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## Online Library A Step By Step Guide

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### KEY=GUIDE - REAGAN DANIELLE

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#### BOOKBINDING

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##### A STEP-BY-STEP GUIDE

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**Crowood** *The craft of bookbinding has a long history and tradition. It has developed through the ages and is now enjoying a period of renewed popularity and creativity. Whether you are a beginner or an established bookbinder wishing to refresh your memory, this practical book introduces the techniques with step-by-step instructions and photographs. It explains how to transform a few sheets of paper and some thread into a book to be proud of. For the more experienced, the author also covers how to work with leather to create classic, professional bindings. Topics covered include single-section bindings; paperback and hardback; multi-section bindings; full cloth case, photograph album, quarter leather binding with paper or cloth-covered sides, and wrap-around structure; containers; phase box, slipcase and portfolio case. Lavishly illustrated with over 300 colour photographs.*

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### BUSINESS-TO-BUSINESS MARKETING

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#### A STEP-BY-STEP GUIDE

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**Pearson Education** *Business-to-business markets are markets where one business markets and sells products and services for an organisation's own use or to sell on to other businesses for their own use. This text provides an overview of business-to-business marketing.*

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### THE SMALL BUSINESS START-UP WORKBOOK

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#### A STEP-BY-STEP GUIDE TO STARTING THE BUSINESS YOU'VE DREAMED OF

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**Hachette UK** *In this practical and comprehensive workbook, Cheryl Rickman, offers a modern approach to self-employment and business start-up. Packed with real-life case studies and practical exercises, checklists and worksheets, it provides a step-by-step guide to researching and formulating your business ideas, planning the right marketing strategies, and managing a team that will drive your vision forward with you. You'll discover what, with hindsight, well-known entrepreneurs would have done differently, what their biggest mistakes have been and what they've learnt: Dame Anita Roddick, Julie Meyer, Stelios Haji-Ioannou, Simon Woodroffe and others reveal their best and worst decisions and contribute their wisdom and tips for succeeding in business. You'll learn how to: develop, research and plan "the idea"; design and create the right products and services; define and understand your customers and target audience; secure finance and manage cash flow and accounts; create a winning brand and marketing message; gain and retain customers; achieve competitive advantage; plan, create, launch and promote your website; and manage your business and time. This fresh approach to small business start-up also includes information and recommendations on making your business ethical and socially responsible, along with exercises to help build self-confidence and visualize success.*

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### LEARN TO PLAY THE GUITAR

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#### A STEP-BY-STEP GUIDE

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*Use this book to start playing straight away: no previous musical knowledge required. Teaches you the basics of acoustic and electric guitar technique. Includes valuable advice on buying an instrument and amplifier. Diagrams and photographs make it easy for you to find notes and chords. Explains the working of song structures, and shows you how to play simple solos and accompaniments. Find out how to liven up practice sessions by using tape recorders and other electronics. Guided by expert musician and guitar historian Nick Freeth, this book can unlock the abilities of the secret guitarist lurking in all of us.*

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#### A STEP-BY-STEP GUIDE TO QUESTIONNAIRE VALIDATION RESEARCH

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**Institute for Clinical Research, NIH, Malaysia** *Most validated questionnaires that are widely used around the world are created in a non-native language. If such a questionnaire is to be used in a native-speaking population, it must first be validated. This book aims to be a useful guide for describing all the steps required for validating a questionnaire. This book also provided a standard checklist with 17 items that are recommended to serve as a useful guide for researchers conducting questionnaire validation research.*

