



Title	Authors
101 great answers to the toughest interview questions	Fry, Ronald W.
101 ways to make training active	Silberman, Mel
202 great resumes	Block, Jay A. Betrus, Michael
Academic writing : a practical guide for students	Bailey, Stephen
Active training : a handbook of techniques, designs, case examples and tips	Silberman, Mel
The Adult learner : the definitive classic in adult education and human resource development	Knowles, Malcolm Shepherd Holton, Ed Swanson, Richard A.
Answering tough interview questions for dummies	Yeung, Rob
The Art of great training delivery : strategies, tools, and tactics	Barbazette, Jean
Be prepared! : getting ready for job interviews	Amos, Julie-Ann
Best jobs for the 21st century	Farr, J. Michael Shatkin, Laurence
Best jobs for the 21st century	Farr, Michael
Beyond nostalgia : reshaping Australian education	Seddon, Terri Angus, Lawrence B.
Blended learning : how to integrate online and traditional learning	Thorne, Kaye
Blended learning book : best practices, proven methodologies, and lessons learned	Bersin, Josh
Building professionals : creating a successful portfolio	Orton, Dianne J.
Classrooms at work : teaching generic skills in academic and vocational settings	Stasz, Cathleen
Coaching for performance : growing people, performance and purpose	Whitmore, John
Designing a thinking curriculum	Wilks, Susan
Effective coaching	Cook, Marshall
E-learning and virtual science centers	Leo Tan Subramanium, R.
Employment relationships : New Zealand's Employment Relations Act	Rasmussen, Erling Juul
Expert resumes for career changers	Enelow, Wendy S.
Expert resumes for people returning to work : featuring hundreds of attractive and effective resumes, written by professional resume writers for specific return-to-work situations!	Enelow, Wendy S.
Get great marks for your essays	Germov, John
Get top marks in your exams	
Getting a brilliant job : the student's guide	Bright, Karen
Getting started in speaking, training, or seminar consulting	Bly, Robert W.
Getting the most from online learning : a learner's guide	Piskurich, George M.
How to manage training : a guide to design and delivery for High Performance	Nilson, Carolyn D.

Title	Authors
How to measure training results : a practical guide to tracking the six key indicators	Phillips, Jack J. Stone, Ron D.
How to study for success	Builders, Book
Improving your study skills : study smart, study less	O'Hara, Shelley
Interview skills that win the job : simple techniques for answering all the tough questions	Spiropoulos, Michael
Job search handbook for people with disabilities	Ryan, Daniel J.
Laugh and learn : 95 ways to use humor for more effective teaching and training	Tamblyn, Doni
Learning from teacher research	Loughran, J. John.; Mitchell, Ian J.; Mitchell, Judie.
Learning through storytelling in higher education : using reflection and experience to improve learning	McDrudy, Janice
Literacy and the curriculum : success in senior secondary schooling	Cumming, Joy Wyatt-Smith, Claire
Managing e-learning : design, delivery, implementation and evaluation	Khan, Badrul Huda
Managing your academic career : strategies for success	Sadler, D. Royce
Managing your learning	Squires, Geoffrey
Mentor's guide : facilitating effective learning relationships	Zachary, Lois J.
The New workforce : five sweeping trends that will shape your company's future	Hankin, Harriet
Online assessment, measurement, and evaluation : emerging practices	Williams, David D. Hricko, Mary Howell, SCott L.
Online assessments and measurement : foundations and challenges	Hricko, Mary Howell, Scott L.
Online collaborative learning : theory and practice	Roberts, Tim S.
Overcoming dyslexia for dummies	Wood, Tracey
Partnering in the learning marketplace	Duin, Ann Hill
Preparing and presenting a teaching portfolio : philosophy, practice and performance	
Resumes for first-time job hunters : with sample cover letters	
Reusing online resources : a sustainable approach to E-learning	Littlejohn, Alison
Schooling for the knowledge era	Warner, David
Schooling for the knowledge era	Warner, David
Selected styles in web-based educational research	Mann, Bruce Leslie
Study! : a guide to effective learning, revision, and examination techniques	Barrass, Robert
Succeeding at interviews	Verity, Judith
Teaching and learning with virtual teams	Ferris, Sharmila Pixy Godar, Susan Hayes
The Technology fix : the promise and reality of computers in our schools	Pflaum, William D.
The Ten-minute trainer : 150 ways to teach it quick and make it stick!	Bowman, Sharon L.

Title	Authors
The Theory and practice of training	Buckley, Roger Caple, Jim
The Trainer's tool kit	Charney, Cyril Conway, Kathy
The Trainer's tool kit	Charney, Cyril Conway, Kathy
Training needs assessment : methods, tools and techniques	Barbazette, Jean
Training plus : revitalizing your training	Clegg, Brian
Understanding adult education and training	Foley, Griff
Using Moodle : teaching with the popular open source course management system	Cole, Jason
Using research instruments : a guide for researchers	Wilkinson, David
Virtual student : a profile and guide to working with online learners	Palloff, Rena M.
Winning the interview game : everything you need to know to land the job	Nieremberg, Alan H.
Work and life integration : organisational, cultural and individual perspectives	Kossek, Ellen Ernst Lambert, Susan J.
Workplace learning : from the learner's perspective	Warring, Niels
World class training : providing training excellence	Thorne, Kaye Alex, Machray