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This text provides a variety of practical and theoretical approaches to computer classroom design. Pedagogical, ethical, and political issues are discussed as well as nuts-and-bolts construction, adapting teaching styles to a CAI environment, use of specific hardware and software, and speculation regarding future electronic learning environments. Participation is a key community work method and this text, written by an international selection of authors, covers innovative approaches in community based education and practice. Including real-life case studies of participatory practice, it offers new definitions of community work, organisation and development and will challenge and inspire all those involved in community work practice and research. Divided into four parts, Participation in Community Work begins by exploring theoretical aspects of participation and the co-construction of knowledge, including the ethics of participation. The second part focuses on the potential of participatory learning and action research, with chapters presenting key techniques followed by case studies. The third part looks at power and participation, addressing issues of inclusivity, capacity and democracy-building and giving examples from a range of research and field projects. Finally, the fourth part begins the discussion of new and emerging challenges for community work globally. This unique book is suitable for students, researchers and practitioners interested in participation and community development from a range of disciplines, including community work itself through social work and youth work to health promotion. A PDF version of this book is available for free in open access via [www.tandfebooks.com](http://www.tandfebooks.com) as well as the OAPEN Library platform, [www.oapen.org](http://www.oapen.org). It has been made available under a Creative Commons Attribution-Non Commercial-No Derivatives 3.0 license and is part of the OAPEN-UK research project. This book traces the history and development of a mutual organization in the financial sector called SWIFT, the Society for Worldwide Interbank Financial Telecommunication. Over the last forty years, SWIFT has served the financial services sector as proprietary communications platform, provider of products and services, standards developer, and conference organizer ("Sibos"). Founded to create efficiencies by replacing telegram and telex (or 'wires') for international payments, SWIFT now forms a core part of the financial services infrastructure. It is widely regarded as the most secure trusted third party network in the world serving 212 countries and over 10,000 banking organizations, securities institutions and corporate customers. Through every phase of its development, SWIFT has maintained the status of industry cooperative thus presenting an opportunity to study broader themes of globalization and governance in the financial services sector. In this book the authors focus on how the design and current state of SWIFT was influenced by its historical origins, presenting a comprehensive account in a succinct form which provides an informative guide to the history, structure, activities and future challenges of this key international

organization. This work will be of great interest to students and scholars in a wide range of fields including IPE, comparative political economy, international economics, business studies and business history. The Law of E-Commerce E-Contracts , E-Business Electronic commerce raises some legal issues, including whether the contract must be in a particular form or authenticated; validity, time and place of communication; cross-offers and battle of forms. This book analyses the legal problems relating to contracts formed on the Internet, including the use of electronic agents, the enforceability of clickwrap agreements, electronic payments, and choice-of-law and jurisdiction issues. These issues are considered from the UK common law point of view and according to the SICG, UNIDROIT Principles, PECL, UNCITRAL Model Law, and the Uniform Commercial Code. THE UPDATED DEFINITIVE REFERENCE ON MEDICAL AND DENTAL OFFICE DESIGN Medical and Dental Space Planning is an indispensable guide to the myriad of details that make a medical or dental practice efficient and productive. The unique needs of more than thirty specialties, as well as primary care, are explained in the context of new technology and the many regulatory and compliance issues influencing design. Concepts are also presented for ambulatory surgical centers, diagnostic imaging, clinical laboratories, breast care clinics, endoscopy centers, community health centers, radiation oncology, and single-specialty and multispecialty group practices and clinics. A thorough review of the latest dental technology and many creative space plans and design ideas for each dental specialty will be of interest to both dentists and design professionals. Important topics like infection control are top of mind, influencing every aspect of dental office design. An "inside look" at what goes on in each specialist's office will familiarize readers with medical and dental procedures, how they are executed, and the types of equipment used. Technology has radically impacted medical and dental practice: digital radiography, electronic health records, mobile health devices, point-of-care diagnostic testing, digital diagnostic instrumentation, CAD/CAM systems for digital dental impressions and milling of restorations in the dentist's office, portable handheld X-ray, and 3D cone beam computed tomography for dentists all have major implications for facility design. The influence of the Affordable Care Act is transforming primary care from volume-based to value-based, which has an impact on the design of facilities, resulting in team collaboration spaces, larger consultative examination/assessment rooms, and accommodation for multidisciplinary practitioners who proactively manage patient care, often in a patient-centered medical home context. The wealth of information in this book is organized to make it easy to use and practical. Program tables accompany each medical and dental specialty to help the designer compute the number and sizes of required rooms and total square footage for each practice. This handy reference can be used during interviews for a "reality check" on a client's program or during space planning. Other features, for example, help untangle the web of compliance and code issues governing office-based surgery. Illustrated with more than 600 photographs and drawings, Medical and Dental Space Planning is an essential tool for interior designers and architects as well as dentists, physicians, and practice management consultants. This splendid anthology offers an engaging journey through four centuries of North Carolina life. It draws on a wealth of sources--histories, biographies, diaries, novels, short stories, newspapers, and magazines--to show how North Carolina's rich history and remarkable literary achievements cut across economic and racial lines in often surprising ways. There are selections by or about some of the state's best-known sons and daughters, from Daniel Boone and Andrew Jackson to Ava Gardner, Doris Betts, and Tom Wicker; and topics covered include politics, sports, business, family life, education, race, religion, and war. The implementation of Radio Frequency Identification (RFID) technology in industrial manufacturing and retail supply chain management has seen strong growth in recent years. This is partly due to Wal-Mart's RFID mandate to its suppliers. As more companies along the global supply chain adopt RFID, RFID tags embedded can be expected to proliferate in virtually every industrial product, ranging from computers to automobiles, in the near future. Large retailers like Wal-Mart and government agencies such as the U.S. Department of Defense (DoD) have driven recent developments in RFID technology. This in turn has a diffusion effect on hundreds of suppliers and manufacturers as their products are required to be tagged before shipping to these giant customers. RFID technology provides a good alternative to

