

Plain English Study Guide For The General Radiotelephone Operator License Grol

Plain-English Study Guide for the FCC Amateur Radio General Class License
Plain-English Study Guide for the FCC Amateur Radio Technician Class License
The Analects of Confucius In Plain and Simple English
Antigone In Plain and Simple English
Romeo and Juliet In Plain and Simple English
Oxford Guide to Plain English
Dante's Inferno in Plain and Simple English
Statistics in Plain English
Plain-English Study Guide for the General Radiotelephone Operator License (GROL)
Plain English Handbook
Moby Dick in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, and Character Index)
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Oxford Guide to Plain English
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Evolution in Plain and Simple English
Plain English for Lawyers
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Judaism In Plain and Simple English
Aristotle in Plain and Simple English
Wuthering Heights in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography And
A Plain English Guide to Music Fundamentals
The Whole Bible Story
How to Write Plain English
Friedrich Nietzsche in Plain and Simple English
Technician Class
Woe Is I: The Grammarphobe's Guide to Better English in Plain English
Pass the 7
The Plain English Guide
Poetics In Plain and Simple English
Pass the Sie
Pass The 65(tm)
Les Miserables in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography, and C

Plain-English Study Guide for the FCC Amateur Radio General Class License

Ever since it was famously propounded by Charles Darwin, evolution has been one of the most influential scientific doctrines at all time. And even though it's been almost 100 years since the Scopes trial, evolution continues to be one of the most controversial scientific doctrines of all time. But in truth, the basic concept of evolution—the idea that species change over time to adapt to their environment—is quite simple, even obvious, once one thinks of it. After reading this book, you should be able not only to understand the basic concepts of evolution but to appreciate both what it does, and what it does not, accomplish.

Plain-English Study Guide for the FCC Amateur Radio Technician Class License

This is a study guide to help you pass the FCC test for the General Class Amateur

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(Ham) Radio license. Even if you have very little background in radio or electronics, you will be able to pass the test by using this guide. (This book assumes that you have already passed the test for the entry level Technician license. If you haven't, there is a separate "Plain English" guide for that exam.) All of the concepts are explained in the most basic terms, and each section of the book is followed by the actual questions you will see on the test. When you are finished with this book, you will be able to pass the test!

The Analects of Confucius In Plain and Simple English

Napoleon Hill's "Think and Grow Rich" has helped thousands of people reach their goals and dreams! But it was written over 60 years ago--the dreams of people then and the dreams of people now are radically different! Let BookCaps help with this new modern guide to Hill's classic work. The original work is included with BookCaps' detailed analysis with modern suggestions for how to apply the book today. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month. Visit BookCaps.com to find out more.

Antigone In Plain and Simple English

Kate Chopin's "The Awakening" is considered her greatest work. It also can be difficult to understand--it is loaded with themes, imagery, and symbols. If you need a little help understanding it, let BookCaps help with this study guide. Along with chapter-by-chapter summaries and analysis, this book features the full text of Chopin's classic novel is also included. BookCap Study Guides are not meant to be purchased as alternatives to reading the book.

Romeo and Juliet In Plain and Simple English

Murder? Witchcraft? Ghost? It's all in Macbeth. But if your like many people, you just don't get it! If you don't understand Shakespeare, then you are not alone. If you have struggled in the past reading Shakespeare, then BookCaps can help you out. This book is a modern translation of Macbeth. The original text is also presented in the book, along with a comparable version of the modern text. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

Oxford Guide to Plain English

Do the terms ad valorem, zero-minus tick, and disintermediation give you a headache? Do you need to take the Series 7 exam? If you can answer yes to both of these questions, then you've come to the right place. Robert Walker, a professional trainer who specializes in the NASD/NASAA Series 63, 65/66, 6, and 7 exams, has written this book for those who are about to brave the Series 7 examination. Armed with an M.F.A. in writing and a B.A. in English, Walker has managed to translate Securities-ese into plain English, with a liberal dash of

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humor. This must-have book guides you through the intricacies of the Series 7 exam. Walker takes the exam apart piece by piece, and explains terms and concepts with a sense of humor and ease not found in other exam guides. He shows you, step-by-step, how not to be misled by the questions. In addition to practice questions liberally sprinkled throughout its lessons, Pass the 7 includes study sheets summarizing the lessons, a section devoted to test-taking strategy, and a comprehensive glossary and index. Once you've finished this book, you will be able to take the test with confidence! Companion audio training CDs available online.

