

# SPRING RIGHTS GUIDE

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#### RussoRights delivers compelling content from innovative publishers to the wider world of publishing.

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### BUSINESS & PERSONAL DEVELOPMENT

- 3 Association for Talent Development (ATD)
- 5 Society for Human Resource Management (SHRM)
- 7 ClydeBank Media
- 9 Art of Productivity
- 10 Maven House Press & TPH
- 11 Oldtown Publishing
- 12 TCK Publishing



# EDUCATION & TEACHER PROFESSIONAL DEVELOPMENT

- 13 Association for Supervision & Curriculum Development (ASCD)
- 15 National Science Teaching Association (NSTA)
- 17 Learning Sciences International (LSI)

www.russorights.com jacki@russorights.com

# margie meacham wargie meacham in talent development capitalize on the al revolution to transform the way you work, learn, and live

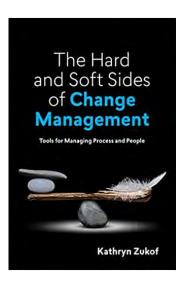
## Join the AI revolution in learning.

Learning technology expert Meacham describes the benefits, uses, and risks of Al technology and offers practical tools to strengthen and enhance learning and performance programs. She demonstrates how we can be more productive by using a robot "assistant," creating a chatbot for specific tasks (such as a new manager bot, a sales coach bot, a new employee onboarding bot), or building personalized coaching tools from Alprocessed big data.

ISBN: 9781950496310 | (December 2020) 6" x 9", 144 pages | Price: \$22.99 Audience: Trainers, instructional designers, talent development professionals

# Give change initiatives their best chance for positive results.

Change expert Kathryn Zukof offers tools and approaches to help organizations roll out, receive, and manage change effectively. She demonstrates how to deploy sound project management techniques to integrate both the process (the "hard") side and the people (the "soft") side. Her strategies will help employees understand the need and vision for change, so they feel less threatened and more energized by what's ahead.



ISBN: 9781950496877 | (March 2021) 6" x 9", 340 pages | Price: \$32.99 Audience: Managers, HR & talent development professionals

# WHAT'S YOUR FORMULA? COMBINE LEARNING ELEMENTS FOR IMPACTFUL TRAINING

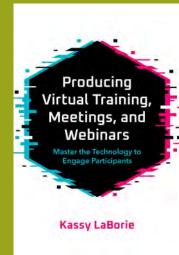
## Your periodic table of learning elements.

This simple yet elegant periodic table of learning elements helps trainers create effective training programs by using the right balance of adult learning theory, available technology, intuitive tools, proven practices, creativity, and risk. From critical gas-like elements (like the air we breathe; think instructional design or visual design); to radioactive elements (powerful and dangerous yet commonly used; think PowerPoint), this guide shows how to navigate the pitfalls and choices involved in creating engaging learning experiences.

ISBN: 9781952157479 | (June 2021) 6" x 9", 200 pages | Price: \$29.99 Audience: Trainers, instructional designers, talent development professionals

### Master the production of virtual events.

Go-to training expert LaBorie delivers the knowledge and skills needed to produce virtual events that are engaging and productive—from how to prepare the technology and content beforehand to how to run everything smoothly. She offers a plan of action for conquering just about any platform and troubleshooting potential problems. This book examines typical platform features (audio, webcam, chat, screen share), advanced interaction methods (polling, breakouts, Q&A), and administration and logistics elements (logins, session scheduling, reports).



ISBN: 9781950496259 | (December 2020) 6" x 9", 228 pages | Price: \$32.99 Audience: Subject matter experts, managers, talent development professionals

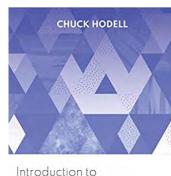
# Learning Science for Instructional Designers From Cognition to Application

## Ensure instructional design is based in learning science.

To create effective learning experiences that engage, trainers and instructional designers need to know how learning works and what facilitates and hinders it. Clark Quinn distills the current scope of learning science into this easy-to-read primer that prepares you to design learning experiences that ensure retention over time and transfer to the appropriate situations.

## The gold standard in instructional systems design.

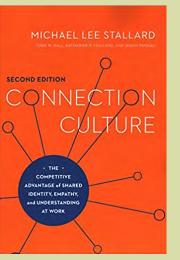
Written by long-time professor and practitioner of instructional design Chuck Hodell, this book provides comprehensive instruction for professors, instructors, and students of instructional systems design (ISD) who seek a professional and proven design method with an academic foundation. He delivers practical guidance with a strong theoretical base to answer the questions of why designers do what they do and focuses on preparing learners for digital learning and adapting in-classroom courses for remote learning.



Instructional
Systems Design

Theory and Practice

ISBN: 9781952157455 | (April 2021) 5-1/4" x 8", 144 pages | Price: \$21.99 Audience: Trainers, instructional designers, talent development professionals



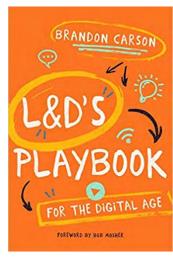
### Tap into the power of human connection.

Creating a thriving organization where employees feel valued, the environment is energized, and high productivity and innovation are the norm requires a new kind of leader who fosters a culture of connection within the organization. This second edition shows how to become that leader—fostering a connection culture; emulating best practices of connected teams; and boosting vision, value, and voice with the organization.

ISBN: 9781950496525 | (September 2020) 6" x 9", 256 pages | Price: \$18.99 Audience: Executives, managers, coaches, talent development professionals

## Build a modern learning and development team.

It's time for L&D to take a more proactive role in workforce development by creating a new framework for developing employee skills and capability. In fact, L&D needs a new playbook to navigate the radical and complex transformation the digital age demands. Brandon Carson walks through how to create this playbook to build alignment across the team and with stakeholders—whether it's restructuring, new skilling, or rescoping—by being flexible as business needs change.



ISBN: 9781952157585 | (July 2021) 6" x 9", 179 pages | Price: \$34.99 Audience: Chief learning officers, talent development professionals

# THE UNASHAMED GUIDE TO Virtual Management Virtual Workforce Virtual Teams Virtual Meetings Virtual Office Romances Ben Bisbee and Kathy Wisniewski

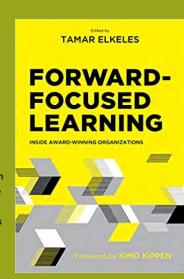
## Manage virtual teams for maximum results.

What happens when a virtual manager needs actual day-to-day support around issues such as handling office romance and doing laundry on the job, as well as more traditional issues like onboarding, performance reviews, and scheduling? This practical guide addresses the unanswered and critical questions of how to manage virtual teams to achieve maximum results with advice on more than 30 topics that handle unexpected situations.

