

Read Free Snacka Snyggt Modern Retorik Elaine Bergqvist Free Download Pdf

Snacka snyggt Härskarteknik Snacka snyggt Snacka snyggare JA! 2011 Vardagsmakt The Sell Sharkonomics America and the Great War The Real Happy Pill Inner Business Pitch Perfect When I Stop Talking, You'll Know I'm Dead The Art of Being Kind Dramas of Nationhood It's Your Move Baby's in Black Strategic Reputation Management Migration, Citizenship, and the European Welfare State Outside Insight Life's a Pitch Crisis Management By Apology The Gambler Sourcebook on Rhetoric Am I Being Too Subtle? One More Slice Angelo Lone Rider A Directory of Composers for Organ Cicero Civilizations in Dispute Me on the Floor, Bleeding The Great War in History Super Structured The Great War and Modern Memory Motherlove (Moderskärlek) an Act The Institution of Criticism History of Participatory Media Reading Berlin 1900 The Internet Imaginaire

Berlin in 1900 attracted writers, artists, and filmmakers whose fascination with the city manufactured an elaborate urban culture that insinuated itself into the most casual metropolitan encounters. The newspapers' daily versions fabricated Berlin into a sensational place, transforming city dwellers into flaneurs, browsers, and spectators. Paying more attention to the kaleidoscope of urban life than to singular world events, the print media reconstituted the metropolis into an extraordinary field of visual pleasure. At the same time, thanks to the extravagant and dramatic operations of the media, Berlin began to look more like the sensational front pages. Almost all Berliners were readers, and each day they took inventory of boulevards and alleyways, princes and prostitutes, the latest fashions and vanished landmarks. They consumed the city's sights as well as its commodities. Their city was an unending serial of surprise. Berlin's print culture enchanted the metropolis and thereby anticipated a modernist sensibility that celebrated the urban experience of discontinuity, instability, and transience. Fritzsche carefully explores this coming modernity, disentangling its myths from the modern experience itself and yielding an urban enclave at odds with its intended imperial destiny. It's a sharp-edged story with cameo appearances by Georg Simmel, Walter Benjamin, and Alfred Doblin. This sumptuous history of a metropolis and its social and literary texts, of furtive glances and passersby, provides a rich evocation of a particularly exuberant, particularly fleeting moment in history. Ta makten över din vardag! Vill du lära dig när tystnad ger mer inflytande än det talade ordet? Kunna genomskåda personer som på enkla sätt får dig att göra som de vill? Och vill du att andra inte bara ska lyssna på dig, utan också göra som du vill? Makt handlar inte om tillfälligheter, det finns strategier som ökar din makt över andra och som ger dig kontroll över din vardag. Här får du lära dig dem. För många är makt ett fullt ord, men samtidigt ett önskvärt fenomen. Många vill ha den, men få är öppna med att de strävar efter den. Men skäms inte för att du vill ha makt - du måste inte bli en diktator eller behandla folk illa för att de ska göra som du vill. Det är inget fel med makt, så länge den hamnar i rätt händer. I Elaine Eksvärds tidigare succé Härskarteknik presenterades en ful väg till makt. I Vardagsmakt får du tio nya maktstrategier som kommer ta dig dit du vill. The traits that make Sam Zell one of the world's most successful entrepreneurs also make him one of the most surprising, enigmatic, and entertaining mavericks in American business. Self-made billionaire Sam Zell consistently sees what others don't. From finding a market for overpriced Playboy magazines among his junior high classmates, to buying real estate on the cheap after a market crash, to investing in often unglamorous industries with long-term value, Zell acts boldly on supply and demand trends to grab the first-mover advantage. And he can find opportunity virtually anywhere—from an arcane piece of legislation to a desert meeting in Abu Dhabi. "If everyone is going left, look right," Zell often says. To him, conventional wisdom is nothing but a reference point. Year after year, deal after deal, he shuts out the noise of the crowd, gathers as much information as possible, then trusts his own instincts. He credits much of his independent thinking to his parents, who were Jewish refugees from World War II. Talk to any two people and you might get wild swings in their descriptions of Zell. A media firestorm ensued when the Tribune Company went into bankruptcy a year after he agreed to steward the enterprise. At the same time, his razor-sharp instincts are legendary on Wall Street, and he has sponsored over a dozen IPOs. He's known as the Grave Dancer for his strategy of targeting troubled assets, yet he's created thousands of jobs. Within his own organization, he has an inordinate number of employees at every level who are fiercely loyal and have worked for him for decades. Zell's got a big personality; he is often contrarian, blunt, and irreverent, and always curious and hardworking. This is the guy who started wearing jeans to work in the 1960s, when offices were a sea of gray suits. He's the guy who told The Wall Street Journal in 1985, "If it ain't fun, we don't do it." He rides motorcycles with his friends, the Zell's Angels, around the world and he keeps ducks on the deck outside his office. As he writes: "I simply don't buy into many of the made-up rules of social convention. The bottom line is: If you're really good at what you do, you have the freedom to be who you really are." Am I Being Too Subtle?