Dante's Inferno in Plain and Simple English

This is a study guide for the FCC Element 3 exam for the General Radiotelephone Operator License (GROL). Each chapter contains an explanation of the material on that section of the exam and includes all of the possible test questions with the correct answers shown. Most persons taking the exam for the GROL will have some background in electronics, and some chapters will serve as a review of what you already know. But the GROL exam covers many different areas, some of which might be unfamiliar. This book will be especially helpful when you get to those areas. Basic electricity and electronics are covered. Therefore, it would be possible to pass the test simply by studying this book, even if you have no background in electronics.

Statistics in Plain English

Jack London's classic tale of the Klondike Gold Rush has been on reading list in nearly every school in the country; this companion to the book (book is also included), offers extra help to readers. This annotated edition contains a comprehension study of London's classic work (including chapter summaries for every chapter, overview of themes and characters, and a biography of London's life). This edition also includes the complete book. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

Plain-English Study Guide for the General Radiotelephone Operator License (GROL)

John Calvin revolutionized Christianity. Without him, there would not have been apologetics, evangelism, or even the protestant reformation! It's easy to say you think he's a pretty important guy, but it's hard to know why without a clear understanding of things like total depravity, sovereign grace, and predestination--concepts that are quite complex to fully grasp. This book breaks down Calvinism into language we can all understand: plain and simple English! If you are curious about Calvinism, but don't want a bias view from someone either for the church or against the church, then this is the book for you. This unbiased book explains Calvinism in a way that's easy to understand: in plain and simple English!

Plain English Handbook

Emily Brontë's "Wuthering Heights" is considered one of the greatest novels ever wrote. It also can be difficult to understand--it is loaded with themes, imagery, and symbols. If you need a little help understanding it, let BookCaps help with this study guide. Along with chapter-by-chapter summaries and analysis, this book features the full text of Brontë's classic novel is also included. BookCap Study Guides are not meant to be purchased as alternatives to reading the book.

Moby Dick in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, and Character Index)(

Great Expectations is epic! Hundreds of pages, dozens of characters and settings--it's easy to lose track of things. Let BookCaps help with this comprehensive annotated study guide that is complete with character profiles (with pronunciations for names harder to pronounce), chapter summaries, analysis of themes, historical context, and much more! This annotated edition includes the original book with a comprehensive study guide and biography about the life and times of Charles Dickens. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

Writing Science in Plain English

Sophocles was the Aaron Spelling of ancient Greek world--his plays had all the makings of a modern soap! But archaic translations of his ancient work make it almost impossible to see any of the Melrose Place-like plots! BookCaps can help readers who have struggled in the past with Sophocles classic plays with this modern retelling. Antigone is a tragedy by Sophocles written in or before 442 BC. Chronologically, it is the third of the three Theban plays but was written first. The play expands on the Theban legend that predated it and picks up where Aeschylus' Seven Against Thebes ends. The original text is also presented in the book, along with a comparable version of both text. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

Oxford Guide to Plain English

Pass the 63(TM) walks you through the items on the NASAA exam outline one by one, step by step, without the typical jargon used in business textbooks. Both newcomers and industry veterans will appreciate the simplicity and logic used to explain the many concepts one must understand in order to pass the Series 63. It's a hard test, which is why this book wastes no words in explaining the many items one must understand in order to pass the exam. As NASAA indicates in their FAQ, the Series 63 is not a "memorization exam." Rather it is a test of competency. Beyond reading the book please visit the Examzone website for help at

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www.examzone.com. Whatever you do, please don't assume you can read the book over a weekend and then sit for the test. Our successful customers follow the study plan created when they purchase the Success Program. Take your time, and you will do fine. Step one is to start reading this textbook. Best of luck, and we look forward to hearing from you when you pass your exam!.

