

Good public speakers are made—not born. Public speaking is an important skill which anyone can acquire and develop. This book that has literally put millions on the highway to greater accomplishment and success can show you how to have maximum impact as a speaker. It will help you to acquire basic public speaking skills, building confidence, earning the right to talk, sharing the talk with the audience.

APA

The Easy Way! *Houghton & Houghton*

A simple guide to APA writing style that

discusses the mechanics of APA format and internal text citations, and includes guidelines for actual reference page entries and a sample paper.

Lose Pounds With Pound Dropping Smoothies The Easy Way

4 In 1 Box Set *Speedy Publishing LLC*

This compilation will give you some amazing insights into the wonderful world of Smoothies, the healthy Smoothie lifestyle, and how you can connect your diet goals with the Smoothie lifestyle in order to achieve your dream figure and a happier and healthier you without being hungry all the time. This compilation shows you a real approach to dieting the right and realistic way so that you will maximize your dieting results instead of going through the Yo-Yo dieting effect that happens with almost all diets because most diets are based on unrealistic and unnatural assumptions and goals. Juliana will show you how she did not only lose 20 pounds in 60 days and beat her nasty Asthma problem at the same time, but she shows you how she was able to keep off her weight via the power of the smoothie lifestyle that is more an exciting way of life that everyone is able to follow (even if you only have 5 minutes and are very busy) than a boring and unrealistic diet that no one is able to maintain because most diets contain too many hurdles to jump through. The smoothie lifestyle provides you with lean and clean nutrition all the time and you never feel hungry, tired, frustrated, out of energy and vitality. The vitamin and mineral enriched smoothies keep your body nourished with all the vital elements that your body needs. The outcome: a happy, vitalized, healthy, lean & clean, healthy and

balanced YOU. You'll soon notice your improved skin and your rejuvenated body and looks. These health elixirs are going to beautify and rejuvenate your whole system, body, brain and skin. All your body functions are working in a healthy and balanced manner. Most diets ask a lot of sacrifices from you, but once you master the Smoothie lifestyle you'll appreciate what it does for your waistline (very effective pound dropper), your beauty (very effective detox) and your health (very effective vitality and energy booster)...

15-Minute Parenting

The Quick and Easy Way to Connect with Your Child *Gill & Macmillan Ltd*

Parenting is for life – 7 days a week, 24 hours a day – and while it is one of the most rewarding experiences life can offer it can also be frustrating when faced with challenging behaviour. But what if just 15 minutes of mindful playtime each day in you and your child's routine could change all that? Play is the language of children. It is how they communicate. By rediscovering the joy of play as an adult, you can access a whole new way to understand and respond to your child's needs. Created with busy mums and dads in mind, psychotherapist and parenting expert Joanna Fortune has devised a unique childcare method structured around 15-minute games that can be easily incorporated into your existing daily routine. From newborns to the age of seven, her techniques are underpinned by research, neuroscience and therapeutic theories and are designed to address common behavioural issues you will meet as your child grows, including: Anxiety Lashing out Whining Boredom Sibling rivalry Demands for

independence 15 Minute Parenting contains everything your child needs to grow into a happy, confident and resilient adult – it's child's play!

My First Japanese Kanji Book

Learning kanji the fun and easy way! [Downloadable MP3 Audio Included] *Tuttle Publishing*

My First Japanese Kanji Book is an inventive and unique introduction to kanji for children. Written by the mother-daughter team of Eriko and Anna Sato, this lovely book introduces 109 kanji characters to children with poems and illustrations. It includes all the Japanese Government-specified first grade level kanji characters and a sprinkling of simple second to sixth grade characters. The kanji are introduced in the context of 36 colorful paintings and poems by 14-year-old Anna Sato, herself a kanji learner. Each of the poems is presented in both Japanese and English, and all kanji are accompanied by furigana (small hiragana letters), stroke-order diagrams, sample vocabulary and boxes for writing practice. A charming and educational volume, My First Japanese Kanji Book can be used as a self-study text, a supplementary material in Japanese language schools or a gift book for family or friends. An MP3 audio CD reinforces learning and ensures correct pronunciation.

7 Ways

Easy Ideas for Every Day of the Week [American Measurements]

Flatiron Books

7 Ways to reinvent your favorite ingredients with more than 120 new, exciting and tasty recipes Naked Chef television personality Jamie Oliver has

looked at the top ingredients we buy week in, week out. We're talking about those meal staples we pick up without thinking - chicken breasts, salmon fillets, ground beef, eggs, potatoes, broccoli, mushrooms, to name but a few. We're all busy, but that shouldn't stop us from having a tasty, nutritious meal after a long day at work or looking after the kids. So, rather than trying to change what we buy, Jamie wants to give everyone new inspiration for their favorite supermarket ingredients. Jamie will share 7 achievable, exciting and tasty ways to cook 18 of our favorite ingredients, and each recipe will include no more than 8 ingredients. Across the book, at least 70% of the recipes will be everyday options from both an ease and nutritional point of view, meaning you're covered for every day of the week. With everything from fakeaways and traybakes to family and freezer favorites, you'll find bags of inspiration to help you mix things up in the kitchen. Step up, 7 Ways, the most reader-focused cookbook Jamie has ever written.