—a reference to Zell's favorite way to underscore a point—takes readers on a ride across his business terrain, sharing with honesty and humor stories of the times he got it right, when he didn't, and most important, what he learned in the process. This is an indispensable guide for the next generation of disrupters, entrepreneurs, and investors. Previous edition of this translation: 2005. 'With The Sell, Fredrik Eklund has created the modern day How to Win Friends and Influence People. If you're looking for how to achieve success in the 21st century, the answer is in your hands' Tom Doctoroff, CEO, J. Walter Thompson, and author of Twitter is Not a Strategy Just over a decade ago, Fredrik Eklund moved to New York City from his native Sweden with nothing but a worn-out pair of sneakers and a dream: to make it big in the city that never sleeps. Despite having no experience in real estate and no contacts, Fredrik transformed himself into the best seller in the most competitive real estate market on the planet, brokering multimillion-dollar deals for celebrities, selling out properties all over the city and charming TV audiences as one of the stars of Million Dollar Listing New York. Blending personal stories and the expertise he's gained from his meteoric rise, The Sell is the modern guide to becoming successful. Featuring everything from the importance of intangible factors like personality and charm, to tips and tricks for preparing, persuading and negotiating, The Sell is a vital go-to book for anyone who wants to have an impact in his or her personal and professional life. No matter what your background is - sales rep, CEO or kitchen-table entrepreneur - this book will help you sell yourself or your brand, and lead a richer, more fulfilling life. The pitch is the absolute essence of modern business. Ideas are the most valuable commodity in the modern economy and it is human skill which develops them. However the skills of the pitch are not only relevant to the world of business, rather they apply to just about every significant personal transaction in your life... So whether at a sales conference in corporate conference room hell or over lunch at a glamorous restaurant, Life's a Pitch tells you how to handle human transactions. A pitch is not a meeting, it's a drama. A pitch is not about transferring information, it's about transferring power. It is business, but it is also theatre. Part inspirational manual for business, part guidebook to a successful and happy social life, Life's a Pitch is written as the result of an accumulated half century of (mostly successful) pitching by the authors. Ground-breaking and genre-busting, it will transform the way you think about the art of persuasion for ever. This volume examines the role of apologia and apology in response to public attack. Author Keith Michael Hearit provides an introduction to these common components of public life, and considers a diverse list of subjects, from public figures and individuals to corporations and institutions. He explores the motivations and rationales behind apologies, and considers the ethics and legal liabilities of these actions. Hearit provides case studies throughout the volume, with many familiar examples from recent events in the United States, as well as an international apology-making case from Japan. The broad-perspective approach of this volume makes the content relevant and appealing to practitioners and scholars in public relations, business communications, and management. It is a valuable text for courses that take a discursive approach to public relations, and it also appeals to readers in business management, examining apology as a response strategy to corporate crises. Strategic Reputation Management examines the ways in which organizations achieve "goodness" through reputation, reputation management and reputation strategies. It presents a contemporary model of strategic reputation management, helping organizations and stakeholders to analyze the business environment as a communicative field of symbols and meanings in which the organization is built or destroyed. Authors Pekka Aula and Saku Mantere introduce the eight generic reputation