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### PERMACULTURE DESIGN

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#### A STEP-BY-STEP GUIDE

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#### A STEP-BY-STEP GUIDE TO CONDUCTING AN INTEGRATIVE REVIEW

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**Springer Nature** *This book provides guidance to readers for how to conduct an integrative review. Over the decades, with the expansion of evidence-based practice (EBP), the evolution of methods used in reviews has resulted in a wide spectrum of review types. Due to the overlapping characteristics of the various review methods, confusion exists related to terminology, descriptions and methods of each type. To fill this gap, this book examines components necessary to conduct a rigorous integrative review from formulating questions through dissemination of the results of the review. Each chapter focuses on one component or step in this process and is written in a straightforward and readable manner. An integrative review is considered by many as an actual research study, hence it should be approached following established research methods involving well-defined steps. The integrative review is often compared with the systematic review. Both are used in healthcare research and follow a systematic process in reviewing literature and developing recommendations, but there are important differences that are addressed in the book. Evidence-based practice (EBP) demands high quality, rigorous evidence for nurse clinicians to make informed decisions with and for their patients. In nursing education, the integrative review is a frequent capstone project for graduate students and forms the basis for many doctoral projects. The Integrative review process should be valid, reliable and transparent and this book provides clear guidelines for writing an integrative review for students, educators, clinicians, and researchers. This book is a useful addition to courses for both undergraduate and graduate level writers of integrative reviews. In academia, a likely adoption would be in graduate research and research methods courses, and baccalaureate honor courses.*

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#### SMALL ANIMAL SURGERY. A STEP-BY-STEP GUIDE. SURGICAL TECHNIQUES

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**Grupo Asís Biomedica S.L.** *This new volume of the collection Small animal surgery is a selection of the main surgical procedures explained in the previous volumes. The greatest asset of this book is that it is based on high-quality videos, which accompany each of the surgical techniques. These are classified according to degree of difficulty. This book is the result of the authors thorough and careful work and is an essential resource both for veterinary professionals in practice and students of veterinary surgery.*

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### MAKING BOOKS

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#### A GUIDE TO CREATING HAND-CRAFTED BOOKS

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**Pavilion** *This is a modern, stylish and practical guide to the traditional craft of bookbinding, written by the founders of the London Centre for Book Arts, a destination workshop space that attracts visitors from all over the world. Accessible enough for complete beginners, while full of inspiration for those with more experience, this is the ultimate guide to making beautiful books by hand. Starting with an introduction to the bindery and a useful inventory of necessary tools and equipment, you'll also learn about different paper types, and special finishes such as cloth coverings, headbands and ribbon markers. You'll then find clear step-by-step instructions for six different hand-made book types, from simple pamphlets and concertinas to more elaborate multi-section bindings. Each project includes ideas for variations, resulting in over 20 different possible outcomes. There are also details about more advanced techniques and specialist bindings, as well as handy layout and design advice. A combination of practical and inspirational photography will guide readers clearly through each stage of the process, while showcasing the unique results that can be achieved and offering an exclusive peek into the workings of the authors' studio.*

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#### IDENTIFY, ACQUIRE, REPEAT: A STEP-BY-STEP GUIDE TO A MULTI-MILLION DOLLAR ACQUISITION STRATEGY

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Lulu.com

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#### SPSS SURVIVAL MANUAL: A STEP BY STEP GUIDE TO DATA ANALYSIS USING IBM SPSS

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**McGraw-Hill Education (UK)** *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.*

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## ACCESS DATABASE FOR PRAGMATIC PROGRAMMERS: A STEP BY STEP GUIDE TO CREATE DATABASE-DRIVEN APPLICATION USING PYTHON

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**SPARTA PUBLISHER** This book covers microsoft acces-based GUI programming using pyqt. Intentionally designed for various levels of interest and ability of learners, this book is suitable for students, engineers, and even researchers in a variety of disciplines. No advanced programming experience is needed, and only a few school-level programming skill are needed. In the first chapter, you will learn to use several widgets in PyQt5: Display a welcome message; Use the Radio Button widget; Grouping radio buttons; Displays options in the form of a check box; and Display two groups of check boxes. In chapter two, you will learn to use the following topics: Using Signal / Slot Editor; Copy and place text from one Line Edit widget to another; Convert data types and make a simple calculator; Use the Spin Box widget; Use scrollbars and sliders; Using the Widget List; Select a number of list items from one Widget List and display them on another Widget List widget; Add items to the Widget List; Perform operations on the Widget List; Use the Combo Box widget; Displays data selected by the user from the Calendar Widget; Creating a hotel reservation application; and Display tabular data using Table Widgets. In third chapter, you will learn: How to create the initial three tables project in the School database: Teacher, Class, and Subject tables; How to create database configuration files; How to create a Python GUI for inserting and editing tables; How to create a Python GUI to join and query the three tables. In fourth chapter, you will learn how to: Create a main form to connect all forms; Create a project will add three more tables to the school database: Student, Parent, and Tuition tables; Create a Python GUI for inserting and editing tables; Create a Python GUI to join and query over the three tables. In the last chapter, you will join the six classes, Teacher, TClass, Subject, Student, Parent, and Tuition and make queries over those tables.

