

Boekhouden Voor Dummies

RIGHT HERE, WE HAVE COUNTLESS BOOK **BOEKHOUDEN VOOR DUMMIES** AND COLLECTIONS TO CHECK OUT. WE ADDITIONALLY HAVE THE FUNDS FOR VARIANT TYPES AND ALONG WITH TYPE OF THE BOOKS TO BROWSE. THE WITHIN ACCEPTABLE LIMITS BOOK, FICTION, HISTORY, NOVEL, SCIENTIFIC RESEARCH, AS COMPETENTLY AS VARIOUS SUPPLEMENTARY SORTS OF BOOKS ARE READILY GENIAL HERE.

AS THIS BOEKHOUDEN VOOR DUMMIES, IT ENDS OCCURRING PHYSICAL ONE OF THE FAVORED EBOOK BOEKHOUDEN VOOR DUMMIES COLLECTIONS THAT WE HAVE. THIS IS WHY YOU REMAIN IN THE BEST WEBSITE TO SEE THE AMAZING EBOOK TO HAVE.

FACEBOOK MARKETING ALL-IN-ONE FOR DUMMIES AMY PORTERFIELD 2012-12-05 GREAT NEW EDITION COVERS WHAT YOU NEED TO KNOW FOR SUCCESSFUL FACEBOOK MARKETING FACEBOOK KEEPS EVOLVING, AND SO DOES THE SOCIAL MEDIASPHERE. EVEN IF YOU HAVE A FACEBOOK MARKETING STRATEGY, HAVE YOU TAKEN INTO CONSIDERATION PINTEREST? SPOTIFY? FOURSQUARE? FACEBOOK MARKETING ALL-IN-ONE FOR DUMMIES, 2ND EDITION DOES. THIS DETAILED RESOURCE NOT ONLY REVEALS HOW TO CREATE SUCCESSFUL FACEBOOK MARKETING STRATEGIES, IT ALSO SHOWS YOU HOW TO INCORPORATE AND USE THE ENTIRE SOCIAL NETWORK TO ITS FULL POTENTIAL. COVERS THE TOOLS, TECHNIQUES, AND APPS YOU NEED TO KNOW TO CREATE SUCCESSFUL FACEBOOK MARKETING CAMPAIGNS NINE MINIBOOKS COVER THE ESSENTIALS: JOINING THE FACEBOOK MARKETING REVOLUTION; CLAIMING YOUR PRESENCE ON FACEBOOK; ADDING THE BASICS; BUILDING, ENGAGING, RETAINING, AND SELLING; UNDERSTANDING FACEBOOK APPLICATIONS; MAKING FACEBOOK COME ALIVE; ADVANCED FACEBOOK MARKETING TACTICS; FACEBOOK ADVERTISING; MEASURING, MONITORING, AND ANALYZING EXPLORES THE NEW TIMELINE DESIGN FOR PAGES, CHANGES TO FACEBOOK INSIGHTS, NEW APPS TO INCORPORATE INTO YOUR STRATEGY, AND MORE FACEBOOK MARKETING ALL-IN-ONE FOR DUMMIES, 2ND EDITION IS THE PERFECT RESOURCE FOR ANY MARKETER WHO WANTS TO BUILD OR REFINE A SOCIAL MEDIA MARKETING PRESENCE THAT INCLUDES FACEBOOK.

ARABIC FOR DUMMIES AMINE BOUCHENTOUF 2011-05-23 REGARDED AS ONE OF THE MOST DIFFICULT LANGUAGES TO LEARN FOR NATIVE ENGLISH SPEAKERS BY THE U.S. STATE DEPARTMENT, ARABIC IS GAINING BOTH PROMINENCE AND IMPORTANCE IN AMERICA. RECENT WORLD EVENTS HAVE BROUGHT MORE AND MORE AMERICANS AND OTHER ENGLISH SPEAKERS INTO CONTACT WITH ARABIC-SPEAKING POPULATIONS, AND GOVERNMENTS AND BUSINESSES ARE INCREASINGLY AWARE OF THE IMPORTANCE OF BASIC ARABIC LANGUAGE SKILLS. ARABIC FOR DUMMIES PROVIDES YOU WITH A PAINLESS AND FUN WAY TO START COMMUNICATING IN ARABIC. WHY SHOULD YOU LEARN ARABIC? WELL, BESIDES THE FACT THAT OVER 200 MILLION PEOPLE IN MORE THAN 22 NATIONS USE IT TO COMMUNICATE, THERE ARE TONS OF REASONS TO GET UP TO SPEED THIS 1,400 YEAR OLD LANGUAGE, INCLUDING: NEARLY ALL OF THE MIDDLE-EAST SPEAKS ARABIC OR ONE OF ITS DIALECTS BASIC ARABIC SKILLS ARE EXTREMELY USEFUL FOR ANYONE TRAVELING TO, DOING BUSINESS IN, OR SERVING IN THE MIDDLE EAST IT IS THE LANGUAGE IN WHICH THE KORAN IS WRITTEN THERE IS A RICH, CENTURIES-OLD LITERARY TRADITION IN ARABIC ARABIC FOR DUMMIES PRESENTS THE LANGUAGE IN THE CLASSIC, LAID-BACK FOR DUMMIES STYLE. TAKING A RELAXED APPROACH TO THIS DIFFICULT LANGUAGE, IT'S PACKED WITH PRACTICE DIALOGUES AND COMMUNICATION TIPS THAT WILL HAVE YOU TALKING THE TALK IN NO TIME. YOU'LL GET THE SCOOP ON: THE ARABIC ALPHABET, PRONUNCIATION, BASIC GRAMMAR, AND THE RULES OF TRANSLITERATION THE HISTORY OF THE LANGUAGE AND INFORMATION ON CLASSICAL ARABIC AND ITS DIALECTS HOW TO MAKE SMALL TALK AND MAKE YOURSELF UNDERSTOOD WHEN DINING, SHOPPING, OR TRAVELING AROUND TOWN HOW TO COMMUNICATE ON THE PHONE AND IN BUSINESS CONVERSATIONS HANDY WORDS AND PHRASES FOR DEALING WITH MONEY, DIRECTIONS, HOTELS, TRANSPORTATION, AND EMERGENCIES ARABIC CULTURE AND ETIQUETTE, INCLUDING TEN THINGS YOU SHOULD NEVER DO IN ARABIC COUNTRIES THE BOOK ALSO INCLUDES AN ARABIC-ENGLISH DICTIONARY, VERB TABLES, AND AN AUDIO CD WITH DIALOGUES FROM THE BOOK TO HELP YOU PERFECT YOUR PRONUNCIATION. WRITTEN BY A NATIVE ARABIC SPEAKER WHO HELPED START A YEAR-ROUND ARABIC DEPARTMENT AT MIDDLEBURY COLLEGE, ARABIC FOR DUMMIES IS JUST WHAT YOU NEED TO START MAKING YOURSELF UNDERSTOOD IN ARABIC. NOTE: CD-ROM/DVD AND OTHER SUPPLEMENTARY MATERIALS ARE NOT INCLUDED AS PART OF eBook FILE.

