

## Books Sample Message For Alumni Souvenir Program

Pragmatic Fund-Raising is neither a theoretical book nor a simple memoir. In it, Lowenstein outlines the methods that have made him such a renowned and successful fund-raiser: how to recognize and approach a potential donor, how to organize a capital campaign committee, how to arrange successful meetings for advisory boards, how to approach foundations, how to write a compelling proposal, and more. Lowenstein offers practical advice and specific tools and strategies that can make college administrators more effective arms of the university development process. To this purpose, he includes at the end of this book more than twenty exhibits, including a sample letter of invitation, a letter of thanks following a meeting, a proposal cover letter, a letter confirming an agreement, and even a letter of condolence. Other exhibits show simple methods of record keeping and successful themes in alumni publications.

Read it, and you will come away ready to hit the ground running.

Explains how to create cover letters that get read and includes over one hundred sample cover letters.

The extraordinary story of how Georgia State University tore up the rulebook for educating lower-income students "Georgia State . . . has been reimagined—amid a moral awakening and a raft of data-driven experimentation—as one of the South's more innovative engines of social mobility." —The New York Times *Won't Lose This Dream* is the inspiring story of a public university that has blazed an extraordinary trail for lower-income and first-generation students in downtown Atlanta, the birthplace of the civil rights movement. Over the past decade Georgia State University has upended the conventional wisdom that large numbers of students are doomed to fail simply because of their economic background or the color of their skin. Instead, it has harnessed the power of big data to identify and remove the obstacles that previously stopped them from graduating and completely transformed their prospects. A student from a mediocre high school working two jobs to make ends meet is now no less likely to succeed than a child of wealth and privilege—an earth-shaking achievement that is reverberating across every college campus in the country. With unique access to the key players and drawing on his skills as an investigative reporter, Andrew Gumbel delivers a thrilling, blow-by-blow account of a long battle to determine whether universities exist for their students or vice versa. The story is told through the visionary leaders who overcame fierce resistance to tear up the rules of their own institution and through the many remarkable students whose resilience and determination, often against daunting odds, inspired the work at every stage. Their success shows how the promise of social advancement through talent and hard work, the essence of the American dream, can be rekindled even in an age of deep inequalities and divisive politics.

2012 National Indie Excellence Award - African American Non-Fiction Finalist In 1895, members of the Caroline County Sunday School Union implemented a plan to build and operate a secondary school for Negro children in Caroline County, Virginia. The school, originally named Bowling Green Industrial Academy, then Caroline County Training School and finally Union High School, served as the only secondary school for Negro children in the county from 1903 to 1969. Union High alumni speak fondly of their school. With church and home, it was an important institution in their community. The administration and faculty nurtured, supported, and encouraged the students. They held them to high standards and expected them to excel. Parents and members of the community strove to support the school in every way possible. And the school served all members of the community, not just students. For many, Union High was an oasis that sheltered them from the hardships of growing up in a segregated society and provided them a solid foundation to become productive members of society. The last group of students graduated from Union High School on June 5, 1969. At the start of the 1969-1970 school year, both Black and White students attended the school, renamed Bowling Green Senior High School, when the Caroline County School system became integrated. *Memories of Union High* contains historical information, memories from alumni, faculty, family and friends, excerpts from school newspapers and yearbooks, over 100 photographs and other memorabilia. It is a fitting tribute to the people associated with Union High and a good history lesson for those who are not familiar with the school.

In this new edition, Vault publishes the entire surveys of current students and alumni at more than 100 top business schools. Each 4-to 5-page entry is composed of insider comments from students and alumni, as well as the school's responses to the comments. In 1871 Mississippi Governor James L. Alcorn recommended that the state legislature support the formation of Alcorn University. The campus of Oakland College, a school founded by the Presbyterian Church in 1830, had been abandoned after the Civil War and was purchased for forty thousand dollars and designated for the education of black youth. The school became Alcorn Agricultural and Mechanical College in 1878, and Alcorn State University in 1974. In this unique pictorial retrospective, over one hundred years of growth and change at Alcorn are explored and celebrated. Included within these pages are vintage photographs of the students and faculty that have shaped the school's history. From early classes and sporting events to distinguished alumni and prominent leaders, the images depict a university continually striving to educate, train, and inspire young African Americans. Alcorn's picturesque campus, with moss-draped trees and scenic lakes, provides a setting where, for over a century, students have been given a multitude of opportunities to grow. The first land-grant institution for blacks in the United States, Alcorn is a public university committed to academic excellence. The challenges faced by its students and faculty in its earliest days brought forth an unyielding determination to succeed, which is still evident today among its diverse student body.

