

Please Find Below And Or Attached An Office Communication

The best-selling workbook and grammar guide, revised and updated! Hailed as one of the best books around for teaching grammar, *The Blue Book of Grammar and Punctuation* includes easy-to-understand rules, abundant examples, dozens of reproducible exercises, and pre- and post-tests to help teach grammar to middle and high schoolers, college students, ESL students, homeschoolers, and more. This concise, entertaining workbook makes learning English grammar and usage simple and fun. This updated Twelfth Edition reflects the latest updates to English usage and grammar and features a two-color design and lay-flat binding for easy photocopying. Clear and concise, with easy-to-follow explanations, offering “just the facts” on English grammar, punctuation, and usage Fully updated to reflect the latest rules, along with quizzes and pre- and post-tests to help teach grammar Ideal for students from seventh grade through adulthood in the US and abroad For anyone who wants to understand the major rules and subtle guidelines of English grammar and usage, *The Blue Book of Grammar and Punctuation* offers comprehensive, straightforward instruction.

Ongoing research shows that whilst 90 per cent of large companies are conducting global projects to take advantage of distributed skills, around-the-clock operations and virtual team environments, less than one third of them have effective, established practices to help project managers and team members working over a distance. As a consequence, most organisations struggle to reach the required levels of quality and effectiveness from these projects because their methods and practices are not adapted to a global multi-cultural environment, where most communication is in writing and asynchronous. *Global Project Management* describes how to adapt your organisation and your projects to thrive in this environment. The book goes beyond the recommendations on collaborative tools, to suggest the development of best practices on cross-cultural team management and global communication, recommend organisational changes and project structures, and propose alternatives for the implementation of the new practices and methods. The text is filled with real-life examples and techniques and illustrates how to apply the recommendations as part of the successful management of any global project.

Global Project Management Communication, Collaboration and Management Across Borders CRC Press

A biography of J. B. S. Haldane, the brilliant and eccentric British scientist whose innovative predictions inspired Aldous Huxley's *Brave New World*. J. B. S. Haldane's life was rich and strange, never short on genius or drama—from his boyhood apprenticeship to his scientist father, who first instilled in him a devotion to the scientific method; to his time in the trenches during the First World War, where he wrote his first scientific paper; to his numerous experiments on himself, including inhaling dangerous levels of carbon dioxide and drinking hydrochloric acid; to his clandestine research for the British Admiralty during the Second World War. He is best remembered as a geneticist who revolutionized our understanding of evolution, but his peers hailed him as a polymath. One student called him “the last man who might know all there was to be known.” He foresaw in vitro fertilization, peak oil, and the hydrogen fuel cell, and his contributions ranged over physiology, genetics, evolutionary biology, mathematics, and biostatistics. He was also a staunch Communist, which led him to Spain during the Civil War and sparked suspicions that he was spying for the Soviets. He wrote copiously on science and politics in newspapers and magazines, and he gave speeches in town halls and on the radio—all of which made him, in his day, as famous in Britain as Einstein. It is the duty of scientists to think politically, Haldane believed, and he sought not simply to tell his readers what to think but to show them how to think. Beautifully written and richly detailed, Samanth Subramanian's *A Dominant Character* recounts Haldane's boisterous life and examines the questions he raised about the intersections of genetics and politics—questions that resonate even more urgently today.

A virtual reality pioneer during the '60's and early '70s with 28 patents to his name.

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