

Example Letter Recommendation Graduate School Engineering

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For Writing and Grammar Aficionados from All Walks of Life This deluxe edition contains the complete contents of "The Little Red Writing Book" and "The Little Gold Grammar Book." Whereas writing is based on principles in which writing is deemed better or worse, more effective or less effective grammar is based on rules, in which writing is deemed right or wrong, correct or incorrect. With coverage of the most useful writing principles and the most commonly encountered rules of grammar, "The Little Red Writing Book Deluxe Edition" is an invaluable guide for anyone who wants to master those skills that will make a good writer even better. Enjoy the benefits of your own self-paced writing course: Writing has four pillars structure, style, readability, and grammar and each pillar is like the single leg of a sturdy chair. *Structure relates to organization and deciding in which order to present your ideas. Learn how to choose the best writing structure to develop your ideas, how to break your writing topic into two to four parts, and how to write with a top-down approach. *Style describes how one writes, including how to use specific examples to support what is written. Learn how to make writing more simple, powerful, and vivid. Understand how to vary sentence beginnings, how to create a formal and informal tone, and how to keep writing gender neutral. *Readability focuses on presentation and how to make your document visually pleasing and easy to read. Learn how to make key words stand out, how to use headings and headlines to frame writing, and how to increase the use of white space to allow your document to breathe. *Grammar is about expressing language in a correct and acceptable form. Review the rules of grammar in terms of six common categories (subject-verb agreement, pronoun usage, modification, parallelism, comparisons, and verb tenses), and use short exercises and problems to help integrate key concepts of grammar, diction, idioms, and style. *Also included are special sections on editing tips and punctuation, America English vs. British English, and traditional writing vs. digital writing. Author s bio: Brandon Royal is an award-winning writer whose educational authorship includes "The Little Red Writing Book, The Little Gold Grammar Book, The Little Green Math Book, The Little Blue Reasoning Book, " and "Reasoning with Numbers." During his tenure working in Hong Kong for US-based Kaplan Educational Centers a Washington Post subsidiary and the largest test-preparation organization in the world Brandon honed his theories of teaching and education and developed a set of key learning principles to help define the basics of writing, grammar, math, and reasoning. A Canadian by birth and graduate of the University of Chicago s Booth School of Business, his interest in writing began after completing writing courses at Harvard University. Since then he has authored a dozen books and reviews of his books have appeared in "Time Asia" magazine, "Publishers Weekly, Library Journal of America, Midwest Book Review, The Asian Review of Books, Choice Reviews Online, Asia Times Online, " and About.com. Brandon is a five-time winner of the International Book Awards, a five-time gold medalist at the President s Book Awards, as well as a winner of the Global eBook Awards, the USA Book News Best Book Awards, and recipient of the 2011 Educational Book of the Year award as presented by the Book Publishers Association of Alberta. Appropriate for its audience of ambitious students

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and professionals those who have plenty of brains, but need a little brush-up with the pen. --Publishers Weekly Online Reviews

The Ethics of Teaching provides a frank discussion of the most frequently encountered ethical dilemmas that can arise in educational settings, as well as tips on how to avoid these predicaments and how to deal with them when they do occur. The goal is to stimulate discussion and raise faculties' consciousness about ethical issues. Ethical dilemmas are presented as short, engaging case scenarios, most of which are based on actual situations, so as to furnish more realistic and interesting stimuli for individual reflection and group discussion. These scenarios offer the opportunity to consider the subtle complexities inherent in the social and psychological contexts in which educator-student interactions occur and the effects of those complexities on ethical decision making. Each case is followed by a detailed analysis and advice. The book's 195 cases are grouped into 22 chapters representing topics, such as the controversial classroom presentations and assignments, debatable testing and grading practices, problematic student-faculty interactions, dual-role relationships with students, collegial conflicts, managing very difficult students, and confidentiality dilemmas. The Ethics of Teaching: A Casebook, Second Edition: *focuses on commonly encountered ethical "gray areas" that have no clear solution; *includes questions to stimulate discussion of related ethical issues; *concludes with a chapter on prevention, peer mentoring, and intervention; and *serves as excellent "assigned reading" to stimulate group discussion in teaching workshops and faculty development programs. The first edition of this book evolved by collecting a variety of teaching situations that commonly occur in college and university settings. The authors then created responses to the situations and circulated both the cases and the responses to reviewers from a number of departments across the country. As a result, the vast majority of the cases are "discipline free." The second edition features many new cases to reflect recent trends and events related to academic ethics. Questions were added to stimulate discussion and to further elaborate the issues. The Ethics of Teaching: A Casebook is ideal for college and university faculty, graduate assistants, and administrators involved in workshops, graduate teaching assistant courses, and faculty development and new faculty orientation programs. As a result of the book's cross-disciplinary development, it will be beneficial to faculty from a broad spectrum of disciplines.