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## THE SOFT LANDING METHOD - A STEP BY STEP GUIDE TO STOPPING ANTIDEPRESSANTS THE SMART WAY AND STARTING YOUR SSRI-FREE LIFE AGAIN

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**LTAO Publishing** Everything you need to know to ensure you have a "soft landing" as you come off antidepressants A guide to getting off SSRI antidepressants and starting your drug free life again, from Benjamin Kramer, best-selling author of "Brain Renovation". In this clear and concise guide, Benjamin Kramer gives you an easy to implement blueprint for coming off antidepressants such as SSRIs (Selective Serotonin Re-uptake Inhibitors) using a variety of little-known techniques and tips. With a scientifically-designed tapering plan, including the use of certain other drugs and supplements where required, you can avoid coming in for landing too hard and crashing. Done properly, you CAN have a soft landing off antidepressants. If you are reading this, you are probably taking one of the following drugs and have decided that it is time to slowly start tapering down - Prozac (Fluoxetine) Lexapro (Escitalopram) Zoloft (Sertraline) Effexor (Venlafaxine) Cymbalta (Duloxetine) Or one of the other atypical antidepressants such as mirtazapine (Remeron/Avanza), bupirone (Buspar), tianeptine (Stablon) or moclobemide (Aurorix) In his typical balanced style, Kramer does not tell you whether you should or shouldn't be on antidepressants. This is a decision for you and your doctor. Antidepressants help a lot of people around the world get their life back and regain the ability to enjoy living again. However, if the decision has been made to stop taking antidepressants, this book contains all the information you will need to succeed, including - - Planning ahead to maximize your chances of success - Lifestyle changes that may be required during and after the process of quitting - How to minimize the nasty effects of 'discontinuation syndrome', where your body takes time to adjust to life without the drug in your system - The correct nutrition to rebuild your brain - Recommended supplements to assist the process - Potential short term medication options to manage the acute phase >>> Kramer doesn't promise it will be a walk in the park. However what he does make clear is that with a little effort and planning, you can regain your drug free life again.

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## RESEARCH METHODOLOGY

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### A STEP-BY-STEP GUIDE FOR BEGINNERS

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**SAGE Publications Limited** Designed with students, for students Eight steps, two pathways, one book. The Fifth Edition of the bestseller Research Methodology has reimagined, redesigned, and fully renovated how a textbook can help students achieve success in their methods course or research project. Eight steps: Foolproof for any beginner researcher, the book breaks the process of designing and doing a research project into achievable stages. It delivers students from research problem to their written research report at the pace they need, with clear explanations, DIY tasks, helpful visualizations and study skills support. Two pathways: With an innovative, beautiful design, regular progress checkpoints have been built into the book and its online resources. As students proceed through the 8 steps, each chapter provides regular opportunities for students to check understanding or give themselves a challenge. Each pathway then gives them the resources they need. Confused? Stop, practise with quizzes and flashcards, or use a video to look at a concept a different way. Up for a challenge? Access a wealth of additional material including research articles, readings, case studies, activities, bibliography tools and inspiration to pursue your curiosity, impress your lecturer, and nail your assignments. With this one book, every student gets what they need to succeed. It is the perfect essential text for students and beginner researchers across the social sciences.

