

Make A Card&sortm

Eve Rodsky

Card Sorting Donna Spencer,2009-04-01 Card sorting helps us understand how people think about content and categories. Armed with this knowledge, we can group information so that people can better find and understand it. In this book, Donna describes how to plan and run a card sort, then analyse the results and apply the outcomes to your project.

Fair Play Eve Rodsky,2021-01-05 AN INSTANT NEW YORK TIMES BESTSELLER • A REESE'S BOOK CLUB PICK Tired, stressed, and in need of more help from your partner? Imagine running your household (and life!) in a new way... It started with the Sh*t I Do List. Tired of being the “shefault” parent responsible for all aspects of her busy household, Eve Rodsky counted up all the unpaid, invisible work she was doing for her family—and then sent that list to her husband, asking for things to change. His response was...underwhelming. Rodsky realized that simply identifying the issue of unequal labor on the home front wasn't enough: She needed a solution to this universal problem. Her sanity, identity, career, and marriage depended on it. The result is Fair Play: a time- and anxiety-saving system that offers couples a completely new way to divvy up domestic responsibilities. Rodsky interviewed more than five hundred men and women from all walks of life to figure out what the invisible work in a family actually entails and how to get it all done efficiently. With 4 easy-to-follow rules, 100 household tasks, and a series of conversation starters for you and your partner, Fair Play helps you prioritize what's important to your family and who should take the lead on every chore, from laundry to homework to dinner. “Winning” this game means rebalancing your home life, reigniting your relationship with your significant other, and reclaiming your Unicorn Space—the time to develop the skills and passions that keep you interested and interesting. Stop drowning in to-dos and lose some of that invisible workload that's pulling you down. Are you ready to try Fair Play? Let's deal you in.

ACS Carolyn Manville Baum,Dorothy Edwards,2008-01-01 Activity Card Sort, 2nd Edition (ACS) is a flexible and useful measure of occupation that enables occupational therapy practitioners to help clients describe their instrumental, leisure, and social activities. The format's 89 photographs of individuals performing activities and 3 versions of the instrument (Institutional, Recovering, and Community Living) is easily understood and administered. Using the ACS will give clinicians the occupational history and information they need to help clients build routines of meaningful and healthy activities. Includes 20 instrumental activities, 35 low-physical-demand leisure activities, 17 high-physical-demand leisure activities, and 17 social activities and allows for the calculation of the percentage of activity retained.

Encyclopedia of Human Computer Interaction Ghaoui, Claude,2005-12-31 Esta enciclopedia presenta numerosas experiencias y discernimientos de profesionales de todo el mundo sobre discusiones y perspectivas de la la interacción hombre-computadoras

The Live Your Values Deck Andreea Niculescu,2021-11-09 Vibrantly illustrated by artist and author Lisa Congdon—and co-written by Congdon and her friend, brand strategist Andreea Niculescu—this deck will help you live in accordance to what matters most to you. Living your values increases your compassion, reduces your stress, enhances your confidence, and allows you to experience more intimacy in your relationships. These 78 cards offer you a practical set of tools for determining your core values and practicing them in your daily life. Start off with a simple sorting exercise, then dive deeper into your highest values with the prompts and activities listed on each card. The accompanying booklet helps you use the deck to enrich your life and improve your well-being. HANDS-ON EXERCISE: More engaging than a self-help book and less daunting than trying to list your values on a blank page, this deck offers a fun, hands-on way to identify your core principles and integrate them into your life. GREAT GUIDANCE: Along with helping you identify your values, these cards offer advice, suggestions for short-term and long-term goals, and prompts that will help you reflect and take action in meaningful ways. LONG-TERM USE: As life inevitably changes and new milestones are reached, it's good to re-center and reconnect with your values. This deck can be used to see how your values have changed and what new ones have emerged over time. Perfect for: • Anyone contemplating a big life change (moving, switching jobs, etc.) • People looking for personal growth or self-reflection tools • Individuals who want to make meaningful New Year's resolutions • Fans of Lisa Congdon's previous publishing, especially You Will Leave A Trail Of Stars

