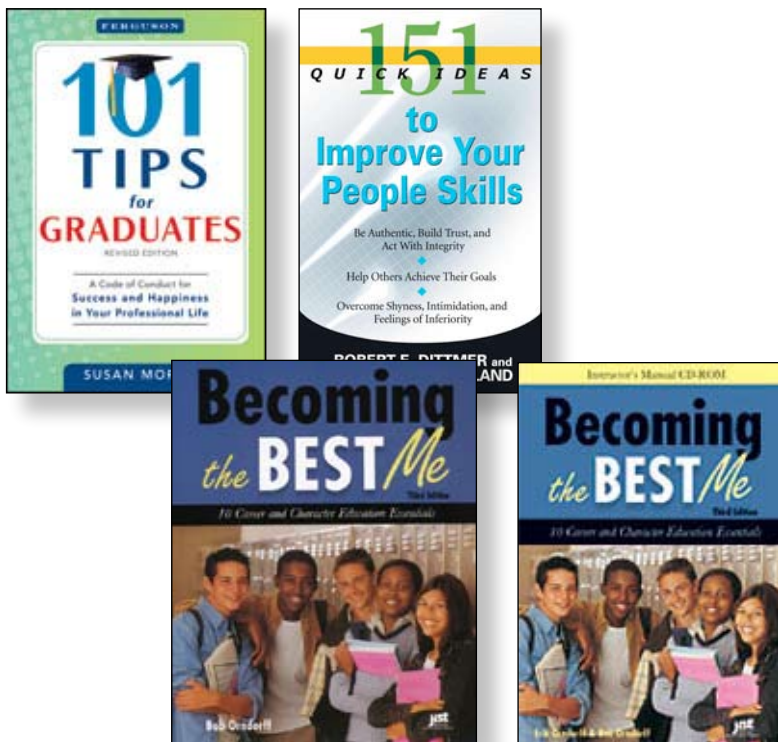


Personal Development

Reference Books



Revised! 101 Tips for Graduates

The revised edition of 101 Tips for Graduates is a must-read for anyone ready to move forward toward higher education or a successful career. Career and workplace expert Susan Morem has updated and revised her 101 essential tips to make them even more relevant to the current job market. The message throughout is a refreshingly upbeat one, with practical, real-world insight and advice on how to keep a positive attitude when times get tough. ©2010. Length: 288. Recommended: HS

RB-10-019-4...\$14.95 (Member: \$14.20)

New! 151 Quick Ideas to Improve Your People Skills

Looking for a quick way to start class each day? Use one of the 151 ideas in this short, easy-to-read book of ideas. Each topic gets only a page to address lots of very basic keys to getting along – at work, school, etc. Especially good for programs sponsoring co-op, internships, or other work-based activities. ©2009. Length: 192. Recommended: HS/PS

RB-09-131-4...\$12.99 (Member: \$12.35)

Revised! Becoming the Best Me, 3 Edition

An engaging book that helps high school students develop character education and life skills as they relate to careers. Also provides advice from leading employers and recruiters on which skills are most important to them. ©2009. Recommended: HS

RB-09-042-4...\$14.95 (Member: \$14.20)

RB-09-042TG-4...\$24.95 (Member: \$23.70)



Reference Books (Continued)

Character Education: Being Fair and Honest

Some experts argue that modern people have become morally lazy and that recent school shootings can be traced back to a lack of character education. Being Fair and Honest examines the importance of justice and honesty when creating a society that treats people well and provides them with the opportunities they need to succeed. ©2009. Length: 128. Recommended: MS/HS

RB-09-117-4...\$35.00 (Member: \$33.25)

Character Education: Handling Teamwork and Respect for Others

Teamwork is often the key to success in sports, school, business, and everyday life. If teammates do not respect themselves and one another, they will struggle to achieve their goals. Handling Teamwork and Respect for Others explores teamwork and respect as virtues, discusses contemporary and historic role models of teamwork and respect, and provides practical advice for readers to create successful, respectful teams. ©2009. Length: 128. Recommended: MS/HS

RB-09-118-4...\$35.00 (Member: \$33.25)