strategies, through which organizations can organize their stakeholder relationships in various ways. They illustrate their arguments using real-world examples and studies, from the Finnish Ski Association to Philip Morris International. This book serves as required reading in advanced courses covering public relations practice, advanced topics in PR, corporate communication, management, and marketing. Professionals working in PR, business, management and marketing will also find much of interest in this volume. "Snacka snyggare" är den första moderna retorikboken som ger tips för hur man hanterar både vardagliga och professionella kommunikationsutmaningar. Retorikexperten Elaine Eksvärd som vunnit priset Årets Talare lär dig här att göra slagkraftiga presentationer, mingla som en diplomat och våga tala utan att hacka tänder. I boken ges också råd för hur man klarar av vanliga situationer i vardagen där man ställs inför viktiga men svåra relationssamtal med vänner, familj och kollegor. Du får konkreta tips på hur man tar kontakt, ber om ursäkt, sätter gränser eller landar drömjobbet! Kommunikation är en muskel och få av oss föds med sexpack - denna bok är din personliga retoriktränare! "Snacka snyggare" är uppföljaren till succéboken "Snacka snyggt". A Wall Street Journal Bestseller One of the stars of Bravo's hit series Million Dollar Listing Los Angeles reveals his trade secrets, offering aspiring entrepreneurs and established professionals tips and insights to help them outsmart the competition. Josh "the Shark" Altman has achieved extraordinary success in a traditional industry and in the most competitive real estate market in the country—all without being "discovered" or catching the proverbial big break. He worked for it. He figured it out. He failed. He learned. He wrote his own script. The key to his success? Confidence—informed, intelligent, calculated confidence. Calculated confidence means training yourself in your chosen field, knowing it so well that you can trust your gut instincts to guide you towards the best possible option. When key opportunities present themselves, you are ready to seize them. In It's Your Move, one of the stars of Bravo's hit TV series Million Dollar Listing Los Angeles shares invaluable and street-smart strategies for how to build your confidence, establish your reputation, master the knowledge you need to succeed, take the right risks, and course correct when you make a mistake. Drawing on his experiences negotiating multi-million dollar deals and offering impeccable service to his celebrity and high-profile clients, Altman shows you all the right moves to help you become better, stronger and more effective—whatever your profession or ambitions. German radicals of the 1960s announced the death of literature. For them, literature both past and present, as well as conventional discussions of literary issues, had lost its meaning. In The Institution of Criticism, Peter Uwe Hohendahl explores the implications of this crisis from a Marxist perspective and attempts to define the tasks and responsibilities of criticism in advanced capitalist societies. Hohendahl takes a close look at the social history of literary criticism in Germany since the eighteenth century. Drawing on the tradition of the Frankfurt School and on Jürgen Habermas's concept of the public sphere, Hohendahl sheds light on some of the important political and social forces that shape literature and culture. The Institution of Criticism is made up of seven essays originally published in German and a long theoretical introduction written by the author with English-language readers in mind. This book conveys the rich possibilities of the German perspective for those who employ American and French critical techniques and for students of contemporary critical theory. This book begins with a critical survey of current debates on the "clash of civilizations", goes on to discuss classical and contemporary approaches to civilizational theory, and concludes with an outline of a conceptual framework for comparative analysis. Utökad och reviderad utgåva av retorikexperten Elaine Eksvärds Snacka snyggt! Retorik handlar inte om konsten att tala, det handlar om konsten att få folk att vilja lyssna på det du har att säga. Det menar Elaine Eksvärd, en av Sveriges mest anlitade retorikexperter och föreläsare. Och i den här boken, som är en utökad och reviderad utgåva av hennes bästsäljande bok Snacka snyggt, får du lära dig hur du når dit. Får du handsvett bara du tänker på att hålla tal? Får du inte riktigt till det på presentationerna på jobbet? Eller vill du helt enkelt bara bli ännu grymmare på att tala inför människor och få folk att lyssna på det du har att säga? Med grund i den moderna retoriken guidar Elaine Eksvärd dig till hur du blir den bästa retoriska versionen av dig själv. Oavsett om du ska hålla tal på ett bröllop, hålla en presentation på jobbet, löneförhandla eller ge kritik på ett snyggt sätt. Retorik är så mycket större än att bara stå inför en stor publik och hålla ett anförande. Enligt Elaine handlar det om hur du i din vardag kan hitta en mall som hjälper dig att vara dig själv i situationer där du behöver föra fram ett budskap, oavsett om det är inför en person eller 200 personer. I Snacka snyggt lär Elaine dig bland annat fem steg till att få lyssnarens uppmärksamhet, hur du får folk att gilla dig på tre minuter, konversationsteknik, argumentationsteknik, det senaste inom bloggretorik, presentationsteknik med wow-känsla, och hur du räddar situationen när något går fel. Dessutom tre helt nya kapitel om hur du talar med olika personlighetstyper, mentala retoriska platser och om tal som folk vill lyssna på. Snacka snyggt är den givna guiden till hur du tar retoriken från talarstolen till din vardag och får folk att vilja lyssna till det du har att säga. Is there a foolproof way to reduce stress and anxiety while you boost your memory? Raise your IQ even as you slow down the aging process? Become more creative and train your ability to focus at the same time? The answer is simple: Move! Modern neuroscience and