Oliver Twist in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography and Char

This is a study guide to help you pass the FCC test for the beginning level Amateur (Ham) Radio license, the Technician license. Even if you have no background in radio or electronics, you will be able to pass the test by using this guide. All of the concepts are explained in the most basic terms, and each section of the book is followed by the actual questions you will see on the test. When you are finished with this book, not only will you be able to pass the test, but you will also have a basic understanding of the concepts you will encounter when you get on the air. This book has been updated to include the new 2014 test questions, which will be valid through 2018.

Macbeth In Plain and Simple English (A Modern Translation)

Plain English is the art of writing clearly, concisely, and in a way that precisely communicates your message to your intended audience. This book offers 25 practical guidelines helping you to improve your vocabulary, style, grammar, and layout to achieve clear writing. It gives expert advice on all aspects of the writing process: from avoiding jargon and legalese, to organizing written information in print and online. It also shows you how it's done with hundreds of real examples, including 'before' and 'after' versions. All this is presented in an authoritative and engaging way. Completely revised and updated, this essential reference work is now even more useful: the word lists have been expanded; a new list of clichéd and troublesome words to avoid has been added; and examples of real-life stories have been replaced with more recent ones. An improved design gives the book a fresh feel.

Calvinism In Plain and Simple English

"To be or not to be" may be one of Shakespeare's most famous Soliloquy, but right behind it is Shylock's famous "Hath not a Jew eyes!" speech. It's a moving speech that is often over looked because, let's face it, it's old! Now you can at last understand the profound wisdom (and humor) of this classic Shakespeare comedy. If you don't understand Shakespeare, then you are not alone. If you have struggled in the past reading Shakespeare, then BookCaps can help you out. This book is a modern translation of The Merchant of Venice The original text is also presented in the book, along with a comparable version of the modern text. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

Pass the 63(TM)

The Securities Industry Essentials Exam is an exciting, new development from the industry regulator known as FINRA. Historically, those who wanted to become securities agents had to be hired by a broker-dealer before taking a license exam. Now, with the implementation of the Securities Industry Essentials (SIE) Exam, those interested in entering the industry can take a securities license exam on their own. Then, after being hired by a member firm, these individuals will take a top-off exam, such as the Series 6 or Series 7, to complete their FINRA licensing requirements. The results of the SIE are good for four years. Therefore, an individual can take the exam long before he chooses his career path and begins his job search in the financial services industry. Those who have passed the Securities Industry Essentials (SIE) Exam are presumed to have an advantage over other candidates, as they have shown initiative and already cleared one hurdle in the process of getting a candidate registered with FINRA and the state securities regulators. This book follows the Securities Industry Essentials (SIE) Exam Outline provided by FINRA. There are four sections of the FINRA outline, which is why this book, also, has four chapters. Chapter 1 covers primary offerings of securities, such as IPOs or initial public offerings. Types of broker-dealer businesses and their basic financial and regulatory requirements are explored. Finally, we look in some detail at basic economic factors affecting securities investments, including inflation, interest rates, and the business cycle. The largest chapter, Chapter 2, is called "Understanding Products and Their Risks." Here, we explore insurance and securities products in detail, following with a detailed examination of investment risks related to various investment approaches. Annuities, corporate bonds, Treasuries, municipal securities, common stock, preferred stock, and derivatives are all discussed in detail in this chapter. Chapter 3 examines customer accounts, trading securities, and FINRA regulations of agents. The last chapter, Chapter 4, focuses on the regulation of the securities industry. Here, we explore federal securities legislation as well as FINRA in detail. After each chapter, you will take a chapter review exercise, and then a chapter review quiz. At the end of the four chapters, you will find two full-length practice exams, 75 questions each. A detailed glossary follows the practice exams. Finally, an index of frequently used terms is found at the end of the manual. The authors of Examzone textbooks have helped thousands pass the Series 6, 7, 24, 63, 65, 66, and 99 exams over the past 18 years. We're now excited to help you pass the Securities Industry Essentials Exam. This test will open doors for your career as was never-before possible. Once you pass this test, we look forward to helping you pass the Series 7 and Series 6 once you enter the securities industry.