ISE ETHICAL OBLIGATIONS AND DECISION-MAKING IN ACCOUNTING: TEXT AND CASES STEVEN MINTZ 2019-03-29

GARDENING FOR DUMMIES, POCKET EDITION STEVEN A. FROWINE 2010-12-03 PUT DOWN ROOTS WITH THE BASICS OF GARDENING! DON'T KNOW YOUR HOSTA UNDULATA FROM YOUR BELLIS PERENNIS? LEAF THROUGH THIS FUN AND EASY REFERENCE TO LEARN ALL ABOUT GARDENING! FIRST, FIND YOUR GARDENING STYLE AND PLAN THE GARDEN YOU WANT WHILE STAYING WITHIN A BUDGET, THEN CHECK OUT EXPLANATIONS OF ALL THOSE MYSTERIOUS ZONES. STILL CURIOUS? GRAB ALL THE RIGHT GEAR AND PICK

OUT THE RIGHT PLANTS FOR YOU. YOU'LL BE GROWING YOUR OWN ANNUALS, PERENNIALS, AND VEGETABLES BEFORE YOU CAN SAY LYCHNIS CORONARIA! OPEN THE BOOK AND FIND: GUIDANCE ON PLANNING YOUR GARDEN EXPLANATIONS OF HARDINESS AND FROST ZONES DESCRIPTIONS OF PROPER GEAR THE DIFFERENCES BETWEEN ANNUALS AND PERENNIALS TIPS FOR GROWING VEGETABLES INFORMATION ON WHAT YOU NEED TO KEEP YOUR PLANTS HAPPY

THE TOILET PAPER ENTREPRENEUR MIKE MICHALOWICZ 2008 TRYING TO START A BUSINESS IN THIS ECONOMY? STRUGGLING WITH LITTLE OR NO CASH? HAVE NO EXPERIENCE, NO BASELINE TO JUDGE YOUR PROGRESS AGAINST? WHETHER YOU'RE JUST STARTING OUT OR HAVE BEEN AT IT FOR YEARS, THE TOILET PAPER ENTREPRENEUR'S "GET REAL", ACTIONABLE APPROACH TO BUSINESS IS A MUCH-NEEDED SWIFT KICK IN THE PANTS.

ACCOUNTING INFORMATION SYSTEMS, GLOBAL EDITION MARSHALL B. STEINBART ROMNEY (PAUL J.) 2020-07

STUDIES IN THE HISTORY OF ACCOUNTING ANANIAS CHARLES LITTLETON 1956

BOOKKEEPING WORKBOOK FOR DUMMIES JANE KELLY 2010-12-13 FULLY UPDATED FOR A UK AUDIENCE BOOKKEEPING WORKBOOK FOR DUMMIES IS THE EASIEST WAY TO GET UP TO SPEED IN ALL THE BASICS OF BOOKKEEPING: FROM SETTING UP A BOOKKEEPING SYSTEM AND RECORDING TRANSACTIONS TO MANAGING PAYROLL, PREPARING PROFIT AND LOSS STATEMENTS, TACKLING TAX AND FILING MONTH AND YEAR END REPORTS FINANCES. EXPERT AUTHOR JANE KELLY GUIDES YOU STEP-BY-STEP THROUGH EVERY ASPECT OF FINANCIAL RECORD AND OFFERS QUICK TIPS TO HELP YOU WORK THROUGH THE INTERACTIVE EXERCISES AND PRACTICAL PROBLEMS ENCOURAGING YOU TO FIND YOUR OWN ROUTE TO A SOLUTION AND SHARPEN YOUR SKILLS ALONG THE WAY. WHETHER YOU'RE STUDYING ON A BOOKKEEPING COURSE OR BALANCING THE BOOKS IN A SMALL BUSINESS THIS BOOK IS THE FASTEST WAY TO GET STARTED. BOOKKEEPING WORKBOOK FOR DUMMIES, UK EDITION INCLUDES: PART I: EXPLORING BOOKKEEPING BASICS CHAPTER 1: DECIPHERING THE BASICS CHAPTER 2: DESIGNING YOUR BOOKKEEPING SYSTEM CHAPTER 3: SORTING OUT YOUR BUSINESS ROAD MAP PART II: PUTTING IT ALL ON PAPER CHAPTER 4: LOOKING AT THE BIG PICTURE CHAPTER 5: JOURNALING — THE DEVIL'S IN THE DETAILS CHAPTER 6: DESIGNING CONTROLS FOR YOUR BOOKS, YOUR RECORDS, AND YOUR MONEY PART III: TRACKING DAY-TO-DAY BUSINESS OPERATIONS WITH YOUR BOOKS CHAPTER 7: PURCHASING GOODS AND TRACKING YOUR PURCHASES CHAPTER 8: CALCULATING AND MONITORING SALES CHAPTER 9: EMPLOYEE PAYROLL AND BENEFITS PART IV: GETTING READY FOR YEAR'S (OR MONTH'S) END CHAPTER 10: DEPRECIATING YOUR ASSETS CHAPTER 11: PAYING AND COLLECTING INTEREST CHAPTER 12: CHECKING YOUR BOOKS CHAPTER 13: CHECKING AND CORRECTING YOUR BOOKS PART V: REPORTING RESULTS AND STARTING OVER CHAPTER 14: DEVELOPING A BALANCE SHEET CHAPTER 15: PRODUCING A PROFIT AND LOSS STATEMENT CHAPTER 16: REPORTING FOR NOT-FOR-PROFIT ORGANIZATIONS CHAPTER 17: DOING YOUR BUSINESS TAXES CHAPTER 18: COMPLETING YEAR-END PAYROLL AND REPORTS CHAPTER 19: GETTING READY FOR A NEW BOOKKEEPING YEAR PART VI: THE PART OF TENS CHAPTER 20: TOP TEN CHECKLIST FOR MANAGING YOUR CASH CHAPTER 21: TOP TEN ACCOUNTS YOU SHOULD MONITOR CHAPTER 22: TOP TEN PROBLEMS YOU SHOULD PRACTICE

BELEGGEN VOOR DUMMIES MATTHIJS KANIS 2006

KEY MANAGEMENT RATIOS CIARAN WALSH 2010-04-08 WITH OVER 33,000 COPIES SOLD, KEY MANAGEMENT RATIOS IS A MARKET "CLASSIC". THIS NEW EDITION IS RE-PACKAGED WITH A NEW JACKET DESIGN TO REVITALISE THE KEY MANAGEMENT BRAND AND NEW TWO-COLOUR INTERNALS MAKE IT MORE READABLE AND VISUALLY APPEALING. KEY MANAGEMENT RATIOS IS AN ANTIDOTE TO ANY FEAR OF FINANCE. DRAWING DATA FROM 200 COMPANIES WORLDWIDE, THE BOOK BRINGS CLARITY AND SIMPLICITY TO ITS EXPLANATION OF EVERY MEASURE AND SHOWS HOW THEY ALL LINK TOGETHER TO DRIVE YOUR BUSINESS. FROM CASH FLOW AND PROFIT TO ROI AND ROTA, ITS UNIQUE APPROACH REMAINS AS CLASSIC AS EVER, BRINGING A SIMPLE AND VISUAL UNDERSTANDING TO A COMPLEX SUBJECT.