automatically reading and writing product information. In addition to recording the identity of an object, RFID technology also documents its current status, recent past, and immediate future.

"International Trade Law offers comprehensive analysis of international sale transactions through case law, policy documents, legislation, international conventions and rules adopted by international organisations such as the ICC."-- New technologies like AI, medical apps and implants seem very exciting but they too often have bugs and are susceptible to cyberattacks. Even well-established technologies like infusion pumps, pacemakers and radiotherapy aren't immune. Until digital healthcare improves, digital risk means that patients may be harmed unnecessarily, and healthcare staff will continue to be blamed for problems when it's not their fault. This book tells stories of widespread problems with digital healthcare. The stories inspire and challenge anyone who wants to make hospitals and healthcare better. The stories and their resolutions will empower patients, clinical staff and digital developers to help transform digital healthcare to make it safer and more effective. This book is not just about the bugs and cybersecurity threats that affect digital healthcare. More importantly, it's about the solutions that can make digital healthcare much safer.

Communication is a two-way process involving an exchange of ideas. Creating written documents reveals so much about you and your business skills. Your writing tells the reader about your educational background, pride in your work and business expertise. The emergence of the paperless office, e-mail, the internet and web pages only increases the power of the written word. This book will be a real benefit for the business professionals to write perfect business letters having clarity, conciseness, correctness, completeness, concreteness, consideration and courtesy in it. Felicity in letter writing indeed plays pivotal role in creating desired impression on the receiver. This book is an asset for minimizing misunderstanding between a firm and its stakeholders. This book is a history composed of histories. Its particular focus is the way in which computers entered and changed the field of composition studies, a field that defines itself both as a research community and as a community of teachers. This may have a somewhat sinister suggestion that technology alone has agency, but this history (made of histories) is not principally about computers. It is about people—the teachers and scholars who have adapted the computer to their personal and professional purposes. From the authors' perspectives, change in technology drives changes in the ways we live and work, and we, agents to a degree in control of our own lives, use technology to achieve our human purposes.

REVIEW: . . . This book reminds those of us now using computers to teach writing where we have been, and it brings those who are just entering the field up to date. More important, it will inform administrators, curriculum specialists, and others responsible for implementing the future uses of technology in writing instruction.

