Free reading Vibration analysis pocket guide (2023)

a guide to the business analysis body of knowledge babok guide is the collection of knowledge within the profession of business analysis and reflects current generally accepted practices as with other professions the body of knowledge is defined and enhanced by the business analysis professionals who apply it in their daily work role the purpose of this pocket guide to the babok guide is to help understand the key knowledge found within the babok guide and how it can be applied to a particular situation primary target groups for this pocket guide are individuals interested in how business analysis works or who may want to become business analysts business analysts as a quick reference during the course of their day to day work team members working on projects or within normal organizational operations where business analysis is performed managers and executives who need to understand how business analysis can help improve their organizations this pocket guide is based upon the content found in version 2 of the babok guide the babok guide was first published by the international institute of business analysis iiba in 2005 version 2 0 was released in march 2009 the babok guide describes business analysis areas of knowledge their associated activities and the tasks and skills necessary to be effective in their execution the babok guide is a reference for professional knowledge for business analysis and provides the basis for the certified business analysis professional cbap and the certification of competency in business analysis ccba certifications all organizations experience unintended variation and its consequences such problems exist within a broad range of scope persistence and severity across different industries some problems cause minor nuisances others leads to loss of customers or money others yet can be a matter of life and death the purpose of this pocket guide is to provide you with easily accessible knowledge about the art of problem solving with a specific focus on identifying and eliminating root causes of problems root cause analysis is a skill that absolutely everybody should master irrespective of which sector you work in what educational background you have and which position in the organization you hold the content in this little pocket guide can contribute to disseminating this skill a little further in the world this pocket guide provides a first introduction to the open fair body of knowledge it will be of interest to individuals who require a basic understanding of the open fair body of knowledge and professionals who are working in roles associated with a risk analysis project such as those responsible for information system security planning execution development delivery and operation the open fair body of knowledge provides a taxonomy and method for understanding analyzing and measuring information risk the outcomes are more cost effective information risk management greater credibility for the information security profession and a foundation from which to develop a scientific approach to information risk management this allows organizations to speak in one language concerning their risk consistently study and apply risk analysis principles to any object or asset view organizational risk in total challenge and defend risk decisions the audience for this pocket guide is individuals who require a basic understanding of the open fair body of knowledge professionals who are working in roles associated with a risk analysis project such as those responsible for information system security planning execution development delivery and operation risk analysts who are looking for a first introduction to the open fair body of knowledge book description the perfect concise guide to the formal analysis of film designed to be used by readers at many levels of knowledge this book moves systematically through the elements that make up most films focusing on aspects of the art of cinema that are common across history and national cinemas from form and narrative to mise en scene and cinematography to editing and sound robert spadoni introduces and explains the principles and conventions of film in engaging straightforward language in addition to illustrating film techniques with almost 200 images most of them in color the book explains ways to find patterns and meaning in films through such concepts as motifs development and motivation thumbnail readings of exemplary films further lay out the essentials of

formal analysis film illustrations include frame enlargements from stagecoach psycho jeepers creepers persepolis groundhog day take shelter and more modestly priced and packed with images a pocket guide to analyzing films is ideal for students in a wide range of film courses who are looking for an easy to read guide to film analysis to accompany and enhance their course materials many references on six sigma stress the importance of defining processes all too often practitioners on a six sigma project rely on flowcharts for this crucial step unfortunately flowcharts only show decision points and the steps taken to reach those decisions are overlooked including vital departmental interactions and communication patterns this is the focus of defining and analyzing a business process a six sigma pocket guide which helps to fill the gaps found on flowcharts and provides a more complete big picture view of the processes this pocket guide details a methodology on how to analyze your existing processes the book uses two distinct approaches first a business interaction model and second an integrated flow diagram once the analysis phase is complete the pocket guide presents a method on how to innovate your process to optimize its operation the book moves away from the theory and jumps headlong into a systemic approach to change as a pocket guide it can easily be used as a reference or as a teaching aid and is ideal for anyone who uses processes at any level a comprehensive overview of the variation within content analysis and detailed descriptions of three approaches found in the contemporary literature basic content analysis interpretive content analysis and qualitative content analysis this second edition of the popular guide to critical appraisal is a fully updated revision of the previous edition written in the same easily accessible style the pocket guide to critical appraisal now provides annotated checklists of the most common research designs consistent with recent developments in evidence based medicine these checklists distinguish between the risk of bias in the conduct of published studies and the value of the findings for healthcare delivery five new chapters have been added and the original chapters have been rewritten making the new edition a complete and concise guide for the evaluation of research quality in addition to the checklists the book also describes how to quickly identify the information needed for the critical appraisal provides simple explanations of statistical significance and the interpretation of confidence intervals reviews the major sources of bias and their impact on research findings explains how to summarise the risk of bias outlines the concept of certainty of evidence and how to calculate it identifies the challenges in assessing the value of research findings the pocket guide to critical appraisal is an essential guide for all health professions and students who read research papers and use their findings all organizations experience unintended variation and its consequences such problems exist within a broad range of scope persistence and severity across different industries some problems cause minor nuisances others leads to loss of customers or money others yet can be a matter of life and death the purpose of this pocket guide is to provide you with easily accessible knowledge about the art of problem solving with a specific focus on identifying and eliminating root causes of problems root cause analysis is a skill that absolutely everybody should master irrespective of which sector you work in what educational background you have and which position in the organization you hold the content in this little pocket guide can contribute to disseminating this skill a little further in the world the recognition that all well managed companies are interested in preventing or at least minimizing risk in their operations is the concept of risk management analysis this pocket guide explores the process of evaluation of risk by utilizing one of the core methodologies available the failure mode and effect analysis fmea the intent in this pocket fmea is to provide the reader with a booklet that makes the fmea concept easy to understand and provide some guidelines as to why fmea is used in so many industries with positive results the booklet is not a complete reference on fmea but rather a summary guide for anyone who wants some fast information regarding failures and how to deal with them it covers risk reliability and fmea prerequisites of fmea what an fmea is robustness the fmea form and rankings types of fmea and much more when used in tandem systematic reviews and meta analysis two distinct but highly compatible approaches to research synthesis form a powerful scientific approach to analyzing previous studies but to see their full potential a social work researcher must be versed in the foundational processes underlying them this pocket guide to systematic reviews and meta analysis