Statistics for Research in Psychology offers an intuitive approach to statistics based on estimation for interpreting research in psychology. This innovative text covers topic areas in a traditional sequence but gently shifts the focus to an alternative approach using estimation, emphasizing confidence intervals, effect sizes, and practical significance, with the advantages naturally emerging in the process. Frequent opportunities for practice and step-by-step instructions for using Excel, SPSS, and R in appendices will help readers come away with a better understanding of statistics that will allow them to more effectively evaluate published research and undertake meaningful research of their own.

Often the finest artists do not make the best teachers. Many frustrated college students of art know this all too well as they suffer through unstructured classes with inexperienced teachers or graduate student instructors. In these situations, it is easy to blame the teachers. But the problem is largely institutional: most students graduating with MFAs from art schools receive little if any instruction in teaching art. If you find

yourself in this predicament as teacher or student, this book is for you. The first book to provide a comprehensive guide for teaching college-level art, *The Art of Teaching Art* is the culmination of respected artist and instructor Deborah Rockman's two decades of teaching experience. Believing that drawing is the backbone of all of the visual arts, she begins with a complete explanation of drawing concepts that apply to any subject matter, e.g., composition, sighting processes, scaling techniques, and methods for linear and tonal development. She then illustrates these concepts with step-by-step methods that easily translate to classroom exercises. Next, she applies the drawing principles to every artist's most important and challenging subject, the human figure. After an extended section on understanding and teaching perspective that explores illusionistic form and space, the focus of the book shifts to the studio classroom itself and the essential elements that go into making an effective learning environment and curriculum. From preparing materials lists and syllabi, to setting up still-lives, handling difficult classroom situations, critiquing and grading student artworks, and shooting slides of student artworks, she leaves no stone unturned.

Now thoroughly updated and expanded, this new edition of a classic guide offers practical advice on preparing and publishing journal articles as well as succeeding in other communication-related aspects of a scientific career. • Provides practical, easy-to-read, and immediately applicable guidance on preparing each part of a scientific paper: from the title and abstract, through each section of the main text, to the acknowledgments and references • Explains step by step how to decide to which journal to submit a paper, what happens to a paper after submission, and how to work effectively with a journal throughout the publication process • Includes key advice on other communication important to success in scientific careers, such as giving presentations and writing proposals • Presents an insightful insider's view of how journals actually work—and describes how best to work with them

The fully updated fourth edition of the go-to guide for crafting winning essays for any type of graduate program or scholarship, including PhD, master's, MBA, MD, JD, postdocs, DDS, DVM, Rhodes, Marshall, Fulbright--you name it. Based on thousands of interviews with successful grad students and graduate admissions officers, *Graduate Admissions Essays* deconstructs and demystifies the ever-challenging and seemingly more impersonal application process for getting into graduate and scholarship programs. The book presents 50 sample essays in a comprehensive range of subjects, detailed strategies that have proven successful for some of the most notoriously competitive graduate programs in the country, as well as sample letters of recommendation, essays for residencies and fellowships, and postgrad applications.