With nearly thirty years of experience as both a public relations teacher and practitioner, Barbara Diggs-Brown has written a text based on her unwavering belief that to practice effective public relations today requires strategic thinking and audience focus, which can only be accomplished by listening and hearing audiences through formative, process, and evaluative research. In addition to highlighting audience-focused principles and techniques of audience research and recurring assessment, *STRATEGIC PUBLIC RELATIONS: AN AUDIENCE-FOCUSED APPROACH* is based on the premise that public relations is a management function, one coordinated with an organization's other management divisions. Intended for undergraduate courses in PR, serving both majors in the field and nonmajors, this text provides a comprehensive survey of PR's foundations, processes, tactics, and contexts. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The New York Times Bestselling guide for managers and executives. Introducing the new, realistic loyalty pact between employer and employee. The employer-employee relationship is broken, and managers face a seemingly impossible dilemma: the old model of guaranteed long-term employment no longer works in a business environment defined by continuous change, but neither does a system in which every employee acts like a free agent. The solution? Stop thinking of employees as either family or as free agents. Think of them instead as allies. As a manager you want your employees to help transform the company for the future. And your employees want the company to help transform their careers for the long term. But this win-win scenario will happen only if both sides trust each other enough to commit to mutual investment and mutual benefit. Sadly, trust in the business world is hovering at an all-time low. We can rebuild that lost trust with straight talk

that recognizes the realities of the modern economy. So, paradoxically, the alliance begins with managers acknowledging that great employees might leave the company, and with employees being honest about their own career aspirations. By putting this new alliance at the heart of your talent management strategy, you'll not only bring back trust, you'll be able to recruit and retain the entrepreneurial individuals you need to adapt to a fast-changing world. These individuals, flexible, creative, and with a bias toward action, thrive when they're on a specific "tour of duty"—when they have a mission that's mutually beneficial to employee and company that can be completed in a realistic period of time. Coauthored by the founder of LinkedIn, this bold but practical guide for managers and executives will give you the tools you need to recruit, manage, and retain the kind of employees who will make your company thrive in today's world of constant innovation and fast-paced change.

Practical life skills and tips for college seniors and graduates. Covers finding a church and an apartment, moving, work attire, dinner etiquette, health insurance. Also covers money issues such as student loans, checking and savings accounts, investing, credit and debit cards, retirement plans, and taxes.

Great Gift For UCLA students & alumni! Funny Gag Gift For USC alumni & students! Finally, after years of research and thousands of alumni interviews, all of the reasons that USC University is better than UCLA University compiled. As you will see, there aren't any! This mostly blank 102-page book is guaranteed to give the UCLA-lover (or USC-hater) in your life a big guffaw. Marvelous for Bruin alumni offices or a proud Grandma's kitchen table! Makes a perfect gift for a UCLA student or a recent Bruin grad! USC folks are welcome to write in the reasons they love your school to turn this parody book USC-positive!

Why do decisions in universities take so long and involve so many people? Why isn't growth a priority for colleges? Why can't faculty be managed like any other employees? How can alumni work more effectively with campus leaders? As leaders in higher education with years of experience working with business executives, governing boards, faculty, consultants, and alumni, James W. Dean Jr. and Deborah Y. Clarke have noticed that these questions often arise, revealing that many business-based partners have a limited understanding of academic institutions. This book offers practical guidance for those who seek to invest in and help enhance higher education. Dean and Clarke advocate for the distinctive missions and structures that make universities unique among American enterprises. And while they acknowledge the challenges often faced when working with academic institutions, they argue that understanding institutional mission is essential to improving the effectiveness of business leaders who engage in higher education. Presenting numerous real-world insights and drawing from interviews with a range of stakeholders, Dean and Clarke chart a path for building and sustaining relationships that work to strengthen higher education.