illuminates precisely that practical groundwork in clear step by step terms the authors explain how to format topics locate and screen studies extract and assess data pool effect sizes determine bias and interpret the results showing readers how to combine reviewing and meta analysis correctly and effectively each chapter contains vivid social work examples and concludes with a concise summary and notes on further reading while the books glossary and handy checklists and sample search and data extraction forms maximize the books usefulness highlighting the concepts necessary to understand critique and conduct research synthesis this brief and highly readable introduction is a terrific resource for students and researchers alike the only it guide you need you re busy very busy you need reliable practical answers to yourit questions and you need them now the vest pocket guide toinformation technology second edition is a handy pocketproblem solver designed to provide you with the quickest route to asolution practical reader friendly and thoroughly illustrated this updated handbook provides complete guidance for the complex ever changing world of it to help you quickly pinpoint what youneed to look for what to watch out for what to do and how to doit written by two all time bestselling accounting and finance authors jae shim and joel siegel this thoroughly updated second editionincludes tables forms checklists questionnaires practical tips and sample reports to help you avoid and resolve any and all itdilemmas a must read for business professionals financialmanagers and consultants production and operation managers accountants coos cfos and ceos this handy guide helpsyou select the best hardware for particular applicationneedsstrategically use it systems use the best software in planning and control select sarbanes oxley compliance software prevent fraud through computerized security effectively apply management information systems mis use online databases to make business decisions use a decision support system dss and an executive informationsystem eis to improve the quality of analysis evaluation anddecision making understand emerging trends and developments in informationtechnology harness marketing information systems to improve sales planning sales forecasting market research and advertising evaluate and manage an it project your professional success depends on keeping abreast of the latestthinking and applications in information technology the vestpocket guide to information technology second edition gives youall the information you need to make optimum decisions now and planahead for later the first half of this book is designed as a mini dictionary or glossary of common terms used in planning measuring and managing performance the second half includes tips and techniques for reviewing performance diagnosing problems deciding on action plans and evaluating links between measures and strategies this succinct and handy guide will be a constant companion as you engage in performance management in your organization hr an excellent book by an excellent author this 56 page book is a great tool for managers who need a quick reference during any type of business meeting where results are discussed or plans are developed the author does a great job of covering virtually all core facets of performance management in a text that takes less than one day to read ray digiacomo jr san juan capistrano california first comes clear thinking then comes clear writing the pocket guide to critical thinking teaches very clearly the essential skills to reason better for classwork for writing and in everyday life hundreds of pertinent analyzed and engaging examples from the internet magazines newspapers radio as well as dialogues of cartoon characters illustrate how to analyze arguments and make better decisions the pocket guide is both the perfect supplement for any course that requires critical thinking and a practical aid for self study this fifth edition has new chapters on reasoning in the sciences that provide the basics for any student to begin the study of any science explanations experiments the scientific methods and models and theories a simple take along guide to achieving lasting business results a companion to the bestselling rath strong pocket guide to six sigma rath strong s pocket guide to advanced six sigma tools is designed to help six sigma black belts green belts and team leaders from every field to implement the most powerful tools in six sigma without getting bogged down in statistical theory this pocket sized field guide provides practical advice on the use of advanced tools such as sampling analysis of variance multiple regression and design of experiments each tool is explained in easy to understand language permitting the reader to solve real world problems in any area of business covers step by step implementation of the most important six sigma tools features a heavy emphasis