In *Graduate Study in Psychology: Your Guide to Success* author Tara Kuther takes the reader step-by-step through the graduate admissions process. She begins with posing the question of whether graduate school is right for everyone and the differences between pursuing a master's degree or a doctoral degree. The following chapters contain information regarding what graduate school is like, how to evaluate and choose the right graduate program for you, and what graduate schools are looking for in an applicant. Kuther also addresses how to improve an applicant's chances of getting selected for graduate school by improving credentials and obtaining research and applied experience during college. This book offers advice on how to seek financial aid to fund graduate education and a timetable for complying with admission application

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requirements. There are chapters that detail how to study for the Graduate Record Exam, how to write an admissions essay, how to prepare for interviews, and how to ask for letters of recommendation. Each chapter concludes with tips from graduate students about each challenge encountered. Graduate Study in Psychology closes with an appendix of resources and recommended readings and websites to help the reader at each stage of choosing, applying to, and succeeding in graduate school.

The ten year anniversary of the book offers an excellent opportunity to publish a second edition. Several aspects of the book have evolved considerably since its first printing. For instance, substantial revision to the internship, licensure, and certification processes has occurred, and are reflected in this resource. Much of the literature on clinical psychology, cultural sensitivity, and the current job market is updated. Changes in technology have large effects on teaching and practicing clinical psychology. These modifications are needed to offer appropriate and updated information for students. In short, virtually every chapter has substantial modification to ensure that the material is accurate and up to date.

Becoming a Health Psychologist provides an overview of the different training paths students can take to prepare themselves for graduate school and careers in the field of health psychology. You'll find tips on how to choose and apply for graduate programs as well as numerous practical examples such as emails to potential advisors and questions to ask during interviews. Throughout, the authors provide examples of different health psychology careers, along with references, resources, and first-hand experiences. It details what is involved in becoming a health psychologist, what a health psychology career entails, and how to reach that goal. The inclusion of tips from a diverse group of successful students, early career, and senior health psychologists makes this book an invaluable resource for anyone looking to start their career or for advisors who are counselling students about career choices. For many readers, this book may serve as "the mentor they never had".

Featuring expert advice for applying to graduate school in clinical and counseling psychology--as well as profiles of more than 300 doctoral programs--this authoritative resource has now been updated for 2020/2021. More than 150,000 prospective students have used the Insider's Guide to find the programs that meet their needs and maximize their chances of getting in. Profiles include each program's specializations or tracks, admission requirements, acceptance rates, financial aid, research areas, and clinical opportunities. A detailed time line and multiple worksheets help students complete key prerequisites, decide where to apply, develop their credentials, put together strong applications, and make an informed final decision. The 2020/2021 Edition includes profiles of 14 additional programs, plus updates about the application process.

An essential guide for succeeding in today's competitive environment, this book provides beginning scientists and experienced researchers with practical advice on writing about their work and getting published. This new, updated edition discusses the latest print and Internet resources. Preparing, submitting and publishing scientific papers is now largely electronic, and the book has been revised to reflect this. New material includes more information on including supplementary material online, using reference management software, and preparing tables and figures; expanded sections on structuring a discussion section and the strengths and limitations of the research; and additional material on international aspects of scientific writing. The book guides readers through the processes involved in writing and publishing for scientific journals, from choosing a suitable journal to presenting results and citing references. It covers ethical issues in scientific publishing; explains rights and permissions; and discusses writing grant proposals, giving presentations and writing for general audiences.