LEAN FOR DUMMIES NATALIE J. SAYER 2012-04-11 TAKE CHARGE AND ENGAGE YOUR ENTERPRISE IN A LEAN TRANSFORMATION HAVE YOU THOUGHT ABOUT USING LEAN IN YOUR BUSINESS OR ORGANIZATION, BUT ARE NOT REALLY SURE HOW TO IMPLEMENT IT? OR PERHAPS YOU'RE ALREADY USING LEAN, BUT YOU NEED TO GET UP TO SPEED. LEAN FOR DUMMIES SHOWS YOU HOW TO DO MORE WITH LESS AND CREATE AN ENTERPRISE THAT EMBRACES CHANGE. IN PLAIN-ENGLISH, THIS FRIENDLY GUIDE EXPLORES THE GENERAL OVERVIEW OF LEAN, HOW FLOW AND THE VALUE STREAM WORKS, AND THE BEST WAYS TO APPLY LEAN TO YOUR ENTERPRISE. THIS REVISED EDITION INCLUDES THE LATEST TOOLS, ADVICE, AND INFORMATION THAT CAN BE USED BY EVERYONE — FROM MAJOR CORPORATIONS TO SMALL BUSINESS, FROM NON-PROFITS AND HOSPITALS TO MANUFACTURERS AND SERVICE CORPORATIONS. IN ADDITION, IT TAKES A LOOK AT THE SUCCESSES AND FAILURES OF EARLIER LEAN PIONEERS — INCLUDING TOYOTA, THE INVENTORS OF LEAN — AND OFFER CASE STUDIES AND HANDS-ON ADVICE. THE LATEST ON THE SIX SIGMA AND LEAN MOVEMENTS THE ROLE OF TECHNOLOGY AND THE EXPANDING LEAN TOOLBOX CASE STUDIES ENHANCE THE MATERIAL LEAN FOR DUMMIES GIVES TODAY'S

BUSINESS OWNERS AND UPPERLEVEL MANAGEMENT IN COMPANIES OF ALL SIZES AND IN ALL INDUSTRIES,THE TOOLS AND INFORMATION THEY NEED TO STREAMLINE PROCESS ANDOPERATE MORE EFFICIENTLY.

MARKETING VOOR DUMMIES [POCKETEDITIE] ALEXANDER HIAM 2004

FINANCIËEL MANAGEMENT VOOR DUMMIES, 2/e 2010 INLEIDING IN DE BASISBEGINSELEN VAN FINANCIËEL MANAGEMENT EN FINANCIËLE RAPPORTEN.

KAKEIBO FUMIKO CHIBA 2017-11-23 PEOPLE IN JAPAN ARE MASTERS OF MINIMAL LIVING, ABLE TO MAKE DO WITH LESS IN ALL ASPECTS OF LIFE, WHETHER IT'S DE-CLUTTERING PERSONAL BELONGINGS OR SAVVY SEASONAL COOKING. BUT AT THE HEART OF ALL THIS IS THE KAKEIBO- THE BUDGETING JOURNAL USED TO SET SAVINGS GOALS AND TRACK SPENDING. THE PREMISE IS SIMPLE- AT THE BEGINNING OF EACH MONTH YOU SIT DOWN WITH YOUR KAKEIBO AND THINK MINDFULLY ABOUT HOW MUCH YOU WOULD LIKE TO SAVE AND WHAT YOU WILL NEED TO DO IN ORDER TO REACH YOUR GOAL. THE KAKEIBO THEN GIVES YOU SPACE TO JOT DOWN YOUR WEEKLY SPENDING AND REFLECT ON THE MONTH JUST GONE. THE SIMPLE ACT OF COMPLETING YOUR KAKEIBO ENSURES THAT SAVING IS A PART OF YOUR EVERYDAY LIFE, WHILE ALSO GIVING YOU THE OPPORTUNITY TO REFLECT AND IMPROVE EVERY MONTH.

PHILOSOPHY FOR DUMMIES TOM MORRIS 2011-03-10 DISCOVER HOW TO APPLY ANCIENT WISDOM TO YOUR EVERYDAY LIFE PHILOSOPHY AT ITS BEST IS AN ACTIVITY MORE THAN A BODY OF KNOWLEDGE. IN AN ANCIENT SENSE, DONE RIGHT, IT IS A HEALING ART. IT'S INTELLECTUAL SELF-DEFENSE. IT'S A FORM OF THERAPY. BUT IT'S ALSO MUCH MORE. PHILOSOPHY IS MAP-MAKING FOR THE SOUL, CARTOGRAPHY FOR THE HUMAN JOURNEY. IT'S AN IMPORTANT NAVIGATIONAL TOOL FOR LIFE THAT TOO MANY MODERN PEOPLE TRY TO DO WITHOUT. PHILOSOPHY FOR DUMMIES IS FOR ANYONE WHO HAS EVER ENTERTAINED A QUESTION ABOUT LIFE AND THIS WORLD. IN A CONVERSATIONAL TONE, THE BOOK'S AUTHOR - A MODERN-DAY SCHOLAR AND LECTURER - BRINGS THE GREATEST WISDOM OF THE PAST INTO THE CHALLENGES THAT WE FACE NOW. THIS REFRESHINGLY DIFFERENT GUIDE EXPLAINS PHILOSOPHICAL FUNDAMENTALS AND EXPLORES SOME OF THE STRANGEST AND DEEPEST QUESTIONS EVER POSED TO HUMAN BEINGS, SUCH AS HOW DO WE KNOW ANYTHING? WHAT DOES THE WORD GOOD MEAN? ARE WE EVER REALLY FREE? DO HUMAN BEINGS HAVE SOULS? IS THERE LIFE AFTER DEATH? IS THERE A GOD? IS HAPPINESS REALLY POSSIBLE IN OUR WORLD? THIS BOOK IS CHOCK FULL OF ALL THOSE QUESTIONS YOU MAY HAVE LONG WANTED TO THINK ABOUT AND TALK WITH SOMEONE ABOUT, BUT HAVE NEVER HAD THE TIME OR OPPORTUNITY TO TACKLE HEAD ON. PHILOSOPHY FOR DUMMIES INVITES YOU TO DISCUSS THE ISSUES YOU FIND IN THE GUIDE, SHARE PERSPECTIVES, AND COMPARE THOUGHTS AND FEELINGS WITH SOMEONE YOU RESPECT. YOU'LL FIND LOTS OF MATERIAL TO MULL OVER WITH YOUR FRIENDS OR SPOUSE, INCLUDING THOUGHTS ON WHEN TO DOUBT, AND WHEN TO DOUBT OUR DOUBTS THE UNIVERSAL DEMAND FOR EVIDENCE AND PROOF THE FOUR DIMENSIONS OF HUMAN EXPERIENCE ARGUMENTS FOR MATERIALISM FEAR OF THE PROCESS OF DYING PRAYERS AND SMALL MIRACLES MORAL JUSTIFICATION FOR ALLOWING EVIL THE ANCIENT PHILOSOPHER SOCRATES (FIFTH CENTURY, B.C.) THOUGHT THAT, WHEN IT COMES TO THE ULTIMATE QUESTIONS, WE ALL START OFF AS DUMMIES. BUT IF WE ARE HUMBLY AWARE OF HOW LITTLE WE ACTUALLY KNOW, THEN WE CAN REALLY BEGIN TO LEARN. PHILOSOPHY FOR DUMMIES WILL PUT YOU ON THE PATH TO WISING UP AS YOU STEER THROUGH THE EXPERIENCE CALLED LIFE.