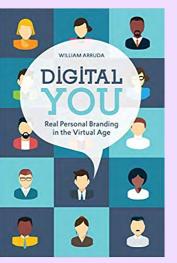
ISBN: 9781949036558 | (October 2019) 5-1/4" x 8", 248 pages | Price: \$19.99 Audience: Virtual managers, HR & talent development professionals

# Shape what's next for learning in your organization.

How organizations learn will determine whether they adapt to this era of dynamic change or struggle behind outdated practices. Talent development executives can learn a lot from peeking behind the curtain to see how high-performing companies use learning to develop their employees and their businesses. Rich in examples of what's worked, this is a must-read for anyone setting learning strategy or managing the learning function.



ISBN: 9781950496679 | (December 2020) 6" x 9", 180 pages | Price: \$29.99 Audience: Learning executives, HR & talent development professionals



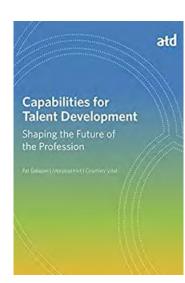
### Develop a personal brand that drives success.

Branding authority William Arruda shows how to define, express, and expand a personal brand as a serious career development strategy. Professionals will learn how to develop, design, and sustain their personal brand throughout the fluid movements of any career and how to be clear about their brand and their unique promise of value so they can increase their success and happiness at work and in life.

ISBN: 9781949036756 | (October 2019)  $6" \times 9"$ , 232 pages | Price: \$18.99 Rights sold: Chinese (simplified), Italian, Vietnamese

# What talent development professionals need to know to be successful.

To help talent development professionals and their organizations meet the challenges of the future, this guide offers an in-depth look at ATD's Talent Development Capability Model<sup>TM</sup>, a powerful framework to guide the talent development profession in what practitioners need to know and do to develop themselves, others, and their organizations and its components.





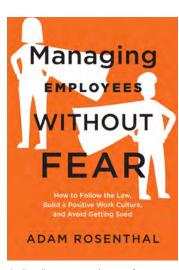
# Use the power of conversations to improve performance.

Grounded in proven management practices, this book offers managers and all HR professionals a powerful tool for regulating and enhancing the performance of their staffs without using conventional appraisals. These techniques will coach employees, improve productivity, and boost confidence.

ISBN: 9781586446697 | (October 2020) 6" x 9", 226 pages | Price: \$29.99 Audience: HR, personnel, & talent management professionals, managers

### Build a positive, productive work culture.

From making sense of the pre-hiring process and disciplining employees to creating harassment-free workplaces and uncovering implicit bias, workplace lawyer Adam Rosenthal expertly delivers every manager's comprehensive, go-to practical guide for managing legally compliant workplaces and building a positive, productive, and work cultures along the way.



ISBN: 9781586446642 | (March 2021) 6" x 9", 322 pages | Price: \$34.99 Audience: HR, personnel, & talent management professionals, managers, executives



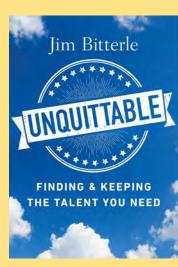
### How HR leaders can harness their influence to lead.

A much-anticipated follow-up to the SHRM best-seller *HR* on *Purpose!!*, HR thought leader and popular blogger Steve Browne delivers fresh insights on fostering collaboration, building relationships, and building trust in the workplace. His practical advice for HR professionals and business leaders will help them harness their powerful influence to lead their careers and their organizations through the new decade and beyond.

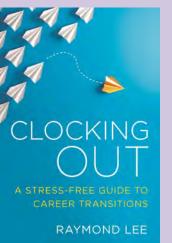
ISBN: 9781586446444 | (July 2020) 6" x 9", 292 pages | Price: \$29.99 Audience: HR, personnel, & talent management professionals, career counselors

## Find—and keep—the talent you need.

Unquittable presents a from-the-trenches guide to the most effective tools, strategies, and processes for attracting, developing, and retaining talent in organizations. Based on the author's work helping hundreds of companies become more talent minded, the hardwon techniques outlined in this book can be adapted for organizations of any size and deliver impressive bottom-line savings with relatively little up-front investment.



ISBN: 9781586446598 | (July 2020) 6" x 9", 192 pages | Price: \$34.99 Audience: HR, personnel, & talent management professionals, managers, executives



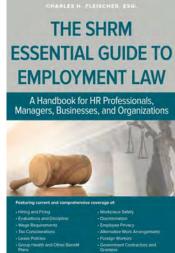
### Take the stress out of career transitions.

Raymond Lee believes that not only is change good but that it is possible to take the stress out of career transitions at any level! He gives readers a fresh way to think about their careers and practical advice to consolidate individual power for meaningful changes and assess choices to make successful transitions. Ten fascinating stories bring to life the key components of effective career transition—choice, mindset, agility, and trust—and highlight how they interplay during a career change.

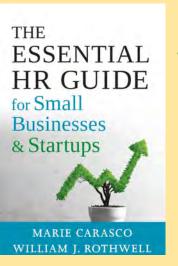
ISBN: 9781586446543 | (October 2020) 6" x 9", 192 pages | Price: \$29.99 Audience: Individuals in career transition, managers, HR & personnel professionals

## The ultimate handbook for HR professionals & managers.

This bestselling guide, which has sold more than 15,000 copies, provides current and comprehensive coverage of workplace law principles, highlights common and pressing employee issues, and provides specific examples and suggestions to help make the employer–employee relationship run more smoothly. While based on US laws and regulations, its advice is informed by research and best practices that are globally applicable. This volume delivers the foundation of best practices and is available for adaption in translation.



ISBN: 9781586444709 | (April 2018) 6" x 9", 516 pages | Price: \$34.99 Audience: HR, personnel, & talent management professionals, managers, executives



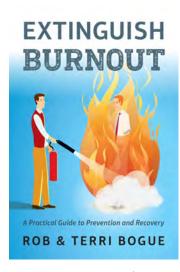
## The HR solution for small businesses and startups.

This guide is the perfect desk reference for small businesses and startups without the financial resources to invest in a fully-staffed HR department. It delivers the nuts and bolts of HR essentials, including how to develop policies and best practices, manage and measure performance, and drive engagement. It also provides an overview of legal obligations, risk assessment, and training.

ISBN: 9781586445898 | (May 2020) 6" x 9", 202 pages | Price: \$34.99 Audience: Small business & startups, managers, personnel management professionals

## Practical ways to extinguish burnout.

Who hasn't suffered at one time or another from exhaustion, cynicism, and a lack of effectiveness? Based on extensive research and full of real-world stories and examples, work-place culture experts Rob and Terri Bogue take a deep dive into the signs, sources, and solutions of burnout and deliver an essential resource that helps anyone identify, prevent, and recover from burnout and embark on the journey to thriving.



ISBN: 9781586446345 | (June 2019) 6" x 9", 224 pages | Price: \$25.99 Rights sold: Chinese (simplified); Vietnamese



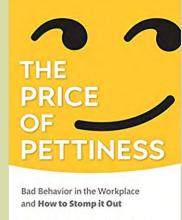
## Discover the power of your "HR Face".