The Oxford Handbook of Undergraduate Psychology Education is dedicated to providing comprehensive coverage of teaching, pedagogy, and professional issues in psychology. The

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Handbook is designed to help psychology educators at each stage of their careers, from teaching their first courses and developing their careers to serving as department or program administrators. The goal of the Handbook is to provide teachers, educators, researchers, scholars, and administrators in psychology with current, practical advice on course creation, best practices in psychology pedagogy, course content recommendations, teaching methods and classroom management strategies, advice on student advising, and administrative and professional issues, such as managing one's career, chairing the department, organizing the curriculum, and conducting assessment, among other topics. The primary audience for this Handbook is college and university-level psychology teachers (at both two and four-year institutions) at the assistant, associate, and full professor levels, as well as department chairs and other psychology program administrators, who want to improve teaching and learning within their departments. Faculty members in other social science disciplines (e.g., sociology, education, political science) will find material in the Handbook to be applicable or adaptable to their own programs and courses.

For Writing Aficionados from All Walks of Life This book is based on a simple but powerful observation: Students and young professionals who develop outstanding writing skills do so primarily by mastering a limited number of the most important writing principles, which they use over and over again. This statement begs the question: What are these recurring principles? The answer to this question is the basis of this material. "The Little Red Writing Book" is especially suitable for high school students wanting to master the basics of expository writing. It is also suitable for college students seeking a review of basic writing skills. A wealth of examples, charts, and engaging exercises makes this book an invaluable guide for anyone who wants to master those skills that will make a good writer even better. Brandon Royal is an award-winning writer whose educational authorship includes "The Little Gold Grammar Book, The Little Red Writing Book Deluxe Edition, The Little Green Math Book, The Little Blue Reasoning Book, " and "Reasoning with Numbers." During his tenure working in Hong Kong for US-based Kaplan Educational Centers a Washington Post subsidiary and the largest test-preparation organization in the world Brandon honed his theories of teaching and education and developed a set of key learning principles to help define the basics of writing, grammar, math, and reasoning. A Canadian by birth and graduate of the University of Chicago's Booth School of Business, his interest in writing began after completing writing courses at Harvard University. Since then he has authored a dozen books and reviews of his books have appeared in "Time Asia" magazine, "Publishers Weekly, Library Journal of America, Midwest Book Review, The Asian Review of Books, Choice Reviews Online, Asia Times Online, " and About.com. Brandon is a five-time winner of the International Book Awards, a five-time gold medalist at the President's Book Awards, as well as a winner of the Global eBook Awards, the USA Book News Best Book Awards, and recipient of the 2011 Educational Book of the Year award as presented by the Book Publishers Association of Alberta. The articulate exposition of Royal's twenty principles of writing fit neatly into 128 short, accessible (paperback) pages. I recommend this wonder to all my writing students. Perhaps one day writing committees will wisely follow suit and make this a primary text for all writing courses at their schools. --Ray Turner, B.A., MA (Communications), Writing Instructor and Former Educational Administrator, Corpus Christi TX, USA

Expert advice for helping an applicant's chances of acceptance by choosing the right words and phrases As a teacher, professor, or an employer, you are often called upon for letters of recommendation--and probably as often find yourself stumped about what to say. It can be a daunting task when someone's future is in the balance. This book, written by a writing expert, will help you find the right words--and avoid the pitfalls--of creating a letter of recommendation. Author Paul Bodine explains what makes a recommendation letter good and also what can make it ineffective. The book contains paragraph-length examples of effective recommendation

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letter writing for all types of situations.

How can educators write powerful letters of recommendation for students whose post-secondary plans require them? This compilation of 52 sample letters written by an experienced high school counselor is designed to jump start your thinking process so your own feelings and words can emerge. Learn how to turn your positive recommendations into glowing and electric communications to help your students gain acceptance to their desired programs.

Advanced degrees are necessary for careers that once required only a college education. Yet little has been written about who gets into grad school and why. Julie Posselt pulls back the curtain on this secret process, revealing how faculty evaluate applicants in top-ranked doctoral programs in the humanities, social sciences, and natural sciences.