research has shown, more than ever, that physical exercise has extraordinary effects on our cognition. Physical activity, more so than Sudoku or crossword puzzles, optimizes our mental abilities and health in a way unparalleled by any drug, medication, or food supplement. And exercise doesn't just enhance your health, energy and mood levels, and cognitive abilities. You will also learn: Why physical training is the best protection against dementia What type of exercise can be used to treat depression as an antidepressant How exercise increases the ability to focus in children, especially kids with ADHD How children with good fitness can become better in math and reading comprehension Why "runner's high," the natural chemicals released during jogging, improves your health and mood With practical and concrete advice for the layman on how to reap these benefits, as well as neuroscientific research from the last five years broken down to accessible findings, The Real Happy Pill urges you to train your body and mind for a whole-body upgrade, and start to move! Here is the story of Jerry Weintraub: the self-made, Brooklyn-born, Bronx-raised impresario, Hollywood producer, legendary deal maker, and friend of politicians and stars. No matter where nature has placed him--the club rooms of Brooklyn, the Mafia dives of New York's Lower East Side, the wilds of Alaska, or the hills of Hollywood--he has found a way to put on a show and sell tickets at the door. "All life was a theater and I wanted to put it up on a stage," he writes. "I wanted to set the world under a marquee that read: 'Jerry Weintraub Presents.'" In WHEN I STOP TALKING, YOU'LL KNOW I'M DEAD, we follow Weintraub from his first great success at age twenty-six with Elvis Presley, whom he took on the road with the help of Colonel Tom Parker; to the immortal days with Sinatra and Rat Pack glory; to his crowning hits as a movie producer, starting with Robert Altman and Nashville, continuing with Oh, God!, The Karate Kid movies, and Diner, among others, and summing with Steven Soderbergh and Ocean's Eleven, Twelve, and Thirteen. Along the way, we'll watch as Jerry moves from the poker tables of Palm Springs (the games went on for days), to the power rooms of Hollywood, to the halls of the White House, to Red Square in Moscow and the Great Palace in Beijing--all the while counseling potentates, poets, and kings, with clients and confidants like George Clooney, Bruce Willis, George H. W. Bush, Armand Hammer, Brad Pitt, Matt Damon, Bob Dylan, Led Zeppelin, John Denver, Bobby Fischer . . .well, the list goes on forever. And of course, the story is not yet over . . .as the old-timers say, "The best is yet to come." As Weintraub says, "When I stop talking, you'll know I'm dead." With wit, wisdom, and the cool confidence that has colored his remarkable career, Jerry chronicles a quintessentially American journey, one marked by luck, love, and improvisation. The stories he tells and the lessons we learn are essential, not just for those who love movies and music, but for businessmen, entrepreneurs, artists . . . everyone. The European celebrity chef and author of A Piece of Cake returns with this collection of sumptuous comfort foods featuring more than 150 recipes! One More Slice is a fabulous collection of delicious recipes brought together by popular European TV chef and author Leila Lindholm. A follow-up to her hugely successful cake book A Piece of Cake, it focuses on wood fired pizza, pasta, bread, pancakes and waffles, as well as sweet desserts like ice cream, cheesecake and sweet pies. In this new edition, Leila takes basic recipes and transforms them into many different variations. Lindholm offers plenty of kitchen tips and tricks that will appeal to both experienced home bakers and complete beginners. Although there is an Italian feel to many of the recipes, Leila has taken inspiration from across the world, from American apple pie to French pastries to Belgian waffles. Filled with over 150 recipes and over two hundred beautiful photographs, this is a cookbook to inspire and delight. NATIONAL BESTSELLER "Offers an entertaining look at Kerkorian's outside life... an interesting portrait of a billionaire." - Wall Street Journal The rags-to-riches story of one of America's wealthiest and least-known financial giants, self-made billionaire Kirk Kerkorian—the daring aviator, movie mogul, risk-taker, and business tycoon who transformed Las Vegas and Hollywood to become one of the leading financiers in American business. Kerkorian combined the courage of a World War II pilot, the fortitude of a scrappy boxer, the cunning of an inscrutable poker player and an unmatched genius for making deals. He never put his name on a building, but when he died he owned almost every major hotel and casino in Las Vegas. He envisioned and fostered a new industry —the leisure

