

## How To Start Off A Paper

Ride the hilarious roller coaster with Glen Stanford as he follows Steve Scott's plan in "How to Write a Nonfiction e-Book in 21 Days " Not one to let the writing process cramp his style, this ukulele-playing bluegrass-singing YouTube sensation (32 views and counting) juggles his new-found fame with astonishing persistence to produce not one, but two works of genius. This is the true story. The (secret) recipe for success: Writer's buzz - 1oz Sleepless nights - 2oz Tenacity (and beer) - 7 (units left deliberately vague) Irreverence and political incorrectness - to taste Espresso - administered intravenously - 55 gal Pizza (1/2 pepperoni, 1/2 mushroom) - 37 slices Humility - a whole bunch Blend and enjoy.

When told "Luca, you're growing like a weed!", 2 year old Luca responds "I'm not a weed, I'm Luca". Journey with Luca as she discovers herself among all of her silly family's comparisons.

Home is where the heart is... Seven years after leaving town and the only girl he loved, Cooper still couldn't forget about Sophia. He had two loves. Music and the woman of his dreams. Coming back home proved that would always be true. But things have changed. Now he has to gain her trust again if he wants to make her all his. The question is, did he lose his chance the first time? Some things are hard to forget... Sophia tried to stop loving Cooper and failed miserably. Despite the way he'd abandoned her seven years earlier, she can't seem to stay away, even though trusting him doesn't prove easy. One careless night could change it all and the secret she carries may ruin any chance of them being together. They say life is all about taking chances. But when opportunities are lost and love comes knocking the second time around, lives are changed forever.

Have you always wanted to write a book but, just never get around to it? Do you lack confidence in yourself as a writer? Need inspiration?

How to Write a Book in a Week ( A Writer's Guide to Meeting a Deadline ) is the answer to all of these questions and more.

It doesn't fetch coffee or make cookies. It just helps make your writing dreams come true. The writing journey can be long and lonely. It's easy to get lost in the weeds of your story, not sure where you are headed . . .or why. Wouldn't it be nice to have a guide along the way? Someone to point you in the right direction, and keep you motivated? Meet your buddy. A manuscript companion to the foundational writer's workbook How to Write a Brilliant Novel, and advanced writer's guide, Advanced Brilliant Writing, My Brilliant Book Buddy puts feet to all the steps needed to create a powerful book, guiding you through character creation, plotting the inner and outer journey, creating essential scenes, and wordpainting. With step-by-step instruction, it helps you craft the perfect black moment, and pushes you on all the way to the climatic ending. "The Book Buddy is my new best friend! It takes all of the helpful tools, charts and tips from Inside Out and Deep and Wide and puts them in one place. It's like having Susan May Warren in the room helping you craft your story! I can't recommend it highly enough!" Melissa Tagg multi-published romance author You'll never write a book alone again.

Meet Charlie - a collie like no other. Rescued from the loneliness of a kennel by young Marna Witherspoon, Charlies is full of questions about life and looking for answers. In Charlie's Very Own Story, author Elizabeth Vaughan invites readers to join him in his search. Along the way, you'll find high adventure, extraordinary insights, and so much more. In a novel reminiscent of Richard Adam's Watership Down, Ms.

Vaughan offers us a remarkable story sure to charm and delight readers of all ages.

Practice your decision making skills by working on these mazes. Sure, you can decide for yourself but sometimes you get used to your daily

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tasks that you miss out any other details not covered by your day-to-day. Mazes challenge your routine and they make you a better problem solver. Believe in the benefits of mazes. Grab a copy today!

The second book of the WAWT series, *Out of the Mailbox*, takes WAWT out of its home to a setting where it interacts with children. WAWT and the children have to write to communicate clearly. By writing, they learn about one another. The readers have space in the book to write and draw, thereby creating their own story. The book is designed for children from 5-8 years old.

You've got a brilliant business idea for a product or service. To move your idea from concept to reality, you need to acquire capital and start your own enterprise. There's just one problem-you don't know how to do that. You could pursue a college degree in entrepreneurship, but time is money, and before you graduate, your competitors could be profiting from your idea. You'll get quicker results by reading *Start Your Startup Right*, a comprehensive guide to commercializing your business idea. Author and award-winning entrepreneur Gregory M. Coticchia, MBA, PC, brings over thirty years of experience to bear on the startup process. You'll discover practical examples of what you should-and should not-do to get your new enterprise off the ground. You'll also master business- and product-marketing strategies and learn the eight steps needed to attract customers and make sales. Along the way, you'll read real-life examples illustrating the challenges and pitfalls of entrepreneurship. Even if you've never taken a single business course, *Start Your Startup Right* will give you all the information you need to confidently launch your company and see your dreams transformed into a commercialized product, service, or business.