- Computers and Composition An examination of why paper continues to fill our offices and a proposal for better coordination of the paper and digital worlds. Over the past thirty years, many people have proclaimed the imminent arrival of the paperless office. Yet even the World Wide Web, which allows almost any computer to read and display another computer's documents, has increased the amount of printing done. The use of e-mail in an organization causes an average 40 percent increase in paper consumption. In *The Myth of the Paperless Office*, Abigail Sellen and Richard Harper use the study of paper as a way to understand the work that people do and the reasons they do it the way they do. Using the tools of ethnography and cognitive psychology, they look at paper use from the level of the individual up to that of organizational culture. Central to Sellen and Harper's investigation is the concept of "affordances"—the activities that an object allows, or affords. The physical properties of paper (its being thin, light, porous, opaque, and flexible) afford the human actions of grasping, carrying, folding, writing, and so on. The concept of affordance allows them to compare the affordances of paper with those of existing digital devices. They can then ask what kinds of devices or systems would make new kinds of activities possible or better support current activities. The authors argue that paper will continue to play an important role in office life. Rather than pursue the ideal of the paperless office, we should work toward a future in which paper and electronic document tools work in concert and organizational processes make optimal use of both. This book examines knowledge traditions that held together the fluid and overlapping maritime worlds of the Indian Ocean in the

premodern period, as evident in the material and archaeological record. It breaks new ground by shifting the focus from studying cross-pollination of ideas from textual sources to identifying this exchange of ideas in archaeological and historical documentation. The themes covered in the book include conceptualization of the seas and maritime landscapes in Sanskrit, Arabic and Chinese narratives; materiality of knowledge production as indicated in the archaeological record of communities where writing on stone first appears; and anchoring the coasts, not only through an understanding of littoral shrines and ritual landscapes, but also by an analysis of religious imagery on coins, more so at the time of the introduction of new religions such as Islam in the Indian Ocean around the eighth century. This volume will be of great interest to researchers and scholars of archaeology, anthropology, museum and heritage studies, Indian Ocean studies, maritime studies, South and Southeast Asian studies, religious studies and cultural studies. The main thrust of this volume is the use of electronic bills of lading in lieu of the traditional documents. The advantages of electronic bills of lading are many, including lower cost, higher efficiency, improved security, and speedier delivery of goods at the end of the voyage (the collection of reports focus upon bills of lading for the international carriage of goods by sea). According to the contributors, the use of electronic bills of lading is, essentially, a business rather than a legal decision. The law may provide the legal framework for the function of electronic bills of lading in the same way and with the same effects as the traditional bills of lading. However, business interests will eventually determine whether the availability of, and the economic incentives for, the use of the electronic bills of lading outweigh concerns for privacy and the safeguarding of trade secrets, for accuracy of information, and for security transactions and acquisition. Such concerns call for technological rather than legal solutions. This book should appeal primarily to practitioners who are interested in economics and commerce. A "digital divide" threatens the global trade regime. And it is not narrowing; it is rapidly becoming an unbridgeable chasm. Nor is this a problem merely for developing countries: the headlong trend toward dematerialisation of trade documents in the developed world will grind to a halt unless all trading countries without exception possess the legal and operational ability to participate in paperless trade. This challenging work not only describes the obstacles to universal support for paperless trade, but also provides solutions that can be implemented if stakeholders make the collective effort to achieve this most desirable (and in fact necessary) goal. Dr. Laryea investigates such central issues as the following: legal problems and security risks not encountered in paper documentation; accommodating low-tech problems with electronic documentation; and funding the construction of information and communication technology infrastructure in developing countries. The presentation focuses on each of the essential contract documents in turn, from the quotation to the documentary credit, explaining exactly how the electronic versions of each work (particularly in terms of security), and why each is desirable. As the first comprehensive set of practical proposals, from a truly global perspective, for the speedy dematerialisation of trade documents, Paperless Trade is essential reading for traders, practitioners, academics, and national and international officials and policymakers engaged in facilitating world trade. InfoWorld is targeted to Senior IT professionals. Content is segmented into Channels and Topic Centers. InfoWorld also celebrates people, companies, and projects. This book constitutes the refereed proceedings of the 4th International Conference on Digital Economy, ICDEc 2019, held in Beirut, Lebanon, in April 2019. The conference was founded in 2016 to discuss innovative research and projects related to the support role of Information System Technologies in the digital transformation process, business innovation and e-commerce. The 31 papers presented in this volume were carefully reviewed and selected from 89 submissions. The theme of ICDEc 2019 was "Digital Economy: Emerging Technologies and Business Innovation". The papers were organized in topical sections named: digital transformation; e-finance; social media communication; intelligent systems; e-commerce and business analytics; e-learning and cloud education; e-commerce and digital economy; data science; digital marketing; and digital business model. Standards-based lessons to encourage students to take care of the environment by adapting the way they live and do things, beginning in the classroom. Each unit includes suggestions and adaptations to help ELL students

