

Sample Letter Of Recommendation For Surgical Tech

Sir Ernest Shackleton and his expedition team's journey to the Antarctic continent in 1914 goes terribly wrong after their boat is trapped and crushed by ice, leaving them stranded in the most harsh conditions and fighting for their very lives with every step they took. Reprint.

When they prepare for business school, few candidates take the time to acquire the caliber of recommendation letters they will need to distinguish themselves in a highly competitive applicant pool. This book, which was written by an Ivy League admissions expert, offers detailed advice to write (and get) persuasive letters that highlight the personal, academic and professional strengths the committee expects to see. It also includes 45 successful MBA recommendation letters, including several that "explain" extenuating circumstances in a candidate's history (such as disappointing grades, a gap in employment, and low GMAT scores). At top business schools, where the competition is fierce, the quality and depth of a candidate's reference letters can make the difference between acceptance and rejection. Whether you are an applicant who needs a persuasive letter of recommendation, or someone who has been asked to write one, this exceptional book is mandatory reading.

From the creator of the popular website Ask a Manager and New York's work-advice columnist comes a witty, practical guide to 200 difficult professional conversations—featuring all-new advice! There's a reason Alison Green has been called "the Dear Abby of the work world." Ten years as a workplace-advice columnist have taught her that people avoid awkward conversations in the office because they simply don't know what to say. Thankfully, Green does—and in this incredibly helpful book, she tackles the tough discussions you may need to have during your career. You'll learn what to say when • coworkers push their work on you—then take credit for it • you accidentally trash-talk someone in an email then hit "reply all" • you're being micromanaged—or not being managed at all • you catch a colleague in a lie • your boss seems unhappy with your work • your cubemate's loud speakerphone is making you homicidal • you got drunk at the holiday party Praise for Ask a Manager "A must-read for anyone who works . . . [Alison Green's] advice boils down to the idea that you should be professional (even when others are not) and that communicating in a straightforward manner with candor and kindness will get you far, no matter where you work."—Booklist (starred review) "The author's friendly, warm, no-nonsense writing is a pleasure to read, and her advice can be widely applied to relationships in all areas of readers' lives. Ideal for anyone new to the job market or new to management, or anyone hoping to improve their work experience."—Library Journal (starred review) "I am a huge fan of Alison Green's Ask a Manager column. This book is even better. It teaches us how to deal with many of the most vexing big and little problems in our workplaces—and to do so with grace, confidence, and a sense of humor."—Robert Sutton, Stanford professor and author of The No Asshole Rule and The Asshole Survival Guide "Ask a Manager is the ultimate playbook for navigating the traditional workforce in a diplomatic but firm way."—Erin Lowry, author of Broke Millennial: Stop Scraping By and Get Your Financial Life Together

Writing an amazing college admission essay is easier than you think! So you're a high school senior given the task of writing a 650-word personal statement for your college application. Do you tell the story of your life, or a story from your life? Do you choose a single moment? If so, which one? The options seem endless. Lucky for you, they're not. College counselor Ethan Sawyer (aka The College Essay Guy) will show you that there are only four (really, four!) types of college admission essays. And all you have to do to figure out which type is best for you is answer two simple questions: 1. Have you experienced significant challenges in your life? 2. Do you know what you want to be or do in the future? With these questions providing the building blocks for your essay, Sawyer guides you through the rest of the process, from choosing a structure to revising your essay, and answers the big questions that have probably been keeping you up at night: How do I brag in a way that doesn't sound like bragging? and How do I make my essay, like, deep? Packed with tips, tricks, exercises, and sample essays from real students who got into their dream schools, College Essay Essentials is the only college essay guide to make this complicated process logical, simple, and (dare we say it?) a little bit fun.