on applying the best tools to solve practical business problems explains how to use microsoft excel and minitab statistical software to simplify the process unlike other pocket guides this guide is designed specifically to address topics that the author has found to cause problems issues and concerns for most black belts over the years as such its primary purpose is to serve as a useful reference guide for the black belt throughout his or her busy day and particularly in meetings though not intended to be a tool guide like other pocket guides or a preparation guide for the asq certifications it will nonetheless serve as a useful reference guide for both the asq black belt and master black belt certification examinations black belts will enjoy reading this pocket guide and find it invaluable in their daily work enterprises in today s global information age must keep up with rapid changes in technology while overhauling businesses programs and operations to meet the changing values and demands of customers and employees this guide will aid you in applying the systems thinking approach to your strategic and business planning by explaining how to develop a strategic plan ensure successful implementation of the plan and build and sustain high performance over the long haul in the nearly three years since the publication of the activepi companion text the authors received several suggestions to produce an abbreviated version that narrows the discussion to the most essential principals and methods a pocket guide to epidemiology contains less than half as many pages as the activepi companion text and is a stand alone introductory text on the basic principals and concepts of epidemiology the deception detection guidebook is not intended to provide a thorough explanation of the various concepts involved in statement analysis body language or deception detection this handbook is intended to be used as a reference for supervisors law enforcement officers or other deception detectors to quickly refresh or review the various concepts this guide is not written in a chapter format but seeks to provide a quick overview of the various concepts topics and to provide the reader with the gist of the information it is meant to be a small handy guidebook that can fit in one s pocket giving access to the desired information without the need to sift through long case studies or filibustered material in order to review recall the basic principles this pocket guide is designed to be a quick on the job reference for anyone interested in making their workplace more effective and efficient it will provide a solid initial overview of what quality is and how it could impact you and your organization use it to compare how you and your organization are doing things and to see whether what s described in the guide might be useful the tools of quality described herein are universal people across the world need to find better more effective ways to improve the creation and performance of products and services since organizational and process improvement is increasingly integrated into all areas of an organization everyone must understand the basic principles of process control and process improvement this succinct and concentrated guide can help unlike any other pocket guide on the market included throughout are direct links to numerous free online resources that not only go deeper but also to show these concepts and tools in action case studies articles webcasts templates tutorials examples from the asq service division s service quality body of knowledge sqbok and much more this pocket guide serves as a gateway into the wealth of peerless content that asq offers financial analyst s indispensable pocketguide is the first reference to give the more than 20 000 candidates who take aimr administered cfa exams annually and the 60 000 plus cfas and finance professionals who currently practice investment management a single broad based resource for specific terminology and information much more than just a dictionary this dynamic book explains and expands upon the fundamental concepts that comprise a financial analyst s lexicon within each section ramesh arranges fundamental terms alphabetically then provides cfa related tips and profiles of industry leaders key topics include timeless tips for cfa candidates and practitioners graphics and mnemonics to help with important concepts derivatives equity valuation and portfolio management facet theory is a philosophy about the nature of the world and how this should be investigated by disciplines within social sciences and humanities it is also a series of research design and analysis procedures in this pocket guide we present facet theory s philosophical basis and describe and illustrate how facet theory may be used within your own qualitative and quantitative research facet theory is concerned with revealing the complexity of research situations and there is inevitable intricacy in

our presentation of the approach however unusual terminology is kept to a minimum and clearly explained as such the book is intended to be a concise guide to those with no knowledge of facet theory the book is a complementary text to the mapping sentence pocket guide by the same authors and provides more details to those interested in using mapping sentences in their research discover one of the most complete dictionaries in data science key features simplified understanding of complex concepts terms terminologies and techniques combined glossary of machine learning mathematics and statistics chronologically arranged a z keywords with brief description description this pocket guide is a must for all data professionals in their day to day work processes this book brings a comprehensive pack of glossaries of machine learning deep learning mathematics and statistics the extensive list of glossaries comprises concepts processes algorithms data structures techniques and many more each of these terms is explained in the simplest words possible this pocket guide will help you to stay up to date of the most essential terms and references used in the process of data analysis and machine learning what you will learn get absolute clarity on every concept process and algorithm used in the process of data science operations keep yourself technically strong and sound minded during data science meetings strengthen your knowledge in the field of big data and business intelligence who this book is for this book is for data professionals data scientists students or those who are new to the field who wish to stay on top of industry jargon and terminologies used in the field of data science table of contents 1 chapter one a 2 chapter two b 3 chapter three c 4 chapter four d 5 chapter five e 6 chapter six f 7 chapter seven g 8 chapter eight h 9 chapter nine i 10 chapter ten j 11 chapter 11 k 12 chapter 12 l 13 chapter 13 m 14 chapter 14 n 15 chapter 15 o 16 chapter 16 p 17 chapter 17 q 18 chapter 18 r 19 chapter 19 s 20 chapter 20 t 21 chapter 21 u 22 chapter 22 v 23 chapter 23 w 24 chapter 24 x 25 chapter 25 y 26 chapter 26 z this is the official open group pocket guide for togaf version 9 enterprise edition this pocket guide is published by van haren publishing on behalf of the open group togaf the open group architectural framework is a fast growing worldwide accepted standard that can help organisations build their own enterprise architecture in a standardised way this book explains why the in s and out s of togaf in a concise manner this book explains how togaf can help to make an enterprise architecture enterprise architecture is an approach that can help management to understand this growing complexity with a quality management system qms based on iso 9001 the world s most established quality framework you can ensure the quality of the products and services your company provides thereby enhancing customer satisfaction and increasing profitability iso 9001 2015 a pocket guide provides a useful introduction to iso 9001 and the principles of quality management the application services library asl is a public domain framework and the standard for application management this pocket guide offers an introduction to the framework asl 2 an evolutionary update of the asl framework that was introduced in 2001 and is used by more and more organizations since then this compact book offers a generic introduction and additional background information through a case study this case study offers a historic perspective with examples comparing the past situation for asl and the present with asl 2 asl will offer support to anyone implementing application management additional support is given by best practices that are published on the website of the asl bisl foundation asl aligns with other frameworks e g bisl for business information management and itil for it service management the companion follow up to one of the bestselling six sigma books ever published an alarming number of six sigma projects are failing not because of misuse of six sigma s statistical tools but because of internal politics and poor communication between team members and the rest of the organization the rath strong s six sigma team pocket guide helps team leaders and members reverse this trend explaining the interpersonal and political skills needed to make each six sigma project a success written in the pocket guide format that proved so successful with the first rath strong guide and based on the firm s popular six sigma training workshops this handy reference will show six sigma team leaders and members how to get buy in and cooperation from all levels of the organization lead or participate in productive team meetings plan the people team side just as they would plan the technical side first published in 1995 this pocket guide is a cartoon book with a serious message it explores the world of commercial transactions selling products and services it