Popular blogger and chief HR officer Kris Dunn presents a hard but compelling reality: Every HR professional on the planet can be classified as one of 9 "Faces" based on their career level and their ability to innovate and drive change. This book's behavioral assessment helps readers quickly identify their own "HR Face" and then reveals career tracks, behavioral markers, ROI, macro-trends driving behavior, and market demand for each face.

ISBN: 9781586445737 | (June 2019) 6" x 9", 224 pages | Price: \$24.99 Audience: HR & personnel management professionals, managers, business leaders

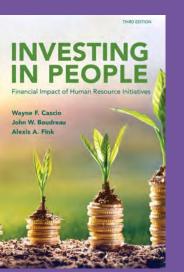
### Stomp out bad behavior in the workplace.

Pettiness limits careers and opportunities on a broad scale and sometimes crosses the line into unquestionably criminal behavior. Based on SHRM research, this groundbreaking book examines the seemingly limitless depths of workplace pettiness—as well as the remarkable heights of creativity it seems to inspire in people—and delivers proven tools anyone can use to spot pettiness and deal with it directly.



**ALEX ALONSO** 

ISBN: 9781586446192 | (June 2019) 6" x 9", 176 pages | Price: \$24.99 Rights sold: Vietnamese



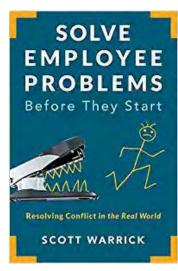
## Invest in what counts most—your people.

This third edition draws upon state-ofthe-art practice and research across disciplines including psychology, economics, accounting, and finance to provide HR professionals and leaders with proven guidelines for evaluating key HR initiatives. It is based on a comprehensive framework that supports strategic linkages between investments in human capital and important business outcomes.

SBN: 9781586446093 | (June 2019) 6" x 9", 464 pages | Price: \$34.99 Audience: HR & talent management professionals, managers, business leader

# Use emotional intelligence to resolve conflict in the workplace.

With compassion, clarity, and conviction, popular speaker and employment law attorney Scott Warrick distills conflict resolution to just three simple moves: Empathic Listening, Parroting, and Rewards (EPR). Because no one can use their EPR skills unless they can control themselves, he shows HR professionals step-by-step how to become emotionally intelligent communicators with the mental toughness critical in resolving conflict.



# INVESTING QuickStart Guide THE Simplified BEGINNER'S GUIDE TO SUCCESSFULLY NAVIGATING THE STOCK MARKET, GROWING YOUR WEALTH, & CREATING A SECURE FINANCIAL FUTURE TED D. Snow, CFP\*, MBA

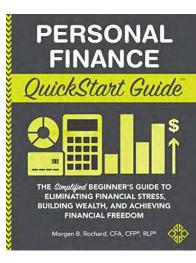
## Learn how to navigate the market and grow wealth.

The updated second edition of this best-selling guide includes new content on investing technology and more. Newcomers and veterans alike will enjoy the unique and practical vision for investing success offered in the *Investing Quick-Start Guide*. Bringing the wisdom of 30+years in the finance industry to bear, Ted Snow's (CFP, MBA) intrepid but practical asset-allocation investment philosophy is masterfully communicated and highly effective for investors.

ISBN: 9781945051869 | (June 2021)  $7-1/2" \times 9-1/4"$ , 200 pages | Price: \$19.99 First edition rights sold: Vietnamese

## Relieve financial stress & achieve financial freedom.

At a time when so many people feel like money rules their lives, this new book shows how everyone can take control of their finances and build a secure financial future. Author, podcaster, and financial advisor Morgen Rochard CFA, CFP, RLP, shares what it takes to reach financial goals, whatever they may be, in this uncommonly helpful guide to the common money problems we all face.



ISBN: 9781945051012 | (October 2020) 7-1/2" x 9-1/4", 353 pages | Price: \$24.99 Rights sold: Chinese (simplified)

# DAY TRADING QuickStart Guide THE Simplified BEGINNER'S GUIDE TO WINNING TRADE PLANS, CONQUERING THE MARKETS, AND BECOMING A SUCCESSFUL DAY TRADER Troy Noonan

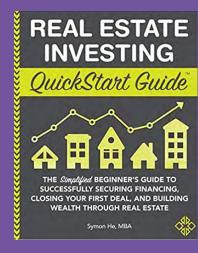
## Discover the secrets to successful day trading.

Day Trading QuickStart Guide smashes the myth that successful day traders are math experts, careless risk junkies, or compulsive gamblers. Using the tactics and enclosed in these chapters, readers learn the exact skills needed to find real success while keeping their risk to an absolute bare minimum.

ISBN: 9781945051814 | (June 2020) 7-1/2" x 9-1/4", 397 pages | Price: \$27.99 Rights sold: Vietnamese

## Start building your real estate empire today.

In Real Estate Investing QuickStart Guide, author, best-selling course instructor, licensed real estate broker, and consultant Symon He lays out the simplest, most practical, straightforward path for new investors eager to ink their first deals and start their journey to building wealth through real estate.



ISBN: 9781945051562 | (August 2020) 7-1/2" x 9-1/4", 313 pages | Price: \$24.99 Rights sold: Vietnamese

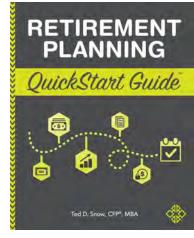
# STARTING A BUSINESS QuickStart Guide S\$\$ THE Simplified BEGINNER'S GUIDE TO LAUNCHING A SUCCESSFUL SMALL BUSINESS, TURNING YOUR VISION INTO REALITY, AND ACHIEVING YOUR ENTREPRENEURIAL DREAM Ken Colwell, PhD, MBA

## The essential blueprint for entrepreneurial success.

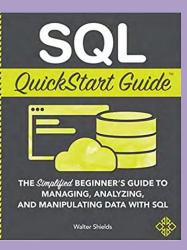
What makes or breaks a new business? Learn what the experts know about starting a business the best way. Author Ken Colwell, PhD, MBA, leverages his clear voice, extensive experience, and easy-to-understand presentation to guide entrepreneurs from the very first steps of conceptualizing their venture to winning their first customers, delivering value, and turning a profit.

## Make retirement a reward for a lifetime of hard work.

This guide orients the journey to retirement with financially sound money management strategies, practical tips, and a thorough look at what it takes to prepare for a retirement worth looking forward to. Whether retirement is right around the corner or still decades over the horizon, everyone will learn how to prepare for a comfortable, satisfying, and financially secure retirement.



ISBN: 9781945051821 | (February 2019) 7-1/2" x 9-1/4", 287 pages | Price: 24.99 Rights sold: Vietnamese



# Leverage the power of SQL to manage, analyze, and manipulate data.

In this comprehensive guide, experienced mentor and SQL expert Walter Shields makes the topic of relational database management accessible, easy to understand, and highly actionable. SQL QuickStart Guide is ideal for anyone seeking expand their programming capabilities—even with no prior coding experience!

