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President Ronald Reagan described Larry Tracy as "an extraordinarily effective speaker." In this book, he provides the "real world" experience-based lessons in presentation skills that earned him such praise. Like his acclaimed workshops for corporate executives and government officials, this book is based on the assumption that people who must improve their presentation skills, but are pressed for time, require a "shortcut," not lengthy books with

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those occasions when your allotted time is reduced at the last minute. In Practicing, you'll learn how to hone your speaking skills, eliminate "uh's" and "Y'knows," and anticipate questions and objections before the presentation with a unique practice method. In Presenting, you'll learn to convert your nervousness to audience-connecting enthusiasm, and to develop and use visuals, including PowerPoint slides, so they complement, not distract

from, your message. You'll learn as well how to employ your voice and body language to reinforce content, including the use of rhetorical devices to make your presentations eloquent, memorable and persuasive. In summary, this book will show you how to organize and deliver your knowledge with laser-like intensity targeted to solving the problems of your various "audiences"-- Boards of Directors, shareholders, clients, customers, etc.-- so these audiences

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Reading & Writing Prep will help you prepare for the English, Reading, and Writing sections of the ACT. This comprehensive tool contains essential features to help you improve your test scores, including: \* Hundreds of practice questions \* Information about the format and structure of the test \* Analysis of the specific types of reading passages that appear on the test: prose fiction, humanities, and social studies \* Review of proper grammar, syntax, and punctuation issues that

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AP U.S. History Prep Plus 2020 & 2021 Bloomsbury Publishing

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latest exam. This edition  
features hundreds of  
practice questions in the  
book and online, complete  
explanations for every  
question, and a concise  
review of high-yield  
content to quickly build  
your skills and confidence.  
Test-like practice comes  
in 3 full-length exams, 18  
pre- and post-chapter  
quizzes, and 9 online  
quizzes. Customizable  
study plans ensure that  
you make the most of the  
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Praxis II ParaPro Writing Praxis II ParaPro Test Your Knowledge: Writing Praxis II ParaPro Math Praxis II ParaPro Test Your Knowledge: Math Questions About the Praxis II ParaPro 0755-1755 Assessment The ParaPro exam, developed by ETS, measures the skills of reading, writing, and math for paraprofessionals. Passing the ParaPro Assessment is required for anyone wanting to instruct children in the classroom. You will have 2.5 hours to complete all

sections of the test of which there are a total of 90 questions. Those sections are: Writing 30 Questions: Tests knowledge of vocabulary, grammar and usage. Math 30 Questions: Tests knowledge of math (pre-algebra, algebra, geometry, etc.) Reading 30 Questions: Tests reading comprehension through questions over multiple passages. Scoring The makers of the test do not set a qualifying or passing score. Instead, each state or district sets their own

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**GED Test Prep Plus 2024-2025: Includes 2 Full Length Practice Tests, 1000+ Practice Questions, and 60+ Online Videos** Simon and Schuster

This hands-on guide to advanced critical analysis and argumentation will help readers to communicate in way that is orderly, rigorously supported, persuasive and clear. It demonstrates how criticality can be paired with creativity to produce an insightful and engaging piece of research, and explores

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Performance Tasks, Grade 7 John Wiley & Sons  
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*Language As Symbolic Action* Simon and Schuster

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questions designed to maximize your score (plus essay sample questions), you'll be ready.. You don't want to waste time - and money! - having to study all over again because your score was too low to be considered. You want to accelerate your education, not miss opportunities for starting your future career in teaching! Every year, thousands of people think that they are ready for the PRAXIS I, but realize too late when they get their score back that they were not ready at all.

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**ACT English, Reading, & Writing Prep** Kaplan Test Prep

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