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## FEARLESS CREATING

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### A STEP-BY-STEP GUIDE TO STARTING AND COMPLETING YOUR WORK OF ART

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**Penguin** For writers, painters, or performers in any field, new hope for overcoming creative blocks and finishing the art of their dreams. The blank page, empty canvas, or uncarved stone will often fill artists with dread. But so may the thought of finishing, showing, or even selling their work. It is in this "artistic anxiety" that creative blocks begin. With an understanding that could only be gained through years of experience in counseling artists, writers, and performers, Eric Maisel, Ph.D. discusses each stage of creation-wishing, choosing, starting, working, completing, selling--and the anxieties particular to each. He then shows how these inhibiting tensions can be turned to artistic advantages, how truth and beauty arrive in the work of art precisely because, and only when, anxiety has been understood, embraced, and resolved. Fearless Creating guides the reader, whether an experienced artist or someone just starting out, past the pitfalls that appear in each stage of the process. By following Dr. Maisel's exercises related both to the world at hand and the ongoing struggles of artistic life, readers will emerge from this book with a completed work of art and a new perspective on their potential to be a fearless creator.

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## FINDING YOUR VOICE

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### A STEP-BY-STEP GUIDE FOR ACTORS

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**Psychology Press** Finding your voice can be used as a resource by actors at all levels, from students and young professionals to established and experienced actors. Drama teachers in schools and committed amateur actors who want to increase their vocal skills and understanding will also find it invaluable.

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## LEVEL 1

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**Qeb Publishing Quarto Library** Book 1 introduces the basic coding concepts using step-by-step instructions. Robot helpers are featured throughout to ensure everything is clear. Learn how to give instructions and get started with simple programs in Scratch and Logo.

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## LEARNING SQL

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### A STEP BY STEP GUIDE USING ORACLE

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**Addison Wesley** Step-by-step examples and exercises help readers gain proficiency with SQL in this tutorial for those with little or no experience with databases or SQL. Material starts with simple Oracle SQL concepts and progresses to more complex query development and PL/SQL, covering SQL as it is invoked via SQL

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## PRACTICAL MINDFULNESS

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### A STEP-BY-STEP GUIDE

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**Dorling Kindersley Ltd** Practical Mindfulness offers an easy way of taking control of your life for the better. Focusing on simple breathing techniques, meditation tips and relaxation methods, this unique book will improve your concentration and help you achieve success. An innovative Q&A approach ensures that the process is personalised to you, enabling you to identify negative patterns of thinking and challenge them using well-respected exercises. Providing expert clarity through step-by-step guidance and visual pointers, the subject material is brought to life. The targeted exercises will help you boost your self-esteem, build better relationships, learn more effectively and distance yourself from damaging emotions using real-life scenarios. Practical Mindfulness is a life-changing programme that will teach you to relax, give you the self-confidence to succeed and rid you of the anxiety that holds you back.

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## BUILDING YOUR OWN HOME

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### A STEP-BY-STEP GUIDE

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**Wiley** Building Your Own Home A Step-by-Step Guide "This is an impressive undertaking. I've seen plenty of books about home construction techniques but this is the first one I've seen that packages construction information with the whole process of acquiring the property." --P. Gilbert Mercurio, Executive Vice President Westchester County Board of Realtors "Written by an expert in both design and construction, the book is highly readable and addresses each aspect of the home building process in terms of cost-effectiveness, quality and aesthetics." --Michel Sargious, PhD, P.Eng. Professor Department of Civil Engineering The University of Calgary Now Building Your Own Home puts complicated material into terms anyone can easily understand. From managing the construction process like a pro to mastering every legal and financial detail, you get step-by-step instruction to guide you through the entire construction process. It explains with 132 clarifying photographs and illustrations how each part of the house is built. You'll learn how to: \* find a good lot and select an appropriate design \* apply for a building permit, secure the best financing terms as well as the best insurance coverage \* handpick top-notch independent contractors--and successfully manage their work \* control every stage of construction, from door knobs to deck installation to the plumbing and electrical work Easy-to-read and filled with practical information, Building Your Own Home contains everything you need to build a customized house of your dreams.