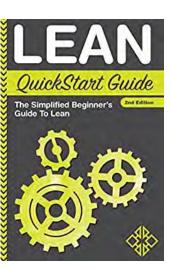
ISBN: 9781945051753 | (November 2019) 7-1/2" x 9-1/4", 251 pages | Price: \$24.99 Rights sold: Russian

# Harness HTML and CSS fundamentals to create beautiful websites.

Every webpage online today uses HTML markup language. Mastery of HTML/CSS fundamentals is essential for web design and any robust coding skillset. Fortune 500 tech veteran David DuRocher breaks down HTML5 and CSS3 fundamentals into manageable, practical, and engaging segments designed so that anyone, at any stage of their lives, can learn to code.



ISBN: 9781636100005 | (January 2021) 7-1/2" x 9-1/4", 361 pages | Price: \$27.99 Rights available in all languages



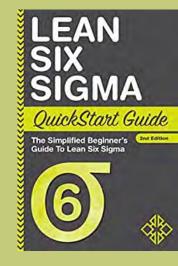
## Learn how to use the power of Lean.

The Lean approach, developed as part of the Toyota Production System, gives managers and leaders powerful tools to help identify and eliminate waste. With this QuickStart Guide, Benjamin Sweeney leaves the jargon and the confusing industry language at the door for a concise self-paced learning journey that is at home on the factory floor as it is in the college classroom. He cuts complex Lean concepts down to size and enhances them with extensive charts, graphs, and instructive illustrations to aid and accelerate the learning process.

ISBN: 9780996366700 | (May 2015)  $6'' \times 9''$ , 162 pages | Price: \$16.99 Rights available in all languages

# Master Lean Six Sigma to maximize performance and profits.

Lean Six Sigma seeks to combine the best of both Lean manufacturing and Six Sigma approaches. Get up to speed quickly on this powerful methodology with the Lean Six Sigma QuickStart Guide's clear, straightforward language that lends itself well to successful self-paced learning. Those new to the Lean Six Sigma program will appreciate its the learning-first approach, and industry veterans will value this guide as an easy reference resource.



ISBN: 9781945051142 | (August 2016) 6" x 9", 198 pages | Price: 16.99 Rights sold: Vietnamese

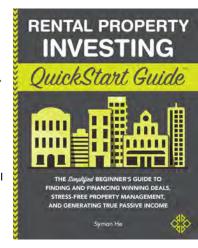
# ACCOUNTING QuickStart Guide GREGION THE Simplified BEGINNER'S GUIDE TO REAL-WORLD FINANCIAL & MANAGERIAL ACCOUNTING FOR STUDENTS, AND FINANCE PROFESSIONALS Josh Bauerie, CPA

# Develop real-world financial & managerial accounting skills & know-how.

Accounting QuickStart Guide expertly simplifies accounting fundamentals and is an invaluable resource for accounting students, business owners, bookkeepers, and other finance and record keeping professionals everywhere! Whether you are a business owner looking to boost your bottom line or an accounting student looking to boost your grade, this book will prove indispensable on your journey.

# Proven stress-free tactics to generate income through rental properties.

Few financial opportunities produce passive income streams as enduring and lucrative as the opportunities that come from rental property investment. Use this book to learn how to find, analyze, and acquire profitable rental properties for long-term wealth generation without the drudgery of property management or "landlording."



## THE **ART OF** SAYING

RECLAIM YOUR TIME AND ENERGY, AND REFUSE TO BE TAKEN FOR GRANTED (WITHOUT FEELING GUILTY!)

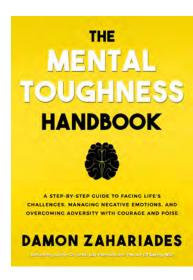
#### DAMON ZAHARIADES

Russian, Serbian, Vietnamese

co-workers, family members, clients, neighbors, or strangers! ISBN: 9781549572746 | (August 2017) 5-1/2" x 8-1/2", 170 pages | Price: \$9.99 Rights sold: Arabic, Chinese (simplified & complex), Hindi, Italian, Korean, Polish,

#### Discover the secrets to becoming mentally tough.

This handbook offers a practical training program for developing grit and resilience in the face of adversity. It's a crash course complete with exercises designed to strengthen your mind and fortify your resolve. Life is full of setbacks. This book will show you how to bounce back, stand firm, and boldly weather the storm.



ISBN: 9798636821618 | (April 2020) 5-1/2" x 8-1/2", 198 pages | Price: 9.99 Rights sold: Chinese (simplified), French, Hindi, Vietnamese

# **FAST FOCUS** Your Attention, Ignoring Distractions, And Getting More Done In Less Time!

DAMON ZAHARIADES

#### Master your attention for maximum productivity.

Learn how to stand your

The Art of Saying NO shows how to set

put other people's priorities ahead of

strategic guide for turning people down

with grace and finesse. This system works

our own. It also provides a 10-step

whether you're talking to your boss,

boundaries and gain others' respect. This action guide investigates the reasons we

ground—without

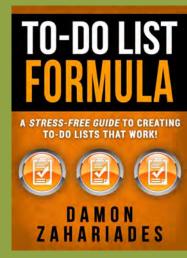
feeling quilty!

Put simply, distractions prevent you from getting things done. This book shows you how to master your attention and keep distractions at bay. The result? A huge increase in your productivity! This action guide provides a no-nonsense, fast-track blueprint for developing razor-sharp focus. You'll learn how to get "in the zone" whenever you need to so you can concentrate on getting more done—at work, at home, or at play!

ISBN: 9781520488875 | (January 2017) 5-1/2" x 8-1/2", 176 pages | Price: \$9.99 Rights sold: Arabic, Chinese (simplified), Polish, Vietnamese

#### Transform your daily to-do lists—with less stress and more results!

laundry list of unfinished tasks at the end of the day. This stress-free guide reveals a simple approach designed to help you organize, manage, and



## Proven tactics to cure

Procrastination can be crippling, but there is help: The Procrastination Cure. In this book, Zahariades delivers 21 proven tactics to help you overcome procrastination. You will learn how to start tackling, completing, and crossing off tasks, make quick decisions regarding which projects receive your immediate attention, and finish your work each day with hours to spare!

#### Boost productivity—one morning at a time.

From world-class athletes to highpowered CEOs, successful people swear by their morning routines to boost energy, increase productivity, and improve mindsets. This action guide delivers a step-bystep system to create tailored morning routines that accomplished short- and long-term goals. It shows how anyone can squeeze maximum value from mornings and design a more rewarding lifestyle.

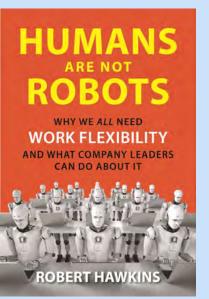


HOW TO BOOST YOUR PRODUCTIVITY, EXPLODE YOUR ENERGY, AND CREATE AN EXTRAORDINARY LIFE - ONE MORNING AT A TIME!