Tell em to hold on, a real bitch is coming.' Kahyla James was an ordinary girl with dreams of one day making it big. And she was well on her way, especially with a street gangsta like Anthony 'Boston' Dixon training her to be a self made bitch. But when she was betrayed by the people that she loved the most it forced her to take actions into her own hands and show the city just how ruthless she could be. Ride with Kahyla as she navigates the streets showing the gangsta's that the penalty for betrayal is still death.

From the acclaimed author of *This Side of Brightness*, the epic life and times of Rudolf Nureyev, reimagined in a dazzlingly inventive masterpiece-published to coincide with the tenth anniversary of Nureyev's death A Russian peasant who became an international legend, a Cold War exile who inspired millions, an artist whose name stood for genius, sex, and excess-the magnificence of Rudolf Nureyev's life and work are known, but now Colum McCann, in his most daring novel yet, reinvents this erotically charged figure through the light he cast on those who knew him. Taking his inspiration from the biographical facts, McCann tells the story through a chorus of voices: there is Anna Vasileva, Rudi's first ballet teacher, who rescues her protégé from the stunted life of his town; Yulia, whose sexual and artistic ambitions are thwarted by her Soviet-sanctioned marriage; and Victor, the Venezuelan hustler, who reveals the lurid underside of the gay celebrity set. Spanning four decades and many worlds, from the horrors of Stalingrad to the wild abandon of New York in the eighties, *Dancer* is peopled by a large cast of characters, obscure and famous: doormen and shoemakers, Margot Fonteyn and John Lennon. And at the heart of the spectacle stands the artist himself, willful, lustful, and driven by a never-to-be-met need for perfection. In ecstatic prose, McCann evokes the distinct

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consciousness of the man and the glittering reflection of the myth. The result is a monumental story of love, art, and exile. Once a child writing prodigy, Jessica finds herself all grown up and desperate to be considered one of the greatest writers of all time. So when a major Hollywood studio hires her to rewrite "Harry Potter," one of the most popular sagas of all time, she sees no better way. But first, convinced that her "abnormal" background might stand in the way of her writing something that "normal" people can relate to, Jessica quickly leaves Hollywood in a quest to immerse herself in how "the other side" lives. It doesn't take long, however, for her to realize that becoming common isn't as simple as she thought it would be. And before she can write "FADE OUT" she must decide if she is really willing to pay the price to achieve true greatness.

When Aislinn Amon's father disappears, her mother drags her from New York to Indiana where she is to attend a new boarding school - Source High. At Source High, Aislinn finds herself in a whole other world than what she knew. Everyone has something supernatural about them, including her. Soon, she finds that she's not the normal, rebel, messed up teenage girl she thought she was. Her friends try to help her along the way when trouble comes knocking on her door. People die, she finds herself falling in love with, something she swore she'd never do, and secrets start to form. Can Aislinn cope with everything that's happening? Can she handle the life she's been forced to deal with? Or will she crack under the heavy pressures laid upon her seventeen-year-old shoulders?

This book gives writers pointers and guidelines on how to improve their action scenes by implementing some of the same kinds of techniques used in film-making. Loaded with new terminology and definitions, an introduction to the basic concepts of an Action Scene, and application of the concepts, this book gives writers the tools to write their own expert-level action scenes! KAPOW! BANG! ZOOM!

A darkly luminous new novel from the Pulitzer Prize-winning author of *The Hours* Michael Cunningham's luminous novel begins with a vision. It's November 2004. Barrett Meeks, having lost love yet again, is walking through Central Park when he is inspired to look up at the sky; there he sees a pale, translucent light that seems to regard him in a distinctly godlike way. Barrett doesn't believe in visions—or in God—but he can't deny what he's seen. At the same time, in the not-quite-gentrified Bushwick neighborhood of Brooklyn, Tyler, Barrett's older brother, a struggling musician, is trying—and failing—to write a wedding song for Beth, his wife-to-be, who is seriously ill. Tyler is determined to write a song that will be not merely a sentimental ballad but an enduring expression of love. Barrett, haunted by the light, turns unexpectedly to religion. Tyler grows increasingly convinced that only drugs can release his creative powers. Beth tries to face mortality with as much courage as she can summon. Cunningham follows the Meeks brothers as each travels down a different path in his search for transcendence. In subtle, lucid prose, he demonstrates a profound empathy for his conflicted characters and a singular understanding of what lies at the core of the human soul. *The Snow Queen*, beautiful and heartbreaking, comic and tragic, proves again that Cunningham is one of the great novelists of his generation. Shows and describes home offices in a variety of settings and styles, and suggests ideas for storage, lighting, seating, work surfaces, and reception areas

