

Mastering Communication Nicky Stanton

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This book will help students improve their speaking, listening, reading and writing skills. It will give an understanding of the importance of good communication skills for their personal development and career. It is relevant to a variety of courses: HE, FE, Professional, Open University, A-level and International Baccalaureate.

We all need more hours in the day, as we spend more time than ever working, studying and caring. So what if we could reclaim an entire hour, every day, to spend on the things we love? With proven advice from over 300 busy contributors, The Extra Hour condenses the best strategies and secrets into just 190 pages, to instantly supercharge your productivity. Whether you're a time-poor student, a frazzled entrepreneur or burned-out at work, waste no time in discovering how to: · cut time spent on emails in half · banish distracting thoughts for good · power-surf the web · and much, much more This is the last productivity book you'll ever need. So, what will you do with your Extra Hour?

Written primarily for AS and A-Level English courses, but of interest to university students on related courses, this book is designed to make an intuitive understanding of language explicit. By focusing on language use in different contexts, it encourages an investigative and interpretative approach.

Provides guidance necessary to understand and master the skills of critical appreciation. Addresses each skill and takes reader through each stage of the literary critical process. Also includes sample questions and worked examples.

Character has become a front-and-center topic in contemporary discourse, but this term does not have a fixed meaning. Character may be simply defined by what someone does not do, but a more active and thorough definition is necessary, one that addresses certain vital questions. Is character a singular characteristic of an individual, or is it composed of different aspects? Does character--however we define it--exist in degrees, or is it simply something one happens to have? How can character be developed? Can it be learned? Relatedly, can it be taught, and who might be the most effective teacher? What roles are played by family, schools, the media, religion, and the larger culture? This groundbreaking handbook of character strengths and virtues is the first progress report from a prestigious group of researchers who have undertaken the systematic classification and measurement of widely valued positive traits. They approach good character in terms of separate strengths--authenticity, persistence, kindness, gratitude, hope, humor, and so on--each of which exists in degrees. Character Strengths and Virtues classifies twenty-four specific strengths under six broad virtues that consistently emerge across history and culture: wisdom, courage, humanity, justice, temperance, and transcendence. Each strength is thoroughly examined in its own chapter, with special attention to its meaning, explanation, measurement, causes, correlates, consequences, and development across the life span, as well as to strategies for its deliberate cultivation. This book demands the attention of anyone interested in psychology and what it can teach about the good life.

This book draws on contemporary occupational therapy theory and research to provide occupational therapy students and clinicians with a practical resource on implementing occupation centred practice with children. Each chapter has specific objectives and uses case studies to demonstrate the clinical realities and applications of each of the topics addressed. Best practice guidelines are provided along with summary of recommendations drawn from the relevant theories, occupational therapy philosophy and existing research. The book aims specifically to be practice based.

What happens to politics when it takes the form of theatre? How has theatre both exploited and undermined politics both in society and on the stage? Theatre & Politics explores the complex relationship between theatre and politics, questioning some of the assumptions that often arise when they are brought together. Challenging ideas about 'entertainment' and 'communication', the book draws on a broad range of key writing from Plato to Rancie re, and theatrical examples from Shakespeare and his adaptors through Peter Handke to debbie tucker green.