**DAMON ZAHARIADES** 

AUTHOR OF FAST FOCUS AND TO DO LIST FORMULA

#### MAVEN HOUSE PRESS



#### Create workspaces where everyone can thrive.

This thought-provoking book builds on management theories, case studies, interviews, and the author's own journey from rigidity to flexibility to show leaders how to free people from a way of working that doesn't meet expectations for modern life. He provides theory and evidence to show the urgent need for work flexibility as well as practical guidance on rolling out sustainable, successful, and profitable flexibility campaigns in any company.

#### **Build** authentic company culture through diversity & inclusion.

Award-winning diversity and inclusion expert Leslie Short examines the continually evolving challenges organizations face and shows leaders how to ensure that all employees have opportunities to express who they are. In an engaging, conversational style she offers tips on how to think differently about diversity and inclusion to achieve a sustainable, diverse, equitable, and inclusive workplace.



ISBN: 9781947540040 | (October 2020) 6" x 9", 288 pages | Price: \$24.95 Audience: Executives, leaders, managers, HR & talent management professionals

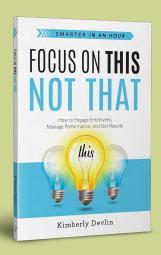
ISBN: 9781947540132 | (January 2021) 6" x 9", 200 pages | Price: \$19.95 Audience: Executives, leaders, managers, HR & talent management professionals

#### TRAINERS PUBLISHING HOUSE (TPH)

Everyone is busy. But anyone can find an hour to learn how to run a better meeting, lead a team more effectively, enhance customer service, or improve business writing. Whether you need to brush up on your business acumen skills—or acquire them for the first time—commit just 60 minutes to reading a SMARTER IN AN HOUR book, and you are guaranteed to optimize your productivity and start getting the results you want.

SMARTER IN AN HOUR is a movement to help people become leaders with greater impact and less stress.





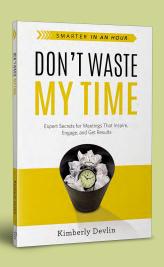
#### Manage better by focusing on the right stuff!

Being a manager is a job; it takes work. It requires focusing on establishing employee expectations, setting goals, will learn where to start, what to do, and how to follow through to engage their employees, manage performance, and get results.

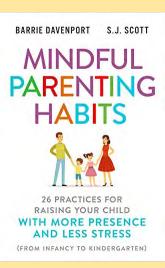
#### giving recognition and feedback, and delegating as a means to develop teams. But where can managers find the time in their already busy schedules to do these things? In one hour, managers

#### Lead meetings that inspire others and get results.

Whether you are convening teams at a conference, leading a staff meeting, chairing a PTA committee, or facilitating a virtual meeting of remote workersthis book is the best hour investment you can make to get results in your business and personal meetings. Devlin shares her surefire strategy for planning productive and engaging meetings, provides tools that streamline preparation and follow-through, reveals expert facilitation secrets, and gives techniques to manage the difficult situations and bad behaviors.



ISBN: 9781939247148 | (October 2019) 6" x 9", 120 pages | Price: \$16.95 Audience: Managers, team leads, talent development professionals



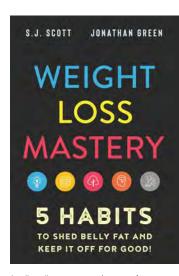
#### Parent with more presence and less stress.

Today's generation of kids (and parents) are more stressed and anxious than ever before. That's why applying mindfulness to parenting efforts is an essential part of raising happier, healthier, and less stressed kids. This book delivers practical strategies to help parents pause, consider the kind of parents they want to be, and learn simple strategies to foster a calm, loving, and low-stress environment for their families.

ISBN: 9781946159229 | (January 2020) 6" x 9", 248 pages | Price: \$12.99 Rights sold: Polish

#### Start mastering your weight and health!

Tired of fad diets and the "flavor of the month" exercise craze? Weight Loss Mastery can help. It provides five actionable habits you can use to lose weight and keep it off. Learn how to focus on building small habits that have positive, compounding effects. These transformative, "one percent" changes might seem like nothing at first, but over time they have a powerful snowball effect.



ISBN: 9781946159212 | (September 2019) 6" x 9", 162 pages | Price: \$13.99 Audience: K-12 principals & teachers, education leaders

# MINDFUL 25 PRACTICES FOR COUPLES TO ENHANCE GROW A DEEPER CONNECTION S. J. SCOTT AND BARRIE DAVENPORT

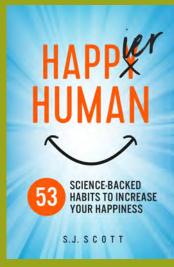
#### 25 habits to enhance intimacy & grow a deeper connection.

If you want to build a deeper connection with your spouse or partner, Mindful Relationship Habits will show you how to have a more mindful relationship by applying 25 specific practices. These habits will help you be more present with one another, communicate better, avoid divisive arguments, and understand how to respond to one another's needs in a more loving, empathic, and conscious way.

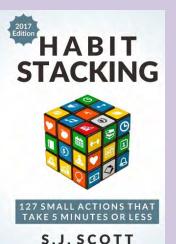
ISBN: 9781983507946 | (January 2018) 6" x 9", 280 pages | Price: \$13.99 Audience: Self-help, communication & social skills, relationships, personal

#### Stop waiting for happiness to find you!

Use these 53 strategies to increase happiness today! Wall Street Journal bestselling author S.J. Scott provides a detailed examination of the strategies and ideas that actually make people happy. Each idea is supported by a wealth of research into why it works. Plus, it also includes a simple action plan for turning these ideas into permanent habits that people can incorporate into their busy lives.



ISBN: 9781946159199 | (February 2019) 6" x 9", 274 pages | Price: \$10.99 Rights sold: English audio

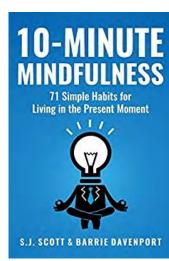


#### Discover the power of stacking your habits.

In this book, readers discover 127 quick habits that they can "stack" together into a simple daily routine. These small but powerful life changes will enable them to transform their work lives, strengthen their personal relationships, stay on top of their finances, get organized, and improve their health. Includes strategies to create an easily maintained routine and tools to stay motivated and consistent.

#### Improve focus, productivity, & peace of mind—in just 10 minutes a day.

Want to eliminate negativity, stress, and anxiety? Let bestselling authors Scott and Davenport show you how to anchor in the present moment, even if it's just for a few minutes at a time. Choose from 71 mindfulness habits to tailor your personal adventure, discover the practical tools to turn these actions into automatic behavior, and make a positive, lasting impact on your life.



ISBN: 9781946159014 | (April 2017) 6" x 9", 270 pages | Price: \$14.99 ISBN: 9781546768286 | (May 2017) 6" x 9", 248 pages | Price: \$12.99 Rights sold: Chinese (simplified), Hungarian, Japanese, Korean, Russian, Vietnamese

# FORWORD BY SIR RICHARD BRANSON THE COURAGE MAP 13 PRINCIPLES FOR LIVING BOLDLY FRANZISKA ISELI

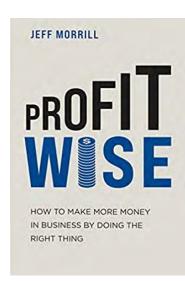
# Discover how to expand your courage map & live more boldly.