The Call of the Wild In Plain and Simple English (Book Summary, Commentary, Notes, Biography and Full Text)

Aristotle's "Poetics" is the earliest surviving work of dramatic theory--which is to say he was one of the first to identify and explain what poetry was. It's an important piece of work. But years of bad translations have almost made it unappreciated and inaccessible. BookCaps new translation on Aristotle's classic work explains it in a way that anyone can understand: Plain and Simple English! If you've always been interested in Aristotle, but always been afraid to actually read

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him, then now is the time to put those fears away! We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

The Awakening in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography and Cha

Romeo and Juliet is one of the greatest plays ever written--but let's face it..if you don't understand it, then you are not alone. If you have struggled in the past reading Shakespeare, then we can help you out. Our books and apps have been used and trusted by millions of students worldwide. Plain and Simple English books, let you see both the original and the modern text (modern text is underneath in italics)--so you can enjoy Shakespeare, but have help if you get stuck on a passage.

Think and Grow Rich in Plain and Simple English

Les Misérables is epic! Hundreds of chapters, dozens of characters and settings--it's easy to lose track of things. Let BookCaps help with this comprehensive annotated study guide that is complete with character profiles (with pronunciations for names harder to pronounce), chapter summaries, analysis of themes, historical context, and much more! The original book is also included with the study guide. Get ready for the 2012 movie with this companion to Hugo's classic book!

A Great Expectations in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography

Gordon West study manual for entry level FCC amateur radio Technician Class license for exams valid from 7/1/2003 through 6/30/2007.

Evolution in Plain and Simple English

We've all heard of Nietzsche; most of us are at least heard of ideas like Death of God, Übermensch, Master-Slave Morality, Eternal recurrence, Transvaluation of Values. Understanding a word the man wrote or said is a different story! The Plain and Simple English series can help! This book looks at some of the most complex ideas ever wrote, and helps makes sense of them. If you are struggling with understanding Nietzsche, or just want an introduction to his work, then this book is a must have. To see other books in the series, visit BookCaps.com

Plain English for Lawyers

Reaganomics has become one of the most talked about economic theories in modern economics--but what exactly is it? If you don't quite get economics, but want

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to know why it's so important, then this book is for you! This puts the idea of trickle-down economics in an easy to read format and helps you understand all the key concepts.

The Merchant of Venice In Plain and Simple English

Aristotle was one of the greatest philosophers of all time. His writings covered everything from physics and logic to politics and ethics. His thoughts will blow you away! If, that is, you can understand him! This book takes some of Aristotle's most complex thoughts and ideas, and puts them in a language anyone can understand. The "Plain and Simple English" series is part of BookCaps™ growing library of book and history recaps.

Reaganomics in Plain and Simple English

Confucius is one of the wisest person who ever lived; his words have been quoted more than almost anyone else. But if you come away from reading the great wisdom of Confucius, and don't really see the wisdom, you aren't alone. BookCaps retelling of Confucius Analects, is perfect for the modern reader who is looking for a translation a little fresher and easier to understand. If you have struggled in the past reading the ancient classic, then BookCaps can help you out. This book is a modern translation with a fresh spin. The original text is also presented in the book, along with a comparable version of the modern text. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month.

Judaism In Plain and Simple English

Charles Dickens' "Oliver Twist" is considered one of his greatest books. It also can be difficult to understand--it is loaded with themes, imagery, and symbols. If you need a little help understanding it, let BookCaps help with this study guide. Along with chapter-by-chapter summaries and analysis, this book features the full text of Wilde's classic novel is also included. BookCap Study Guides are not meant to be purchased as alternatives to reading the book.