SPANISH FOR DUMMIES PEDRO V[?] ZQUEZ BERMEJO 2010 WHETHER YOU WANT TO TAKE UP SPANISH FROM SCRATCH OR BRUSH UP ON YOUR EXISTING SKILLS, THIS PRACTICAL GUIDE OFFERS HELPFUL LESSONS, CULTURAL FACTS, HANDY REFERENCES AND MUCH MORE. INCLUDED IS A SPANISH-ENGLISH MINI-DICTIONARY AND COMMON VERB LISTS.

ACAMS ASSOCIATION OF CERTIFIED ANTI-MONEY LAUNDERING SPECIALISTS EXAM PRACTICE QUESTIONS AND DUMPS BY CAMS AIVA BOOKS THE CERTIFIED ANTI-MONEY LAUNDERING SPECIALIST (CAMS) CREDENTIAL IS THE GOLD STANDARD IN AML CERTIFICATIONS AND RECOGNIZED INTERNATIONALLY BY FINANCIAL INSTITUTIONS, GOVERNMENTS AND REGULATORS AS A SERIOUS COMMITMENT TO PROTECTING THE FINANCIAL SYSTEM AGAINST MONEY LAUNDERING. HERE WE'VE BROUGHT BEST EXAM PRACTICE QUESTIONS FOR YOU SO THAT YOU CAN PREPARE WELL FOR THIS EXAM. UNLIKE OTHER ONLINE SIMULATION PRACTICE TESTS, YOU GET AN EBOOK/PAPERBACK VERSION THAT IS EASY TO READ & REMEMBER THESE QUESTIONS. YOU CAN SIMPLY RELY ON THESE QUESTIONS FOR SUCCESSFULLY CERTIFYING THIS EXAM.

HOW TO STUDY WITH MIND MAPS: THE CONCISE LEARNING METHOD FOR STUDENTS AND LIFELONG LEARNERS

MANAGING FOR DUMMIES BOB NELSON 2003-01-24 OFFERS MANAGEMENT ADVICE, EXPLAINING HOW TO JUGGLE THE NEEDS OF ONE'S EMPLOYEES WITH THOSE OF THE COMPANY, THE ART OF BUDGETING AND COMMUNICATING, HOW TO DELEGATE AUTHORITY, HOW TO MANAGE OFFICE POLITICS, AND HOW TO DEAL WITH JOB STRESS.

BUSINESS NLP FOR DUMMIES, UK EDITION LYNNE COOPER 2011-03-23 ACHIEVE BUSINESS SUCCESS WITH NEURO-LINGUISTIC

PROGRAMMING PEOPLE AROUND THE GLOBE USE NLP TO IMPROVE THEIR COMMUNICATION SKILLS, BUILD RAPPORT, MAKE POSITIVE CHANGES AND ACCOMPLISH THEIR GOALS. WHEN USED IN A BUSINESS CONTEXT, NLP TECHNIQUES CAN TRANSFORM BOTH YOUR OWN AND YOUR TEAM'S PERFORMANCES. THIS PRACTICAL GUIDE TO NLP AT WORK WILL HELP YOU INCREASE YOUR FLEXIBILITY, BECOME MORE INFLUENTIAL AND ACHIEVE PROFESSIONAL SUCCESS, WHATEVER YOUR CAREER. USE NLP TECHNIQUES IN THE WORKPLACE – OVERCOME BARRIERS TO SUCCESS AND DEVELOP A WINNING MINDSET BUILD EFFECTIVE WORKING RELATIONSHIPS – IMPROVE YOUR COMMUNICATION SKILLS AND CREATE RAPPORT WITH YOUR COLLEAGUES LEAD PEOPLE TO PERFORM – ENHANCE YOUR ABILITY TO INSPIRE PEAK PERFORMANCE MAKE CHANGES THAT DRIVE SUCCESS – SET AND ACHIEVE AMBITIOUS GOALS 'THIS BOOK IS CLEAR, ENGAGING AND PRACTICAL – AN EXCELLENT GUIDE FOR BUSINESS PROFESSIONALS WHO WANT TO USE THE POWER OF LEADING-EDGE NLP MODELS AND TECHNIQUES TO IMPROVE PERFORMANCE. IT DEMONSTRATES, WITH GREAT EXAMPLES, THE VALUE OF USING NLP IN BUSINESS TO CREATE POSITIVE, SUCCESSFUL CHANGE IN BOTH PEOPLE AND ORGANISATIONS.' –JUDITH LOWE, MANAGING DIRECTOR, PPD LEARNING, NLP TRAINING COMPANY OPEN THE BOOK AND FIND: HOW TO USE NLP TO WORK MORE EFFECTIVELY HOW TO IMPLEMENT CHANGES THAT MAKE A DIFFERENCE HOW TO INTERACT POSITIVELY WITH YOUR COLLEAGUES HOW TO OFFER CONSTRUCTIVE FEEDBACK AND GET THE MOST OUT OF PEOPLE HOW TO DEAL WITH DIFFICULT PEOPLE HOW TO CREATE A COMPELLING VISION HOW TO ACHIEVE YOUR BUSINESS GOALS LEARN TO: USE NLP TO REALISE YOUR GOALS AND ASPIRATIONS AT WORK MASTER EXCEPTIONAL INFLUENCING AND NEGOTIATING SKILLS GET THE MOST OUT OF YOUR COLLEAGUES OR TEAM ACHIEVE BUSINESS EXCELLENCE