Why do some people make brave decisions that lead to exciting, rewarding, and impactful lives while others watch from the sidelines? In this book you'll learn to tap into your inner courage and use it to chart a course to a better future and a better world. The Courage Map provides direction and guidance for readers who seek to lead a life of courage, meaning, and impact. Foreword by Sir Richard Branson.

ISBN: 9781631610813 | (May 2020) 6" x 9", 146 pages | Price: \$19.99 Rights sold: Chinese (complex), Vietnamese

# Take the high road as the straightest path to the bottom line.

Author Jeff Morrill knows how to build highly profitable businesses—he has built companies from scratch in retail, real estate, telecommunications, and insurance that generate more than \$100,000,000 in annual revenue. Jeff shares all his secrets to creating systems that produce profits automatically by focusing on doing the right thing every time. He shows how anyone can earn more profits in business while staying true to their values.



ISBN: 9781631611025 | (February 2021) 5-1/2" x 8-1/2", 118 pages | Price: \$19.99 Audience: Self-help, personal finance, wealth management

# THE PAIN RELIEF SECRET How to Retrain Your Nervous System, Heal Your Body, and Oyercome Chronic Pain SARAH WARREN

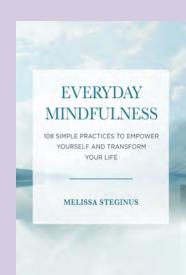
## Heal your body & overcome chronic pain.

Most pain is caused by the way we use our bodies, and simple changes can actually heal pain and prevent future injuries from developing. Sarah Warren, founder of the Somatic Movement Center, has helped thousands of people with chronic muscle and joint pain become pain free. She shows how anyone can learn to prevent and eliminate chronic musculoskeletal pain through a simple, gentle process of retraining their nervous system. Included are videos that demonstrate her ground-breaking process for life-changing results.

ISBN: 9781631610721 | (July 2019) 6'' x 9", 244 pages | Price: \$19.99 Rights sold: Chinese (complex characters), Korean

## Simple practices to transform your life.

The power to change our lives is in the small things we do every day. This book guides readers through over 100 simple but power daily mindfulness practices, in small doses, to rewire habits and rewrite lives. With step-by-step instruction and evidence-based exercises, this is the master manual for awakening to ourselves, connecting with inner wisdom, and tapping into capacity for self-empowerment, fulfillment, and transformation.



ISBN: 9781416629238 | (October 2020) 6" x 9", 250 pages | Price: \$19.99 Audience: Self-help, personal success, motivation

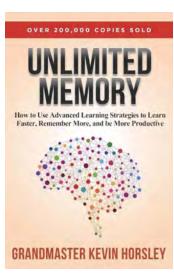
# THE HAPPY MIND A Simple Guide to Living a Happier Life Starting Today KEVIN HORSLEY and LOUIS FOURIE

## How to start living a happier life today.

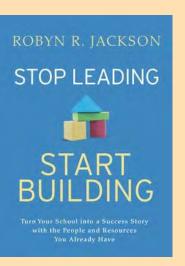
The search for happiness is fundamental for all humans, but it is not one-size-fits-all. The Happy Mind will help everyone discover valuable insights within themselves so that they can create lasting happiness instead of being driven by short-term pleasure-seeking. From the author of the bestselling Unlimited Memory, this book is the road map to living a happy life, custom-designed just for you.

# Learn how memory masters train themselves to concentrate.

When you can easily focus on the task at hand and store and recall useful information, you can double your productivity and eliminate wasted time, stress, and mistakes at work. In this book, world memory record-breaker Kevin Horsley shows readers how anyone can use powerful memory strategies to learn faster, be more productive, and achieve more success.



ISBN: 9781631610387 | (January 2018) 6" x 9", 204 pages | Price: 19.99 Rights sold: English reprint—India



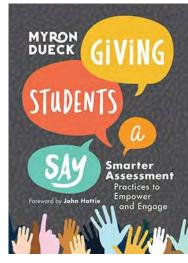
# Turn your school into a success story with the resources you have.

Great outcomes can elude even school administrators who do everything right—poring over data, trying new strategies, or bringing in outside trainers. Robyn R. Jackson shows how to stop wasting time and energy on flawed leadership approaches that succeed only with the right staff, students, parents, budget, and boss. Her Buildership Model™ shows how to escape the "school improvement hamster wheel" to create the school that educators and students deserve.

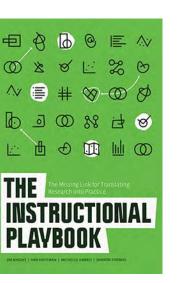
ISBN: 9781416629849 | (February 2021) 7" x 10", 180 pages | Price: \$31.95 Audience: K-12 principals & teachers, education leaders

# Use smarter assessment to empower & engage students.

In this well-researched book, leading educator Dueck reveals troubling issues related to traditional assessment approaches and offers numerous examples of educators at all levels who are transforming assessment. He also shares surprising revelations about the nature of memory and learning that speak to the need for rethinking how we measure student understanding and achievement.



ISBN: 9781416629801 | (January 2021) 7"  $\times$  10", 189 pages | Price: \$30.95 Audience: K=12 principals & teachers, education leaders



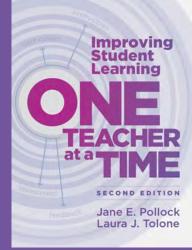
# Create a playbook designed to meet teachers' instructional needs.

In schools, every day is "game day." And teachers need the best resources and forms of support because students deserve the best educators can offer. An instructional playbook aims to serve as that kind of support: a tool that coaches can use to help teachers match specific learning goals with the right research-based instructional strategies.

ISBN: 9781416629924 | (November 2020) 7" x 10", 209 pages | Price: \$35.95 Audience: K–12 principals & teachers, education leaders, teacher coaches

### One teacher can make the difference!

In this second edition, Pollock and Tolone combine updated research and real-world stories to demonstrate how it takes only one teacher to make a difference in student performance. Their approach expands the classic three-part curriculum-instruction-assessment framework by adding one key ingredient: feedback. This "Big Four" approach offers an easy-to-follow process that helps teachers build better curriculum documents.



ISBN: 9781416629696 | (December 2020) 7" x 10", 144 pages | Price: \$27.95 Audience: K–12 principals & teachers, education leaders

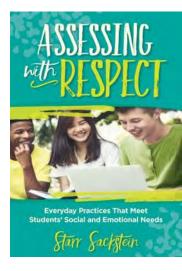
# The PD Curator HOWTO DESIGN PEERTO-PEER PROFESSIONAL LEARNING THAT ELEVATES TEACHERS AND TEACHING Lauren Porosoff

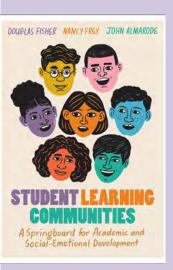
# Curate peer-to-peer professional learning that elevates teachers.