Aristotle in Plain and Simple English

Trying to pass your Series 65 Exam? Pass The 65 is written with the reader always in mind. This Series 65 exam study guide uses Plain English and concise explanations as it ticks off the items mentioned on the NASAA Series 65 exam outline point-by-point. Notice that there are four chapters in our study material, which correspond to the four sections of the NASAA Series 65 Exam outline. We try to keep things as easy as possible in our study guides because the exam itself is anything but. To reduce your frustration in obtaining your Series 65 license, we try to make sure each sample question in our Pass The 65 Online Practice Question Bank is explained within this textbook. In fact, we encourage you to use this study guide while working through the Series 65 sample questions. When you encounter a tough practice question, you can quickly and easily look it up in this textbook in

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order to come away from the question with a deeper understanding of the topics involved. Remember that the Series 65 license exam is not a memorization test but, rather, a "competency exam," as NASAA explains in their exam FAQ. Too many Series 65 exam candidates go to the testing center expecting to simply recognize a few vocabulary terms when, in fact, passing your test requires you to work with the information at a much deeper level. That's why we explain things in a way you'll both understand and remember at the testing center. It takes more work on our end, but we feel our job is to make things easier on your end. We also take what you learn in the pages of this Series 65 exam study guide to a higher level by presenting you with well over 1,000 challenging questions in our test bank. However, our sample questions are not designed to merely trick you--which most people find discouraging and confusing at best. Rather, our Series 65 sample questions are designed to help you learn the information as you improve your ability to eliminate the incorrect answer choices you will see when taking the Series 65 exam. Be sure to keep a notebook filled with all that you learn from working the questions and reading the helpful explanations that follow. For an extra edge, try writing your own variations of practice questions in this same notebook, something our tutoring clients have found extremely helpful. Pass the 65(c) is your guide to a passing score on the Series 65 exam. This textbook is at the same time in-depth and easy to read. We don't skimp on the details found on the NASAA outline. Rather, we skimp on the filler found in many of the more tedious license exam manuals on the market. To give yourself an edge on this difficult license exam buy this book and then go to www.examzone.com to purchase the practice questions and other Series 65 study materials. This test is not easy. The best time to get started is . . . now."

Wuthering Heights in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography And

A handbook of rules for English usage and grammar.

A Plain English Guide to Music Fundamentals

Scientific writing is often dry, wordy, and difficult to understand. But, as Anne E. Greene shows in *Writing Science in Plain English*, writers from all scientific disciplines can learn to produce clear, concise prose by mastering just a few simple principles. This short, focused guide presents a dozen such principles based on what readers need in order to understand complex information, including concrete subjects, strong verbs, consistent terms, and organized paragraphs. The author, a biologist and an experienced teacher of scientific writing, illustrates each principle with real-life examples of both good and bad writing and shows how to revise bad writing to make it clearer and more concise. She ends each chapter with practice exercises so that readers can come away with new writing skills after just one sitting. *Writing Science in Plain English* can help writers at all levels of their academic and professional careers—undergraduate students working on research reports, established scientists writing articles and grant proposals, or agency employees working to follow the Plain Writing Act. This essential resource is the perfect companion for all who seek to write science effectively.

The Whole Bible Story

How to Write Plain English

Friedrich Nietzsche in Plain and Simple English

Did you ever hear the one about the Jewish telegram that simply read: 'Start worrying. Details to follow'? Like the one above, there are plenty of stereotypes that exist about Judaism. One thing, though, is for certain. This is a really interesting religion that has been around for thousands of years, and it has an enthralling history. Sometimes that history has been sad, but it's an enduring religion that is still followed by plenty of people today. Woody Allen, Albert Einstein, Mel Brooks, Leonard Bernstein, Natalie Portman and Elizabeth Taylor are all Jewish, and who doesn't like the work they do? (They're not the only Jews; they're just some famous ones we found to get you interested. There are actually more than 13.1 million Jews around today.) So, with that in mind, let's take a look at Judaism and some of the key figures from the religion's history. The "Plain and Simple English" series is part of BookCaps™ growing library of book and history recaps.