The definitive career guide for grad students, adjuncts, post-docs and anyone else eager to get tenure or turn their Ph.D. into their ideal job Each year tens of thousands of students will, after years of hard work and enormous amounts of money, earn their Ph.D. And each year only a small percentage of them will land a job that justifies and rewards their investment. For every comfortably tenured professor or well-paid former academic, there are countless underpaid and overworked adjuncts, and many more who simply give up in frustration. Those who do make it share an important asset that separates them from the pack: they have a plan. They understand exactly what they need to do to set themselves up for success. They know what really moves the needle in academic job searches, how to avoid the all-too-common mistakes that sink so many of their peers, and how to decide when to point their Ph.D. toward other, non-academic options. Karen Kelsky has made it her mission to help readers join the select few who get the most out of their Ph.D. As a former tenured professor and department head who oversaw numerous academic job searches, she knows from experience exactly what gets an academic applicant a job. And as the creator of the popular and widely respected advice site The Professor is In, she has helped countless Ph.D.'s turn themselves into stronger applicants and land their dream careers. Now, for the first time ever, Karen has poured all her best advice into a single handy guide that addresses the most important issues facing any Ph.D., including: -When, where, and what to publish -Writing a foolproof grant application -Cultivating references and crafting the perfect CV -Acing the job talk and campus interview -Avoiding the adjunct trap -Making the leap to nonacademic work, when the time is right The Professor Is In addresses all of these issues, and many more.

Success as a Psychology Major, First Edition by David E. Copeland and Jeremy A. Houska is an essential resource for any student interested in pursuing an undergraduate degree in psychology. Built from the ground up with input from hundreds of psychology students, this First Edition answers every question a trepidatious undergraduate may have. Success as a Psychology Major opens with practical tools on how to be a successful student, walks readers through the psychology curriculum, highlights key skills to develop, and presents the various academic and career paths to take after graduation. Unique chapters on joining a research lab, professional organizations and clubs, documenting students' accomplishments, and practical tools for managing time and money provide students with resources they will use throughout their academic career. Presented in a modular format with a student-friendly narrative, this text is a step-by-step road map to a fulfilling and meaningful experience as a student of psychology.

Although there are graduate schools all across the country, only a select group of people are admitted to these programs each year. Many people become overwhelmed by the process of choosing and applying to grad school, as well as the possibility of rejection. However, with this new book, you can significantly increase your chances of being accepted to the grad school of your choice. This new, carefully researched book contains valuable information for those who are still in college and intend to apply for grad school and those who are returning to school after a hiatus. Whether you are applying to grad school to prepare for a profession, get a

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specific job, potentially earn more, or simply for personal achievement, this book will explain exactly what you need to know in simple, easy to understand terms. You will learn how to choose a school, how to determine a program of interest, how to resolve unforeseen problems, such as a lost transcript or delinquent recommendations, how to conduct research online, how to request transcripts, how to ace the personal interview, how to deal with rejection, and how to accept or reject an offer. In addition, you will create an application timeline, take practice Graduate Record Exams (GRE) and Graduate Management Admission Tests (GMAT) to determine how much preparation time you need, draft highly effective letters of intent and reference, write an engaging statement of purpose, apply for financial aid, choose samples of your work to submit with your application, and conduct informative on-site visits. Whether you are applying to law school or medical school or you are pursuing your doctorate in a liberal arts field, this book will provide you with all the information you need to ensure that you achieve your academic goals. Atlantic Publishing is a small, independent publishing company based in Ocala, Florida. Founded over twenty years ago in the company president's garage, Atlantic Publishing has grown to become a renowned resource for non-fiction books. Today, over 450 titles are in print covering subjects such as small business, healthy living, management, finance, careers, and real estate. Atlantic Publishing prides itself on producing award winning, high-quality manuals that give readers up-to-date, pertinent information, real-world examples, and case studies with expert advice. Every book has resources, contact information, and web sites of the products or companies discussed.

This book provides college students with the information they need to apply successfully to graduate school. Misconceptions about graduate school are revealed and dispelled, including the most common myth – that one must have excellent grades to get in, and that excellent grades are all one needs. Other factors that may play a bigger role than GPA are discussed, and the reader discovers how the process of selecting applicants actually works in most graduate programs.