business. Three times he built the biggest resort hotel in the world. Three times he bought and sold the fabled MGM Studios, forever changing the way Hollywood does business. His early life began as far as possible from a place on the Forbes List of Billionaires when he and his Armenian immigrant family lost their farm to foreclosure. He was four. They arrived in Los Angeles penniless and moved often, staying one step ahead of more evictions. Young Kirk learned English on the streets of L.A., made pennies hawking newspapers and dropped out after eighth grade. How he went on to become one of the richest and most generous men in America—his net worth as much as \$20 billion—is a story largely unknown to the world. That's because what Kerkorian valued most was his privacy. His very private life turned to tabloid fodder late in life when a former professional tennis player falsely claimed that the eighty-five-year-old billionaire fathered her child. In this engrossing biography, investigative reporter William C. Rempel digs deep into Kerkorian's long-guarded history to introduce a man of contradictions—a poorly educated genius for deal-making, an extraordinarily shy man who made the boldest of business ventures, a careful and calculating investor who was willing to bet everything on a single roll of the dice. Unlike others of his status and importance, Kerkorian made few public appearances and strenuously avoided personal publicity. His friends and associates, however, were some of the biggest names in business, entertainment, and sports—among them Howard Hughes, Ted Turner, Steve Wynn, Michael Milken, Cary Grant, Frank Sinatra, Barbra Streisand, Elvis Presley, Mike Tyson, and Andre Agassi. When he died in 2015 two years shy of the century mark, Kerkorian had outlived many of his closest friends and associates. Now, Rempel meticulously pieces together revealing fragments of Kerkorian's life, collected from diverse sources—war records, business archives, court documents, news clippings and the recollections and recorded memories of longtime pals and relatives. In *The Gambler*, Rempel illuminates this unknown, self-made man and his inspiring legacy as never before. Media guru and Emmy Award-winning correspondent Bill McGowan—coach to some of the biggest names in business and entertainment, including Eli Manning, Kelly Clarkson, Jack Welch, Thomas Keller and Kenneth Cole teaches you how to get your message across and get what you want with pitch perfect communication. He is also a trusted advisor in the C-suites of tech companies like, Facebook, Spotify, AirBnB, Dropbox and Salesforce.com. Saying the right thing the right way can make the difference between sealing the deal or losing the account, getting a promotion, or getting a pink slip. It's essential to be pitch perfect—to get the right message across to the right person at the right time. In *Pitch Perfect*, Bill McGowan shows you how to craft the right message and deliver it using the right language—both verbal and nonverbal. *Pitch Perfect* teaches you how to overcome common communication pitfalls using McGowan's simple Principles of Persuasion, which are highly effective and easy to learn, implement, and master. With *Pitch Perfect* you can harness the power of persuasion and have people not only listening closely to your every word but also remembering you long after you've left the room. A sociological interpretation of the collective vision that shaped the origins and evolution of the Internet from the 1990s to the present day analyzes the founding myths of cyberculture, the visions of a technical utopia that informed a technological program, design experiments, virtual reality, and other related topics. Nature is much smarter than the likes of Stanford, Harvard, MIT, McKinsey, Boston Consulting Group, Bain, IBM, Apple and all of the other Fortune 500 companies. In nature, sharks have to move to survive. But in business most market leaders do not, because they are stuck in history—and eventually become shark food. Sharks don't perform by producing endless Power Points; they bite into market share. Sharkonomics will reveal how the logos of market leaders will have more bites taken out of them than a seal after a shark picnic. This book is inspired by Mother Nature's sharks which have been around for more than 420 million years and completed numerous strategic moves. It will prepare you to jump into the water and attack the market. Economic competition is increasing rapidly and reduced resources will increase that further. Economist Joseph Schumpeter (1883-1950) came up with the term "creative destruction" to demonstrate why companies need to innovate constantly in order to survive. In my opinion Schumpeter was converting the saying "eat or be eaten" into economic terms. Sharkonomics is a further enhancement of this: "read this book and take a bite". Sharkonomics will reveal where and how to attack companies such as Apple, through some of the enormous blind spots they are unaware of and through mistakes in their defence strategies. This book provides a major new examination of the current dilemmas of liberal anti-racist policies in European societies, linking two discourses that are normally quite separate in social science: immigration and ethnic relations research on the one hand, and the political economy of the welfare state on the other. The authors rephrase Gunnar Myrdal's questions in *An American Dilemma* with reference to Europe's current dual crisis - that of the established welfare state facing a declining capacity to maintain equity, and that of the nation state unable to accommodate incremental ethnic diversity. They compare developments across the European Union with the contemporary US