How to teach big understandings and the ideas that matter most Everyone has an opinion about education, and teachers face pressures from Common Core content standards, high-stakes testing, and countless other directions. But how do we know what today's learners will really need to know in the future? Future Wise: Educating Our Children for a Changing World is a toolkit for approaching that question with new insight. There is no one answer to the question of what's worth teaching, but with the tools in this book, you'll be one step closer to constructing a curriculum that prepares students for whatever situations they might face in the future. K-12 teachers and administrators play a crucial role in building a thriving society. David Perkins, founding member and co-director of Project Zero at Harvard's Graduate School of Education, argues that curriculum is one of the most important elements of making students ready for the world of tomorrow. In Future Wise, you'll learn concepts, curriculum criteria, and techniques for prioritizing content so you can guide students toward the big understandings that matter. Understand how learners use knowledge in life after graduation Learn strategies for teaching critical thinking and addressing big questions Identify top priorities when it comes to disciplines and content areas Gain curriculum design skills that make the most of learning across the years of education Future Wise presents a brand new framework for thinking about education. Curriculum can be one of the hardest things for teachers and administrators to change, but David Perkins shows that only by reimagining what we teach can we lead students down the road to functional knowledge. Future Wise is the practical guidebook you need to embark on this important quest.

Go to college and get a good job... That's the dream we were all sold, right? Well it doesn't happen by magic. If you're going to win in this ultra-competitive job market - one that welcomes 3.8 million new graduates in the US alone every year - you need more than a diploma or degree. You need a proven strategy to stand out, connect and land the job of your dreams. LinkedIn for Students, Graduates, and Educators can help you... I'm Melonie Dodaro, the international #1 Best Seller of two books on leveraging LinkedIn for professionals, executives, and business owners. My co-author and I have years of experience and success helping people from all industries not only navigate LinkedIn and it's abundant opportunities, but leveraging it into multi-million dollar deals, new careers, and enriched lives. Now we're taking all of that knowledge and expertise and putting it into our new book... LinkedIn for Students, Graduates, and Educators How to Use LinkedIn to Land Your Dream Job in 90 Days: A Career Development Handbook As a student or graduate, you may think you are at a disadvantage in the marketplace. Maybe the competition has more experience than you (HINT: They do). Or, perhaps other graduates have a better resume than you. Inside these pages, we'll unlock how to authentically position yourself for maximum results. Our proven strategy that will show you how to land your dream job in 90 days using LinkedIn. Imagine... A fast and easy way to find your first job, one you will actually enjoy A career building path to live a life of fulfillment and achievement A job you can do well and be paid well for... all within the next three months. The strategies and tactics outlined in this book will jumpstart your career, starting with a LinkedIn profile that leaps off the page. You'll learn how to correctly search for the right job and share powerful content that will get employers contacting you. You'll not only build an online reputation that stands out, but you'll unlock a door to a job you love and a career you relish. Inside LinkedIn for Students, Graduates & Educators, you'll learn how to: Enhance your skills and develop best practices employers care about Provide expanded knowledge around your career development Learn what employers are truly thinking when comparing your profile vs. your competition ...and much more This is the only book you'll need to launch the career of your dreams and position yourself precisely in the mindshare of your future employer. Get your copy today.

Provides examples and advice on writing announcements, condolences, invitations, cover letters, resumes, recommendations, memos, proposals, reports, collection letters, direct-mail, press releases, and e-mail.

This is a little book of Letter of Recommendations which you can use as a guide for requesting professors for your own LORs when applying for Masters in your own country or abroad. PLEASE CONSIDER THIS AS A TEMPLATE AND GUIDE, BE SURE TO MAKE NECESSARY EDITS WHEREVER REQUIRED BASED ON TRUE FACTS ONLY. DO NOT LIE. BE TRUTHFUL. TRUTH ALWAYS WINS. A TIP FOR STUDENTS: When applying for universities, please do make sure to check the authenticity and reputation of the university, and contact alumni and current students of the universities for any clarifications. We wish you all the best for the future and wishing you all the luck in your life hereafter. Have a great future!

This book explains how college students and graduates of all ages and careers can:(1)transform even modest educational achievements and non-paying life experiences such as hobbies, travel, computer skills, family circumstances, and extracurricular activities) into interview-getting statements about job-transferable Skills, Knowledge, and Traits ("SKiTs"), (2) generate job interviews by fine-tuning resumes and cover letters specifically for each job application, and (3) prepare successfully for interviews by writing such persuasive resumes and cover letters. SPECIAL FEATURES include: an in-depth index, before-and-after samples of rewritten resumes and cover letters; a beginning-to-end flow chart for writing resumes and cover letters; "Dr. Q's Tips" based on actual student and alumni experiences; "Expert Advice" quotations from dozens of professional publications not on the Internet; a category-related list of "action verbs" that appeal to potential employers; sample

resumes WITH accompanying cover letters. Based on solid research and professional reports from dozens of career fields, this engaging book is filled with personal stories and practical insights not available elsewhere. Hundreds of educators and career development experts across North America have endorsed "How to Write Powerful College Student Resumes and Cover Letters" and recommend it enthusiastically to students and alumni. Foreword by Richard N. Bolles, author of the best-selling "What Color Is Your Parachute?" books for job-hunters and career-changers.