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It would be recalcitrant and wayward for anyone to claim to be scholarly and well-read in today's world if they lack familiarity with the tenets and principles of the bible. The divinely inspired book that was handed over to mankind is an eyewitness account of historical events of inconceivable and unimaginable nature which are beyond the realm of reason. "Fresh Start-off: The Great Themes of Scripture" is the first and one of a kind that has meticulously and minutely studied, sifted, and dissected the bible teachings and is a remarkable piece of writing that contains a message as its very core that is relevant to your everyday life and provides clear teachings of God, life, nature of humankind, our heart desires, fate and destiny, the value and worth of everyone and the goodness of the glory of God. All said and done, Jesus is the only religious leader who conquered death and rose from the dead. All the rest are dead and buried. Moses is dead, Abraham, Isaac and Jacob are all dead. Buddha is dead, Mohammed died and will not come back again and even Muslims adulate and hold Jesus in awe as a truly Holy and an Extraordinary Prophet. This page-turner is not only for those walking newly in Christ, but is also for the battle-scarred Christians who want to gain new insights, arouse, evoke and even seek to reassess their knowledge of Jesus Christ after reading it.

He swore he wouldn't touch her, but she's about to test his restraint. Prim and proper secretary Melodie Turner has been in lust for her boss for years . . . and she's finally going to do something about it. P.I. Cole Sommers might be able to barely resist her sexy new attitude and flirtatious behavior, but when she takes a cue from his current case and decides to seduce Cole's mind with highly provocative letters, she knows his body won't be very far behind . . . Cole is definitely in over his head. He's got more cases than he can handle, but all he can think about is taking his secretary to bed, turning her over his knee, and showing her what happens to naughty girls who don't behave. At every turn, Melodie is there, taunting him, teasing him, making him burn with a deep, undeniable need. But Cole promised her father that he'd protect her—even from himself—which means she's off-limits. Only he hadn't counted on being the target of Melodie's irresistible sensual assaults. Nor had he planned to lose his hardened heart in the battle . . .

After a summer of fun, helping children start the school year with the right attitude can make or break their level of success that year. In 151 Ways to Start the School Year Off Right, Robin McClure offers parents easy-to-do strategies and activities for helping children start the year off on the right foot: Begin adjusting sleep schedules at least three weeks prior to the first day of school. Proclaim the day before the school year starts as belonging to your child. Role play with your child what the school day will be like. Families with school-age children average \$563.49 on back-to-school merchandise.

The Wall Street powerhouse and author of Expect to Win offers a new way to conceptualize career strategies and gives us proven tools for successful change Whether we're starting out, striving toward a promotion, or looking for a new

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opportunity, the working world isn't what it used to be. Wall Street veteran Carla Harris knows this, and in *Strategize to Win* she gives readers the tools they need to get started; get "unstuck" from bad situations; redirect momentum; and position themselves to manage their careers no matter the environment. With her trademark galvanizing advice, Harris identifies and clarifies issues that are often murky, offering lessons on: Identifying and making the most of your work profile (are you a Good Soldier? a Leader? an Arguer?); preparing for a career change without going back to school or taking a step down: honing three essential skills industry leaders possess (and how to get them); tuning into unspoken cues; and thriving through change. Introducing a new way of planning one's career in five-year units, *Strategize to Win* distills battle-tested and step-by-step tools that Carla has used to launch and sustain her own successful career and help others move forward, recover from setbacks, and position themselves for success.

*Relaunch Your Life* guides you through the four mindsets that are causing you to fail. You will learn to overcome fear and uncertainty, remove your issues with low self-esteem, and put an end to the negative emotions stopping you from living the life you really want.