experience of poverty, race, and class. They highlight the major moral-political dilemma emerging across the EU out of the discord between declared ideals of citizenship and actual exclusion from civil, political, and social rights. Pursuing this overall European predicament, the authors provide a critical scrutiny of the EU's growing policy involvement in the fields of international migration, integration, discrimination, and racism. They relate current policy issues to overall processes of economic integration and efforts to develop a European 'social dimension'. Drawing on case-study analysis of migration, the changing welfare state, and labour markets in the UK, Germany, Italy, and Sweden, the book charts the immense variety of Europe's social and political landscape. Trends of divergence and convergence between single countries are related to the European Union's emerging policies for diversity and social inclusion. It is, among other things, the plurality of national histories and contemporary trajectories that makes the European Union's predicament of migration, welfare, and citizenship different from the American experience. These reasons also account in part for why it is exceedingly difficult to advance concerted and consistent approaches to one of the most pressing policy issues of our time. Very few of the existing sociological texts which compare different European societies on specific topics are accessible to a broad range of scholars and students. The European Societies series will help to fill this gap in the literature, and attempt to answer questions such as: Is there really such a thing as a 'European model' of society? Do the economic and political integration processes of the European Union also imply convergence in more general aspects of social life, such a family or religious behaviour? What do the societies of Western Europe have in common with those further to the East? This series will cover the main social institutions, although not every author will cover the full range of European countries. As well as surveying existing knowledge in a manner useful to students, each book will also seek to contribute to our growing knowledge of what remains in many respects a sociologically unknown continent. The series editor is Colin Crouch. A new edition of Paul Fussell's literate, literary, and illuminating account of the Great War, now a classic text of literary and cultural criticism. Det är inte meningen att ett jobb bara ska vara ett jobb. Har du tänkt på hur viktigt det är att ha kul på jobbet? För där tillbringar du en stor del av ditt liv. Dessutom - har du kul på jobbet så påverkar det resten av livet också. Den här boken är skriven av tolv av Sveriges och världens främsta inspiratörer. De har alla fantastiskt roligt på jobbet och vill gärna berätta hur de gör. Om du låter dig inspireras av vad de skriver har du alla möjligheter att få riktigt kul på jobbet och, som en effekt av det, ett härligt liv. Is your business looking out? The world today is drowning in data. There is a treasure trove of valuable and underutilized insights that can be gleaned from information companies and people leave behind on the internet - our 'digital breadcrumbs' - from job postings, to online news, social media, online ad spend, patent applications and more. As a result, we're at the cusp of a major shift in the way businesses are managed and governed - moving from a focus solely on lagging, internal data, toward analyses that also encompass industry-wide, external data to paint a more complete picture of a brand's opportunities and threats and uncover forward-looking insights, in real time. Tomorrow's most successful brands are already embracing Outside Insight, benefitting from an information advantage while their competition is left behind. Drawing on practical examples of transformative, data-led decisions made by brands like Apple, Facebook, Barack Obama and many more, in *Outside Insight*, Meltwater CEO Jorn Lyseggen illustrates the future of corporate decision-making and offers a detailed plan for business leaders to implement Outside Insight thinking into their company mindset and processes. "Information overload", "too much going on", "full email inbox", "too much on your plate", "heavy workload", "ASAP", "piles that keep growing", it has to get better soon... Yes, there are many ways to describe the chaotic life many of us lead at work. But, if we create a better structure at work, we will have more time for what matters most to us and to our business. *Super Structured* is based on a highly successful training program and is for anyone who wants to create a workday that runs smoother and with greater ease. In short chapters with useful advice and tips mixed with practical exercises, David Stiernholm teaches you how you can work in a more structured way through "organization", "automation" and "focus". The book gives you the tools, mindset, methods and routines that will make you more efficient, more flexible and actually happier. Please update SAGE UK and SAGE INDIA addresses on imprint page. In America and the Great War, 1914-1920, the