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## A STEP-BY-STEP GUIDE TO QUALITATIVE DATA CODING

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**Routledge** A Step-by-Step Guide to Qualitative Data Coding is a comprehensive qualitative data analysis guide. It is designed to help readers to systematically analyze qualitative data in a transparent and consistent manner, thus promoting the credibility of their findings. The book examines the art of coding data, categorizing codes, and synthesizing categories and themes. Using real data for demonstrations, it provides step-by-step instructions and illustrations for analyzing qualitative data. Some of the demonstrations include conducting manual coding using Microsoft Word and how to use qualitative data analysis software such as Dedoose, NVivo and QDA Miner Lite to analyze data. It also contains creative ways of presenting qualitative findings and provides practical examples. After

reading this book, readers will be able to: Analyze qualitative data and present their findings Select an appropriate qualitative analysis tool Decide on the right qualitative coding and categorization strategies for their analysis Develop relationships among categories/themes Choose a suitable format for the presentation of the findings It is a great resource for qualitative research instructors and undergraduate and graduate students who want to gain skills in analyzing qualitative data or who plan to conduct a qualitative study. It is also useful for researchers and practitioners in the social and health sciences fields.

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## BOOK DESIGN MADE SIMPLE

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### A STEP-BY-STEP GUIDE TO DESIGNING AND TYPESETTING YOUR OWN BOOK USING ADOBE INDESIGN

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*Book Design Made Simple* gives DIY authors, small presses, and graphic designers-novices and experts alike-the power to design their own books. It's the first comprehensive book of its kind, explaining every step from installing Adobe InDesign right through to sending the files to press. For those who want to design their own books but have little idea how to proceed, *Book Design Made Simple* is a semester of book design instruction plus a publishing class rolled into one. Let two experts guide you through the process with easy step-by-step instructions, resulting in a professional-looking top-quality book

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## WEBER'S ULTIMATE GRILLING

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### A STEP-BY-STEP GUIDE TO BARBECUE GENIUS

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**Houghton Mifflin** *The most highly instructive and visually engaging grilling book on the market, from the experts at Weber, with more than 100 all-new recipes and over 800 photos*

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## MYSQL EXPLAINED

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### YOUR STEP-BY-STEP GUIDE TO DATABASE DESIGN

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**Createspace Independent Publishing Platform** *MySQL Explained is a step-by-step tutorial for everyone who's ready to learn about the database software most commonly used for storing information behind some of today's most popular websites and online applications. Written especially for people outside the technology field, MySQL Explained provides the background information you need to get familiar with database theory and the principles behind organizing data. This book starts from the ground up, helping the reader to understand the very definition of a database, the forms it can take and the different options for storing information. By the end of this book, you'll understand the reasons for choosing MySQL, the options for installing it and the tools that it offers to store and safeguard your data. If you are in any way involved in designing or managing a website or data solution of any kind, you owe it to yourself to understand the tools involved. Quality database management systems are essential in today's data-driven world and such essential tools should not be a mystery to those who depend on them. MySQL Explained can help you unravel the mystery and learn more about a technology that will be around for a long time to come.*

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## SMALL BUSINESS OWNERS SURVIVAL GUIDE

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### A STEP BY STEP GUIDE TO STARTING AND IMPROVING YOUR BUSINESS

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**CreateSpace** *This book is a practical step by step guide to starting,expanding and improving your small business.*

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## HOW TO...FOOTBALL

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### A STEP-BY-STEP GUIDE TO MASTERING YOUR SKILLS

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**Dorling Kindersley Ltd** *Get ready to be inspired, and learn to How To...Football!, now in eBook format. If you have ever dreamt about being the next David Beckham or Ronaldo, then How to ...Football is the perfect guide to set you on course for success. This book shows you 'how to' with simple step-by-step photographs and easy-to-follow instructions. From coaching tips and practice drills devised by professional coaches, to key match day tactics, including attacking, defending and movement without the ball. You'll also discover all about your favourite star players, as well as information on competitions, venues, and football's greatest moments. With this exciting new How to... series you'll learn how to be a football superstar in no time!*

