

life changing begins. A year later, they're both studying at Trinity College in Dublin. Marianne has found her feet in a new social world while Connell hangs at the sidelines, shy and uncertain. Throughout their years at university, Marianne and Connell circle one another, straying toward other people and possibilities but always magnetically, irresistibly drawn back together. And as she veers into self-destruction and he begins to search for meaning elsewhere, each must confront how far they are willing to go to save the other. Normal People is the story of mutual fascination, friendship and love. It takes us from that first conversation to the years beyond, in the company of two people who try to stay apart but find that they can't. Praise for Normal People "[A] novel that demands to be read compulsively, in one sitting."—The Washington Post "Arguably the buzziest novel of the season, Sally Rooney's elegant sophomore effort . . . is a worthy successor to Conversations with Friends. Here, again, she unflinchingly explores class dynamics and young love with wit and nuance."—The Wall Street Journal "[Rooney] has been hailed as the first great millennial novelist for her stories of love and late capitalism. . . . [She writes] some of the best dialogue I've read."—The New Yorker

Ten Powerful Phrases for Positive People

Power of Texting Women

Fifteen Thousand Useful Phrases

2,000+ Phrases For Any HR Professional, Manager, Business Owner, or Anyone Who Has to Deal with Difficult Workplace Situations

Word Power

Powerful Phrases for Effective Customer Service

The Conflict Resolution Phrase Book

George Orwell set out to make political writing into an art, and to a wide extent this aim shaped the future of English literature his descriptions of authoritarian regimes helped to form a new vocabulary that is fundamental to understanding totalitarianism. While 1984 and Animal Farm are amongst the most popular classic novels in the English language, this new series of Orwell's essays seeks to bring a wider selection of his writing on politics and literature to a new readership. In Politics and the English Language, the second in the Orwell's Essays series, Orwell takes aim at the language used in politics, which, he says, is designed to make lies sound truthful and murder respectable, and to give an appearance of solidity to pure wind. In an age where the language used in politics is constantly under the microscope, Orwell's Politics and the English Language is just as relevant today, and gives the reader a vital understanding of the tactics at play. 'A writer who can and must be rediscovered with every age.' Irish Times

Perfect Phrases for the Right Situation, Every Time Whether it's hiring employees or creating teams, the Perfect Phrases series has the tools for precise, effective communication in any situation. With Perfect Phrases books, you have all the phrases you need to get things done, right at your fingertips!

Successful businessman, philanthropist, and motivational speaker Rich DeVos has learned the value of maintaining a positive attitude and offering encouragement to others. Now, with the knowledge and wisdom he has gained from his experiences and the influential people he has met DeVos offers you the key he has discovered in unlocking the powerful potential of ten ordinary yet life-changing phrases. Simply by adding these phrases into your daily conversations you can help motivate achievement, instill confidence, and change attitudes in your work and family life. Beyond these practical but profound phrases, DeVos delivers an inspiring message of building hope that resonates in the heart of every human being. Your decision to live with a positive attitude can change your life, your community, even the world. Start today with one small phrase: You can do it.

Thoroughly revised and updated to include a new section on digital communications, a wide-ranging primer on the art of persuasive communication at work features a complete vocabulary of words and body language tailored to common work situations, from getting a job to dealing with supervisors, illustrated with sample scripts. Original.

How to Navigate Clueless Colleagues, Lunch-Stealing Bosses, and the Rest of Your Life at Work

Words that Sell

How To Say It Performance Reviews

What Our Everyday Sayings and Idioms Figuratively Mean

The 48 Laws Of Power

Perfect Phrases for Coaches

The Most Powerful Ways to Say Everyday Words and Phrases

"This refreshing and practical tool will help to enlarge, promote, and articulate the world of communication."—Cristina Roggero, Pepperdine University professor of literature The Leader Phrase Book contains more than 3,000 dynamic phrases that will enable you to prevail in virtually all of life's important situations. You will be in command of your words and always stay ahead of the game. With this passport to success, you will begin a new journey on which you are among the charismatic, the untouchable...the elite. This easy-to-use reference book will give you a new image you can take pride in helping you to quickly reach your full leadership potential. You will have all the weapons to effectively succeed whenever vibrant, forceful language is required. It works like magic! The Leader Phrase Book will teach you how to:

• Speak like a leader • Master all conversations • Attain a charismatic presence • Gain the respect of others • Achieve a lightning-fast rhetoric • Find the right phrases instantly • Argue effectively • Be the envy of all you meet

The Leader Phrase Book is the culmination of ten years of Patrick's personal research on how leaders communicate. It is the summation of his efforts to share one of the most invaluable skills in life: "how to put yourself in command."