Should I go to graduate school? How do I choose where to apply? Are my grades and accomplishments good enough to get in? Who should I ask to write recommendation letters for me, and how should I approach these people? How do I write my "personal statement?" When will I hear my fate, and how should I make my final decision? These are just a few of the many questions to which this well-researched, thorough, and extremely user-friendly book offers answers. Students who are contemplating graduate training in psychology, counseling, and related fields are often apprehensive and confused about applying to graduate school, but this book takes the guesswork and anxiety out of the process. The tone and features (such as the Q&A format, timeline for application-related tasks and activities, and special advice for special populations) that made the first edition so successful, eliciting hundreds of thank-you notes and e-mail messages to the author, are just as evident in this new edition. The book has been thoroughly updated to include coverage of new topics such as use of the internet and e-mail, as well as changing trends in the professions. The most obvious difference is that the book is now significantly shorter as a result of meticulous rewriting, making it even easier to use. There have been attempts since the publication of the first edition to copy the format of this book, but none of the others have successfully duplicated the depth of research-based advice and the supportive style that make this book the guide of choice for thousands of graduate-school bound students and their advisors.

Instant Recommendation Letter Kit is a unique and highly focused information resource that concentrates on the writing of ALL types of letters of recommendation: personal, business, employment, and college admission. Also covered are: employment and character reference letters, commendation letters, and performance evaluation letters. This is the print version of the best-selling online eBook. In addition to extensive "how-to" information, the Kit also provides 35 real-life letter and essay templates, plus more than 100 researched hyperlinks to

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online recommendation letter resources. The print version includes a special e-mail address where buyers can order a Free set of all of the templates and resource hyperlinks included in the Book, that they can download into their word processor (MS-Word format). The Kit also contains a Bonus Chapter on how to write college admission essays, including a number of downloadable samples. In addition, the Book includes a money-saving Bonus "Buyers Guide" that reviews and assesses the top sites on the Internet that offer online writing services for recommendation letters and college admission essays. This Kit is a unique "must-have" writing resource for anyone who needs help writing any kind of recommendation letter. For more information see: <http://www.instantrecommendationletterkit.com>

Offers tips on writing an essay for admission to graduate school, provides an explanation of the admissions process, gives advice on securing letters of recommendation, and features resources for locating scholarships.

A Best Book of the Year: NPR and Boston Globe Finally a novel that puts the "pissed" back into "epistolary." Jason Fitger is a beleaguered professor of creative writing and literature at Payne University, a small and not very distinguished liberal arts college in the midwest. His department is facing draconian cuts and squalid quarters, while one floor above them the Economics Department is getting lavishly remodeled offices. His once-promising writing career is in the doldrums, as is his romantic life, in part as the result of his unwise use of his private affairs for his novels. His star (he thinks) student can't catch a break with his brilliant (he thinks) work Accountant in a Bordello, based on Melville's Bartleby. In short, his life is a tale of woe, and the vehicle this droll and inventive novel uses to tell that tale is a series of hilarious letters of recommendation that Fitger is endlessly called upon by his students and colleagues to produce, each one of which is a small masterpiece of high dudgeon, low spirits, and passive-aggressive strategies. We recommend Dear Committee Members to you in the strongest possible terms.

Trying to score well on the GRE is hard enough, let alone choosing the schools you want to apply to. You are part of about 17 percent of college students that have decided to go on to grad school you want to make sure you get through all the stages of acceptance. Whether you are applying to graduate school to prepare for a profession, to get a specific job, to potentially earn more, or simply for personal achievement, this book will explain exactly what you need to know in simple, easy-to-understand terms. You will learn how to fill out the application form, how to write your personal statement, and how to conduct an effective on-site visit. You will learn tips and tricks to help you pass the GRE as well as practice tests to help you allocate your time well. Case studies from both students and professors fill this book. You will learn how to get the best letters of recommendation from your favorite professors as well as how to handle financial aid situations. By book s end, you will have increased your chances of receiving that crisp, white letter of acceptance, which puts you one step closer to achieving your academic goals.