Technician Class

Taking a literary journey through hell certainly sounds intriguing enough--and it is! If you can understand it! If you don't understand it, then you are not alone. If you have struggled in the past reading the ancient classic, then BookCaps can help you out. This book is a modern translation with a fresh spin. The original text is also presented in the book, along with a comparable version of the modern text. We all need refreshers every now and then. Whether you are a student trying to cram for that big final, or someone just trying to understand a book more, BookCaps can help. We are a small, but growing company, and are adding titles every month. Visit BookCaps.com to find out more.

Woe Is I: The Grammarphobe's Guide to Better English in Plain English

Sometimes readers just want to know what happens next. Dr. William Marty presents the entire narrative of the Bible in chronological order from creation to the New Testament Church. The action moves smoothly from story to story without slowing down for law, poetry, prophecy, or instruction. The Whole Bible Story is perfect for new Christians looking to understand the overall flow of the Bible or seasoned believers wanting a refresher course. It can be read straight through or used as a reference tool for better understanding of specific biblical events.

Pass the 7

Plain English is an essential tool for effective communication. Information transmitted in letters, documents, reports, contracts, and forms is clearer and

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more understandable when presented in straightforward terms. The Oxford Guide to Plain English provides authoritative guidance on how to write plain English using easy-to-follow guidelines which cover straightforward language, sentence length, active and passive verbs, punctuation, grammar, planning, and good organization. This handy guide will be invaluable to writers of all levels. It provides essential guidelines that will allow readers to develop their writing style, grammar, and punctuation. The book also offers help in understanding official jargon and legalese giving the plain English alternatives. This guide gives hundreds of real examples and shows 'before and after' versions of texts of different kinds which will help readers to look critically at their own writing. Helpfully organized into 21 short chapters, each covering a different aspect of writing. Clearly laid out, and easy to use, the Oxford Guide to Plain English is the best guide to writing clear and helpful documents.

The Plain English Guide

The bestselling guide to grammar--now new and expanded--includes a whole new chapter on language in the age of email.

Poetics In Plain and Simple English

An obsessed and insane captain leads his crew into dangerous waters. A young man, eager to go to sea and forget his problems, signs on with a whaling ship for the first time. A savage islander shows what it means to be brave, strong, and compassionate. A mighty white whale haunts the dreams of every whaler in the four oceans. These are the things you can expect to read in the American maritime classic, Moby Dick...but if you are like many readers, you might need a little help with Melville's classic epic. Along with chapter-by-chapter summaries and analysis, this book features the full text of Melville's classic novel is also included. BookCap Study Guides are not meant to be purchased as alternatives to reading the book.

Pass the Sie

This book presents statistical concepts and techniques in simple, everyday language to help readers gain a better understanding of how they work and how to interpret them correctly. Each self-contained chapter features a description of the statistic including how it is used and the information it provides, how to calculate the formula, the strengths and weaknesses of each technique, the conditions needed for its use, and an example that uses and interprets the statistic. A glossary of terms and symbols is also included along with an Interactive CD with PowerPoint presentations and problems and solutions for each chapter. This brief paperback is an ideal supplement for statistics, research methods, or any course that uses statistics, or as a handy reference tool to refresh one's memory about key concepts. The actual research examples are from a variety of fields, including psychology and education.

Pass The 65(tm)

Millions of us are professional writers without even being aware of it. Everyday we

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write countless letters, memos, instructions, legal documents, and reports. And often this writing is criticized for being full of jargon, or obscure, or long-winded, or just not in "plain English." But what is plain English, and how does one write it? The Plain English Guide offers down-to-earth advice and twenty easy-to-follow guidelines covering plain words, sentence length, active and passive verbs, punctuation, planning, and good organization of points. Martin Cutts has probably taught more writers about plain English than anyone else. This book distills his knowledge and experience, and is an essential guide for anyone who writes at work, as well as students in business and professional courses.

Les Miserables in Plain and Simple English (Includes Study Guide, Complete Unabridged Book, Historical Context, Biography, and C

Tackling the obfuscation inherent in legal language, Flesch isolates the elements in legal writing that make most documents beyond the layman's comprehension and offers remedies for each obstacle to easy reading and understanding

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