accomplished writing team of D. Clayton James and Anne Sharp Wells provides a succinct account of the principal military, political, and social developments in United States History as the nation responded to, and was changed by, a world in crisis. A forthright examination of America's unprecedented military commitment and actions abroad, *America and the Great War* includes insights into the personalities of key Allied officers and civilian leaders as well as the evolution of the new American "citizen soldier." Full coverage is given to President Wilson's beleaguered second term, the experience of Americans—including women, minorities, and recent arrivals—on the home front, and the lasting changes left in the Great War's wake. Award-winning novel: Best novel for young adults, Sweden An accidentally sawed off thumb throws the reader right into high school-outsider Maja's journey in pursuit of identity. With a suddenly disappeared mom and a reluctant crush on the boy next door, this spring nothing turns out as Maja has imagined. How do people come to think of themselves as part of a nation? *Dramas of Nationhood* identifies a fantastic cultural form that binds together the Egyptian nation—television serials. These melodramatic programs—like soap operas but more closely tied to political and social issues than their Western counterparts—have been shown on television in Egypt for more than thirty years. In this book, Lila Abu-Lughod examines the shifting politics of these serials and the way their contents both reflect and seek to direct the changing course of Islam, gender relations, and everyday life in this Middle Eastern nation. Representing a decade's worth of research, *Dramas of Nationhood* makes a case for the importance of studying television to answer larger questions about culture, power, and modern self-fashionings. Abu-Lughod explores the elements of developmentalist ideology and the visions of national progress that once dominated Egyptian television—now experiencing a crisis. She discusses the broadcasts in rich detail, from the generic emotional qualities of TV serials and the depictions of authentic national culture, to the debates inflamed by their deliberate strategies for combating religious extremism. Former agency executive Linda Bjrck, a.k.a. "The Meditating CEO," knows how to use mindfulness and mind skills to unleash leadership success and bottom-line results beyond your wildest imagination. Her inspiring stories and transformative program will have you know: The difference between a gassy stomach and a gut feeling How an imagination train is better than a gravy train How to focus and what to focus on (thats actually a biggie) How kindness is one of the sharpest choices you can make How you are the boss of your life (like, completely) How you can be, round figures, 100% more intelligent How to stop being exhausted all the time - and other mind-skills for inspirational leadership in our transparent, ever-changing world. You will also be introduced to Mr. Stress, Mr. Ego and Mr. Autopilot, and how to best deal with the lot of them. All this from a CEO who has been meditating since 1996 and still believes in deodorant, having fun at work and making great profits. In 1982, at the age of just twenty-three and halfway through her architecture studies, Elspeth Beard left her family and friends in London and set off on a 35,000-mile solo adventure around the world on her 1974 BMW R60/6. Reeling from a recent breakup and with only limited savings from her pub job, a tent, a few clothes and some tools, all packed on the back of her bike, she was determined to prove herself. She had ridden bikes since her teens and was well travelled. But nothing could prepare her for what lay ahead. When she returned to London nearly two and a half years later she was stones lighter and decades wiser. She'd ridden through unforgiving landscapes and countries ravaged by war, witnessed civil uprisings that forced her to fake documents, and fended off sexual attacks, biker gangs and corrupt police convinced she was trafficking drugs. She'd survived life-threatening illnesses, personal loss and brutal accidents that had left permanent scars and a black hole in her memory. And she'd fallen in love with two very different men. In an age before email, the internet, mobile phones, satnavs and, in some parts of the world, readily available and reliable maps, Elspeth achieved something that would still seem remarkable today. Told with honesty and wit, this is the extraordinary and moving story of a unique and life-changing adventure. By offering a broad empirical approach to different modes of audience participation from the late eighteenth century up to the present, this book not only provides new insights to the expanding field of media history but also challenges the rhetoric of newness that characterizes contemporary discussions of participatory media. In a book that offers both immediate and long-term solutions, as well as guidance to help navigate difficult situations, the author reveals five life-altering tools people can use to help them focus on integrating kindness into their everyday lives, a practice that can lead to happiness, wealth, success, and fulfillment. Original. Retells the love story between Astrid Kirzherr and Stuart Sutcliffe, the famed "fifth Beatle," who started the band with John Lennon and left to become an artist before the band's rise to fame.

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