One of the best ways to learn how to be a better teacher is by watching, listening to, and experimenting with the practices of great teachers. This guide explores the role teachers and leaders can play in creating those inclusive, participatory, and effective professional learning experiences. PD curators have the power to legitimize the work of an array of teachers and create immersive intellectual, emotional, and social experiences.

# Explore the intersection between assessment & social-emotional learning.

This timely call to action from education leader Starr Sackstein shows how assessment and social-emotional learning (SEL) affect all students, particularly students of color and other marginalized groups. Educators will gain insight into the five SEL competencies and find out how to teach students to develop their abilities in those areas so that they have better learning and assessment experiences.





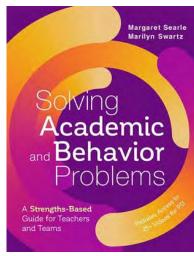
## Make dynamic collaborative learning thrive everywhere.

Student learning communities (SLCs) are more than just a different way of doing group work. Like professional learning communities, SLCs provide students with a structured way to solve problems, share insight, and help one another continually develop new skills and expertise. With the right planning and support, dynamic collaborative learning can thrive everywhere. In this book, educators Douglas Fisher, Nancy Frey, and John Almarode explain how to create and sustain student learning communities to drive learning.

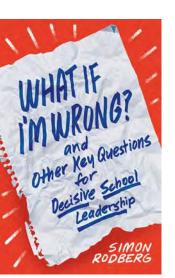
ISBN: 9781416629658 | (November 2020) 7" x 10", 144 pages | Price: \$27.95 Audience: K-12 principals & teachers, education leaders

# Design an action plan to target students' specific needs.

Based on the positive psychology of appreciative inquiry, this guide builds on what is working with students to address what is not working. It's a system of support that helps general education teachers partner with specialists and parents to learn new ways to enrich academic, social-emotional, and behavioral growth through structured conversations and a series of productive meetings of 30 minutes or less. Includes 25 video clips.



ISBN: 9781416629481 | (September 2020) 8" x 10", 184 pages | Price: \$34.95 Audience: K-12 principals & teachers, education leaders



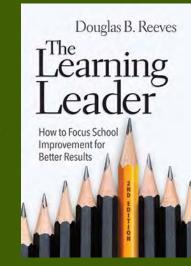
## Strategic decision making habits for school leaders.

By prompting school leaders to reflect on their own thought processes and cognitive blind spots, leadership coach and former principal Simon Rodberg guides educators past the pitfalls of split-second instinct, groupthink, prejudice, and the rush to judgment. His approach helps them develop good habits of strategic decision making.

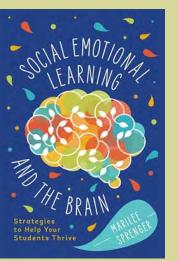
ISBN: 9781416629580 | (August 2020) 6" x 9", 122 pages | Price: \$27.95 Audience: K–12 principals & teachers, education leaders

## Focus school improvement for better results.

This updated second edition offers the Leadership for Learning Framework that helps leadership teams identify four different types of educators and provide more effective, tailored support to help education leaders reconceptualize their roles in the school improvement process and motivate themselves and their colleagues to keep working to better serve their students.



ISBN: 9781416629382 | (August 2020) 6" x 9", 180 pages | Price: \$30.95 Audience: K–12 principals & teachers, education leaders

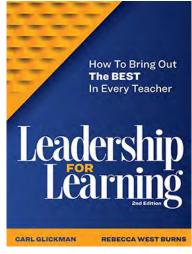


# Combine social-emotional learning and brain science to improve outcomes.

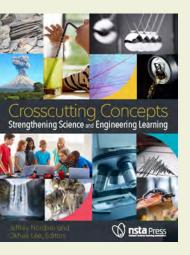
Spurred by extensive exploration of brain-based learning, Sprenger explains how brain science—what we know about how the brain works—can be applied to social-emotional learning. She offers clear, easy-to-understand explanations of brain activity and dozens of specific strategies for all grade levels.

# How leaders can bring out the best in every teacher.

In this revised edition, Glickman and Burns synthesize their decades of experience in teacher education and supervision into a comprehensive guide to support teacher growth and student learning. Embedded in every page are the essential knowledge, skills, approaches, and methods that leaders need to drive instructional improvement.



ISBN: 9781416629498 | (September 2020) 6" x 9", 219 pages | Price: \$30.95 Audience: K-12 principals & teachers, education leaders



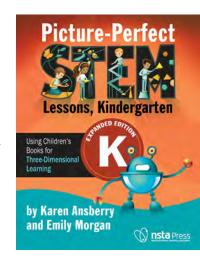
## Fit crosscutting concepts into three-dimensional learning.

This in-depth resource reveals how teachers can (1) promote students' sensemaking and problem-solving abilities by integrating crosscutting concepts (CCCs) with science and engineering practices and disciplinary core ideas; (2) support connections across multiple disciplines and diverse contexts; and (3) use CCCs as a set of lenses through which students can learn about the world around them.

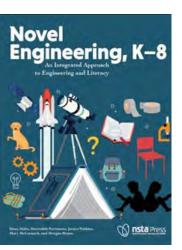
ISBN: 9781681407289 | (April 2021) 8-1/2" x 11", 508 pages | Price: \$44.05 Audience: K–12 science teachers, grades K–12

# Help young scientists learn to read and engage with science.

This updated edition delivers embedded strategies to improve students' reading comprehension while engaged in STEM activities. Designed to supplement existing science or STEM programs, it features engaging content and teacher supports; ready-to-use lessons containing engagement activities, hands-on explorations, and student pages; assessments; and standards-based objectives.



ISBN: 9781681408477 | (April 2021) 8-1/2" x 11", 240 pages | Price: \$50.35 Audience: Science teachers, grade K



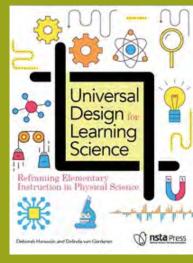
# Integrate engineering and literacy with this "novel" approach.

This book shows how students can work through engineering design challenges inspired by a broad range of literature—novels, short stories, biographies, or even picture books. The approach leads students to pull information from literature to identify a problem and then use details from the text and an engineering design process to develop solutions for their "clients"—the book's characters.

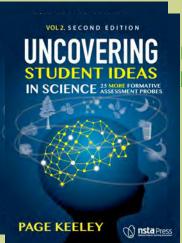
ISBN: 9781681406428 | (April 2020) 8-1/2" x 11", 318 pages | Price: \$44.05 Audience: Science teachers, grades preK-8

# Reframe lessons in physical science to reflect how students learn.

This book inspires teachers to reframe their lessons to reflect how students learn and to support the success of all students. It shows how to use existing curricula and resources while identifying barriers to learning and possible solutions—in other words, as the authors say, "using a sharper knife, a bigger fork, or a deeper spoon to more effectively deal with what's already on your plate"!