This practical resume-building and employment guide takes readers step-by-step through the process of crafting a polished resume and developing strong interview techniques. It is the only resume manual on the market specifically geared toward those who enter the job market with a two-year degree, although it is equally applicable to four-year graduates. Numerous examples allow readers to develop a resume that best suits their career goals, and information on electronic resume formatting and delivery prepares readers to use today's online resources in their employment search. The guide also provides a direct, simplified approach to the entire employment process by discussing employment databases, cover letters, networking, and job applications. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Willis Wu doesn't perceive himself as a protagonist even in his own life: He's merely Generic Asian man. Sometimes he gets to be Background Oriental Making a Weird Face or even Disgraced Son, but he is always relegated to a prop. Yet every day he leaves his tiny room in a Chinatown SRO and enters the Golden Palace restaurant, where Black and White, a procedural cop show, is in perpetual production. He's a bit player here, too, but he dreams of being Kung Fu Guy--the most respected old that anyone who looks like him can attain. At least that's what he has been told, time and time again. Except by one person, his mother. Who says to him: Be more. Playful but heartfelt, a send-up of Hollywood tropes and Asian stereotypes, Interior Chinatown is Charles Yu's most moving, daring, and masterly novel yet.

The definitive career guide for grad students, adjuncts, post-docs and anyone else eager to get tenure or turn their Ph.D. into their ideal job Each year tens of thousands of students will, after years of hard work and enormous amounts of money, earn their Ph.D. And each year only a small percentage of them will land a job that justifies and rewards their investment. For every comfortably tenured professor or well-paid former academic, there are countless underpaid and overworked adjuncts, and many more who simply give up in frustration. Those who do make it share an important asset that separates them from the pack: they have a plan. They understand exactly what they need to do to set themselves up for success. They know what really moves the needle in academic job searches, how to avoid the all-too-common mistakes that sink so many of their peers, and how to decide when to point their Ph.D. toward other, non-academic options. Karen Kelsky has made it her mission to help readers join the select few who get the most out of their Ph.D. As a former tenured professor and department head who oversaw numerous academic job searches, she knows from experience exactly what gets an academic applicant a job. And as the creator of the popular and widely respected advice site The Professor is In, she has helped countless Ph.D.'s turn themselves into stronger applicants and land their dream careers. Now, for the first time ever, Karen has poured all her best advice into a single handy guide that addresses the most important issues facing any Ph.D., including: -When, where, and what to publish -Writing a foolproof grant application -Cultivating references and crafting the perfect CV -Acing the job talk and campus interview -Avoiding the adjunct trap -Making the leap to nonacademic work, when the time is right The Professor Is In addresses all of these issues, and many more.

A much-needed "people skills" primer and master class in all facets of workplace communication Do you know how to ask for help at work without sounding dumb? Do you know how to get valuable and useful feedback from your colleagues? Have you mastered your professional elevator pitch so that every time you meet someone, they remember and are impressed by you? If you answered "no" to any of these questions, you need Great on the Job. In 2008, Jodi Glickman launched Great on the Job, a communications consulting firm whose distinguished client list includes Harvard Business School, Wharton, The Stern School of Business, Merrill Lynch, and Citigroup. Now, Glickman's three-step training program is available in book form for the first time. With case studies, micro strategies, and example language,

readers will learn communication skills that can be practiced and implemented immediately. In today's economy, it's not typically the smartest, hardest working or most technically savvy who succeed. Instead, the ability to communicate well is often the most important precursor to success in the workplace. So whether you're a star performer or a struggling novice, Great on the Job will give you the building blocks you need for every conversation you'll have at work.

Survive & Thrive in the Classroom From Day One! Teaching high school students is the toughest job you'll ever love. Of course, often it is an acquired love. You must learn to manage your students' education and play parent, counselor, police officer, and mentor. Wow! Now relax—it doesn't have to be overwhelming. With a little preparation you can ensure that you and your students get the most out of your time in the classroom and enjoy it! Full of real-world advice and answers for the complex issues facing today's high school teachers, this down-to-earth and witty book will teach you how to create an atmosphere of cooperation, learning, and respect within your classroom. Use this helpful guide as your personal mentor to achieve a successful and satisfying career as a high school teacher. Earn straight A's your first year by knowing how to:

- Create an attention-grabbing and interactive teaching environment
- Manage difficult students and unique teenage problems
- Communicate, educate, and have fun with your students
- Balance the demands of old-school administrators and pushy parents
- Fairly assess, grade, and evaluate students
- Develop effective and engrossing lesson plans

"Straightforward, up-to-date, and engaging. I've seen a lot of resource books for new teachers, and this is the best of the bunch." —Wendell Geis, continuing education administrator, University of California, Davis