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## LATENT VARIABLE MODELING USING R

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### A STEP-BY-STEP GUIDE

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**Routledge** *This step-by-step guide is written for R and latent variable model (LVM) novices. Utilizing a path model approach and focusing on the lavaan package, this book is designed to help readers quickly understand LVMs and their analysis in R. The author reviews the reasoning behind the syntax selected and provides examples that demonstrate how to analyze data for a variety of LVMs. Featuring examples applicable to psychology, education, business, and other social and health sciences, minimal text is devoted to theoretical underpinnings. The material is presented without the use of matrix algebra. As a whole the book prepares readers to write about and interpret LVM results they obtain in R. Each chapter features background information, boldfaced key terms defined in the glossary, detailed interpretations of R output, descriptions of how to write the analysis of results for publication, a summary, R based practice exercises (with solutions included in the back of the book), and references and related readings. Margin notes help readers better understand LVMs and write their own R syntax. Examples using data from published work across a variety of disciplines demonstrate how to use R syntax for analyzing and interpreting results. R functions, syntax, and the corresponding results appear in gray boxes to help readers quickly locate this material. A unique index helps readers quickly locate R functions, packages, and datasets. The book and accompanying website at <http://blogs.baylor.edu/rlatentvariable/> provides all of the data for the book's examples and exercises as well as R syntax so readers can replicate the analyses. The book reviews how to enter the data into R, specify the LVMs, and obtain and interpret the estimated parameter values. The book opens with the fundamentals of using R including how to download the program, use functions, and enter and manipulate data. Chapters 2 and 3 introduce and then extend path models to include latent variables. Chapter 4 shows readers how to analyze a latent variable model with data from more than one group, while Chapter 5 shows how to analyze a latent variable model with data from more than one time period. Chapter 6 demonstrates the analysis of dichotomous variables, while Chapter 7 demonstrates how to analyze LVMs with missing data. Chapter 8 focuses on sample size determination using Monte Carlo methods, which can be used with a wide range of statistical models and account for missing data. The final chapter examines hierarchical LVMs, demonstrating both higher-order and bi-factor approaches. The book concludes with three Appendices: a review of common measures of model fit including their formulae and interpretation; syntax for other R latent variable models packages; and solutions for each chapter's exercises. Intended as a supplementary text for graduate and/or advanced undergraduate courses on latent variable modeling, factor analysis, structural equation modeling, item response theory, measurement, or multivariate statistics taught in psychology, education, human development, business, economics, and social and health sciences, this book also appeals to researchers in these fields. Prerequisites include familiarity with basic statistical concepts, but knowledge of R is not assumed.*

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## YOUR BEST CAR

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### A STEP-BY-STEP GUIDE TO BUYING THE RIGHT CAR FOR YOU

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**Jones Media Publishing** *Quick and Easy Step-by-Step Guide To Buying The Right Car For You Are you looking for the best car to buy, or feel unsatisfied with your current car? Whether you are actively searching or you already have your heart set on a particular car model, have you considered all the necessary aspects to get the best car for you? In these seven quick and easy steps this book will lead you to select the car that's best for you based on your budget. This book contains valuable information for today's smart consumer, tips and a secret that you must know. These tips will give you the best possible chance of success towards the most informed car-buying decision you'll make.*

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## HOW TO DRAW BOOK FOR KIDS

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### A SIMPLE STEP-BY-STEP GUIDE TO DRAWING CUTE ANIMALS, COOL VEHICLES, FOOD, PLANTS AND SO MUCH MORE