PROJECT MANAGEMENT FOR DUMMIES NICK GRAHAM 2011-04-05 GUIDE YOUR PROJECT TO SUCCESS FROM INITIAL IDEA TO FINAL DELIVERY IN TODAY'S TIME-PRESSURED, COST-CONSCIOUS GLOBAL BUSINESS ENVIRONMENT, TIGHT PROJECT DEADLINES AND HIGH EXPECTATIONS ARE THE NORM. PROJECTS ARE NOW THE STANDARD WAY OF IMPLEMENTING CHANGE, AND PROJECT MANAGEMENT HAS BECOME A VITAL SKILL FOR SUCCESSFUL BUSINESS PROFESSIONALS. PROJECT MANAGEMENT FOR DUMMIES SHOWS YOU HOW TO SUCCEED BY FOCUSING ON WHAT YOU NEED TO DELIVER AND THEN HOW TO PLAN AND CONTROL THE PROJECT IN ORDER TO DELIVER IT. YOU WILL LEARN HOW TO PLAN, KEEP THE PROJECT ON TRACK, MANAGE TEAMS AND CONTROL RISK. YOU'LL EVEN GET SOME TIPS ON SOFTWARE – INCLUDING FREE STUFF – THAT WILL MAKE THINGS EASIER FOR YOU. WHO, WHAT, AND WHY – UNDERSTAND THE EXPECTATIONS OF YOUR PROJECT LAYING THE FOUNDATIONS – LEARN TO BUILD YOUR PLANS WITH A STURDY STRUCTURE FROM START TO FINISH THE SELECTION PROCESS – SEE HOW TO GET THE VERY BEST FROM YOUR TEAMS GET IN THE DRIVING SEAT – LEARN TO TAKE CONTROL AND STEER YOUR PROJECT TO SUCCESS OPEN THE BOOK AND FIND: CLEAR AND SIMPLE EXPLANATION OF POWERFUL PLANNING TECHNIQUES WAYS TO TRACK PROGRESS AND STAY IN CONTROL HOW TO IDENTIFY AND THEN CONTROL RISK TO PROTECT YOUR PROJECT WHY UNDERSTANDING YOUR PROJECT'S STAKEHOLDERS IS KEY HOW TO USE TECHNOLOGY TO UP YOUR GAME TIPS FOR WRITING A CLEAR AND CONVINCING BUSINESS CASE ADVICE ON BEING AN EFFECTIVE LEADER TECHNIQUES TO HELP YOU WORK EFFECTIVELY WITH TEAMS AND SPECIALISTS LEARN TO: MOTIVATE YOUR TEAMS TO PERFORM TO THEIR FULL POTENTIAL PLAN, EXECUTE AND DELIVER YOUR PROJECTS WITH CONFIDENCE STAY IN CONTROL TO DELIVER ON TIME, WITHIN BUDGET AND TO THE RIGHT QUALITY

BOEKHOUDEN VOOR DUMMIES® MARCO STEENWINKEL 2019 PRAKTIJKGERICHTE INLEIDING.

BOEKHOUDEN VOOR DUMMIES MARCO STEENWINKEL 2007 PRAKTIJKGERICHTE INLEIDING.

BASICS OF BOOKKEEPING J. BOUWER 2019-11-12 A KNOWLEDGE OF BOOKKEEPING AND A BASIC UNDERSTANDING OF THE BALANCE SHEET, INCOME STATEMENT AND CASH FLOW STATEMENT ARE INDISPENSABLE TO EDUCATION IN BUSINESS AND ECONOMICS. BASICS OF BOOKKEEPING MEETS THE NEEDS OF ACCOUNTING STUDENTS AND PRACTITIONERS IN UNDERSTANDING THE COMPLEXITIES OF THE SUBJECT. AFTER A BRIEF STUDY IN ELEMENTARY ACCOUNTING, THE AUTHORS INTRODUCE THE BASICS OF COST ACCOUNTING, FINANCIAL ACCOUNTING AND FINANCIAL MANAGEMENT. THE BOOK PROVIDES A PRACTICAL APPROACH AND EACH NEW TOPIC IS FOLLOWED BY SIMPLE EXAMPLES. WITH ITS CONCISE APPROACH, THIS TEXTBOOK WILL BE VALUED BY STUDENTS WITH NO BACKGROUND IN ACCOUNTING AND FINANCE. A COMPANION WEBSITE FEATURING EXTRA EXERCISES AND MULTIPLE CHOICE QUESTIONS CAN BE FOUND AT WWW.BOOKKEEPING.NOORDHOFF.NL.

LEAN SIX SIGMA FOR DUMMIES JOHN MORGAN 2010-11-18 WITH THE GROWING BUSINESS INDUSTRY THERE IS A LARGE DEMAND FOR GREATER SPEED AND QUALITY, FOR PROJECTS OF ALL NATURES IN BOTH SMALL AND LARGE BUSINESSES. LEAN SIX SIGMA IS THE RESULT OF THE COMBINATION OF THE TWO BEST-KNOWN IMPROVEMENT METHODS: SIX SIGMA (MAKING WORK BETTER, OF HIGHER QUALITY) AND LEAN (MAKING WORK FASTER, MORE EFFICIENT). LEAN SIX SIGMA FOR DUMMIES OUTLINES THE KEY CONCEPTS IN PLAIN ENGLISH, AND SHOWS YOU HOW TO USE THE RIGHT TOOLS, IN THE RIGHT PLACE, AND IN THE RIGHT WAY, NOT JUST IN IMPROVEMENT AND DESIGN PROJECTS, BUT ALSO IN YOUR DAY-TO-DAY ACTIVITIES. IT SHOWS YOU HOW TO ENSURE THE KEY PRINCIPLES AND CONCEPTS OF LEAN SIX SIGMA BECOME A NATURAL PART OF HOW YOU DO THINGS SO YOU CAN GET THE BEST OUT OF YOUR BUSINESS AND ACCOMPLISH YOUR GOALS BETTER, FASTER AND CHEAPER. ABOUT THE AUTHOR JOHN MORGAN HAS BEEN A

DIRECTOR OF CATALYST CONSULTING, EUROPE'S LEADING PROVIDER OF LEAN SIX SIGMA SOLUTIONS FOR 10 YEARS. MARTIN BRENIJONES IS ALSO A DIRECTOR AT CATALYST CONSULTING. HE IS AN EXPERT IN QUALITY AND CHANGE MANAGEMENT AND HAS WORKED IN THE FIELD FOR 16 YEARS.

PLAN JE CARRIÈRE VOOR DUMMIES CAROL L. MCCLELLAND 2006

MY DOG PULLS. WHAT DO I DO? TURID RUGAAS 2005 IS WALKING YOUR DOG A TUG-OF-WAR? AT LAST, A SIMPLE WAY TO TEACH YOUR DOG TO WALK ON A LEASH WITHOUT PULLING YOUR ARM OFF! NORWEGIAN DOG TRAINER, TURID RUGAAS, INTERNATIONALLY KNOWN FOR HER GROUND-BREAKING WORK ON CANINE BODY LANGUAGE AND AUTHOR OF ON TALKING TERMS WITH DOGS: CALMING SIGNALS, TURNS HER ATTENTION TO THE COMMON PROBLEM OF DOGS THAT PULL WHILE ON A LEASH. IN MY DOG PULLS. WHAT DO I DO? YOU WILL LEARN TURID'S QUICK AND EASY METHOD TO TRAIN ANY AGE, SIZE OR BREED OF DOG TO WALK CALMLY AND QUIETLY ON A LOOSE LEASH. HER APPROACH IS HUMANE AND BASED ON A SOLID UNDERSTANDING OF WHY DOGS PULL AND HOW TO WORK WITH THE DOGS' NATURE AND THE ENVIRONMENT TO OVERCOME THE PROBLEM. CITY, TOWN OR COUNTRY WALKING WILL BECOME MORE RELAXED, REDUCING STRESS FOR DOG AND OWNER. MY DOG PULLS EXPLAINS: WHY DOGS DEVELOP PULLING PROBLEMS. SIMPLE STEPS TO RETRAINING EVEN A VIGOROUS PULLER. HOW TO REHABILITATE THE PULLER WITH CLEAR, HELPFUL PHOTOGRAPHS. CORRECT USE OF LEASHES, COLLARS AND HARNESSES. WHAT WORKS, WHAT DOESN'T. TROUBLESHOOTING PROBLEMS THAT ARISE IN TRAINING.