and students in RTI (response to intervention) programs keep pace with the rest of the class. The fourth edition of *International Business Law and the Legal Environment: A Transactional Approach* gives business and law students a clear understanding of the legal principles that govern international business. This book goes beyond compliance by emphasizing how to use the law to create value and competitive advantage. DiMatteo's transactional approach walks students through key business transactions—from import and export, contracts, and finance to countertrade, dispute resolution, licensing, and more—giving them both context and providing real-world applications. More concise than previous editions, this new edition also features:

- Added coverage of new technologies, such as smart contracts, digital platforms, and blockchain technology
- Discussion of businesses and sustainability, climate change, and creating a circular economy
- Greater focus on UNIDROIT Principles and a review of INCOTERMS 2020
- Expansion of common carrier coverage to include CMI trucking and CMR railway conventions
- International perspective and use of a variety of national and international law materials
- Great coverage of EU substantive law

Upper-level undergraduate and postgraduate students of business law and international business will appreciate DiMatteo's lucid writing style, and professionals will find this book to be a comprehensive resource. Online resources include an instructor's manual, PowerPoint slides, test bank, and other tools to provide additional support for students and instructors. This scholarly research Handbook aggregates the broad-ranging, interdisciplinary, multidimensional strands of writing research from scholars worldwide and brings them together into a common intellectual space. This is the first such international compilation. Now in its second edition, the Handbook inaugurates a wide scope of international research advancement, with attention to writing at all levels of schooling and in all life situations. It provides advanced surveys of scholarship on the histories of world and child writing and literacy; interconnections between writing, reading, and speech; digital writing; writing in communities; writing in the sciences and engineering; writing instruction and assessment; and writing and disability. A section on international measures for assessment of writing is a new addition to this compendium of research. This Handbook serves as a comprehensive resource for scholars, graduate students, and advanced undergraduates in writing studies and rhetoric, composition, creative expression, education, and literacy studies. Known in the academic community as the Paperless Professor, Dimopoulos shares his experience with how to transition to and use paperless practices to become more productive and flexible in both professional and personal activities. He introduces four paperless keys to freedom to enable a freestyle living. This reference handbook surveys research on the central issue associated with the teaching of unprepared writers. Though basic writing has only been recognized as a distinct area of teaching and research since 1975, the existing bibliographic texts already seem limited due to their age or lack of annotation. This volume provides current and extensive bibliographic essays and will help to define this new field of study for teachers and researchers. Following an introduction that summarizes the origins and significant texts in basic writing, the book is divided into three sections, Social Science Perspectives, Linguistic Perspectives, and Pedagogical Perspectives. The first section, which contains three essays, views the field through the lens of social, psychological, and political issues. The second section, also containing three essays, examines contributions made from studies of grammar, dialects, and second-language acquisition. The third section, in its four essays, focuses on the design, development, administration, and evaluation of basic writing courses, the use of computers in basic writing classrooms, the role of the writing lab, and the preparation of basic writing teachers. An appendix that reviews current textbooks for basic writing courses is also included, as well as an index. This book will be a valuable resource for teachers of basic writing, in education courses and workshops that train teachers and tutors, and in fields such as linguistics, technical writing, and Teaching English as a Second Language. It will also be an important addition to public and university libraries and many education programs. How can the quality of service provision and clinical governance in primary care be assessed? This book is designed to help evaluate the way practices interpret their legal obligations, the way the management systems within practices run, and the quality of the systems and processes that most affect the patient care.