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*The How to Draw Book for Kids uses simple step-by-step instructions to teach kids of all ages how to draw cute animals, cool vehicles, plants, food and so much more. No experience required! The 101 short drawing lessons in the book are great for young artists, birthday gifts, homeschool art lessons, and elementary art classes. Easy-to-Follow Instructions: Simple step by step diagrams show the process from start to finish 101 Awesome Projects: Learn how to draw an elephant, dog, spaceship, cactus, unicorn, plant, ship, fox, plane, octopus and so much more! Large Format: At 8.5 x 11 inches this guide has plenty of space to see the details on each drawing Suitable for kids grades K - 8th Learning to draw has never been easier!*

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## HOW TO CONDUCT SURVEYS

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### A STEP-BY-STEP GUIDE

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**SAGE Publications, Incorporated** *Popular for helping readers to organize a rigorous survey and evaluate the credibility of other ones by giving them practical, step-by-step advice, the Second Edition of this book now also covers: computer-assisted and interactive surveys and how they contrast with telephone and face-to-face surveys; guidelines for preparing informed consent statements for survey respondents; ways to ensure the sample you have is large enough to detect a difference between groups (if one exists); ways to ask questions about ethnicity; how to read computer output containing survey results; how to prepare a structured abstract of a survey report; new survey data analysis techniques, such as odds ratios, relative risks, and confidence intervals as well as sampling techniques, such as snowball sampling; and guidelines for preparing overheads and slides to report survey results with illustrations of how an oral presentation of survey results differs from a written one.*

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## SEX AND RELATIONSHIPS EDUCATION

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### A STEP-BY-STEP GUIDE FOR TEACHERS

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**Routledge** *This book will enable and assist teachers responsible for organizing and delivering Sex and Relationships Education. It draws together the best available practice to support teachers in*

developing policy and classroom practice. It begins by looking at general principles and then focuses on primary, secondary and special schools as well as pupil referral units. These chapters will provide a toolkit of ideas and approaches that teachers can use in the classroom. Included are practical exercises that can be done alone or in staff meetings to prepare yourself or a colleague to deliver SRE, a glossary of terms that will support you in answering children's and young people's questions, advice on choosing, developing and using resources, and a list of useful organizations and websites. The book will be particularly helpful to PSHE coordinators, Health Promotion Units, National Healthy School Standard coordinators and SRE teachers in schools. LEA Advisors and Inspectors, and anyone involved in training and supporting teachers, will also find this a useful guide.

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#### **PASSION TO PROFITS: 10 STEP GUIDE TO STARTING AN ONLINE BUSINESS**

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Lulu.com

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#### **THE COMPLETE STEP-BY-STEP GUIDE TO DESIGNING AND TEACHING ONLINE COURSES**

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**Teachers College Press** In this valuable resource, experts share deep knowledge including practical "how-to" and preventive trouble-shooting tips. Instructors will learn about course design and development, instructional methods for online teaching, and student engagement and community building techniques. The book contains successful teaching strategies, guidance for facilitating interactions and responding to diversity, and assessments, as well as future directions for online learning. With many field-tested examples and practice assignments, and with voices from students, teachers, and experts, this book arms instructors and administrators with the tools they need to teach effective and empowering online courses. This one-stop resource addresses all of the core elements of online teaching in terms that are universally applicable to any content area and at any instructional level.