ISBN: 9781681406954 | (April 2020) 8-1/2" x 11", 295 pages | Price: \$31.45 Audience: Science teachers, grades 3–5



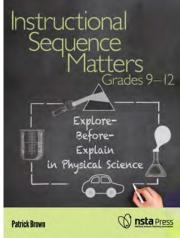
## Uncover what students know—or think they know.

This second edition guide delivers engaging questions, known as formative assessment probes, that are designed to uncover student ideas about science. These field-tested teacher materials provide best answers along with distracters designed to reveal preconceptions and misunderstandings that students commonly hold. The new probes are short and easy-to-administer.

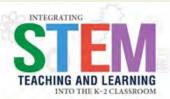
ISBN: 9781681408323 | (March 2021)

## Learn why sequence matters & how to leverage it.

This book shows how to implement the "explore-before-explain" process. It includes planning templates with reflection questions to spark thinking and model lessons to encourage teaching in ways that allow for active meaning making. Educators will learn to engage students as they tackle engineering design problems, use algebraic and mathematical reasoning, read technical texts, and develop their own inquiries.



ISBN: 9781681408446 | (April 2021) 8-1/2" x 11", 168 pages | Price: \$27.95 Audience: Science teachers, grades 9–12





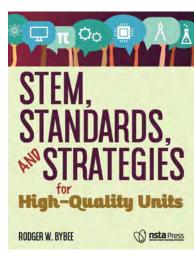
## STEM isn't just for the big kids anymore!

Based in both research and real-world experience, the authors show teachers how to blend authentic, phenomenadriven, integrated STEM teaching and learning into busy K–2 classrooms. They provide professional learning experiences that help teachers make connections between STEM topics and the everyday activities they are already doing with their students.

ISBN: 9781681406206 | (March 2020)  $8-1/2" \times 11"$ , 165 pages | Price: \$34.07 Audience: Science teachers, grades preK-2

### Create high-quality STEM classroom materials.

Education thought leader Rodger Bybee shows how to create coherent, high-quality classroom materials that make standards and STEM work together in ways that are effective for learning and practical for teaching. He gives teachers the background information and activities needed at each step of creating standards-based STEM units, whether developing a STEM program, adapting current materials, or creating new ones.



ISBN: 9781681406268 | (April 2020) 8-1/2" x 11", 190 pages | Price: \$33.55 Audience: Science teachers, instructional designers, grades K–12

#### STEM ROAD MAP CURRICULUM SERIES



This bestselling series is a flexible resource that infuses real-world learning into K-12 classrooms. Each of the 19 titles steers students toward authentic problem solving while grounding them in integrated STEM disciplines with an interdisciplinary module that uses project- and problem-based learning. Students will explore content, develop conceptual understanding of technology innovations, use inquiry activities in science, and apply this knowledge to a challenge working collaboratively.

#### The Changing Earth, Grade 8

Challenge 8th graders to learn how to help people recognize the inherent risks of living in a region that's prone to flooding, earthquakes, and volcanoes.

ISBN: 9781681404684 | 260 pages | (April 2020) | Price: \$31.45

#### Human Impacts on Our Climate, Grade 6

Challenge 6th graders to identify a local environmental problem, develop a model to help monitor and minimize its impact, and create presentation about their findings.

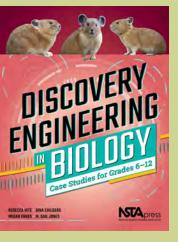
ISBN: 9781681404080 | 130 pages | (April 2020) | Price: \$31.45

#### Healthy Living, Grade 10

Challenge 10th graders to develop a product that helps people embrace diet and exercise while they learn authentic problem solving grounded in STEM disciplines.

ISBN: 9781681404950 | 140 pages | (April 2020) | Price: \$31.45

#### NSTA KIDS



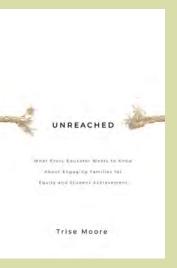
## Make STEM come alive through engaging case studies.

Who knew that small, plant-eating mammals called pikas helped scientists find new ways to survive extreme weather events? Twenty lessons help students learn about amazing scientific advancements in a lively way that blends history, realworld perspectives, and engineering into biology or STEM curriculum. Case studies explore observations and accidental discoveries that led to the invention of new products and problem-solving applications.

## Awake wonder with the Next Time You See series.

This newest title from the award-winning series helps elementary-age children experience the enchantment of everyday phenomena of bees. Written by veteran teacher Emily Morgan and designed for kids to experience with an adult—be it a parent, teacher, or friend—this book and series reminds us that we don't have to look far to find something remarkable in nature.





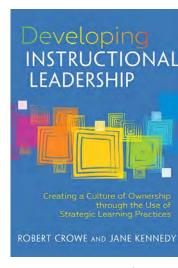
# Engage families to be advocates for their children's learning.

To engage families for equity and student achievement, teachers must make a major shift in the mental perspective they bring to every family interaction. Education specialist Trise Moore shows how to have real discussions with families and build a genuine professional learning community to support families becoming effective advocates for their children's learning.

ISBN: 9781943920761 | (October 2019) 7" x 10", 100 pages | Price: \$24.95 Rights sold: Chinese (simplified)

# Cultivate a culture of ownership through strategic learning practices.

It is clear that the job of leading a school is hard work. This new book from the authors of *Developing Student Ownership* provides practical, validated techniques that will help school leaders transform schools into environments where students, teachers, and administrators are all motivated to pull together to elevate student achievement.



ISBN: 9781943920785 | (November 2020) 6" x 9", 200 pages | Price: \$24.95 Audience: K–12 principals, administrators, & education leaders



Preparing

CHOOL

## Little things can add up to big results!

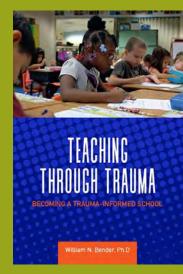
The best teachers pay attention to the little things that make positive impacts on the culture of the classroom, or as Ron Nash calls them, "big little things."

Attending to these things on a regular basis can lift spirits, trigger a smile, and create a climate where students want to engage in their own learning. Filled with testimonials and reflection questions for 40 tools and strategies, this book will help every teacher identify and skillfully address those "big little things" for building a better classroom.

ISBN: 9781943920792 | (January 2020) 6" x 9", 120 pages | Price: \$14.95 Audience: K–12 teachers & administrators, education leaders

# Become a trauma-informed school to meaningfully reach students.

In this new book, William N. Bender, national leader and award-winning author on instructional tactics for the classroom, focuses on helping teachers reach and teach abused, neglected, poverty-stricken, or undernourished children. He delivers real-world, actionable tips on topics such as mental health, psychic trauma, social and emotional learning, classroom management, educational psychology, and much more.



ISBN: 9781943920969 | (November 2020) 7" x 10", 170 pages | Price: \$24.95 Audience: K–12 teachers & administrators, school counselors

# Equip students to succeed in their lives *beyond* school.

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