This book/CD-ROM reference for professionals teaches letter-writing basics and offers style and grammar guidelines, along with some 365 sample letters for sales, marketing, and public relations, vendor and supplier issues, credit and collections, transmittal and confirmation, personnel matters, and every other business situation. Appendices list frequently misused words, punctuation guidelines, abbreviations, and telephone and online grammar hotlines. The CD-ROM contains all of the sample letters from the book, which can be customized for immediate use. Seglin teaches magazine publishing in the graduate department of writing, literature, and publishing at Emerson College. Annotation copyrighted by Book News, Inc., Portland, OR

The college planning and application process is not an impenetrable mystery. The sooner you understand how it works, the sooner you can empower your child to make informed college decisions. Stop procrastinating! This book tells the story of Michelle, a determined mom who will stop at nothing to ensure that her son, Jack, has plenty of choices for college. When Jack announces he needs to start thinking about college, Michelle panics -- but only for a moment. *Stairway to College Heaven* traces Michelle's journey from confusion to confidence. Led by three enthusiastic, nacho-loving guides, Michelle discovers the obstacles that lurk ahead and finds the strategies to overcome them. Victoria Tillson Evans, Jonathan Perkins, and Phil Sung, have teamed up to bring you a wealth of practical advice about your family's college journey. Victoria earned her BA from Johns Hopkins University and her AM and PhD from Harvard University; she runs Distinctive College Consulting in Bethesda, Maryland. Jon earned his BA from Stanford University and his JD from Harvard Law School; he offers college counseling services through Essaywise in Palos Verdes Estates, California. Phil earned his BA from Stanford; he provides college counseling and ACT/SAT test prep services through Essaywise in Palo Alto, California. The *Stairway to College Heaven* awaits. Are you ready to take the first step? Communicate effectively with all stakeholders through these invaluable tips, including how-to's for dealing with disasters and approaching sensitive topics such as sex, gangs, and substance abuse.

Seasoned classroom veterans, pre-tenured faculty, and neophyte teaching assistants alike will find this book invaluable. HHMI Professor Jo Handelsman and her colleagues at the Wisconsin Program for Scientific Teaching (WPST) have distilled key findings from education, learning, and cognitive psychology and translated them into six chapters of digestible research points and practical classroom examples. The recommendations have been tried and tested in the National Academies Summer Institute on Undergraduate Education in Biology and through the WPST. Scientific Teaching is not a prescription for better teaching. Rather, it encourages the reader to approach teaching in a way that captures the spirit and rigor of scientific research and to contribute to transforming how students learn science.

A Best Book of the Year: NPR and Boston Globe Finally a novel that puts the "pissed" back into "epistolary." Jason Fitger is a beleaguered professor of creative writing and literature at Payne University, a small and not very distinguished liberal arts college in the midwest. His department is facing draconian cuts and squalid quarters, while one floor above them the Economics Department is getting lavishly remodeled offices. His once-promising writing career is in the doldrums, as is his romantic life, in part as the result of his unwise use of his private affairs for his novels. His star (he thinks) student can't catch a break with his brilliant (he thinks) work *Accountant in a Bordello*, based on Melville's *Bartleby*. In short, his life is a tale of woe, and the vehicle this droll and inventive novel uses to tell that tale is a series of hilarious letters of recommendation that Fitger is endlessly called upon by his students and colleagues to produce, each one of which is a small masterpiece of high dudgeon, low spirits, and passive-aggressive strategies. We recommend *Dear Committee Members* to you in the strongest possible terms.

With no memory of the car accident itself, 17-year-old Mia must come to terms with never really knowing what happened one horrific winter's day that changed her life forever. When they prepare for medical school, few candidates take the time to acquire the caliber of recommendation letters they will need to distinguish themselves in a highly competitive applicant pool. This book, which was written by an Ivy League admissions expert, offers detailed advice to write (and get) persuasive letters that highlight the personal, academic and professional strengths the committee expects to see. It also includes 45 successful recommendation letters, including several that "explain" extenuating circumstances in a candidate's history (such as disappointing grades, a gap in employment, and low MCAT scores). At top medical schools, where the competition is fierce, the

quality and depth of a candidate's reference letters can make the difference between acceptance and rejection. Whether you are an applicant who needs a persuasive letter of recommendation, or someone who has been asked to write one, this exceptional book is mandatory reading.