"A thesaurus that works as hard as you do . . . you'll wonder how you ever managed without it." -- Advertising Age Listing more than 2,500 high-powered words, phrases, and slogans, Words That Sell is the ultimate reference for anyone who needs instant access to the key words that make the difference in selling.

Arranged by category for handy reference, it covers everything from "snappy transitions" to "knocking the competition," from "grabbers" to "clinchers." There are 62 ways to say "exciting" alone; 57 variations on "reliable"! Whether you are selling ideas or widgets, Words That Sell guarantees the expert sales professional an expanded, rejuvenated repertoire and the novice a feeling of confidence. Features: Cross-referencing of word categories to stimulate creative thinking Advice on targeting words to your specific market Tips on word usage A thorough index A concise copywriting primer A special section on selling yourself

The first real improvement to the thesaurus since Roget, Words That Sell is an indispensable guide to helping you find great words fast.

Phrases, idioms, and clichés—why do we say the things we say? Watch Your Tongue explores weird and wonderful everyday sayings and what they reveal about us. Do you ever wonder why you shouldn't have a cow but you should seize a bull by its horns? Who has the better reputation in language—cats or dogs? Do you sometimes feel that our speech is all smoke and mirrors or that our expressions simply make no sense? In Watch Your Tongue, award-winning author Mark Abley explores the phrases, idioms, and clichés of our everyday language. With wit and subtle wisdom, he unravels the mysteries of these expressions, illuminating the history, tradition and stories behind everything we say. Pulling examples from Shakespeare's plays to sports team names, ancient Rome to Twitter, Abley shares samples and anecdotes of the eccentric ways that we play with, parse, and pattern language. Why do so many companies use fruit for their brand names? What do politicians mean when they say they're going to 'drain the swamp'? Why does English use chickens to signify cowardice? Abley dives into the history and psychology behind these examples and countless others, unpacking their significance (and sheer absurdity) to show how our language developed, where it is headed, and what we can learn about ourselves from it. Whimsically illustrated, easily browsable, and full of catchy sidebars, Watch Your Tongue celebrates how we amuse ourselves with words and what our sayings reveal about the way we see the world.

A practical handbook of pertinent expressions, striking similes, literary, commercial, conversational, and oratorical terms, for the embellishment of speech and literature, and the improvement of the vocabulary of those persons who read, write, and speak English.

Power Verbs for Managers and Executives

PowerPhrases!

The Perfect Words to Say it Right and Get the Results You Want

3000 Power Words and Phrases for Effective Performance Reviews

3,000+ Powerful Phrases That Put You in Command

The Blue Book of Grammar and Punctuation

How to Use the Perfect Words and Phrases to Captivate Women

The #1 New York Times bestselling series! Red Queen, by #1 New York Times bestselling author Victoria Aveyard, is a sweeping tale of power, intrigue, and betrayal, perfect for fans of George R.R. Martin's Game of Thrones series. Mare Barrow's world is divided by blood—those with common, Red blood serve the Silver-blooded elite, who are gifted with superhuman abilities. Mare is a Red, scraping by as a thief in a poor, rural village, until a twist of fate throws her in front of the Silver court. Before the king, princes, and all the nobles, she discovers she has an ability of her own. To cover up this impossibility, the king forces her to play the role of a lost Silver princess and betroths her to one of his own sons. As Mare is drawn further into the Silver world, she risks everything and uses her new position to help the Scarlet Guard—a growing Red rebellion—even as her heart tugs her in an impossible direction. One wrong move can lead to her death, but in the dangerous game she plays, the only certainty is betrayal. Plus don't miss Realm Breaker! Irresistibly action-packed and full of lethal surprises, this stunning fantasy series from Victoria Aveyard, #1 New York Times bestselling author of the Red Queen series, begins where hope is lost and asks: When the heroes have fallen, who will take up the sword?

This trusted reference puts thousands of ready-to-use words, phrases, descriptions, and action items right at your fingertips – perfect for review time, creating development plans, and monitoring performance year-round. Whether you're an HR professional or a manager, chances are there's one task you really dislike: giving performance reviews. Even if you know the basic points you want to get across, finding the right words and committing them to paper is about as much fun as a trip to the dentist. However, this book puts the correct words within your hands with phrases that managers, supervisors, and HR professionals can use to properly evaluate performance. In 2600 Phrases for Effective Performance Reviews, renowned career expert Paul Falcone covers the 25 most commonly rated performance factors including: productivity, time management, teamwork, decision making, and more! Falcone also shares job-specific parameters that apply in sales, customer service, finance, and many other areas. 2600 Phrases for Effective Performance Reviews is useful not just for review time but will also be instrumental in creating job descriptions and development plans as well as monitoring performance, progress, and problems year-round.