FULL-CHARGE BOOKKEEPING NICK J. DECANDIA 2012-07-05 GET THE PREMIER "HOW TO" BOOK ON BOOKKEEPING, WRITTEN BY A NATIONALLY PUBLISHED CPA, WITH EXTENSIVE BOOKKEEPING, CORPORATE AND PUBLIC ACCOUNTING EXPERIENCE. >BOOK = 114 PAGES IN 12 CHAPTERS & 8 APPENDICES, 8.5" x 11" THIS HOW-TO BOOK ON BOOKKEEPING: *COVERS ALL THE TASKS [LIKE ACCOUNTS PAYABLE (A/P), ACCOUNTS RECEIVABLE (A/R), PAYROLL, PAYROLL TAXES, FINANCIAL STATEMENTS, YEAR-END ITEMS...]. *COVERS ALL TOPICS (LIKE INSURANCE, INDUSTRY SPECIFICS, DEBITS & CREDITS...). *INCLUDES CHECKLISTS (LIKE THE NEW JOB CHECKLIST & THE MASTER CALENDAR). *INCLUDES FORMS A BOOKKEEPER MIGHT NEED (LIKE PETTY CASH RECEIPTS, RECORD RETENTION FORM, ETC.). >INCLUDES THE 2015 PAYROLL/MINIMUM WAGE UPDATE! [AND, IF FOR SOME REASON, YOU END UP WITH AN EDITION PUBLISHED PRIOR TO 2015, YOU CAN FIND OUR 2015 FCB-UPDATE ON OUR WEBSITE: [HTTP://WWW.FULL-CHARGEBOOKKEEPING.COM/RESOURCES___LINKS.HTML](http://www.full-chargebookkeeping.com/resources___links.html)]

PERSONAL FINANCE FOR DUMMIES ERIC TYSON 2000-02-15 MANY AMERICANS DON'T UNDERSTAND PERSONAL FINANCE. IF YOU'RE AMONG THEM, IT'S PROBABLY NOT YOUR FAULT. PERSONAL FINANCE 101 IS NOT OFFERED IN OUR SCHOOLS - NOT IN HIGH SCHOOL, NOT EVEN IN THE BEST COLLEGES AND GRADUATE SCHOOLS. IT SHOULD BE. THERE ARE COMMON FINANCIAL PROBLEMS AND MISTAKES AND DIFFERENT PEOPLE KEEP MAKING THOSE SAME MISTAKES OVER AND OVER AGAIN. PERSONAL FINANCE FOR DUMMIES, 3RD EDITION, LIKE A GOOD FRIEND, CAN STOP YOU FROM FALLING INTO THOSE TRAPS. THIS BOOK IS FOR ANYONE WHO WANTS A CRASH COURSE IN PERSONAL FINANCE. IT'S BASIC ENOUGH FOR A NOVICE TO GET HIS OR HER ARMS AROUND THORNY FINANCIAL ISSUES, BUT ADVANCED READERS WILL BE CHALLENGED TO THINK ABOUT THEIR FINANCES IN A NEW WAY AND IDENTIFY AREAS FOR IMPROVEMENT. IN A NUTSHELL, THIS EASY-TO-UNDERSTAND GUIDE IS FOR ANYONE WHO WANTS TO GET OUT OF HIGH-INTEREST CONSUMER DEPT PLAN FOR MAJOR GOALS START AN INVESTMENT PROGRAM MINIMIZE HIGH PILES OF BILLS, RECEIPTS, AND JUNK MAIL YOU'LL EXPLORE WHAT IT TAKES TO START AN INVESTMENT PROGRAM AS YOU DIAGNOSE YOUR CURRENT FINANCIAL HEALTH, SET NEW GOALS, AND REDUCE YOUR SPENDING. PERSONAL FINANCE FOR DUMMIES, 3RD EDITION, ALSO COVERS: FIGURING OUT WHERE YOUR DOLLARS ARE GOING SOLVING DEBT AND CREDIT PROBLEMS REDUCING YOUR TAX BURDEN PICKING UP WISE INVESTMENTS PAYING THE RIGHT PRICE FOR INSURANCE FIGURING OUT WHERE TO GO FOR MORE FINANCIAL INFORMATION BEST-SELLING PERSONAL FINANCE WRITER ERIC TYSON IS A MASTER AT KEEPING IT SIMPLE. AND HIS THIRD EDITION OF PERSONAL FINANCE FOR DUMMIES, CAN HELP YOU CONSIDER YOUR HIGHER LIFE GOALS AND NON-FINANCIAL PRIORITIES (YOUR FAMILY, YOUR FRIENDS, AND YOUR CAUSES) AND HOW YOU CAN BEST ACCOMPLISH THOSE WITH THE FINANCIAL RESOURCES YOU HAVE.

INTRODUCTION TO MANAGEMENT ACCOUNTING 1-19 AND STUDENT CD PACKAGE CHARLES T. HORNGREN 2002-01-01 FOR COURSES IN INTRODUCTION TO MANAGEMENT ACCOUNTING. GET REFRESHED WITH HORNGREN/SUNDEM/STRATTON'S INTRODUCTION TO MANAGEMENT ACCOUNTING, TWELFTH EDITION. THIS BEST-SELLING TEXT OFFERS A RELEVANT, REAL-WORLD DECISION-MAKING APPROACH TO MANAGEMENT ACCOUNTING. STUDENTS DEVELOP A SOLID UNDERSTANDING OF COSTS AND COST BEHAVIOR AND THE USE OF COST INFORMATION FOR PLANNING AND CONTROL DECISIONS, NOT JUST INVENTORY VALUATION. AN EXCEPTIONALLY STRONG PEDAGOGY AND SUPPLEMENTS PACKAGE AND FLEXIBLE STRUCTURE PROVIDE INSTRUCTORS WITH GREAT LATITUDE IN CHOOSING VARIOUS COMBINATIONS OF BREADTH AND DEPTH, THEORY AND PROCEDURES, SIMPLICITY AND COMPLEXITY. THE TWELFTH EDITION NOW INCLUDES STUDENT-ORIENTED REAL-WORLD COMPANY EXAMPLES SUCH AS NANTUCKET NECTARS AND McDONALDS; NEW "COGNITIVE EXERCISES" AND "BUSINESS FIRST" BOXES, NEW ON-LINE COURSES AND TUTORIAL SOFTWARE PACKAGE RESOURCES, AND A NEW CD-ROM SERIES, "MASTERING ACCOUNTING."

EUROPESE GESCHIEDENIS VOOR DUMMIES SEAN LANG 2006 POPULAIR-WETENSCHAPPELIJK OVERZICHT VAN DE GESCHIEDENIS VAN EUROPA VANAF DE OUDE GRIEKEN TOT HEDEN.