The year is 4518 BCE. Halim, a Shakti warrior initiate, lives with his family in Harappa, a fortified city in the Indus River Valley. His father is injured, so the task falls to Halim to find a cure for his mother, who has fallen prey to a mysterious, debilitating disease. Sanjit, a seasoned Shakti, agrees to accompany Halim to the Kunlun Mountains in search of a sacred medicine from an ancient monastery. Halim's impulsive sister, Taja, insists on joining them too. When the three travellers confront the Ignogai, a barbaric tribe with a bloodthirsty shaman, they must flee across hazardous and unfamiliar terrain to avoid being captured and persecuted for their Shakti Prana. With a little bit of magic, determination, and some help from a few extraordinary people, the trio must fight for their lives to make it back home in time to save Halim's mother from certain demise.

Money.msn.com has named being an Etsy-based Business Operator one of the top ten ideas for retirees. Etsy receives more than 10 million unique views per month: <http://www.etsy.com/> This market both young and old is ideal to target with a specialized How to Start business book that goes beyond that of our craft book and focus solely on how to gain presence on Etsy.

A family in pain, desperate to find out what is ripping apart their once tight-knit group, turns to therapy for answers... but, as the initial four-hour session moves ahead, more and more secrets are revealed. Will these secrets rip this family apart forever? Can therapist Victoria Fields lead them back to each other and the peace and happiness they once enjoyed as a family?

*A Sound Beginning* is packed with positive training tips and sound practical advice guaranteed to help new pet parents

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navigate that all important transition period right before and just after an adoption. It includes an easy to follow, step-by-step 14 day program, and 2 CDs of calming piano music to help create a safe and positive environment and set you and your newly adopted dog up for success!

From the bestselling author of the Guardian Trilogy comes a new romantic suspense... On an ordinary day in early September, Kennedy Shaw leaves for school unaware that within a few minutes the world she knows will be gone - succumbed to an outbreak of epidemic proportions. After finding a safe haven inside the security of her enclosed high school, she learns that four others have survived, one being a bold, mysterious transfer student from Texas whose unruffled demeanor harbors more than a cool interest in her. As they struggle to survive the dead fighting their way inside, will Kennedy discover there is more to life than survival? And will she and the others find a way to live in this terrifying new world?

The inspirational bestseller that ignited a movement and asked us to find our WHY Discover the book that is captivating millions on TikTok and that served as the basis for one of the most popular TED Talks of all time—with more than 56 million views and counting. Over a decade ago, Simon Sinek started a movement that inspired millions to demand purpose at work, to ask what was the WHY of their organization. Since then, millions have been touched by the power of his ideas, and these ideas remain as relevant and timely as ever. *START WITH WHY* asks (and answers) the questions: why are some people and organizations more innovative, more influential, and more profitable than others? Why do some command greater loyalty from customers and employees alike? Even among the successful, why are so few able to repeat their success over and over? People like Martin Luther King Jr., Steve Jobs, and the Wright Brothers had little in common, but they all started with WHY. They realized that people won't truly buy into a product, service, movement, or idea until they understand the WHY behind it. *START WITH WHY* shows that the leaders who have had the greatest influence in the world all think, act and communicate the same way—and it's the opposite of what everyone else does. Sinek calls this powerful idea The Golden Circle, and it provides a framework upon which organizations can be built, movements can be led, and people can be inspired. And it all starts with WHY.

Drawing on national, state, and local data, the Urban Child Institute partnered with RAND to explore the social and emotional well-being of children in Memphis and Shelby County, Tenn. The book highlights the importance of factors in the home, child care setting, and community that contribute to social and emotional development.

Are you tired of being a slave to circumstances beyond your control? Lacking discipline and need a clear direction on how to be more productive, prolific and purpose-driven? Are you blocked by obstacles that stop your progress? *The Discipline of Masters* focuses on employing discipline as a means to achieve something greater than ourselves. By