This guide is dedicated to PM&R faculty including chairmen of divisions and attendings to help them write LORs. Also this help students and residency applicants to write LORs. This booklet include 2 samples PM&R LOR the 1st is from US Elective, Observership or AMG medical student rotation and the 2nd is from foreign (IMG) medical school rotation or residency training. These 2 letters are very typical to those matching applicants' profiles. This booklet also contains the 20 guidelines questions and answers which you must use to formulate the letter. These guidelines as you will see in the booklet include but not limited to: addressing the letter, what is opening paragraphs, how many paragraphs, closing paragraph, signature, font and size, number of pages or characters, what must mention to get interviews, what not to mention to avoid rejections, etc. The information was collected over the past 15 years of our experience with AMGs and IMGs in the match from the top successful LORs and from program directors.

First published as *The Years That Matter Most* From best-selling author Paul Tough, an indelible and explosive book on the glaring injustices of higher education, including unfair admissions tests, entrenched racial barriers, and crushing student debt. Now updated and expanded for the pandemic era. When higher education works the way it's supposed to, there is no better tool for social mobility—for lifting young people out of challenging circumstances and into the middle class and beyond. In reality, though, American colleges and universities have become the ultimate tool of social immobility—a system that secures a comfortable future for the children of the wealthy while throwing roadblocks in the way of students from struggling families. Combining vivid and powerful personal stories with deep, authoritative reporting, Paul Tough explains how we got into this mess and explores the innovative reforms that might get us out. Tough examines the systemic racism that pervades American higher education, shows exactly how the SATs give an unfair advantage to wealthy students, and guides readers from Ivy League seminar rooms to the welding shop at a rural community college. At every stop, he introduces us to young Americans yearning for a better life—and praying that a college education might help them get there. With a new preface and afterword by the author exposing how the coronavirus pandemic has shaken the higher education system anew.?

Dedication Discipline Determination Depending on Family An Extraordinary Guide for All Students to Achieve Amazing Success! Finally, an educational guide for all students! Moving from Ordinary to Extraordinary: Strategies for Preparing for College and Scholarships is a step by- step guide to achieving amazing success in high school and beyond. It is a must-read for all high school students and their parents. Dr. Sharnnia Artis shares the Extraordinary tips that allowed her to receive over \$200,000 in scholarships and acceptance to every college she applied to as a high school senior. Being an Extraordinaire is a 4-D undertaking that requires dedication, discipline, determination, and depending on your family, friends, teachers, and mentors! Dr. Artis offers an amazingly straightforward approach for preparing ordinary students for Extraordinary success. Learn how to set goals and accomplish them in a competitive environment. Become an Extraordinary person who stands out from the ordinary. Impress college admissions representatives, scholarship committees, and potential employers. You can achieve Extraordinary success! This guide is dedicated to faculty including chairmen of divisions and attendings to help them write LORs. Also this help students and residency applicants to write LORs. This booklet include 2 samples neurosurgery LOR the 1st is from US Elective, Observership or AMG medical student rotation and the 2nd is from foreign (IMG) medical school rotation or residency training. These 2 LORs are very typical to those matching applicants' profiles. This booklet also contains the 20 guidelines questions and answers which you must use to formulate the letter. These guidelines as you will see in the booklet include but not limited to: addressing the letter, what is opening paragraphs, how many paragraphs, closing paragraph, signature, font and size, number of pages or characters, what must mention to get interviews, what not to mention to avoid rejections, etc. The information was collected over the past 15 years of our experience with AMGs and IMGs in the match from the top successful LORs and from program directors.

Expert advice for helping an applicant's chances of acceptance by choosing the right words and phrases As a teacher, professor, or an employer, you are often called upon for letters of recommendation--and probably as often find yourself stumped about what to say. It can be a daunting task when someone's future is in the balance. This book, written by a writing expert, will help you find the right words--and avoid the pitfalls--of creating a letter of recommendation. Author Paul Bodine explains what makes a recommendation letter good and also what can make it ineffective. The book contains paragraph-length examples of effective recommendation letter writing for all types of situations.

This compilation of resources offers practical, ready-to-use solutions to the issues and dilemmas principals face every day.