Introductory and capstone experiences in the undergraduate psychology program are crucial ways to engage students in their major and psychology department, impart realistic expectations, and prepare them for life beyond college. Providing the right orientation and capstone courses in psychology education is increasingly a concern of instructors, department chairs, program directors, and deans, and both types of courses have become important sources for gathering pre- and post-coursework assessment data for degree learning outcomes. The strategies presented here have been designed

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to help educators examine issues around teaching the introductory or careers course and developing a psychology-specific orientation program. The authors also provide concrete suggestions for building capstone experiences designed to fit the needs of a department, its pedagogical philosophy, or the educational agenda of the college or university. Undergraduate psychology curriculum designers and instructors can benefit from learning innovative and effective strategies for introducing the major to first-year students and, at graduation, for bringing closure, reinforcing the overall departmental learning outcomes, and helping students apply their disciplinary knowledge in capstone experiences and post-graduate life. In this collection of articles, psychology instructors involved in the improvement of teaching and learning review the research and share their own successes and challenges in the classroom. Discussions include effective practices for helping students become acclimated to and engaged in the psychology major, application of developmental knowledge and learning communities to course design, and use of quality benchmarks to improve introductory and capstone courses. Other chapters describe innovations in the design of stand-alone courses and offer concrete advice on counseling psychology graduates about how to use what they have learned beyond their higher education experiences.

"In Rhetorical Narratology, Michael Kearns redresses this one-sidedness by combining traditional narratology's tools for analyzing texts with rhetoric's tools for analyzing audiences. Guiding Kearns's approach is speech-act theory, which, in emphasizing the rule-governed context in which any text is produced and received, provides the means for describing how the structures of narrative may affect certain audiences in certain ways. The central question that rhetorical narratology attempts to answer is how do the various narrative elements isolated by narratologists actually work on readers?"--BOOK JACKET.

Letters of recommendation are a part of every standard school or job application. As an employer, professor, colleague, peer, or friend, chances are that at one point or another, you will be asked to put a person on paper and every word counts. How to Write Successful Letters of Recommendation is your one-stop source for painting the perfect picture in just one short letter. You will learn everything you need to know about writing the perfect letter of recommendation that will get your friend, colleague, or student accepted or hired. The most effective letters of recommendation are accurate, succinct, descriptive, and powerful, and include realistic evaluations of performance and capability. With ideas about how to start your letter and topics to include, this complete guide will teach you how to do just that, as you construct the perfect letter from start to finish. Outlined in ten easy steps, this complete guide gives you the tools you need to write reference letters that your employees, colleagues, students, and friends will appreciate. This book is filled with tips and tricks for personalizing the letter and making your friend, student, employee, or coworker shine. With a word bank of powerful phrases and descriptive words, you'll have everything you need to make your letter stand out at your fingertips. Sample letters of recommendation are also included, along with explanations of why each one is effective and tips for replicating these letters in just minutes. You will learn about the different types of recommendation letters, from employment to academic to volunteer, and how to direct your letter to the appropriate audience. You'll even learn what to do if someone you haven't worked with closely asks you to be a reference, or how to deal with being asked for hundreds of

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recommendations at once. This exhaustively researched book will even teach you how to politely avoid writing letters for those people you aren't quite comfortable recommending. The Companion CD-ROM is filled with templates, examples, word banks, and worksheets, so that you can easily learn to verify experience, confirm competence, build credibility, and bolster confidence with just a simple letter. A recommendation is more than just a letter; it's often make-or-break in a candidate's application for school, volunteering, or employment. With the step-by-step instructions and writing guidelines in this book, you will learn how to write introductions; opening statements; the body, including a well-written, vivid assessment of character and work ethic; and a strong conclusion. This new book will also teach you how to appropriately sign your letter, and will provide you with tips of re-reading and editing it to make sure you gave an effective recommendation. We spent hundreds of hours interviewing high school teachers, college professors, employers, and more who have nailed the art of composing effective communications. With *How to Write Successful Letters of Recommendation*, your employees, colleagues, students, and friends will see you as their go-to source to helping them succeed in their next big venture.

