

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 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.

General Thoracic Surgery Simon and Schuster

An autobiography and observations of human life, written by Dr Syed Zahid Hussain Shah

Index Medicus Elsevier Health Sciences

Are you ready to take your nursing career to the next level?

Preparing for Doctoral Study in Nursing: Making the Most of the Year Before You Begin helps you make an informed decision about entering doctoral studies and choosing the nursing credential that helps you reach your career goals. Noted educators and doctoral mentors Laura A. Taylor and Mary F. Terhaar — along with a team of nursing leaders and scholars — describe the big picture for nurses educated at the highest level of scholarship, including the rising demand for advanced practice nurses and the future of nursing. The first and only comprehensive guide to preparing for a doctorate in nursing, this book helps you choose your path, make your decision, and develop a plan for success in doctoral study. Grounded in more than a decade of experience in preparing nurses for doctoral study, this one-of-a-kind text is the first comprehensive guide to the year before you apply. Fifteen chapters provide practical information and guidance to help you navigate the challenges on your journey. Historical overview of doctoral education in nursing creates a clear picture of present and future demand. Clear explanation of the different degrees and the careers they support helps to build confidence in your decision about which to pursue. Sixteen personal narratives describe a broad range of career paths open to nurses who earn doctoral degrees and introduce the nurse leaders who have walked them. Online Evolve Resources include podcasts that bring the experiences of contributing authors to life. Additional Evolve Resources include practical forms, worksheets, planners, and representations of models referenced in the text. Illustrations clarify complex content, helping to make it more memorable and useful, and links to additional online resources serve as a springboard for additional learning. The diversity of the contributors, backgrounds, interests, and accomplishments gives you a sense that you belong and that your authentic self will add value to our

discipline and to global health. At once scholarly and warm, the style of this book makes it a must-read for nurses who aspire to careers of importance and leadership.

How to Write Successful Letters of Recommendation Hachette Children's

The top secrets to getting into the best MBA programs, from a leading industry expert Top MBA programs reject more than 80 percent of their applicants, but author Chioma Isiadinso's admissions consulting firm has successfully guided 90 percent of her students into the best business schools around the world. As a former Admissions Board Member, Isiadinso offers insider tips and strategies to help applicants get into the school of their choice by building and promoting their personal brand. This revised and updated edition now offers: • the do's and don'ts of social media networking • sample admissions essays that worked • an international perspective for global admissions appeal

Black Friday Syed Zahid Hussain Shah

The purpose of this book specifically is to teach surgeons (academic or community), surgical fellows and surgical residents regardless of the surgical specialty, the skills to appraise what they read in the surgical literature. Surgeons need to be able to understand what they read before applying the conclusions of a surgical article to their practice. As most surgeons do not have the extra training in health research methodology, understanding how the research was done, how to interpret the results and finally deciding to apply them to the patient level is indeed a difficult task. Chapters explain the methodological issues pertaining to the various study designs reported in the surgical literature. Most chapters begin with a clinical scenario with uncertain course of action with which most surgeons are struggling. Readers are taught how to search the literature for the best evidence that will answer the surgical problem under discussion. An identified article that seems relevant to the problem you are investigating can be appraised by addressing 3 key questions: 1). Is the study I am reading valid? 2). What are the results of this study? 3). Can I apply these results to my patients? While the primary goal of Evidence-Based Surgery is to teach surgeons how to appraise the surgical literature, an added benefit is that the concepts explained here may help research-minded surgeons produce higher quality research.