When they prepare for law school, few candidates take the time to acquire the caliber of recommendation letters they will need to distinguish themselves in a highly competitive applicant pool. This book, which was written by an Ivy League admissions expert, offers detailed advice to write (and get) persuasive letters that highlight the personal, academic and professional strengths the committee expects to see. It also includes 45 successful recommendation letters, including several that "explain" extenuating circumstances in a candidate's history (such as disappointing grades, a gap in employment, and low LSAT scores). At top law schools, where the competition is fierce, the quality and depth of a candidate's reference letters can make the difference between acceptance and rejection. Whether you are an applicant who needs a persuasive letter of recommendation, or someone who has been asked to write one, this exceptional book is mandatory reading.

How can educators write powerful letters of recommendation for students whose post-secondary plans require them? This compilation of 52 sample letters written by an experienced high school counselor is designed to jump start your thinking process so your own feelings and words can emerge. Learn how to turn your positive recommendations into glowing and electric communications to help your students gain acceptance to their desired programs.

How to Write Powerful Letters of Recommendation

From beaches and amusement parks to fast-food restaurants, babysitting, and clerking, more teens are looking for jobs than ever before. With the help of this guide to cool jobs, they will know what to expect and what employers will expect of them.

"Originally published in hardcover in the United States by Crown Business, New York, in 2017"--Title page verso.

Zelie Adebola remembers when the soil of Or sha hummed with magic. Burners ignited flames, Tiders beckoned waves, and Zelie s Reaper mother summoned forth souls. But everything changed the night magic disappeared. Under the orders of a ruthless king, maji were killed, leaving Zelie without a mother and her people without hope.

Instant Recommendation Letter Kit is a unique and highly focused information resource that concentrates on the writing of ALL types of letters of recommendation: personal, business, employment, and college admission. Also covered are: employment and character reference letters, commendation letters, and performance evaluation letters. This is the print version of the best-selling online eBook. In addition to extensive "how-to" information, the Kit also provides 35 real-life letter and essay templates, plus more than 100 researched hyperlinks to online recommendation letter resources. The print version includes a special e-mail address where buyers can order a Free set of all of the templates and resource hyperlinks included in the Book, that they can download into their word processor (MS-Word format). The Kit also contains a Bonus Chapter on how to write college admission essays, including a number of downloadable samples. In addition, the Book includes a money-saving Bonus "Buyers Guide" that reviews and assesses the top sites on the Internet that offer online writing services for recommendation letters and college admission essays. This Kit is a unique "must-have" writing resource for anyone who needs help writing any kind of recommendation letter. For more information see: <http://www.instantrecommendationletterkit.com>

There's no escaping problem employees. But with 101 prewritten disciplinary write-ups at a manager's fingertips, there is a way to escape the headaches, anxiety, and potential legal trouble of performance review or counseling sessions. Completely updated and covering the latest developments in employment law, the second edition of 101 Sample Write-Ups for Documenting Employee Performance Problems explains the disciplinary process from beginning to end and provides ready-to-use model documents—in print and on disk—that eliminate the stress and second-guessing about what to do and say. Expertly written, the write-ups cover every kind of problem—substandard work quality, absenteeism, insubordination, e-mail misuse, sexual harassment, drug or alcohol abuse, and more. Readers will also find new information on laying the ground work for a tidy dismissal; tying progressive discipline to annual performance reviews; formally addressing intermittent FMLA abuse; ways to avoid drafting documentation that could later be used against their company; and much more. There is perhaps no more dreaded managerial task than communicating with an employee about a disciplinary problem, but this one-of-a-kind guide helps managers handle any scenario fairly, constructively, and, most importantly—legally.

Draws on the counsel of the collegeboard.com Web site to inform high school students on how to organize their college applications efforts in order to stay on top of required tests, forms, letters of recommendation, and interviews, in a resource that provides supplemental coverage of everything from selecting a college to packing for dorm life. Original.

This book offers 100 sample letters of recommendation for Master and PhD candidates. The sample letters are provided by university and college professors for their students, with various academic backgrounds. These letters helped the candidates to be admitted into their desire programs in esteemed universities around the world. Whether you are offering a recommendation letter or requesting it, this book can help you to be more familiar with the content, tone, and style of an influential and powerful recommendation letter. Perhaps, the provided samples are not the best possible recommendation letters. But, they are the winners! What is more important than that?