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putting into practice the action steps you'll find at the end of each of these key areas, you will become more prolific in achieving your goals, become more focused, and condition your mindset to evolve beyond its current state. Destroy your obstacles and open up a clear pathway to becoming more creative. Learn to master the core areas of your life that impact happiness, achievement, growth, and creativity, developing the creative genius within you. Once you take action on these ideas, you can be creative, build more income, and live the life you were born to lead. The Master of Destroying Obstacles Master the step-by-step formula for tackling procrastination, perfection, fear, and addiction. Learn to break down your obstacles so they have less power over you. The Master of Time Investment Waste your time, waste your life. Learn the basics of managing your time so you get more out of your life. By putting into practice time management tools such as the Pomodoro technique and the 80/20 principle, you will be better equipped to manage your actions. The Master of Mentoring and Leadership As a mentor, you can help people get where they never imagined possible. Imagine working with someone and helping them to grow, explore, and, ultimately, succeed in an area of life they once dreamed of. If you want to make an impact on the world, it begins with leading people. The Master of Building Creative Ideas Don't lose the good stuff because you forgot to write it down. Learn to capture your ideas and apply creativity to make positive changes. By keeping your ideas and turning them into a plan of action, you can develop new products or build the dream business you have always wanted. Imagine where your ideas could take you, and that is where you will end up. Written by bestselling author Scott Allan, The Discipline of Masters will teach you how to: Confront the fear of big obstacles blocking your growth Identify and eliminate your greatest self-defeating behavior Remove the quick-fix addiction cycle Challenge the old beliefs holding you prisoner Confront the habit of procrastination and learn to do it NOW Now you can focus your thoughts and actions toward conditioning your mind and attitude. You will also learn to... Build superior performance activities with the best time management techniques Invest in yourself through priority investment planning Focus on life design instead of life crisis Create a system for capturing your most prolific ideas. Are you ready for more? Download The Discipline of Masters right NOW and start your journey towards self-mastery and a life of greater freedom. Scroll up and click the BUY NOW button at the top right of this page!

17 Times Amazon Best Seller is giving YOU his Complete System! Not only that, he's also giving you his FREE COURSE and the exact Skeleton File (already formatted!) he personally uses for publishing on Kindle! Has he lost it completely? Most likely, but he swears otherwise! He has this stupid idea that if he gives you exactly what you need to solve your problems you might just stick around. By the way, because he has this delusion that you should always put your money where your mouth is, he actually shows you the video where you can see his 17 Amazon Best Sellers. Bananas! He's no saint, though! If you get his FREE COURSE he will try to sell you his complete, over-the-shoulder,

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professional Course down the line! He offers it for a crazy affordable price and he doesn't even try to upsell you anything. This lunatic believes in transparency and providing real value. These are the worst scumbags! The craziest part is that, even if you don't buy anything else, this book ALONE will give you EVERYTHING you need to publish your book on Amazon from A to Z! This is what I'll teach you: Choosing the Right Topic: The best way to earn a lot of money while having a sense of purpose! Market Research: Learn how to get inspiration and improve your own book by looking at the right places! Title Creation: Learn how to get readers bursting with curiosity and lining to get your book first! Writing Your Book: The fastest way to structure your book all the way to the end! Outsourcing: If you don't want to write it, learn how to outsource it the right way and end up with a masterpiece! Cover Creation: Do it yourself easily and for free OR Get a professional graphic designer to do it for \$5! Description, Categories & Keywords: Learn the AIDA Formula for magic descriptions and know all the secrets to stand out! Formatting and Publishing your Kindle EBook: I will provide you with the same skeleton file I personally use (already formatted! ) and I will show you, step-by-step, how to publish your Kindle book the right way! Formatting and Publishing your Paperback Book: Learn how to publish the paperback version for FREE! I will teach how to get an already formatted template and show you, step-by-step, how to publish your physical book the right way! Free Promotions and Getting Reviews: I will teach you how to set up a free promotion so you can get up to thousands of downloads and honest reviews that will make your book stand miles apart from your competitors! Important Resources: Make your author's page shine and learn about the new world of audiobooks! Explode Your Business: What millionaire authors are really doing behind the scenes! Where to Learn More: The only 2 affordable and honest places you should go to! This is the system you've been dreaming about for finally publishing your book and get your work into the World! Scroll Up and Get It Now!

Here are nine of the most frequently requested Responsive Classroom newsletter articles featuring ideas for building a strong and caring learning community. Useful at any time in the school year.

"An irreverent, modern-day, romantic comedy!" The Hutchinson sisters grew up under the piercing, pious stare of a preacher's wife. Plagued by her ever-disappointed refrain, "Well, it's not my favorite." Their search to find their own way in the world has not been a screaming success. Gwenn is a good girl, a responsible girl ... a miserable girl. Her steady diet of vivid fantasies is the only part of her life she enjoys. She daydreams of new parents, a more exciting job and an actual love life. She struggles to run a business as "The Organizer," while she stacks relationship carcasses in the closet of her own completely unorganized life. Her only real friend is her younger sister, Rachel. Rachel is outgoing, risqué and happily gay. The only people who don't know this little secret are her judgmental parents, Pastor Ed and Shirley. Rachel struggles mightily to dodge her mother's constant attempts to set her up with "nice Christian boys"; while holding down a

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job at the bakery and keeping up with her rock-star girlfriend! Gwenn uncovers a photo that brings her imaginary world careening into reality. She's forced to ask herself if wealthy artist Daniel Gregory is the answer she's been seeking or a grand delusion. Break-ups, meltdowns, family secrets, wild nights and finally a journey of self-discovery to exotic New Zealand keep Gwenn and Rachel stumbling toward independence. So grab your parka and join the Hutchinson girls, as they experience the Lake Effect in Duluth, Minnesota!"