The Thriving Adolescent Louise L. Hayes,Joseph V. Ciarrochi,2015-11-01 Adolescents face unique pressures and worries. Will they pass high school? Should they go to college? Will they find love? And what ways do they want to act in the world? The uncertainty surrounding the future can be overwhelming. Sadly, and all too often, if things don't go smoothly, adolescents will begin labeling themselves as losers, unpopular, unattractive, weird, or dumb. And, let's not forget the ubiquitous 'not good enough' story that often begins during these formative years. These labels are often carried forward throughout life. So what can you do, now, to help lighten this lifelong burden? The Thriving Adolescent offers teachers, counselors, and mental health professionals powerful techniques for working with adolescents. Based in proven- effective acceptance and commitment therapy (ACT), the skills and tips outlined in this book will help adolescents and teens manage difficult emotions, connect with their values, achieve mindfulness and vitality, and develop positive relationships with friends and family. The evidence-based practices in this book focus on developing a strong sense of self, and will give adolescents the confidence they need to make that difficult transition into adulthood. Whether it's school, family, or friend related, adolescents experience a profound level of stress, and often they lack the psychological tools to deal with stress in productive ways. The skills we impart to them now will help set the stage for a happy, healthy adulthood. If you work with adolescents or teens, this is a must-have addition to your professional library.

Information Architecture for the World Wide Web Louis Rosenfeld,Peter Morville,2002 Today's web sites and intranets are larger, more valuable, and more complex than ever before, and their users are busier and less forgiving. Designers, information architects, and web site managers are required to juggle vast amounts of information, frequent changes, new technologies, and corporate politics, making some web sites look like a fast-growing but poorly planned city -roads everywhere, but impossible to navigate. A well-planned information architecture has never been as essential as it is now. Information Architecture for the World Wide Web, Second Edition, shows how to use both aesthetics and mechanics to create distinctive, cohesive web sites that work. Most books on web development concentrate either on the graphics or on the technical issues of a site. This book focuses on the framework that holds the two together. By applying the principles outlined in this completely updated classic, you'll build scalable and maintainable web sites that are easier to navigate and more appealing to your users. Using examples and case studies, Information Architecture for the World Wide Web will help you: Develop a strong, cohesive vision for your site that makes it both distinctive and usable; Organize your site's hierarchy in ways that are meaningful to its users and that minimize the need to re-engineer the site; Create navigation systems that allow users to move through the site without getting lost or frustrated; Accurately label your site's content; Organize your site in a way that supports both searching for specific items and casual browsing; Configure search systems so that users' queries actually retrieve meaningful results; Manage the process of developing an information architecture, from selling the concept to research and conceptual design to planning and production. The world will be a better place when web designers read this book. It's smart, funny, and artfully distills years of the authors' bard-won experience. Information Architecture for the World Wide Web tackles political/organizational challenges as well as content, structure, and user interface. This is not design-lite, but a deep treatment of fundamental issues of information presentation that advances the state of the art. It's light years ahead of the competition. -Bonnie Nardi, Co-author of Information Ecologies- Using Technology with Heart

The Content Strategy Toolkit Meghan Casey,2023-05-11 In this essential guide, Meghan Casey outlines a step-by-step approach for successful content strategy, from planning and creating your content to delivering and managing it. Armed with this book, you can confidently tackle difficult activities like explaining clearly to your boss or client what's wrong with their content, getting the budget to do content work, and aligning stakeholders on a common vision. Having The Content Strategy Toolkit at your side is like hiring your own personal consulting firm. You get a complete array of instructions, tools, and templates for most challenges you'll face. In this practical and relevant guide, you'll learn how to: Identify problems with your content and persuade your bosses it's worth the time and resources to do it right Assemble a stellar team for your content project Prepare your organization for content transformation Make sense of your business environment and understand your audience Align stakeholders on business goals and user needs Set a compass for your content and decide how to measure success Create, maintain, and govern on-strategy content You'll learn how to treat content like the strategic asset that it is. Quality content increases value. Poor-quality content destroys value. It's as simple as that. Meghan's book has specific, practical, and immediately actionable ideas that will help you increase the quality of your content.—Gerry McGovern, CEO, Customer Carewords This second edition goes deep into three integral topics for content leaders—assembling cross-disciplinary teams, evaluating processes, and building a content playbook. If you're looking to build a new practice or retool an existing one, this book will help you succeed.—Natalie Marie Dunbar, Author, *From Solo to Scaled: Building a Sustainable Content Strategy Practice*