NEW YORK TIMES BESTSELLER USA TODAY BESTSELLER NATIONAL INDIE BESTSELLER THE WASHINGTON POST BESTSELLER Recommended by Entertainment Weekly, Real Simple, NPR, Slate, and Oprah Magazine #1 Library Reads Pick—October 2020 #1 Indie Next Pick—October 2020 BOOK OF THE YEAR (2020) FINALIST—Book of The Month Club A “Best Of” Book From: Oprah Mag * CNN * Amazon * Amazon Editors * NPR * Goodreads * Bustle * PopSugar * BuzzFeed * Barnes & Noble * Kirkus Reviews * Lambda Literary * Nerdette * The Nerd Daily * Polygon * Library Reads * io9 * Smart Bitches Trashy Books * LiteraryHub * Medium * BookBub * The Mary Sue * Chicago Tribune * NY Daily News * SyFy Wire * Powells.com * Bookish * Book Riot * Library Reads Voter Favorite * In the vein of The Time Traveler's Wife and Life After Life, The Invisible Life of Addie LaRue is New York Times bestselling author V. E. Schwab's genre-defying tour de force. A Life No One Will Remember. A Story You Will Never Forget. France, 1714: in a moment of desperation, a young woman makes a Faustian bargain to live forever—and is cursed to be forgotten by everyone she meets. Thus begins the extraordinary life of Addie LaRue, and a dazzling adventure that will play out across centuries and continents, across history and art, as a young woman learns how far she will go to leave her mark on the world. But everything changes when, after nearly 300 years, Addie stumbles across a young man in a hidden bookstore and he remembers her name. At the Publisher's request, this title is being sold without Digital Rights Management Software (DRM) applied.

Learn how to write a persuasive recommendation letter that makes a DIFFERENCE! At top universities and colleges, the competition among candidates is fierce. Therefore, the quality of a candidate's application plays the key role. In this regard, the letter of recommendation is one of the most essential aspects of a student's graduate school application. Powerful letters of recommendation is the crucial factor in whether a student can be admitted into a graduate program. Therefore, writing a recommendation letter is a huge responsibility and should be taken seriously. Sometimes, it is helpful to look at sample letters of recommendation to see exactly how they should look and to become more familiar with the content, tone, and style of an influential recommendation letter. This book offers 100 sample letters of recommendation for master and PhD candidates. The sample letters are provided by university and college professors for their students, with various academic backgrounds. These letters helped the candidates gain admittance into their desire programs in esteemed universities around the world. Write the right words and avoid pitfalls of ceating a letter of recommendation Whether you are offering a recommendation letter or requesting it, this book can help you to be more familiar with the content, tone, and style of an influential and powerful recommendation letter. If you're a graduate candidate, examples of strong letters of recommendation can help you understand how to get the best letters yourself from your teachers. If you're a college professor, the examples in this book will inspire you to support your students strongly as they apply to graduate programs. For every graduate student and teacher's bookshelf!

Letters of recommendation are a part of every standard school or job application. As an employer, professor, colleague, peer, or friend, chances are that at one point or another, you will be asked to put a person on paper and every word counts. How to Write Successful Letters of Recommendation is your one-stop source for painting the perfect picture in just one short letter. You will learn everything you need to know about writing the perfect letter of recommendation that will get your friend, colleague, or student accepted or hired. The most effective letters of recommendation are accurate, succinct, descriptive, and powerful, and include realistic evaluations of performance and capability. With ideas about how to start your letter and topics to include, this complete guide will teach you how to do just that, as you construct the perfect letter from start to finish. Outlined in ten easy steps, this complete guide gives you the tools you need to write reference letters that your employees, colleagues, students, and friends will appreciate. This book is filled with tips and tricks for personalizing the letter and making your friend, student, employee, or coworker shine. With a word bank of powerful phrases and descriptive words, you'll have everything you need to make your letter stand out at your fingertips. Sample letters of recommendation are also included, along with explanations of why each one is effective and tips for replicating these letters in just minutes. You will learn about the different types of recommendation letters, from employment to academic to volunteer, and how to direct your letter to the appropriate audience. You'll even learn what to do if someone you haven't worked with closely asks you to be a reference, or how to deal with being asked for hundreds of recommendations at once. This exhaustively researched book will even teach you how to politely avoid writing letters for those people you aren't quite comfortable recommending. The Companion CD-ROM is filled with templates, examples, word banks, and worksheets, so that you can easily learn to verify experience, confirm competence, build credibility, and bolster confidence with just a simple letter. A recommendation is more than just a letter; it's often make-or-break in a candidate's application for school, volunteering, or employment. With the step-by-step instructions and writing guidelines in this book, you will learn how to write introductions; opening statements; the body, including a well-written, vivid assessment of character and work ethic; and a strong conclusion. This new book will also teach you how to appropriately sign your letter, and will provide you with tips of re-reading and editing it to make sure you gave an effective recommendation. We spent hundreds of hours interviewing high school teachers, college professors, employers, and more who have nailed the art of composing effective communications. With How to Write Successful Letters of Recommendation, your employees, colleagues, students, and friends will see you as their go-to source to helping them succeed in their next big venture.