Quantifying Quality in Primary Care contains frameworks on which to build policies for the smooth running of practices and provides clear insights into attitudes of those working within them, and how to use this information to improve service provision. This straightforward, concise guide will help general practitioners, registrars and managers in primary care improve both service provision and management in the practice.

Writing on the Moon: Stories and Poetry from the Creative Unconscious by Psychoanalysts and Others is a collection of the best works published over the past fifteen years in the Creative Literary Section of Psychoanalytic Perspectives, along with imaginative introductions by the author. Some writings are raw and honest, some are dark and access our primal being. Others, filled with beauty, illuminate the internal life, the playful mind, and unconscious doodlings that might otherwise remain unformulated.

The graphic artist's guide to sustainable design Graphic design is frequently thought of as a purely decorative effort. Yet these efforts can be responsible for shocking impacts on natural resources just to produce a barely-glanced-at catalog or mail piece. Sustainable Graphic Design: Tools, Systems, and Strategies for Innovative Print Design helps designers view graphic design as a holistic process. By exploring eco-conscious materials and production techniques, it shows designers how to create more effective and more sustainable designs. Sustainable Graphic Design opens your eyes to the bigger picture of design seen from the viewpoints of the audience, the creative vendor, their suppliers, and society as a whole. Chapters are written by a wide range of sustainable design pioneers and practitioners—including graphic designers, creative managers, marketing consultants, environmentalists, researchers, and psychologists—giving you critical information on materials and processes. Case studies illustrate and tie concepts together. Sustainability isn't a fad or a movement; it's a long-term paradigm shift. With this forward-looking toolkit, you'll be able to infuse your work with sustainability systems thinking, empowering you to play your role in achieving a future where design and sustainability are natural partners.

Contributors Paul Andre Paul J. Beckmann Sharell Benson Arlene Birt Robert Callif Don Carli Jeremy Faludi Terry Gips Fred Haberman Dan Halsey Jessica Jones Curt McNamara John Moes Jacquelyn Ottman Holly Robbins Pamela Smith Dion Zuess Biomimicry Guild Carbonless Promise Chlorine Free Products Association Environmental Paper Network Eureka Recycling Great Printer Environmental Initiative Package Design Magazine Promotional Product Solutions Sustainable Green Printing Partnership Sustainable Packaging Coalition

One woman's journey to find the lost love her grandfather left behind when he fled pre-World War II Europe, and an exploration into family identity, myth, and memory. Years after her grandfather's death, journalist Sarah Wildman stumbled upon a cache of his letters in a file labeled "Correspondence: Patients A-G." What she found inside weren't dry medical histories; instead what was written opened a path into the destroyed world that was her family's prewar Vienna. One woman's letters stood out: those from Valy—Valerie Scheftel. Her grandfather's lover who had remained behind when he fled Europe six months after the Nazis annexed Austria. Valy's name wasn't unknown to her—Wildman had once asked her grandmother about a dark-haired young woman whose images she found in an old photo album. "She was your grandfather's true love," her grandmother said at the time, and refused any other questions. But now, with the help of the letters, Wildman started to piece together Valy's story. They revealed a woman desperate to escape and clinging to the memory of a love that defined her years of freedom. Obsessed with Valy's story, Wildman began a quest that lasted years and spanned continents. She discovered, to her shock, an entire world of other people searching for the same woman. On in the course of discovering Valy's ultimate fate, she was forced to reexamine the story of her grandfather's triumphant escape and how this history fit within her own life and in the process, she rescues a life seemingly lost to history. A collection of instructional stories, research, and classroom applications for teachers who use computers in their writing instruction. 'Sustainable Construction' uses the latest US Green Building Council's Leadership in Energy and Environmental Design standard to explain the best practices in building procurement and delivery systems. Have you ever wondered what your life would be like if you had a reliable, fail-safe paper system in place? Organise Your Paperwork is your easy guide to handling your paperwork, from bills and receipts to invitations and letters. Sit back and let the paper flow in, through and out of your life forever!

MaryAnne Bennie is an organising expert, speaker and director of in8 home office and life organising. Brigitte Hinneberg is an author, presenter and business coach. Discusses how the speed of technology can cause business writers to shortcut the thinking, planning, and editing needed for good writing.

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