



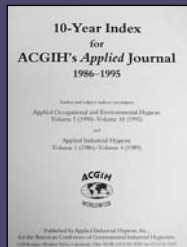
ACGIH® *Applied Journal* 10-Year Index

Publication #9603 \$24

A 10-year history of ACGIH's® *Applied Journal*, this book is a time-saving tool for students and professionals alike. The index is organized by subject and author. It encompasses all issues of *Applied Industrial Hygiene* (1986–1989) and its successor, *Applied Occupational and Environmental Hygiene* (1990–1995).

The index is also available on diskette; see the Computer Resources section of this catalog. © 1996.

*ACGIH® Members receive 10% off all ACGIH® *Signature Publications*.




A Blind Hog's Acorns

Carey P. McCord

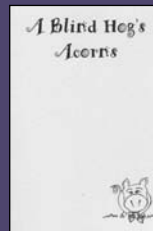
Publication #9854 \$31.95

Originally published in 1945, this delightful book offers historical vignettes on the maladies of workers. Recalling his diagnosis of a wide variety of occupational conditions and illnesses, Dr. McCord covers 25 years of industrial hygiene, in locales from Canada to Panama.

From blindness due to benzol, to sickness from silica grindstone dust in factories, to a woman who was making herself sick so she could be pampered in the hospital, Dr. McCord recounts his experiences as a doctor as it relates to worker health and safety.

ISBN: 978-1-882417-31-5. © 1998. 320 pages.

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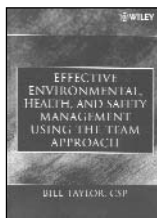


Effective Environmental, Health, and Safety Management Using the Team Approach

Bill Taylor

Publication #05-025 \$84.95

This book provides a blueprint for implementing an effective management system that reduces illness and injury on any job in any industry by establishing a safety culture. All levels of an organization are involved in this team-based safety approach, so that every employee has a personal interest in employee, property, and environmental protection. This safety resource includes:



- OSHA-required training, OSHA-required inspections, and OSHA-required postings and labeling checklists
- Contact information for health and safety organizations, including numerous Web addresses
- Real-world examples of important health and safety issues
- Charts, forms, and frequently asked questions about the system

ISBN: 978-0-471-68231-8. © 2005. 217 pages.

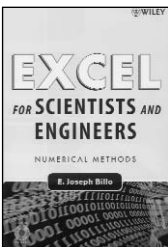
“This book is an easy-to-read survey of safety issues facing any organization.” — David Clapp, PhD, CIH, PE

Excel for Scientists and Engineers

E. Joseph Billio

Publication #08-015 \$58.50

This publication presents Microsoft Excel® as a way for scientists and engineers to apply numerical methods to problems and minimize the mathematical theory behind the methods. The practitioner can use Excel’s® capabilities to execute the calculations needed to solve a variety of chemical, biochemical, physical, engineering, biological, and medical problems. Chapters in this book include:



- Worksheet Functions for Working with Matrices
- Number Series
- Interpolation
- Differentiation
- Integration
- Roots of Equations
- Partial Differential Equations
- Linear Regression and Curve Fitting
- Random Numbers and Monte Carlo Method

Also, a CD-ROM containing several detailed document examples is included with the book.

ISBN: 978-0-471-38734-3. © 2007. 480 pages.

NEW EDITION

Getting Started in Consulting, Third Edition

Alan Weiss

Publication #04-019 \$19.95

The Third Edition of *Getting Started in Consulting* is more comprehensive, up to date, and practical than ever. It offers a wealth of new information and resources including:



- How to leverage new technologies to lower your business costs and increase your profits
- A budget sampler that shows you how best to maximize an initial start-up investment of \$5,000, \$10,000, or \$20,000
- Free downloadable tools and forms to help you design and start your business quickly and easily
- New interviews with consultants who achieved rapid success, including their personal stories and most effective techniques
- Brand-new references, examples, and appendices

Use *Getting Started in Consulting*, Third Edition to help you get out of the office and out on your own as a consultant.

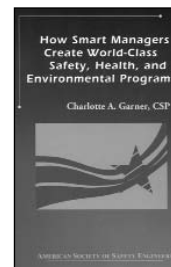
ISBN: 978-0-470-41980-9. © 2009. 320 pages.

How Smart Managers Create World-Class Safety, Health, and Environmental Programs

Charlotte A. Garner, CSP

Publication #04-024 \$96.95

This book makes the case for why implementing EHS program improvements, as outlined by OSHA Voluntary Protection Programs (VPP) guidelines, is beneficial to employees, production, and the corporation’s bottom line. Conducting a self-assessment, a gap analysis, and establishing a strategic plan are discussed, as well as the importance of reevaluating needs and gaps in the program after the strategic plan is implemented. The idea that a world-class EHS program is an ever changing, ever adapting program is emphasized in this useful and valuable tool.



ISBN: 1-885581-48-3. © 2004. 295 pages.