will take the salesperson through the course of the sales process in an informative and entertaining way selling services and products begins by establishing an understanding of customers needs and moves through getting an appointment to meet them to the moment when the sale is closed it examines the differences between selling services and products and consolidates that information by an exercise at the end of each chapter everybody constantly makes transactions of one kind or another so the selling process embodies a fundamental human activity the need to persuade somebody about something so that both parties benefit this book will profit not only sales executives but everyone this unique pocket guide is a must for sales and marketing managers and students this is the official pocket guide for the togaf standard version 9 2 from the open group it is published in hard copy and electronic formats by van haren publishing the togaf standard a standard of the open group is a proven enterprise architecture methodology and framework used by the world s leading organizations to improve business efficiency it is the most prominent and reliable enterprise architecture standard ensuring consistent standards methods and communication among enterprise architecture professionals those professionals who are fluent in the togaf approach enjoy greater industry credibility job effectiveness and career opportunities the togaf approach helps practitioners avoid being locked into proprietary methods utilize resources more efficiently and effectively and realize a greater return on investment a handbook that promotes the art of good speaking pocket guide to technical presentations provides basic guidelines that foster confidence up to date information in a simple straightforward format you will learn to speak competently overcome anxiety analyze the audience research a topic and to organize illustrate and deliver a professional level talk after a comprehensive and interesting overview about public speaking and technical presentations this convenient pocket guide covers audience analysis coping with anxiety presentation organization illustrating the presentation graphics delivery evaluation and adapting to different situations because of its convenient size ease of use and informative appendix this guide is invaluable to those who need to present information from all walks of life from students to trainer facilitators to ceos two proven tools for success in one step by step pocket guide whether you ve been using six sigma for years or are just starting to you know it takes hard work to get it right but workout developed by general electric can increase six sigma s success rath strong s workout for six sigma pocket guide shows you how with an action ready game plan that you can apply to your initiative right now learn how to set the stage for six sigma s success find out if you re in trouble and get back on track make a good six sigma initiative even better see actual results in less than three months if you want to bring the power of workout to six sigma this pocket guide is an invaluable tool ron ashkenas co author of the ge work out six sigma a data driven approach to meeting customer requirements solving process problems and achieving bottom line results workout the revolutionary problem solving program that brings management and workers together to bust bureaucracy companies worldwide use six sigma to measure and improve performance others use workout to get quick bottom line results and empower their workforce but few enjoy the enormous success general electric achieved by combining these approaches rath strong shows you how to get that synergy with a handy pocket guide full of charts checklists assessment tools and cases that help you prepare for reenergize or enhance a six sigma initiative use a fast simple alternative to six sigma make your culture more participative data driven and customer focused engage your front line workers in six sigma quickly acquire the know how to implement training and get results managerocos pocket guide to training by shawn doyle learn everything you need to know as a leader about training oco and how to use it to get results if youocore not satisfied with current levels of performance and want to turn training into a major contributor to the bottom line this pocket size guide will be invaluable a simple and quick read the book contains seven chapters that cover the benefits of training to the organization and its customers what is training and when is it needed training basics oco learning styles timing the importance of fun types of training oco classroom e learning self study and more source of training delivery oco hr department outside consultants training vendors working with the training team the future of training and how to keep up author shawn doyle who has been involved in training and development for the past 19 years has had the opportunity to observe leadership in all