Seasoned classroom veterans, pre-tenured faculty, and neophyte teaching assistants alike will find this book invaluable. HHMI Professor Jo Handelsman and her colleagues at the Wisconsin Program for Scientific Teaching (WPST) have distilled key findings from education, learning, and cognitive psychology and translated them into six chapters of digestible research points and practical classroom examples. The recommendations have been tried and tested in the National Academies Summer Institute on Undergraduate Education in Biology and through the WPST. Scientific Teaching is not a prescription for better teaching. Rather, it encourages the reader to approach teaching in a way that captures the spirit and rigor of scientific research and to contribute to transforming how students learn science.

In this exciting new book, experienced author, professor, and teacher Greg Privitera—2013 Advisor of the Year at St. Bonaventure University and recipient of the SBU Award for Professional Excellence in teaching in 2014—draws on his extensive expertise to give students a step-by-step plan for success in preparing for and applying to graduate school. Broad in scope and rich in detail, *Getting Into Graduate School* includes insights into how graduate school selection committees decide on candidates, a concrete freshman-to-senior-year plan, and samples of application materials, resumes, and cover letters. This empowering book provides everything students in psychology and the behavioral sciences need to map their course to academic and professional success.

A professor of sociology at the University of California presents the findings of his survey of admissions at Princeton, revealing a century of exclusion that cuts to the core of the American experience, while raising important questions about the stratification of higher education in America. Reprint.

Writing an amazing college admission essay is easier than you think! So you're a high school senior given the task of writing a 650-word personal statement for your college application. Do you tell the story of your life, or a story from your life? Do you choose a single moment? If so, which one? The options seem endless. Lucky for you, they're not. College counselor Ethan Sawyer (aka The College Essay Guy) will show you that there are only four (really, four!) types of

college admission essays. And all you have to do to figure out which type is best for you is answer two simple questions: 1. Have you experienced significant challenges in your life? 2. Do you know what you want to be or do in the future? With these questions providing the building blocks for your essay, Sawyer guides you through the rest of the process, from choosing a structure to revising your essay, and answers the big questions that have probably been keeping you up at night: How do I brag in a way that doesn't sound like bragging? and How do I make my essay, like, deep? Packed with tips, tricks, exercises, and sample essays from real students who got into their dream schools, *College Essay Essentials* is the only college essay guide to make this complicated process logical, simple, and (dare we say it?) a little bit fun.

"Originally published in hardcover in the United States by Crown Business, New York, in 2017"--Title page verso.

This book offers 100 sample letters of recommendation for Master and PhD candidates. The sample letters are provided by university and college professors for their students, with various academic backgrounds. These letters helped the candidates to be admitted into their desire programs in esteemed universities around the world. Whether you are offering a recommendation letter or requesting it, this book can help you to be more familiar with the content, tone, and style of an influential and powerful recommendation letter. Perhaps, the provided samples are not the best possible recommendation letters. But, they are the winners! What is more important than that?

American graduate education is in disarray. Graduate study in the humanities takes too long and those who succeed face a dismal academic job market. Leonard Cassuto gives practical advice about how faculty can teach and advise students so that they are prepared for the demands of the working worlds they will join, inside and outside the academy.

A comprehensive, step-by-step guide for students of life and earth sciences applying to graduate school in the United States.

This volume provides an in-depth and global study of nursing as a profession. The contributors project patterns about nursing now in to the future and present their views on how the profession should go advance. This volume contains 78 original chapters by 105 contributing authors, many of whom are elected Fellows of the American Academy of Nursing.

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