Over the last eighty years there has been a global rise in 'peace communication' practice, the use of interpersonal and mass communication interventions to mediate between peoples engaged in political conflict. In this study, Yael Warshel analyses Israeli and Palestinian versions of Sesame Street which targeted negative inter-group attitudes and stereotypes. Merging communication, peace and conflict studies, social psychology, anthropology, political science, education, Middle Eastern and childhood studies, this book provides a template to think about how audiences receive, interpret, use and are influenced by peace communication. By picking apart the text and subtext of the kind of media these specific audiences of children consume, Warshel examines how they interpret 'peace communication' interventions, are socialised into Palestinians, Jewish Israelis and Arab/Palestinian Israelis, political opinions they express, and violence they reproduce. She questions whether peace communication practices have any relevant structural impact on their audiences, why such interventions fail, and offers recommendations for improving future communication interventions into political conflict worldwide.

Leading scholars look beyond the rhetoric of diversity to reveal the ongoing obstacles to professional success for traditionally disadvantaged groups.

A new third edition of this essential research E-book for Australian and New Zealand nursing and midwifery students. This third edition of Navigating the Maze of Research: Enhancing Nursing and Midwifery Practice is the ideal tool for nursing and midwifery students in Australia and New Zealand. Learning to access, evaluate and apply research findings in everyday clinical practice can be difficult. This excellent introductory E-book presents concepts in an accessible and engaging manner; demonstrating how to use research and, importantly, which research to use. Authors Sally Borbasi and Debra Jackson have also introduced a wealth of new content while continuing to provide the E-book's inimitable balance of theory and activities. All chapters have been significantly revised and updated to reflect current nursing and midwifery research theory and practice, and midwifery students will welcome the increased focus on midwifery specific research. Additional new content in this E-edition of Navigating the Maze of Research includes an increased focus on developing an evidence-based culture in the nursing workplace; a new chapter on applying the research process; a more explicit discussion of nursing ethics; case studies linking practice to research; and increased detail on sampling techniques and reliability and validity. Additional online resources are available for lecturers and students via Elsevier's Evolve platform. Content is presented in an accessible and engaging manner. Consistent format that makes the text easy to navigate Chapter features include: - Abstract - Key terms - Hints - Student Challenges - Tips for International Students - Other boxed information - Evolve icons indicated throughout the text Resources kit References Evolve eBook and online resources including Power point slides, test banks, activities and weblinks An increased focus on evidence-based practice throughout An increased focus on research specific to Midwives A more explicit discussion of ethical principles A new chapter on Applying the Research Process More detail on sampling techniques, reliability and validity Case studies linking research to practice

Chris Davies is acknowledged to be Britain's foremost graduate coach. He founded his company, Graduate Coach, seven years ago and, since then, has kick-started the careers of over 300 graduates. As a result, Amazon, Aviva, Bloomberg, Coca-Cola, Deloitte, Facebook, Goldman Sachs, Google, JP Morgan Lloyds Bank and many other blue chip companies count Chris's alumni among their employees. So, too, do organisations such as Network Rail and the NHS. Before Graduate Coach, Chris pursued two other careers, in magazine publishing and advertising and marketing. In both cases, Chris built successful enterprises from scratch.

The study presents detailed benchmarking data on alumni relations from 55 North American colleges. The 200+ page study covers fundraising and outreach strategies, alumni office staffing and budget trends, analysis of alumni affairs staff time use, use of social media and other marketing and outreach vehicles, relations with alumni clubs, spending on consulting, travel, telephone solicitation, and direct mail, and much much more. The report also gives highly specific data on participation rates in various kinds of alumni reunions and overall participation in the alumni association, among other data points. Data is broken out for public and private colleges, and by enrollment level, general Carnegie Class and annual tuition charged, to enable more precise benchmarking.