ROTATIONAL SPECTROSCOPY OF DIATOMIC MOLECULES JOHN M. BROWN 2003-04-10 THE DEFINITIVE TEXT ON THE ROTATIONAL SPECTROSCOPY OF DIATOMIC MOLECULES.

DAD'S GUIDE TO PREGNANCY FOR DUMMIES ROGER HENDERSON 2011-09-20 PRACTICAL, HANDS-ON INFORMATION FOR FATHERS-TO-BE DAD'S GUIDE TO PREGNANCY FOR DUMMIES IS PACKED WITH PRACTICAL, STRAIGHTFORWARD INFORMATION FOR FATHERS-TO-BE, COVERING ALL OF THE LOGISTICAL, PHYSICAL, AND EMOTIONAL ASPECTS OF PREGNANCY FROM A DAD'S UNIQUE POINT OF VIEW. WHEN IT COMES TO PREGNANCY, DADS' ROLES HAVE CHANGED SO MUCH IN THE PAST FEW DECADES THAT EXPECTANT FATHERS DON'T ALWAYS KNOW WHERE TO TURN TO FOR GUIDANCE AND ADVICE ON THIS MILESTONE EVENT. NOW THEY DO! DAD'S GUIDE TO PREGNANCY FOR DUMMIES COVERS: WHAT TO EXPECT AT DOCTOR'S VISITS TIPS FOR BEING A SUPPORTIVE PARTNER DURING PREGNANCY AND PREPARING FOR FATHERHOOD ADVICE ON BIRTH PLANS, LABOUR AND DELIVERY, AND THE FIRST DAYS AND WEEKS OF A BABY'S LIFE PACKED WITH HELPFUL INFORMATION ON THE TYPICAL STRUGGLES AND FEELINGS EXPECTANT FATHERS FACE, DAD'S GUIDE TO PREGNANCY FOR DUMMIES GIVES FIRST-TIME FATHERS AND VETERAN DADS ALIKE A WEALTH OF USEFUL INFORMATION.

AUDITING FOR DUMMIES MAIRE LOUGHRAN 2010-07-06 THE EASY WAY TO MASTER THE ART OF AUDITING WANT TO BE AN AUDITOR AND NEED TO HONE YOUR INVESTIGATING SKILLS? LOOK NO FURTHER. THIS FRIENDLY GUIDE GIVES YOU AN EASY-TO-UNDERSTAND EXPLANATION OF AUDITING — FROM GATHERING FINANCIAL STATEMENTS AND ACCOUNTING INFORMATION TO ANALYZING A CLIENT'S FINANCIAL POSITION. PACKED WITH EXAMPLES, IT GIVES YOU EVERYTHING YOU NEED TO ACE AN AUDITING COURSE AND BEGIN A CAREER TODAY. *AUDITING 101* — GET A CRASH COURSE IN THE WORLD OF AUDITING AND A DESCRIPTION OF THE TYPES OF TASKS YOU'LL BE EXPECTED TO PERFORM DURING A TYPICAL DAY ON THE JOB *IT'S RISKY BUSINESS* — FIND OUT ABOUT AUDIT RISK AND ARM YOURSELF WITH THE KNOW-HOW TO COLLECT THE RIGHT TYPE OF EVIDENCE TO SUPPORT YOUR DECISIONS *AUDITING IN THE REAL WORLD* — DIG INTO TONS OF SAMPLE BUSINESS RECORDS TO PERFORM YOUR FIRST AUDIT *FOCUS ON FINANCES* — LEARN HOW BOTH ENDS OF THE FINANCIAL EQUATION — BALANCE SHEET AND INCOME STATEMENT — NEED TO BE PRESENTED ON YOUR CLIENT'S FINANCIAL STATEMENTS *SEAL THE DEAL* — GET THE LOWDOWN ON HOW TO WRAP UP YOUR AUDIT AND WRITE YOUR OPINION *AFTER THE AUDIT* — SEE THE TYPES OF ADDITIONAL SERVICES THAT MAY BE ASKED OF YOU AFTER YOU'VE ISSUED YOUR PROFESSIONAL OPINION

NEURO-LINGUISTIC PROGRAMMING FOR DUMMIES ROMILLA READY 2009-08-31 NLP HAS A SIMPLE PREMISE: TAKE SOMEONE WHO'S GOOD AT SOMETHING, MODEL HOW THEY DO IT AND LEARN FROM THEM. THIS WAY IT IS POSSIBLE TO UNDERSTAND THE THOUGHT PROCESSES COMMON TO EXCELLENCE IN ANY FIELD AND WEED OUT NEGATIVE OR HABITUAL THINKING. NEURO-LINGUISTIC PROGRAMMING TECHNIQUES EXTREMELY POPULAR IN MANY AREAS INCLUDING BUSINESS, EDUCATION, SPORTS, COACHING, COUNSELLING, PERSONAL DEVELOPMENT AND RELATIONSHIPS. NEURO-LINGUISTIC PROGRAMMING FOR DUMMIES AVOIDS THE JARGON OF MANY OTHER BOOKS AND PROVIDES BOTH THE BASIC ESSENTIALS FOR THE BEGINNER AND ADVANCED THEORY FOR EXPERIENCED NLP READERS

VENTURE CAPITAL DEAL TERMS HARM F. DE VRIES 2016-09-01 THIS NEW BOOK OF INVESTOR HARM DE VRIES AND VC LAWYERS MENNO VAN LOON AND SJOERD MOL, WHO TOGETHER HAVE BEEN INVOLVED IN HUNDREDS OF VENTURE CAPITAL TRANSACTIONS, EXPLAINS ALL OF THE MOST COMMON CLAUSES USED IN VC DEALS. IT INCLUDES MANY EXAMPLES, AS WELL AS NEGOTIATION TIPS FOR BOTH ENTREPRENEURS AND INVESTORS AND A FULL TERMSHEET TEMPLATE AS ANNEX. FURTHERMORE, THE BOOK EXPLAINS THE ECONOMICS BEHIND THE DEAL TERMS, WHICH MAKES THEM EASIER TO UNDERSTAND. THE RESULT IS A PRACTICAL GUIDE TO VENTURE CAPITAL DEALS. ALL VENTURE CAPITAL TRANSACTIONS START OUT WITH THE EXECUTION OF A TERM SHEET, A DOCUMENT SUMMARIZING THE BASIC TERMS AND CONDITIONS UNDER WHICH A POTENTIAL INVESTMENT WILL BE MADE. A WELL-DRAFTED TERM SHEET SERVES AS A TOOL TO FOCUS ATTENTION OF THE PARTIES ON THE ESSENTIAL DEAL TERMS, AND SERVES AS AN INSTRUMENT TO INVESTIGATE WHETHER THERE IS COMMON GROUND BETWEEN THEM WITH RESPECT TO THE MOST IMPORTANT INVESTMENT CONDITIONS BEFORE THEY SPEND FURTHER TIME, ENERGY AND MONEY ON NEGOTIATING A DEAL. EFFECTIVE PARTICIPATION IN THE NEGOTIATIONS OF A VENTURE CAPITAL TRANSACTION IS POSSIBLE ONLY ONCE EACH PARTY INVOLVED FULLY UNDERSTANDS THE SCOPE AND CONSEQUENCES OF ALL THE DEAL TERMS INCLUDED IN THE TERM SHEET. THE BOOK PROVIDES A CLEAR UNDERSTANDING OF THE MOST FREQUENTLY USED PRACTICES, TERMS AND CONDITIONS AND WILL BENEFIT ANYONE INVOLVED IN VENTURE CAPITAL TRANSACTIONS - INVESTOR, ENTREPRENEUR OR ADVISOR.