Not your typical letter book, this story uses the alphabet to express the hopes and desires we have for every young life. The words engage the reader and the rhythm entertains the young learner. The illustrations complement the story but also offer additional learning opportunities with the use of color, letters and animals. This story is more than just an alphabet book but a celebration of all the wonders of life.

All she wanted was one night of sensual bliss. What she got was double the pleasure. When Summer Hughes is finally given an invitation to The Players Club, she's beyond ready to spend an evening with a gorgeous, dominant stranger. Declan Burke is pure alpha male and exactly what she's looking for, the kind of man who will tap into all her dark, forbidden desires and make them all a reality. What Summer doesn't count on is Declan's step-brother, Rick Dunne, who is equally commanding . . . and fiercely protective. Both men want her . . . but can they both have her?

Discover how to become an entrepreneur by starting your own small business Do you hate your job? Are you looking for a way to build the lifestyle you want? Do you want to work from home but have no business ideas? Would you like to explore new business opportunities? Becoming an entrepreneur and starting your own business is actually not as difficult as what most people would have you believe. You don't need a MBA or business degree, nor do you need years of experience. Entrepreneurs start small businesses, often highly successful, with a few simple business ideas and not much else. Take Action! and Start your own Business explores why entrepreneurs go out on their own and how they go about it. \*\*\*\* The myths surrounding starting your own business are stripped away. This book will show you: How to start your own business. Where to look for new business ideas. How entrepreneurs take business ideas and turn them into profit. How running a small business can free you from the rat race. How to build your life around your unique purpose in life. Taking Consistent Action is Key to Changing your Life Do you want your own profitable small business that will bring fame and success? Do you desire financial independence and personal freedom? Would you love to improve your relationships and make them more fulfilling by being able to spend more quality time with your loved ones?\*\*\*\* Becoming an entrepreneur and starting your own business becomes easy once you know how. You can achieve all of the above, but you must be willing to take action. If you apply the principles taught, you can become an entrepreneur and start a small business faster than what you ever imagined possible. Will this be one of those books that will change your life and start you on your entrepreneurial journey? There's only one way to find out ...Starting a business has never been made this easy!

"Will you give the devotion at the beginning of the meeting?" With Off to a Good Start, you can confidently answer, "Yes!" Inside are 24 openers with a scripture, prayer, reflection, questions, and a simple activity. There are openers for specific small groups, as

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well as for Advent, Easter, and other church seasons. You'll also find prayers for every occasion and season, including graces. This handy collection is ideal for small groups, boards, women's groups, and workshops.

A Wall Street Journal Bestseller "...this guide provides readers with much more than just early careers advice; it can help everyone from interns to CEOs." — a Financial Times top title You've landed a job. Now what? No one tells you how to navigate your first day in a new role. No one tells you how to take ownership, manage expectations, or handle workplace politics. No one tells you how to get promoted. The answers to these professional unknowns lie in the unspoken rules—the certain ways of doing things that managers expect but don't explain and that top performers do but don't realize. The problem is, these rules aren't taught in school. Instead, they get passed down over dinner or from mentor to mentee, making for an unlevel playing field, with the insiders getting ahead and the outsiders stumbling along through trial and error. Until now. In this practical guide, Gorick Ng, a first-generation college student and Harvard career adviser, demystifies the unspoken rules of work. Ng distills the wisdom he has gathered from over five hundred interviews with professionals across industries and job types about the biggest mistakes people make at work. Loaded with frameworks, checklists, and talking points, the book provides concrete strategies you can apply immediately to your own situation and will help you navigate inevitable questions, such as: How do I manage my time in the face of conflicting priorities? How do I build relationships when I'm working remotely? How do I ask for help without looking incompetent or lazy? The Unspoken Rules is the only book you need to perform your best, stand out from your peers, and set yourself up for a fulfilling career.

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