Letter to the AlumniThe Resume and Cover Letter Phrase BookWhat to Write to Get the Job That's RightSimon and Schuster

Colleges and universities depend heavily on alumni participation in the areas of financial contributions, positive advertising, and student recruitment. As higher education institutions increase the number of fully online programs, it is important to ensure that students feel a sense of connectedness to the university. The purpose of this study is to determine if there is a correlation between non-traditional, online, undergraduate students' sense of connectedness to their college and their subsequent interest in alumni participation after graduation. This research provides information that would fill a gap in the literature on the correlation between perceptions of identity when related to a university that they attended completely online as a non-traditional student and its impact on their interest in alumni participation. The non-traditional graduate sample (N=110) provided a population from which to collect data by the use of two online surveys, the Organizational Identity, Distinctiveness, and Prestige Scale (OIDPS) and the Alumni Interest Survey (AIS), sent out by email through the university alumni association. Pearson Product-Moment was conducted to determine if a correlation existed between online graduates' sense of connectedness to their institution and their subsequent interest in alumni participation. Further, the sample was then looked at from a gender perspective to determine if there was a difference between males and females. All three hypotheses were found to have a statistically significant correlation.

Recommendations for future research are to determine if the same results are true at non-religious based universities who also offer completely online degree programs, as well as conducting a qualitative study to determine what non-traditional online students are looking for from their university alumni association participation.

An academy that scrapes the sky. Blight that fills the earth. Two codgers duking it out. Artorian has decided to live, all in order to save his lost village children. His recent battle against a simple raider Captain has proven that if he tries to charge ahead... he'll die. With the help of his captors, who quickly turn into close friends, Artorian takes the first steps onto the path of a true cultivator. Finesse, skill, fine-tuned cultivation techniques, and more is within his grasp. Artorian is more than willing to learn; after all, that's his specialty! This knowledge has strings attached. After meeting the ancient enemy of his trainers, Artorian returns to the place he first studied his true passion of philosophy: the Skyspear. It's under

new management, and the alumni have very different ideas about how the students should be trained.

The admissions process for law, business, medical, or graduate school is more competitive today than ever before. Peterson's How to Write the Perfect Personal Statement provides essential tips on how to create and write personal statements that respond to the questions that appear on the applications of many popular graduate schools. The guide also offers great insight on whom to approach for letters of recommendation and how to make the best impression at the interview. How to Write the Perfect Personal Statement features 30 actual samples of successful application essays as well as recommendations from admissions officers on winning strategies that have guaranteed students admission into business, law, medical, and graduate school. How to Write the Perfect Personal Statement offers step-by-step instructions on style, format, concept, and theme; preparation strategies for the personal interview; tactics on whom to ask to write letters of recommendation; top 10 DOs and DON'Ts for writing the essay; tips from admission officials from Columbia, Michigan, and other high-profile schools; and much more!

In v.1-8 the final number consists of the Commencement annual.

A job-search manual that gives career seekers a systematic, tech-savvy formula to efficiently and effectively target potential employers and secure the essential first interview. The 2-Hour Job Search shows job-seekers how to work smarter (and faster) to secure first interviews. Through a prescriptive approach, Dalton explains how to wade through the Internet's sea of information and create a job-search system that relies on mainstream technology such as Excel, Google, LinkedIn, and alumni databases to create a list of target employers, contact them, and then secure an interview—with only two hours of effort. Avoiding vague tips like "leverage your contacts," Dalton tells job-hunters exactly what to do and how to do it. This empowering book focuses on the critical middle phase of the job search and helps readers bring organization to what is all too often an ineffectual and frustrating process.

• 15 Sample Question Papers as per the latest and updated 150 Questions exam pattern & Latest solved paper 2021. • CLAT 2021 and 2020 Papers with detailed explanations • Actual Papers and Sample Question Papers – Smart Answer key with detailed explanations. • Blended Learning (Print and online support) • All Typologies of Questions included for exam oriented preparation • Tips & Tricks to crack the Exam in first attempt • NLU's 2021, 2020, 2019 & 2018 Cut-offs • NLU's ranking on the basis of NIRF 2019 & 2020 • QR Codes for detailed explanations of Sample Question Papers • CLAT 2021 First Edition was the Bestseller  
Are you a college or university graduate? Do you support students looking ahead to life after graduation? Are you curious about how your alumni network can benefit your life? Does the alumni strategy in your organization need inspiration? This enlightening, original book reimagines graduates' alumni status as a gateway to immense opportunities through professional and personal networks. To discover this alumni potential, Maria L. Gallo guides you through the four key traits of the 'Alumni Way': reflection, curiosity, passion and generosity. With a sound academic foundation, combined with practical activities and checklists, 'The Alumni Way' is the ultimate resource for inspiring savvy, active alumni citizens of the world. The Alumni Way Workbook is also available. Visit [www.thealumniway.com](http://www.thealumniway.com).