THE PUMPKIN PLAN MIKE MICHALOWICZ 2012-07-05 EACH YEAR AMERICANS START ONE MILLION NEW BUSINESSES, NEARLY 80 PERCENT OF WHICH FAIL WITHIN THE FIRST FIVE YEARS. UNDER SUCH PRESSURE TO STAY ALIVE—LET ALONE GROW—IT'S EASY FOR ENTREPRENEURS TO GET CAUGHT UP IN A NEVER-ENDING CYCLE OF “SELL IT—DO IT, SELL IT—DO IT” THAT LEAVES THEM

EXHAUSTED, FRUSTRATED, AND UNABLE TO GET AHEAD NO MATTER HOW HARD THEY TRY. THIS IS THE EXACT SITUATION MIKE MICHALOWICZ FOUND HIMSELF IN WHEN HE WAS TRYING TO GROW HIS FIRST COMPANY. ALTHOUGH IT WAS MAKING STEADY MONEY, THERE WAS NEVER VERY MUCH LEFT OVER AND HE WAS CHASING CUSTOMERS LEFT AND RIGHT, PUTTING IN TWENTY-EIGHT-HOUR DAYS, EIGHT DAYS A WEEK. THE PUNISHING GRIND NEVER LET UP. HIS COMPANY WAS ALIVE BUT STUNTED, AND HE WAS BARELY BREATHING. THAT'S WHEN HE DISCOVERED AN UNLIKELY SOURCE OF INSPIRATION—PUMPKIN FARMERS. AFTER READING AN ARTICLE ABOUT A LOCAL FARMER WHO HAD DEDICATED HIS LIFE TO GROWING GIANT PUMPKINS, MICHALOWICZ REALIZED THE SAME PROCESS COULD APPLY TO GROWING A BUSINESS. HE TESTED THE PUMPKIN PLAN ON HIS OWN COMPANY AND TRANSFORMED IT INTO A REMARKABLE, MULTIMILLION-DOLLAR INDUSTRY LEADER. FIRST HE DID IT FOR HIMSELF. THEN FOR OTHERS. AND NOW YOU. SO WHAT IS THE PUMPKIN PLAN? PLANT THE RIGHT SEEDS: DON'T WASTE TIME DOING A BUNCH OF DIFFERENT THINGS JUST TO PLEASE YOUR CUSTOMERS. INSTEAD, IDENTIFY THE THING YOU DO BETTER THAN ANYONE ELSE AND FOCUS ALL OF YOUR ATTENTION, MONEY, AND TIME ON FIGURING OUT HOW TO GROW YOUR COMPANY DOING IT. WEED OUT THE LOSERS: IN A PUMPKIN PATCH SMALL, ROTTEN PUMPKINS STUNT THE GROWTH OF THE ROBUST, HEALTHY ONES. THE SAME IS TRUE OF CUSTOMERS. FIGURE OUT WHICH CUSTOMERS ADD THE MOST VALUE AND PROVIDE THE BEST OPPORTUNITIES FOR SUSTAINED GROWTH. THEN DITCH THE WORST OF THE WORST. NURTURE THE WINNERS: ONCE YOU FIGURE OUT WHO YOUR BEST CUSTOMERS ARE, BLOW THEIR MINDS WITH CARE. DISCOVER THEIR UNFULFILLED NEEDS, INNOVATE TO MAKE THEIR WISHES COME TRUE, AND OVERDELIVER ON EVERY SINGLE PROMISE. FULL OF STORIES OF OTHER SUCCESSFUL ENTREPRENEURS, THE PUMPKIN PLAN GUIDES YOU THROUGH UNCONVENTIONAL STRATEGIES TO HELP YOU BUILD A TRULY PROFITABLE BLUE-RIBBON COMPANY THAT IS THE BEST IN ITS FIELD.

LEIDERSCHAP VOOR DUMMIES [POCKETEDITIE] MARSHALL LOEB 2004

COACHEN VOOR DUMMIES [POCKETEDITIE] MARTY BROUNSTEIN 2013 EEN HANDLEIDING VOOR MANAGERS, MET NAME OP HET NIVEAU VAN HET MIDDENMANAGEMENT, OM MEER INZICHT TE GEVEN IN VAARDIGHEDEN EN TECHNIEKEN, GERICHT OP HET COACHEN VAN PERSONEEL. DOEL IS HET VERGROTEN VAN DE PERSOONLIJKE EFFECTIVITEIT IN DIT VERBAND. HET BOEK BESCHRIJFT OP ZEER POPULAIRE EN TOEGANKELIJKE WIJZE HOE MENSEN RESULTAATGERICHTER EN GEMOTIVEERDER KUNNEN WERKEN EN HOE ZE ZICH BETER ONTPLOOIEN.

MAKING MILLIONS FOR DUMMIES ROBERT DOYEN 2009-01-06 THE MUST-HAVE GUIDE TO ACHIEVING GREAT WEALTH MAKING MILLIONS FOR DUMMIES LAYS OUT IN SIMPLE, EASY-TO-UNDERSTAND STEPS THE BEST WAYS TO ACHIEVE WEALTH. THROUGH A PROVEN METHODOLOGY OF SAVING, BUILDING A SUCCESSFUL BUSINESS, SMART INVESTING, AND CAREFULLY MANAGING ASSETS, THIS UP-FRONT, RELIABLE GUIDE SHOWS READERS HOW TO ACHIEVE MILLIONAIRE OR MULTIMILLIONAIRE STATUS. IT PROVIDES THE LOWDOWN ON MAKING WISE FINANCIAL DECISIONS, WITH GUIDANCE ON MANAGING INVESTMENTS AND INHERITANCES, MINIMIZING TAXES, MAKING MONEY GROW, AND, MOST IMPORTANT, HOW TO AVOID COMMON AND COSTLY FINANCIAL MISTAKES. MILLIONAIRE WANNABES WILL SEE HOW TO MAINTAIN FINANCIAL SECURITY THROUGHOUT THEIR LIFE WITH THIS EASY-TO-FOLLOW ROAD MAP TO FINANCIAL INDEPENDENCE. FOR INDIVIDUALS WHO YEARN TO MAKE MILLIONS BUT DON'T WANT TO BE RESTRICTED TO OWNING OR RUNNING A BUSINESS, THE BOOK FEATURES OTHER OPTIONS, SUCH AS INVENTING AND PATENTING THE NEXT BIG THING, CONSULTING, SELLING HIGH-VALUE COLLECTIBLES, AND FLIPPING OR OWNING REAL ESTATE.