The Manager's Phrase Book is a collection of thousands of ready-to-use phrases that will enable you to move into the ranks of today's most competent managers. You will have control of any situation at a moment's notice, regardless of your position in the corporate world. You will have all the weapons you need to succeed where vibrant, meaningful, appropriate, and, perhaps above all, precise language is required. With this passport to success, you will begin a new game in which you are among the charismatic, the untouchable—the elite. The Manager's Phrase Book is an amazingly fast paced, easy-to-use reference book that will help you to: Use the correct words at all times Conquer conflict Take on challenges and challengers Build bridges between people Address sticky situations Further your own career And so much more The Manager's Phrase Book makes it easy for you to break out of the mundane world of management and to take on all comers. It is the latest compilation of Patrick Alain's research on how managers really communicate in today's world.

Detailed summary and analysis of The Power of Habit.

Ready-to-Use Language for Successful Employee Evaluations

Perfect Phrases for Office Professionals: Hundreds of ready-to-use phrases for getting respect, recognition, and results in today's workplace

The Power of Habit: by Charles Duhigg | Summary & Analysis

Over 400 Ready-to-Use Words and Phrases That Will Get You the Job You Want

The Thesaurus to Help Promote Your Products, Services, and Ideas

500 Word-for-Word Questions, Phrases, and Conversations to Open and Close More Sales

Power Phrases Designed to Help You Communicate with Power, Tact, and Finesse, Along with Danger Phrases to Avoid at All Costs

THE RIGHT PHRASE FOR EVERY SITUATION . . . EVERY TIME Any successful leader will tell you: Giving a strong presentation is the most immediate and powerful way to set goals, form strategies, and sell your vision—to both internal and external audiences. Perfect Phrases for Executive Presentations not only tells you how to plan and deliver your address, but also provides phrases for every part of the speech or presentation. Organized by speech type and audience, you'll be walked through the beginning, middle, and end of a speech, giving you effective phrases to use. This invaluable book includes A detailed review of building an effective presentation for a wide variety of meetings and conferences Instructions and phrases for writing effective speeches for nearly 30 different groups and interests, from shareholders to commencements Techniques you can use to become a more effective speaker

If you've ever fumbled while trying to use a big word* (*lofty, pretentious word) to impress a crowd, you know what it's like to* (*what it is to) be poorly spoken. The fear of mispronouncing or misusing complex words is real and leaves many of us consigned to the lower levels* (*lower echelons) of the English

Language. The Well-Spoken Thesaurus is your guide to eloquence, replacing the ordinary with the extraordinary.

This is THE ORIGINAL Say This--Not That Book! Description: Have you ever had one of those "I wish I hadn't just said that!" moments? In "Say This, Not That," expert communication trainer Dan O'Connor gives you the words and phrases you can use to effortlessly hit your communication target every time. With "Say This, Not That," you can skip right to the punch and learn the danger phrases to avoid—the ones that are sabotaging your message, and the power phrases to use—the ones that will enable you to deliver your message with clarity and effectiveness—the ones that will move you to a new communication level and put you in the category of savvy communicator. No more skimming through pages to find what you're looking for--every page has useful tools you'll be able to apply immediately, and examples of each phrase in use. Furthermore, this program comes complete with quick-reference reminder cards you can have at-the-ready, so you can really make these techniques your own—not just for one enthusiastic moment, but forever! What will you find in Say This Not That? 1- The words! Most chapters deal with one specific danger phrase to be eliminated from your verbal repertoire and one specific power phrase to replace it. However, since not all phrases we'll be covering have exact opposites, you'll also find chapters that deal solely with danger phrases to be purged from usage, and other chapters that deal solely with power phrases that should be added to your every day communication arsenal, to infuse your speech with punch and power. 2- The theory--A great deal of research has gone into determining the effect of words on the listener. You'll learn the reasons—the "why" of every lesson. 3- Examples--You'll find examples of situations in which the phrases should or should not be used, as well as variations of the words under discussion. 4- Quick reference cards--The number of the quick-reference card that accompanies each lesson. In the back of this book you'll find the quick-reference card. If you're using an e-reader, you can simply turn to that page and keep it open to your phrase for the day, and if you'd like to print out these cards, simply go to our website www.powerdiversity.com and click on the customer resources section. It's as easy as that to achieve new levels of communication success! "Thank you, Dan, for giving me the words! I didn't know it could be so easy to improve my communication skills. I carry your book with me wherever I go, and use the power phrases both at work and at home.