Human Factors in Project Management: Concepts, Tools, and Techniques for Inspiring Teamwork and Motivation

Zachary Wong

Publication #08-002 \$48

Human Factors in Project Management provides a summary of “people-based” management skills and techniques that would benefit managers, supervisors, team leaders, project managers, or anyone interested in improving their teamwork and motivation skills. A comprehensive book, it provides new and current models in team motivation and integrates significant concepts in team motivation and behaviors into principles called “Human Factors”. These factors can be applied to today’s most challenging issues including motivating a diverse workforce, facilitating team decisions, resolving interpersonal conflicts, managing difficult people, strengthening team accountability, communications, and leadership.

ISBN: 978-0-7879-9629-1. © 2007. 368 pages.

“...excellent book for any manager...supervisor, or any employee...”

— James Martin, CIH



Managing Disability in the Workplace: An ILO Code of Practice

International Labour Office Geneva

Publication #03-028 \$6.95


This ILO code addresses the concerns of disabled workers and provides guidance for employers who manage disability-related issues in the workplace. It encourages employers to adopt a positive strategy through communication and awareness, and discusses employer responsibilities, employee responsibilities, and the responsibility of governments to create supportive legislature. Topics covered include:

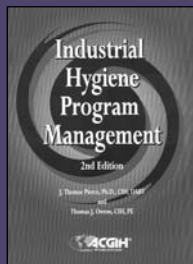
- Management of disability issues
- Recruitment
- Promotion
- Job retention

The appendices provide information on other relevant international initiatives, ILO conventions and recommendations, and examples of legal frameworks concerning disability in several countries.

ISBN: 92-2-111639-5. © 2002. 48 pages.



 **Industrial Hygiene Program Management, 2nd Edition**
J. Thomas Pierce and Tom Owens, Editors
 Publication #3160 \$42.95
 Originally published as a series of articles in *Applied Industrial Hygiene*, this book has been revised and updated for the new Millennium. It considers various aspects of program administration, ranging from initial policy statements and definitions of responsibilities to communication, legal and ethical issues, documentation, and investigations.
 ISBN: 978-1-882417-37-7. © 2000. 172 pages.
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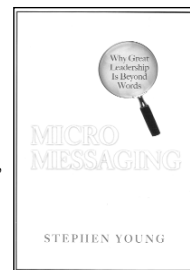
Micromessaging: Why Great Leadership is Beyond Words

Zachary Wong

Publication #07-008 \$24.95

This book shows how “micromessages”—subtle gestures, vocal inflections, and interactive behaviors—can directly affect productivity. These subtle but critical gestures, inflections, and behaviors can communicate what someone is truly thinking, while their language may indicate something completely different. Effective use of micromessages can inspire others to improve, excel, and exceed performance goals in the workplace, while negative micromessages can damage worker self-esteem and ultimately the organization. Real-life workplace scenarios, self-assessments, and solutions are provided for any professional, or non-professional, interested in interactive behaviors that can optimize productivity through effective workplace communications.

ISBN: 978-0-07-146757-5. © 2006. 224 pages.



NEW EDITION

Million Dollar Consulting, 4th Edition, Revised

Alan Weiss

Publication #03-025 \$21.95

In this fully revised 4th Edition of *Million-Dollar Consulting*, the author includes brand-new chapters on Internet marketing, global consulting, delegating labor, blogging, and other issues that play a critical role in expanding businesses well into the 21st century.

Chapters include:

PART ONE: Preparing to be a Million Dollar Consultant

The State of the Art

Propulsion and Volition

Breakaway Speed

Guidance, or Why the Ski Instructor Should Be In Front of You

Racing Through the Turns

PART TWO: Implementing Million Dollar Consulting

Expanding Resources

Making Money When They Say They Have None

Fees: Stop Thinking That Time is Money

Bulletproof Proposals

How To Make Money in Bad Times

Technology is a Tool not a Fool

PART THREE: The Self Actualization of the Million Dollar Consultant

Graceful Growth

Ultimate Relationships

Accelerating Repeat and Referral Business

Beyond Success

ISBN: 978-0-071622-10-3. © 2009. 400 pages.

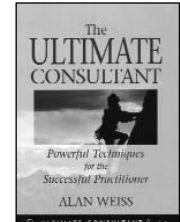


The Ultimate Consultant: Powerful Techniques for the Successful Practitioner

Alan Weiss

Publication #03-027 \$30

Written in an easy-to-read, conversational manner, this book offers a variety of hands-on management concepts for the independent consultant. The book primarily targets established consultants, but inexperienced consultants can also benefit from the practical business advice provided throughout the book on topics such as networking, marketing, and branding.



The motivational tone of the book promotes self-worth and improving one's personal advantage, and demonstrates how a consultant can:

- Control the nature of their business
- Choose clients
- Increase income
- Find stimulating and educational work

ISBN: 978-0-7879-5508-3. © 2001. 288 pages.