Vocabulary Instruction Edward J. Kame'enui,James F. Baumann,2012-05-10 This highly regarded work brings together prominent authorities on vocabulary teaching and learning to provide a comprehensive yet concise guide to effective instruction. The book showcases practical ways to teach specific vocabulary words and word-learning strategies and create engaging, word-rich classrooms. Instructional activities and games for diverse learners are brought to life with detailed examples. Drawing on the most rigorous research available, the editors and contributors distill what PreK-8 teachers need to know and do to support all students' ongoing vocabulary growth and enjoyment of reading. New to This Edition*Reflects the latest research and instructional practices.*New section (five chapters) on pressing current issues in the field: assessment, authentic reading experiences, English language learners, uses of multimedia tools, and the vocabularies of narrative and informational texts.*Contributor panel expanded with additional leading researchers.

Creative Curriculum Teaching Strategies,Gryphon House,Delmar Thomson Learning,1988-01-01 The Creative Curriculum comes alive! This videotape-winner of the 1989 Silver Apple Award at the National Educational Film and Video Festival-demonstrates how teachers set the stage for learning by creating a dynamic well-organized environment. It shows children involved in seven of the interest areas in the The Creative Curriculum and explains how they learn in each area. Everyone conducts in-service training workshops for staff and parents or who teaches early childhood education courses will find the video an indispensable tool for explainin appropriate practice.

7 Steps to a Language-Rich Interactive Classroom John Seidlitz,Bill Perryman,2011-05-24 7 Steps to Building a Language-Rich Interactive Classroom provides a seven step process that creates a language-rich interactive classroom environment in which all students can thrive. Topics include differentiating instruction for students at a variety of language proficiencies, keeping all students absolutely engaged, and creating powerful learning supports.

Words Their Way Donald R. Bear,Marcia Invernizzi,Shane Templeton,Francine R. Johnston,2012 Words Their Way is a hands-on, developmentally driven approach to word study that illustrates how to integrate and teach children phonics, vocabulary, and spelling skills. This fifth edition features updated activities, expanded coverage of English learners, and emphasis on progress monitoring.

Encyclopedia of Autism Spectrum Disorders Fred R. Volkmar,2016

Ask a Manager Alison Green,2018-05-01 From the creator of the popular website Ask a Manager and New York's work-advice columnist comes a witty, practical guide to 200 difficult professional conversations—featuring all-new advice! There's a reason Alison Green has been called “the Dear Abby of the work world.” Ten years as a workplace-advice columnist have taught her that people avoid awkward conversations in the office because they simply don't know what to say. Thankfully, Green does—and in this incredibly helpful book, she tackles the tough discussions you may need to have during your career. You'll learn what to say when • coworkers push their work on you—then take credit for it • you accidentally trash-talk someone in an email then hit “reply all” • you're being micromanaged—or not being managed at all • you catch a colleague in a lie • your boss seems unhappy with your work • your cubemate's loud speakerphone is making you homicidal • you got drunk at the holiday party Praise for Ask a Manager “A must-read for anyone who works . . . [Alison Green's] advice boils down to the idea that you should be professional (even when others are not) and that communicating in a straightforward manner with candor and kindness will get you far, no matter where you work.”—Booklist (starred review) “The author's friendly, warm, no-nonsense writing is a pleasure to read, and her advice can be widely applied to relationships in all areas of readers' lives. Ideal for anyone new to the job market or new to management, or anyone hoping to improve their work experience.”—Library Journal (starred review) “I am a huge fan of Alison Green's Ask a Manager column. This book is even better. It teaches us how to deal with many of the most vexing big and little problems in our workplaces—and to do so with grace, confidence, and a sense of humor.”—Robert Sutton, Stanford professor and author of *The No Asshole Rule* and *The Asshole Survival Guide* “Ask a Manager is the ultimate playbook for navigating the traditional workforce in a diplomatic but firm way.”—Erin Lowry, author of *Broke Millennial: Stop Scraping By and Get Your Financial Life Together*