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#### **UNITY FROM ZERO TO PROFICIENCY (FOUNDATIONS)**

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#### **A STEP-BY-STEP GUIDE TO CREATING YOUR FIRST GAME**

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**Independently Published** *Get Started with Game Programming Fast* Getting started with Unity can be tedious if the resource that you are using doesn't have an approach tailored to your needs. In the past, I have seen how a simple yet detailed approach to teaching Unity can make a real difference to a student's ability to create games confidently and successfully and I have made sure that everything has been included in this book to make your journey enjoyable and to guarantee your success in the creation of video games with Unity. How this book is different With this book, you will not only learn about Unity but you will also enjoy the journey without the frustration. This book includes six chapters that painlessly guide you through the necessary skills to master Unity's interface, use its core features, and create and navigate through realistic 2D and 3D environments. It assumes no prior knowledge on your part and ensures that you have all the information and explanations that you need every step of the way. All the information is introduced progressively. This book is for parents or teachers who would like to introduce their children or students to game development; it is also for hobbyist just getting started with Unity, or aspiring indie game developers. What this book offers This book includes all the features that will guarantee your success as an aspiring game developer: > A book truly designed for beginners This book also assumes that you can't be expected to learn everything at once; this is why you will build all your skills incrementally. In addition, if you are more of a visual learner, you will gain access to a FREE video training that covers all the topics and features introduced in the book so that you can see how it is done. > You will be kept motivated throughout the book This book ensures that you stay motivated by giving you the right amount of information and challenge in each chapter; we all know that it's hard to keep motivated when learning a new skill, so this book always contextualizes the knowledge with an example (so that you feel it's relevant), and also makes sure that you get to challenge yourself, if you need to, with optional challenges present at the end of each chapter. > You will never feel lost or overwhelmed You will have the opportunity to learn and use Unity at your own pace and to become comfortable with its interface. This is because every single new concept introduced will be explained. Every step is explained in great details so that you never feel lost. All the concepts are introduced progressively so that you don't feel overwhelmed. > You will learn by doing With this book, you will build your own 2D and 3D environments and you will spend more time creating than reading, to ensure that you can apply the concepts covered in each section. All chapters include step-by-step instructions with examples that you can use straight-away. What you will learn After completing this book, you will be able to: Feel comfortable with Unity's core features. Apply transformations (e.g., rotate, or scale). Create a 3D Maze with lights, walls, and textures. Create an island with trees, sandy beaches, mountains, and water. Use cameras and vehicles. Create a 2D platform game (with no scripting). Export your games to the web. Still not sure? Scroll to the top of this page and click on the book's cover to "look inside" this book to see the topics covered, learn more about Patrick's background and determine if reading "Unity from Zero to Proficiency (Foundations)" will be a worthwhile investment. If you want to get started with Unity today, then buy this book now

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#### **MY STEP-BY-STEP GUIDE TO NOTHING**

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#### **OR... . THE LAST BOOK TO READ BEFORE YOU STOP**

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My step-by-step guide to nothing. Here's a sneak peek of Chapter 1: Banana. Whenever you can, yes.

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#### **COMPUTER PROGRAMMING FOR BEGINNERS**

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#### **A STEP-BY-STEP GUIDE**

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**Chapman & Hall/CRC** This book aims to capture the fundamentals of computer programming without tying the topic to any specific programming language. To the best of the authors' knowledge there is no such book in the market.

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#### **PAPER SCULPTURE**

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#### **A STEP-BY-STEP GUIDE**

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**Rockport Publishers** 9 winners of the 3-D Illustration Awards Show -- demonstrate the techniques they use to transform paper into exciting, 3-dimensional sculptures.

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#### **MASTERING PRODUCT MANAGEMENT: A STEP-BY-STEP GUIDE**

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**Kevin Brennan** *Mastering Product Management: A Step-by-Step Guide* offers practical, real-world advice on how to create and capture value as a Product Manager. It covers the full product life cycle, from idea discovery through end-of-life. Each section is scannable and concise, around two to three pages. Rather than diving deep into the theoretical background of a given area, it serves as a checklist of the key steps a Product Manager should take to complete a given task. - Source new ideas that succeed - Set a compelling product vision and strategy - Search for profitable new business models - Become a market expert - Effectively manage roadmaps - Ensure a successful product launch - Understand value and price profitably - Build and manage high-performance teams - And much more! This book is a convenient reference guide that you can use throughout your workday. It's meant for Product Managers of all levels and for anyone wishing to understand what it takes to define, develop, launch, and market new products successfully.

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#### **A STEP-BY-STEP GUIDE TO DEPUTYSHIP APPLICATIONS**

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#### **WATERCOLORS**

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#### **A STEP-BY-STEP GUIDE**

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"This book consists of step-by-step projects that can either be replicated as a lesson in composition, or used as a study of technique for inspiration in painting individual projects" --back cover.