Allen Carr's Easy Way to Stop Smoking *Arcturus Publishing*

'If you follow my instructions you will be a happy non-smoker for the rest of your life.' That's a strong claim from Allen Carr, but as the world's leading quit smoking expert, Allen was right to boast! This classic guide to the world's most successful stop smoking method is all you need to give up smoking. You can even smoke while you read....

Lose Pounds The Easy Way: A complete Diet And Weight Loss Guide: A Practical Guide On How To Lose Pounds - 2 In 1 Box Set

2 In 1 Box Set: Book 1: 21 Amazing Weight Loss Smoothie Recipes + Book 2: Paleo Is Like You! *Speedy Publishing LLC*

This compilation will give you some amazing insights into the wonderful world of Smoothies, the healthy Smoothie lifestyle & how you can connect your diet goals with the Smoothie lifestyle in order to achieve your dream figure & a happier healthier You without being hungry all the time. This compilation shows you a real approach to dieting the right and realistic way so that you will maximize your dieting results instead of going through the Yo-Yo dieting effect that happens with almost all diets because most diets are based on unrealistic & unnatural assumptions & goals. Juliana will show you how she did not only lose 20 pounds in 60 days and beat her nasty Asthma problem at the same time, but she shows you how she was able to keep off her weight via the power of the smoothie lifestyle that is more an exciting way of life that everyone is able to follow (even if you only have 5 minutes & are very busy) than a boring & unrealistic diet that no one is able to maintain. The outcome of the Smoothie Lifestyle: a happy, vitalized, healthy, lean & clean, healthy & balanced YOU. Most diets ask a lot of sacrifices from you, but once you master the Smoothie lifestyle you'll appreciate what it does for your waistline (very effective pound dropper), your beauty (very effective detox) and your health (very effective vitality & energy booster). Combining healthy smoothies & blender recipes with your Diet that you can make with your favorite high speed blender or hand held mixer (AKA Blender Bottle, Nutribullet, Ninja, Vitamix, or Omega) is more powerful because it is double

effective. You'll see how you can not only maximize your dieting results by adding Smoothies to your diet, but you'll also learn how to speed up the whole process for more productivity. You'll experience the beneficial & empowering outcome for yourself and your family. You will become the clean & lean YOU that you are meant to be! Double Your Life Today...

Tarot

For the Average Joe: The Quick & Easy Way to Learn Tarot *Independently Published*

Ever want to learn tarot without memorizing a million definitions? This interactive self learning book is full of guides, examples and practice exercises to learn tarot as easy as one, two three! Tarot For the Average Joe teaches you various topics such numerology, color meanings, and animal symbolism. After reading this book you will surely be a true intuitive tarot reader.

The Easy Way for Women to Lose Weight *Arcturus Publishing*

Eat as much of your favourite foods as you want, whenever you want, as often as you want, and be the exact weight you want to be without dieting, special exercise, using willpower or feeling deprived. Do you find that difficult to believe? Read this book.

The Quick and Easy Way to Effective

Speaking

A Revision by Dorothy Carnegie of Public Speaking and Influencing Men in Business

One-Day DIY: Modern Farmhouse Furniture

Beautiful Handmade Tables, Seating and More the Fast and Easy Way

Page Street Publishing

Fast Weekend Projects for an Upscale, Rustic Home In their debut book, JP Strate and Liz Spillman, creators of the popular DIY YouTube channel The Rehab Life, bring over 20 new beginner-friendly furniture projects to your home. Their distinctive style pairs clean, contemporary designs with natural wood and warm stains to give your space that urban farmhouse look. There's no need for prior woodworking experience or a garage full of fancy tools. It's easy to dive right in, with minimal materials, foolproof instructions and gorgeous results. Each project is so quick to complete, you won't be able to stop until your entire home is transformed into a chic, cozy haven. In just 24 hours, you could be sitting at your very own handmade Hairpin Leg Dining Table, waking up to your Dreamy Headboard or selecting a bottle from your classy Napa Valley Wine Rack. Unlock a whole new world of home decor possibilities, free from high-end price tags and cookie-cutter furnishings, while discovering a woodworking skill you didn't know you had. You'll be showing off your timeless custom furniture for years to come!