Because of your training, I have a better relationship with my boss, my husband, and even my teenagers! I just can't thank you enough." --Marsha Thompson, Washington DC, USA

No one wants to go into a tenuous situation blind and fumbling for words. Rather than shy away from a difficult situation or conversation, The Conflict Resolution Phrase Book, is the ideal resource to help anyone prepare for and prevail in these situations. Some situations are unpredictable, and you can't plan for every conversation—but having the right words on hand empowers you to stand up to conflict rather than run from it. The more you practice confronting and even embracing conflict, the stronger that habit will become and the less likely you will feel like fleeing from a difficult situation. The Conflict Resolution Phrase Book is a great resource that everyone should have at their fingertips to approach any difficult situation with the assurance that the words will come out right! You will learn: Stronger things to say when you're initiating or responding to a difficult conversation. How to find and craft language to start a conversation. The right words for you to positively influence the situation. The Conflict Resolution Phrase Book is a natural complement to the authors' previous best-seller, The Essential Workplace Conflict Handbook.

How to Use Power Phrases to Say What You Mean, Mean What You Say, & Get What You Want

Over 325 Ready-to-Use Words and Phrases for Working with Challenging Personalities

Politics and the English Language

A Novel

Perfect Phrases for Dealing with Difficult People: Hundreds of Ready-to-Use Phrases for Handling Conflict, Confrontations and Challenging Personalities

The Well-Spoken Thesaurus

A Practical Handbook of Pertinent Expressions, Striking Similes, Literary, Commercial, Conversational, and Oratorical Terms, for the Embellishment of Speech and Literature, and the Improvement of the Vocabulary of Those Persons who Read, Write, and Speak English

"It would take years of reading to learn the vocabulary succinctly provided in Word Power. The dictionary contains everything from slang (cool, zulued) to scholarship (soliloquy, archaic smile), to science (azimuth), with some added hokum (Montezuma's revenge). Each entry is defined, given a pronunciation, and used in four sample sentences. Where possible, synonyms, antonyms, and etymology are provided, as well. With its painstaking selection and pithy examples, Word Power is suitable for students, professionals, and anyone interested in the storied and variegated English language."--BOOK JACKET.

Easy-to-master techniques for more effective communications in all areas of life In this breakthrough guide, communication guru Meryl Runion explains why effective communication is more than just a business tool. It is also the key to happier, healthier relationships, and greater personal fulfillment and business success. In How to Use Power Phrases to Say What You Mean, Mean What You Say, & Get What You Want she introduces readers to the concept of power phrases--short, focused expressions that let people be direct and to the point without seeming brusque or nasty. In clear, down-to-earth language, illustrated with numerous vignettes and real-world examples, Runion teaches readers how to: Say what needs to be said without fear of misinterpretation or creating negative emotional responses Master six basic methods for crafting power phrases for any setting and every social, professional, or interpersonal situation

How to Use Power Phrases to Say What You Mean, Mean What You Say, & Get What You Want McGraw Hill Professional
If you have ever walked away from a conversation because you didn't know what to say, or spoken in a way that backfired, PowerPhrases! is for you! If you have ever thought of the perfect thing to say AFTER it was too late, you need this book. This amazingly practical book addresses: What is a PowerPhrase? How to say "no" without cavorting in and losing friends What is a Poison Phrase? How to use PowerPhrases in conflict, sales, negotiations and work Create your own PowerPhrases Get conversations with strangers off to a quick and satisfying start Diffuse anger with PowerPhrases And much more. You will laugh with recognition as you see yourself in the "don't says" and sigh with understanding when you learn the most effective way to get your point across. PowerPhrases are what you should have said last time and will say next time. This new, expanded edition is the original completely revised and updated. It includes 110 more pages and a multi-media CD. The book is on the CD in searchable form, as well as Flash Movies: The Legend of Mighty Mouth, and A World of Truth. There is a PDF of the Runion Rules, links to the Communication Style Inventory and much, much more. The new chapters include a PowerPhrases Quick Reference Guide and The Truth About Truth, Persuasion and PowerPhrases.

Perfect Phrases for Executive Presentations: Hundreds of Ready-to-Use Phrases to Use to Communicate Your Strategy and Vision When the Stakes Are High

How to Use Power Phrases to Say What You Mean, Mean What You Say, and Get What You Want

Power Words, Phrases, and Communication Secrets for Getting Ahead