A NEW YORK TIMES, USA TODAY, and WASHINGTON POST BESTSELLER! A 2021 Alex Award winner! The 2021 RUSA Reading List: Fantasy Winner! An Indie Next Pick! One of Publishers Weekly's "Most Anticipated Books of Spring 2020" One of Book Riot's "20 Must-Read Feel-Good Fantasies" Lambda Literary Award-winning author TJ Klune's bestselling, breakout contemporary fantasy that's "1984 meets The Umbrella Academy with a pinch of Douglas Adams thrown in." (Gail Carriger) Linus Baker is a by-the-book case worker in the Department in Charge of Magical Youth. He's tasked with determining whether six dangerous magical children are likely to bring about the end of the world. Arthur Parnassus is the master of the orphanage. He would do anything to keep the children safe, even if it means the world will burn. And his secrets will come to light. The House in the Cerulean Sea is an enchanting love story, masterfully told, about the profound experience of discovering an unlikely family in an unexpected place—and realizing that family is yours. "1984 meets The Umbrella Academy with a pinch of Douglas Adams thrown in." —Gail Carriger, New York Times bestselling author of Soulless At the Publisher's request, this title is being sold without Digital Rights Management Software (DRM) applied.

How To Write Recommendation Letters - Power Tips and Phrases To Write Any Reference Letter. This unique how-to manual with links to multiple real-life recommendation letter templates is a powerful resource that will enable you to quickly and effectively write ANY type of recommendation letter or reference letter for any situation. Unlike most other resource books in this niche, this particular how-to manual goes beyond just writing letters of recommendation and reference for admission to college and university programs. Instead, it covers the writing of ALL types of recommendation letters and reference letters for ALL situations: personal, business, character, employment, AND college admission. Here's what you will discover in this valuable recommendation letter resource book: => The differences and similarities between recommendation letters and reference letters. => How you can determine whether you need to write a reference letter or recommendation letter. => Writing style and strategy tips for writing each different type of recommendation letter. => Formatting and length considerations for composing all recommendation and reference letters. => How to easily adapt pre-written recommendation and reference letters to suit your needs. => More than 150 Recommendation Power Phrases to use in whatever letters you need to write. => Opening Statements; what they are and how to start your letter effectively with them. => Assessment Statements: what they are and how to phrase them for maximum impact. => Closing Statements: what they are and how to word them appropriately. => How to write and format Employment related Recommendation letters. => How to write and format Employment related Reference letters. => How to write and format College Admission related Recommendation letters. => How to write and format College Admission related Reference letters. => How to write and format Character Reference letters. => How to write and format General Reference letters. => How to write and format Commendation Letters. => How to write and format Performance Evaluation Letters. IN ADDITION this ebook contains IN-CONTEXT HYPERLINKS that will take the reader directly on the Net to actual fully-formatted sample templates of whichever type of letter they are seeking. The contents of this e-book is based on the same author's long-time best selling paperback titled Instant Recommendation Letter Kit - How To Write Winning Letters of Recommendation, which is widely considered to be the number one resource on the planet for writing recommendation letters and reference letters for ALL situations. If you need to write ANY type of recommendation letter or reference letter, this e-book is the definitive resource on that subject.

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