Face it--words matter when it comes to getting noticed, getting the interview, and getting the job. In this invaluable guide to crafting the pitch that opens doors, staffing experts Schuman and Nadler give you hundreds of tools to make that happen. You will no longer struggle to find the phrases that best highlight your achievements; instead, you'll garner attention with such smart options as: I created a program that accomplished the following . . . My work generated \$5 million in revenue . . . I built a team of employees who created . . . The work I did saved my company \$3 million . . . I solved the following problems for my employer . . . The market's tight, but the jobs are out there. With these essential words and phrases, you can move your application to the top of the pile!

The problem addressed by this study was that the Health Professions Division (HPD) students at Nova Southeastern University (NSU) were not fully aware of the financial aid process. The issue created frustrated students who were unable to manage their overall debt because they were left financially powerless, resulting in the prospect of being unable to complete their academic studies due to lack of funding. The purpose of the study was to develop a succinct and structured handbook designed specifically for HPD students at NSU. The handbook will allow students to become more informed about the financial aid processes while attending NSU. The research question was, "What were the appropriate components that should be included in the development of the student handbook?" The five procedures that were used in the development practicum included literature reviews, establishing the handbook criteria, and drafting the product. An iterative process of review by the formative and summative committees was used to refine and modify the product during its development. The results suggested that the product could be used as a learning tool for other financial aid students in the future and for other departments. It was concluded that the student handbook outlines specific information regarding financial aid, how to apply for financial aid in time for registration, debt management procedures, financial aid requirements, and financial aid services. A recommendation was made to ensure that all students receive the handbook when entering the HPD program. Another recommendation was made to put the student handbook on-line for current and future students. One final suggestion was that the handbook should be updated whenever there were policy changes that would affect financial aid students at the HPD at NSU. Appended are: (1) A Sample Student Survey Instrument Letter; and (2) Sample Alumni Survey Instrument Letter.

"We cannot change the cards we are dealt, just how we play the hand."---Randy Pausch A lot of professors give talks titled "The Last Lecture." Professors are asked to consider their demise and to ruminate on what matters most to them. And while they speak, audiences can't help but mull the same question: What wisdom would we impart to the world if we knew it was our last chance? If we had to vanish tomorrow, what would we want as our legacy? When Randy Pausch, a computer science professor at Carnegie Mellon, was asked to give such a lecture, he didn't have to imagine it as his last, since he had recently been diagnosed with terminal cancer. But the lecture he gave--"Really Achieving Your Childhood Dreams"--wasn't about dying. It was about the importance of overcoming obstacles, of enabling the dreams of others, of seizing every moment (because "time is all you have...and you may find one day that you have less than you think"). It was a summation of everything Randy had come to believe. It was about living. In this book, Randy Pausch has combined the humor, inspiration and intelligence that made his lecture such a phenomenon and given it an indelible form. It is a book that will be shared for generations to come.

A guide for conducting alumni surveys is presented, including 22 sample questionnaires. The first section on planning an effective

survey strategy includes the following five articles: "Let's Take a Survey" (Cletis Pride); "Surveying Your Alumni: Or an Unexamined College Is Not Worth Loving" (Jocelyn Bartkevicius); "Make Your Survey Scientific" (James H. Frey); "The Postman Rings Thrice: How to Survey Your Alumni through the Mail" (H. Martin Moore); and "Let Your Fingers Do the Walking: The Nine Steps of Surveying Alumni via Telephone" (Robert D. Mills). Seven biographical questionnaire samples and 16 opinion questionnaire samples are provided, along with a selection of cover letters and followup correspondence. Finally, three articles are provided that address the challenge of presenting the survey results: "CSPP Alumni: Where Are They Now?" (Special Report, California School of Professional Psychology); "Who Are the Alumni" (Elise Hancock in "Johns Hopkins Magazine"); and "The Shockley Report" (in "Vanderbilt Alumnus"). Specific topics addressed in the guide include: the problems with many alumni surveys; using standard scientific sampling and research procedures; a time-table for planning mail surveys, and a comparison of face-to-face, mail, and telephone surveys. (SW)

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