



new Emotions and Moods chapter delves into important topics like emotional intelligence, emotional contagion, and affective neuroscience. A new Power and Politics chapter unpacks the most effective influence strategies and helps students develop their political skills. A streamlined table of contents now combines perception and decision making in a single chapter and change and stress in a single chapter. New case studies, including some from SAGE Business Cases for the Interactive eBook, on topics such as virtual teams, equal pay and the gender wage gap, and the use of apps at work introduce timely and relevant discussions to help foster student engagement. The new edition has been rigorously updated with the latest research throughout and includes expanded coverage of Machiavellian leadership, ethical decision making, and organizational design through change. New Best Practices and Research in Action boxes as well as new Toolkit Activities and Self-Assessments have been added to make the text even more hands-on and practical.

Developed by the National Strength and Conditioning Association (NSCA), NSCA's Essentials of Personal Training, Third Edition With HKPropel Access, is the definitive reference for personal training professionals and students. This comprehensive guide to personal training, with contributions from leaders in the field, provides the most accurate and reliable information and guidance for current and aspiring professionals. Updated to reflect the latest research, with clear explanations of supporting scientific evidence, this edition will give readers the knowledge, skills, and abilities (KSAs) needed by modern personal training professionals. New content addresses the latest objectives found on the National Strength and Conditioning Association's Certified Personal Trainer (NSCA-CPT) exam, maintaining this text's position as the single best resource for those preparing for the NSCA-CPT exam. NSCA's Essentials of Personal Training, Third Edition, provides guidelines for the complex process of designing safe, effective, and goal-specific resistance, aerobic, plyometric, and speed training programs for clients of all ages and fitness levels. With comprehensive coverage of various categories of unique client needs, readers will learn how to make specific modifications and adjust exercise programs for each individual client. Multiple fitness testing protocols and norms for each component of fitness—including 10 new tests—are all presented, along with instructions that are detailed yet easy to follow. Over 200 full-color photos and accompanying instructions clearly describe and visually show proper technique for exercises and drills, including stretching, plyometrics, and stability ball exercises. There are new sections on suspension training, manual resistance training, and common types of resistance training equipment. Plus, 27 online videos, delivered through HKPropel, demonstrate exercise technique in action, preparing readers to instruct clients through safe exercise performance. Students will also be able to complete chapter quizzes assigned by instructors through HKPropel. Study questions at the end of each chapter, written in the same style and format as those found on the NSCA-CPT exam, facilitate learning of chapter content and fully prepare candidates for exam day. Practicing professionals and aspiring professionals alike will benefit from a new appendix of advice on building a successful career as a personal trainer. NSCA's Essentials of Personal Training, Third Edition, remains the most comprehensive resource available for personal training preparation and professional development. Unmatched in scope, this essential text continues to be a definitive reference for current and future personal trainers, exercise instructors, fitness facility and wellness center managers, and other fitness professionals. Note: A code for accessing HKPropel is not included with this ebook but may be purchased separately.

Drawing on the most up-to-date policies and professional regulations, and with an emphasis on the provision of person-centred care, the authors - both of whom have backgrounds in clinical practice, education and management - show how essential leadership and management skills can be applied across a range of situations in everyday practice.

The Second Edition of Ken Guest's *Cultural Anthropology: A Toolkit for a Global Age* covers the concepts that drive cultural anthropology by showing that now, more than ever, global forces affect local culture and the tools of cultural anthropology are relevant to living in a globalizing world.

Essentials of Contemporary Management  
Essentials of Marketing Research  
Essential Concepts and Applications