kinds of organizations he distills the essential knowledge busy leaders need to get the full benefit of training including how to increase retention and decrease recruitment and hiring costs improve the morale of employees save money by eliminating errors drive productivity make hiring easier save time by reducing confusion and redundancy increase employeesoco confidence prepare employees to better represent your company steering clear of quantum mechanics and product operators pocket guide to biomolecular nmr uses intuitive concrete analogies to explain the theory required to understand nmr studies on the structure and dynamics of biological macromolecules for example instead of explaining nuclear spin with angular momentum equations or hamiltonians the books describes nuclei as bells in a choir ringing at specific frequencies depending on the atom type and their surrounding electromagnetic environment this simple bell analogy which is employed throughout the book has never been used to explain nmr and makes it surprisingly easy to learn complex bewildering nmr concepts such as dipole dipole coupling and cpmg pulse sequences other topics covered include the basics of multi dimensional nmr relaxation theory and model free analysis the small size and fast pace of pocket guide to biomolecular nmr makes the book a perfect companion to traditional biophysics and biochemistry textbooks but the book s unique perspective will provide even seasoned spectroscopists with new insights and handy thought short cuts unlike other pocket guides this guide is designed specifically to address topics that the author has found to cause problems issues and concerns for most black belts over the years as such its primary purpose is to serve as a useful reference guide for the black belt throughout his or her busy day and particularly in meetings though not intended to be a tool guide like other pocket guides or a preparation guide for the asq certifications it will nonetheless serve as a useful reference guide for both the asq black belt and master black belt certification examinations black belts will enjoy reading this pocket guide and find it invaluable in their daily work a glossary of essential terms and concepts used in financial analysis basic concepts of ekg a pocket guide 2nd edition is a supplement to the original book basic concepts of ekg a simplified approach the original book was an attempt to make the complex nature of ekg analysis to a fairly simple and logical endeavor just like the parent book a rationalized approach with simplified analogy method is used throughout this book in order to facilitate multisensory learning of core ideas appropriate drawings and highlights of important points are included throughout this book this book is formatted to be portable and a quick reference at bedside provides information for construction managers covering blueprint reading scheduling estimating productivity and life cycle cost analysis for construction projects includes examples of construction mathematics

Business Analysis Based on BABOK® Guide Version 2 - A Pocket Guide

2014-06-24

a guide to the business analysis body of knowledge babok guide is the collection of knowledge within the profession of business analysis and reflects current generally accepted practices as with other professions the body of knowledge is defined and enhanced by the business analysis professionals who apply it in their daily work role the purpose of this pocket guide to the babok guide is to help understand the key knowledge found within the babok guide and how it can be applied to a particular situation primary target groups for this pocket guide are individuals interested in how business analysis works or who may want to become business analysts business analysts as a quick reference during the course of their day to day work team members working on projects or within normal organizational operations where business analysis is performed managers and executives who need to understand how business analysis can help improve their organizations this pocket guide is based upon the content found in version 2 of the babok guide the babok guide was first published by the international institute of business analysis iiba in 2005 version 2 0 was released in march 2009 the babok guide describes business analysis areas of knowledge their associated activities and the tasks and skills necessary to be effective in their execution the babok guide is a reference for professional knowledge for business analysis and provides the basis for the certified business analysis professional cbap and the certification of competency in business analysis ccba certifications

The ASQ Pocket Guide to Root Cause Analysis

2013-11-06

all organizations experience unintended variation and its consequences such problems exist within a broad range of scope persistence and severity across different industries some problems cause minor nuisances others leads to loss of customers or money others yet can be a matter of life and death the purpose of this pocket guide is to provide you with easily accessible knowledge about the art of problem solving with a specific focus on identifying and eliminating root causes of problems root cause analysis is a skill that absolutely everybody should master irrespective of which sector you work in what educational background you have and which position in the organization you hold the content in this little pocket guide can contribute to disseminating this skill a little further in the world

Value Methodology

2008

this pocket guide provides a first introduction to the open fair body of knowledge it will be of interest to individuals who require a basic understanding of the open fair body of knowledge and professionals who are working in roles associated with a risk analysis project such as those responsible for information system security planning execution development delivery and operation the open fair body of knowledge provides a taxonomy and method for understanding analyzing and measuring information risk the outcomes are more cost effective information risk management greater credibility for the information security profession and a foundation from which to develop a scientific approach to information risk management this allows organizations to speak in one language concerning their risk consistently study and apply risk analysis principles to any object or

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The ASQ Pocket Guide to Failure Mode and Effect Analysis (FMEA)

2014

book description the perfect concise guide to the formal analysis of film designed to be used by readers at many levels of knowledge this book moves systematically through the elements that make up most films focusing on aspects of the art of cinema that are common across history and national cinemas from form and narrative to mise en scene and cinematography to editing and sound robert spadoni introduces and explains the principles and conventions of film in engaging straightforward language in addition to illustrating film techniques with almost 200 images most of them in color the book explains ways to find patterns and meaning in films through such concepts as motifs development and motivation thumbnail readings of exemplary films further lay out the essentials of formal analysis film illustrations include frame enlargements from stagecoach psycho jeepers creepers persepolis groundhog day take shelter and more modestly priced and packed with images a pocket guide to analyzing films is ideal for students in a wide range of film courses who are looking for an easy to read guide to film analysis to accompany and enhance their course materials

The Open FAIR™ Body of Knowledge – A Pocket Guide

2014-11-14

many references on six sigma stress the importance of defining processes all too often practitioners on a six sigma project rely on flowcharts for this crucial step unfortunately flowcharts only show decision points and the steps taken to reach those decisions are overlooked including vital departmental interactions and communication patterns this is the focus of defining and analyzing a business process a six sigma pocket guide which helps to fill the gaps found on flowcharts and provides a more complete big picture view of the processes this pocket guide details a methodology on how to analyze your existing processes the book uses two distinct approaches first a business interaction model and second an integrated flow diagram once the analysis phase is complete the pocket guide presents a method on how to innovate your process to optimize its operation the book moves away from the theory and jumps headlong into a systemic approach to change as a pocket guide it can easily be used as a reference or as a teaching aid and is ideal for anyone who uses processes at any level