Motivational Interviewing in Schools Keith C. Herman, PhD,Wendy M. Reinke, PhD,Andy J. Frey, PhD,Stephanie A. Shepard, PhD,2013-12-19 One of the greatest challenges for mental health and other professionals in school settings is to get students, families, and staff willing to partake of and engaged in their services. This is the first book on applying motivational interviewing (MI) is a powerful, evidence-based technique for facilitating behavior change throughout the school environment to help psychologists, counselors and other school-based professionals to improve the effectiveness of their practice. Based on encouraging research on the value of MI in K-12 settings, this practical book explains the basic elements of MI theory and demonstrates, step-by-step, how the four-stage process of engaging, focusing, evoking, and planning can be used with the families of students who need psychological or counseling services, teachers who need consultation and support to improve classroom management, and the students themselves. The book discusses barriers to readiness to change and describes how to foster engagement and compliance with school services to increase the likelihood that positive change will occur. It also describes how MI can be used to increase the effectiveness of inter-professional teams in school settings, along with ways in which MI can be integrated into and build support for already established programs. Richly illustrated with examples of using MI as a strategy for promoting everyday conversations about change--the nucleus of MI practice--the book also includes case studies and sample handouts for mental health professionals, students, family members, and teachers. Key Features: Demonstrates how to apply motivational interviewing to the K-12 environment to help school professionals improve effectiveness Explains the four-stage process of engaging, focusing, evoking, and planning Shows how MI can be used with children, their families, and teachers to facilitate change Describes how MI can be integrated into other established programs Includes plentiful case studies and examples of MI as a strategy for promoting everyday conversations about change

Getting Things Done David Allen, 2015-03-17 The book Lifehack calls The Bible of business and personal productivity. A completely revised and updated edition of the blockbuster bestseller from 'the personal productivity guru'—Fast Company Since it was first published almost fifteen years ago, David Allen's *Getting Things Done* has become one of the most influential business books of its era, and the ultimate book on personal organization. "GTD" is now shorthand for an entire way of approaching professional and personal tasks, and has spawned an entire culture of websites, organizational tools, seminars, and offshoots. Allen has rewritten the book from start to finish, tweaking his classic text with important perspectives on the new workplace, and adding material that will make the book fresh and relevant for years to come. This new edition of *Getting Things Done* will be welcomed not only by its hundreds of thousands of existing fans but also by a whole new generation eager to adopt its proven principles.

Making Words REAL Joanne Billingsley, 2015-12-07 Learn how to tap into the power of imagery, communication, and collaboration to make vocabulary building fun and meaningful! Research has proven that students with a larger, more nuanced vocabulary become more proficient readers, writers, critical thinkers, and learners, making them more likely to succeed in academic environments. In this new book from Joanne M. Billingsley, an award-winning teacher and educational consultant, you will discover how to help your K-12 students expand their academic vocabulary across the content areas. Topics include: Using card sorts and video trailers to make vocabulary-building interactive; Expanding your teaching strategies to support ELLs and early readers; Building students' word knowledge through emblematic and iconic gestures; Writing and asking scaffolded questions to get all students engaged with academic vocabulary; And much, much more! The book also features sample teacher-to-student dialogues to demonstrate how to talk about words, as well as games and activities that motivate students and help word meanings stick. No matter what subject area you teach, your students will benefit from the exciting and powerful strategies in this book.

Stop Self-Sabotage Judy Ho, PhD, 2019-08-20 Award-winning clinical psychologist and TV personality Dr. Judy Ho helps you stop the cycle of self-sabotage, clear a path to lasting happiness, and start living your best life in this a must-have guide perfect for fans of *You Are a Badass*, *Unf*ck Yourself*, and *How to Stop Feeling Like Sh*t*. Have you ever had a deadline for a big work project, only to find yourself down to the wire because you spent too much time on social media? Or gotten excited about meeting someone new, only to convince yourself he isn't really interested? How many Januarys have you resolved that this is the year you're finally going to lose the weight, only to abandon your diet in just a few weeks? If these scenarios sound familiar, you are stuck in a cycle of self-sabotage. At one point or another, we've all done something that undermines our best interests and intentions. Even the most successful people get in their own way—often without realizing it. In *Stop Self-Sabotage*, licensed clinical psychologist, tenured professor, and television personality Dr. Judy Ho takes a fresh look at self-sabotage to help us answer two vital questions: Why do we do it? How do we stop? Combining therapeutically proven strategies with practical tools and self-assessments, Dr. Judy teaches you how to identify your triggers, modify your thoughts and behaviors, find your true motivation, and unlock your willpower to stop this vicious cycle in its tracks. Practical and transformative, *Stop Self-Sabotage* is your ultimate guide to jumpstart lasting, positive change and start living the life you want.