A Pocket Guide to Analyzing Films

2014

a comprehensive overview of the variation within content analysis and detailed descriptions of three approaches found in the contemporary literature basic content analysis interpretive content analysis and qualitative content analysis

Defining and Analyzing a Business Process

2002-06-30

this second edition of the popular guide to critical appraisal is a fully updated revision of the previous edition written in the same easily accessible style the pocket guide to critical appraisal now provides annotated checklists of the most common research designs consistent with recent developments in evidence based medicine these checklists distinguish between the risk of bias in the conduct of published studies and the value of the findings for healthcare delivery five new chapters have been added and the original chapters have been rewritten making the new edition a complete and concise guide for the evaluation of research quality in addition to the checklists the book also describes how to quickly identify the information needed for the critical appraisal provides simple explanations of statistical significance and the interpretation of confidence intervals reviews the major sources of bias and their impact on research findings explains how to summarise the risk of bias outlines the concept of certainty of evidence and how to calculate it identifies the challenges in assessing the value of research findings the pocket guide to critical appraisal is an essential guide for all health professions and students who read research papers and use their findings

Content Analysis

2016

all organizations experience unintended variation and its consequences such problems exist within a broad range of scope persistence and severity across different industries some problems cause minor nuisances others leads to loss of customers or money others yet can be a matter of life and death the purpose of this pocket guide is to provide you with easily accessible knowledge about the art of problem solving with a specific focus on identifying and eliminating root causes of problems root cause analysis is a skill that absolutely everybody should master irrespective of which sector you work in what educational background you have and which position in the organization you hold the content in this little pocket guide can contribute to disseminating this skill a little further in the world

The Pocket Guide to Critical Appraisal

2022-06-20

the recognition that all well managed companies are interested in preventing or at least minimizing risk in their operations is the concept of risk management analysis this pocket guide explores the process of evaluation of risk by utilizing one of the core methodologies available the failure mode and effect analysis fmea the intent in this pocket fmea is to provide the reader with a booklet that makes the fmea concept easy to understand and provide some guidelines as to why fmea is used in so many industries with positive results the booklet is not a complete reference on fmea but rather a summary guide for anyone who wants some fast information regarding failures and how to deal with them it covers risk reliability and fmea prerequisites of fmea what an fmea is robustness the fmea form and rankings types of fmea and much more

Value Methodology

2008

when used in tandem systematic reviews and meta analysis two distinct but highly compatible

approaches to research synthesis form a powerful scientific approach to analyzing previous studies but to see their full potential a social work researcher must be versed in the foundational processes underlying them this pocket guide to systematic reviews and meta analysis illuminates precisely that practical groundwork in clear step by step terms the authors explain how to format topics locate and screen studies extract and assess data pool effect sizes determine bias and interpret the results showing readers how to combine reviewing and meta analysis correctly and effectively each chapter contains vivid social work examples and concludes with a concise summary and notes on further reading while the books glossary and handy checklists and sample search and data extraction forms maximize the books usefulness highlighting the concepts necessary to understand critique and conduct research synthesis this brief and highly readable introduction is a terrific resource for students and researchers alike

ASQ Pocket Guide to Root Cause Analysis

2013-10-18

the only it guide you need you re busy very busy you need reliable practical answers to yourit questions and you need them now the vest pocket guide toinformation technology second edition is a handy pocketproblem solver designed to provide you with the quickest route to asolution practical reader friendly and thoroughly illustrated this updated handbook provides complete guidance for the complex ever changing world of it to help you quickly pinpoint what youneed to look for what to watch out for what to do and how to doit written by two all time bestselling accounting and finance authors jae shim and joel siegel this thoroughly updated second editionincludes tables forms checklists questionnaires practical tips and sample reports to help you avoid and resolve any and all itdilemmas a must read for business professionals financialmanagers and consultants production and operation managers accountants coos cfos and ceos this handy guide helpsyou select the best hardware for particular applicationneedsstrategically use it systems use the best software in planning and control select sarbanes oxley compliance software prevent fraud through computerized security effectively apply management information systems mis use online databases to make business decisions use a decision support system dss and an executive informationsystem eis to improve the quality of analysis evaluation anddecision making understand emerging trends and developments in informationtechnology harness marketing information systems to improve sales planning sales forecasting market research and advertising evaluate and manage an it project your professional success depends on keeping abreast of the latestthinking and applications in information technology the vestpocket guide to information technology second edition gives youall the information you need to make optimum decisions now and planahead for later

The ASQ Pocket Guide to Failure Mode and Effect Analysis (FMEA)

2014-08-21

the first half of this book is designed as a mini dictionary or glossary of common terms used in planning measuring and managing performance the second half includes tips and techniques for reviewing performance diagnosing problems deciding on action plans and evaluating links between measures and strategies this succinct and handy guide will be a constant companion as you engage in performance management in your organization hr an excellent book by an excellent author this 56 page book is a great tool for managers who need a quick reference during any type of business meeting where results are discussed or plans are developed the author does a great job of covering virtually all core facets of performance management in a text that takes less than one day to read

Systematic Reviews and Meta-Analysis

2008-02-13

first comes clear thinking then comes clear writing the pocket guide to critical thinking teaches very clearly the essential skills to reason better for classwork for writing and in everyday life hundreds of pertinent analyzed and engaging examples from the internet magazines newspapers radio as well as dialogues of cartoon characters illustrate how to analyze arguments and make better decisions the pocket guide is both the perfect supplement for any course that requires critical thinking and a practical aid for self study this fifth edition has new chapters on reasoning in the sciences that provide the basics for any student to begin the study of any science explanations experiments the scientific methods and models and theories

The Vest Pocket Guide to Information Technology

2005-10-27

a simple take along guide to achieving lasting business results a companion to the bestselling rath strong pocket guide to six sigma rath strong s pocket guide to advanced six sigma tools is designed to help six sigma black belts green belts and team leaders from every field to implement the most powerful tools in six sigma without getting bogged down in statistical theory this pocket sized field guide provides practical advice on the use of advanced tools such as sampling analysis of variance multiple regression and design of experiments each tool is explained in easy to understand language permitting the reader to solve real world problems in any area of business covers step by step implementation of the most important six sigma tools features a heavy emphasis on applying the best tools to solve practical business problems explains how to use microsoft excel and minitab statistical software to simplify the process

Vulnerability Assessment Method Pocket Guide

2014-07-01

unlike other pocket guides this guide is designed specifically to address topics that the author has found to cause problems issues and concerns for most black belts over the years as such its primary purpose is to serve as a useful reference guide for the black belt throughout his or her busy day and particularly in meetings though not intended to be a tool guide like other pocket guides or a preparation guide for the asq certifications it will nonetheless serve as a useful reference guide for both the asq black belt and master black belt certification examinations black belts will enjoy reading this pocket guide and find it invaluable in their daily work

Pocket Guide to Performance Management

2009-10-29

enterprises in today s global information age must keep up with rapid changes in technology while overhauling businesses programs and operations to meet the changing values and demands of customers and employees this guide will aid you in applying the systems thinking approach to your strategic and business planning by explaining how to develop a strategic plan ensure successful implementation of the plan and build and sustain high performance over the long haul

The Pocket Guide to Critical Thinking

2019-07-09

in the nearly three years since the publication of the activepi companion text the authors received several suggestions to produce an abbreviated version that narrows the discussion to the most essential principals and methods a pocket guide to epidemiology contains less than half as many pages as the activepi companion text and is a stand alone introductory text on the basic principals and concepts of epidemiology

Rath & Strong's Six Sigma Advanced Tools Pocket Guide

2004-07-20

the deception detection guidebook is not intended to provide a thorough explanation of the various concepts involved in statement analysis body language or deception detection this handbook is intended to be used as a reference for supervisors law enforcement officers or other deception detectors to quickly refresh or review the various concepts this guide is not written in a chapter format but seeks to provide a quick overview of the various concepts topics and to provide the reader with the gist of the information it is meant to be a small handy guidebook that can fit in one s pocket giving access to the desired information without the need to sift through long case studies or filibustered material in order to review recall the basic principles

The ASQ Six Sigma Black Belt Pocket Guide

2013-07-24

this pocket guide is designed to be a quick on the job reference for anyone interested in making their workplace more effective and efficient it will provide a solid initial overview of what quality is and how it could impact you and your organization use it to compare how you and your organization are doing things and to see whether what s described in the guide might be useful the tools of quality described herein are universal people across the world need to find better more effective ways to improve the creation and performance of products and services since organizational and process improvement is increasingly integrated into all areas of an organization everyone must understand the basic principles of process control and process improvement this succinct and concentrated guide can help unlike any other pocket guide on the market included throughout are direct links to numerous free online resources that not only go deeper but also to show these concepts and tools in action case studies articles webcasts templates tutorials examples from the asq service division s service quality body of knowledge sqbok and much more this pocket guide serves as a gateway into the wealth of peerless content that asq offers

The Manager's Pocket Guide to Strategic and Business Planning

1999

financial analyst s indispensable pocketguide is the first reference to give the more than 20 000 candidates who take aimr administered cfa exams annually and the 60 000 plus cfas and finance professionals who currently practice investment management a single broad based resource for specific terminology and information much more than just a dictionary this dynamic book explains

and expands upon the fundamental concepts that comprise a financial analyst s lexicon within each section ramesh arranges fundamental terms alphabetically then provides cfa related tips and profiles of industry leaders key topics include timeless tips for cfa candidates and practitioners graphics and mnemonics to help with important concepts derivatives equity valuation and portfolio management

A Pocket Guide to Epidemiology

2007-03-11

facet theory is a philosophy about the nature of the world and how this should be investigated by disciplines within social sciences and humanities it is also a series of research design and analysis procedures in this pocket guide we present facet theory s philosophical basis and describe and illustrate how facet theory may be used within your own qualitative and quantitative research facet theory is concerned with revealing the complexity of research situations and there is inevitable intricacy in our presentation of the approach however unusual terminology is kept to a minimum and clearly explained as such the book is intended to be a concise guide to those with no knowledge of facet theory the book is a complementary text to the mapping sentence pocket guide by the same authors and provides more details to those interested in using mapping sentences in their research