How to Build a Healthy Brain KIMBERLEY. WILSON, 2021-03-04 'A practical manual for your brain.' - Dr Megan Rossi, author of *Eat Yourself Healthy* A groundbreaking science-based guide to protecting your brain health for the long term. Whatever your age, having a healthy brain is the key to a happy and fulfilled life. Yet, for both young and old, diseases of the brain and mental health are the biggest killers in the 21st century. We all know how to take care of our physical health, but we often feel powerless as to what we can do to protect our mental well-being too. *How to Build a Healthy Brain* is here to help. Written by a passionate advocate for the importance of mental health, Chartered Psychologist Kimberley Wilson draws on the latest research to give practical, holistic advice on how you can protect your brain health by making simple lifestyle choices. With chapters on Sleep, Nutrition, Exercise and Meditation, Kimberley has written an empowering guide to help you look after both your physical and mental well-being. 'Finally, a book that puts the brain at the centre of the health conversation, where it belongs.' - Shona Vertue, author of *The Vertue Method* 'A psychologist, she runs a successful private clinic in central London, combining therapy with nutrition advice, and has just written her first (excellent) book, *How to Build a Healthy Brain*, about protecting our mental wellbeing through factors such as diet, sleep and exercise.' - The Times 'I love your book ... it made me equal parts really excited and passionate, and also pretty angry. The science is there but it isn't being translated. This is a huge area that affects us all ... your book is absolutely brilliant at explaining what we can do to look after our brain health.' - Ella Mills on Deliciously Ella: The Podcast

The Biggest Bluff Maria Konnikova, 2021-06-08 A New York Times bestseller • A New York Times Notable Book "The tale of how Konnikova followed a story about poker players and wound up becoming a story herself will have you riveted, first as you learn about her big winnings, and then as she conveys the lessons she learned both about human nature and herself." —The Washington Post It's true that Maria Konnikova had never actually played poker before and didn't even know the rules when she approached Erik Seidel, Poker Hall of Fame inductee and winner of tens of millions of dollars in earnings, and convinced him to be her mentor. But she knew her man: a famously thoughtful and broad-minded player, he was intrigued by her pitch that she wasn't interested in making money so much as learning about life. She had faced a stretch of personal bad luck, and her reflections on the role of chance had led her to a giant of game theory, who pointed her to poker as the ultimate master class in learning to distinguish between what can be controlled and what can't. And she certainly brought something to the table, including a Ph.D. in psychology and an acclaimed and growing body of work on human behavior and how to hack it. So Seidel was in, and soon she was down the rabbit hole with him, into the wild, fiercely competitive, overwhelmingly masculine world of high-stakes Texas Hold'em, their initial end point the following year's World Series of Poker. But then something extraordinary happened. Under Seidel's guidance, Konnikova did have many epiphanies about life that derived from her new pursuit, including how to better read, not just her opponents but far more importantly herself; how to identify what tilted her into an emotional state that got in the way of good decisions; and how to get to a place where she could accept luck for what it was, and what it wasn't. But she also began to win. And win. In a little over a year, she began making earnest money from tournaments, ultimately totaling hundreds of thousands of dollars. She won a major title, got a sponsor, and got used to being on television, and to headlines like *How one writer's book deal turned her into a professional poker player*. She even learned to like Las Vegas. But in the end, Maria Konnikova is a writer and student of human behavior, and ultimately the point was to render her incredible journey into a container for its invaluable lessons. The biggest bluff of all, she learned, is that skill is enough. Bad cards will come our way, but keeping our focus on how we play them and not on the outcome will keep us moving through many a dark patch, until the luck once again breaks our way.

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