Deception Detection

2013-12-28

discover one of the most complete dictionaries in data science key features simplified understanding of complex concepts terms terminologies and techniques combined glossary of machine learning mathematics and statistics chronologically arranged a z keywords with brief description description this pocket guide is a must for all data professionals in their day to day work processes this book brings a comprehensive pack of glossaries of machine learning deep learning mathematics and statistics the extensive list of glossaries comprises concepts processes algorithms data structures techniques and many more each of these terms is explained in the simplest words possible this pocket guide will help you to stay up to date of the most essential terms and references used in the process of data analysis and machine learning what you will learn get absolute clarity on every concept process and algorithm used in the process of data science operations keep yourself technically strong and sound minded during data science meetings strengthen your knowledge in the field of big data and business intelligence who this book is for this book is for data professionals data scientists students or those who are new to the field who wish to stay on top of industry jargon and terminologies used in the field of data science table of contents 1 chapter one a 2 chapter two b 3 chapter three c 4 chapter four d 5 chapter five e 6 chapter six f 7 chapter seven g 8 chapter eight h 9 chapter nine i 10 chapter ten j 11 chapter 11 k 12 chapter 12 l 13 chapter 13 m 14 chapter 14 n 15 chapter 15 o 16 chapter 16 p 17 chapter 17 q 18 chapter 18 r 19 chapter 19 s 20 chapter 20 t 21 chapter 21 u 22 chapter 22 v 23 chapter 23 w 24 chapter 24 x 25 chapter 25 y 26 chapter 26 z

The ASQ Quality Improvement Pocket Guide

2013-11-04

this is the official open group pocket guide for togaf version 9 enterprise edition this pocket guide is published by van haren publishing on behalf of the open group togaf the open group architectural framework is a fast growing worldwide accepted standard that can help organisations build their own enterprise architecture in a standardised way this book explains why the in s and out s of togaf in a concise manner this book explains how togaf can help to make an enterprise architecture

enterprise architecture is an approach that can help management to understand this growing complexity

Financial Analyst's Indispensible Pocket Guide

2000-11-07

with a quality management system qms based on iso 9001 the world s most established quality framework you can ensure the quality of the products and services your company provides thereby enhancing customer satisfaction and increasing profitability iso 9001 2015 a pocket guide provides a useful introduction to iso 9001 and the principles of quality management

Philosophy of Facet Theory Pocket Guide

2020-10-29

the application services library asl is a public domain framework and the standard for application management this pocket guide offers an introduction to the framework asl 2 an evolutionary update of the asl framework that was introduced in 2001 and is used by more and more organizations since then this compact book offers a generic introduction and additional background information through a case study this case study offers a historic perspective with examples comparing the past situation for asl and the present with asl 2 asl will offer support to anyone implementing application management additional support is given by best practices that are published on the website of the asl bisl foundation asl aligns with other frameworks e g bisl for business information management and itil for it service management

Data Scientist Pocket Guide

2021-06-24

the companion follow up to one of the bestselling six sigma books ever published an alarming number of six sigma projects are failing not because of misuse of six sigma s statistical tools but because of internal politics and poor communication between team members and the rest of the organization the rath strong s six sigma team pocket guide helps team leaders and members reverse this trend explaining the interpersonal and political skills needed to make each six sigma project a success written in the pocket guide format that proved so successful with the first rath strong guide and based on the firm s popular six sigma training workshops this handy reference will show six sigma team leaders and members how to get buy in and cooperation from all levels of the organization lead or participate in productive team meetings plan the people team side just as they would plan the technical side

TOGAF® Version 9 - A Pocket Guide

2009-02-02

first published in 1995 this pocket guide is a cartoon book with a serious message it explores the world of commercial transactions selling products and services it will take the salesperson through the course of the sales process in an informative and entertaining way selling services and products begins by establishing an understanding of customers needs and moves through getting an appointment to meet them to the moment when the sale is closed it examines the differences between selling services and products and consolidates that information by an exercise at the end of

each chapter everybody constantly makes transactions of one kind or another so the selling process embodies a fundamental human activity the need to persuade somebody about something so that both parties benefit this book will profit not only sales executives but everyone this unique pocket guide is a must for sales and marketing managers and students

ISO 9001:2015

2017-05-03

this is the official pocket guide for the togaf standard version 9 2 from the open group it is published in hard copy and electronic formats by van haren publishing the togaf standard a standard of the open group is a proven enterprise architecture methodology and framework used by the world s leading organizations to improve business efficiency it is the most prominent and reliable enterprise architecture standard ensuring consistent standards methods and communication among enterprise architecture professionals those professionals who are fluent in the togaf approach enjoy greater industry credibility job effectiveness and career opportunities the togaf approach helps practitioners avoid being locked into proprietary methods utilize resources more efficiently and effectively and realize a greater return on investment

ASL® 2 - A Pocket Guide

2014-02-26

a handbook that promotes the art of good speaking pocket guide to technical presentations provides basic guidelines that foster confidence up to date information in a simple straightforward format you will learn to speak competently overcome anxiety analyze the audience research a topic and to organize illustrate and deliver a professional level talk after a comprehensive and interesting overview about public speaking and technical presentations this convenient pocket guide covers audience analysis coping with anxiety presentation organization illustrating the presentation graphics delivery evaluation and adapting to different situations because of its convenient size ease of use and informative appendix this guide is invaluable to those who need to present information from all walks of life from students to trainer facilitators to ceos

Rath & Strong's Six Sigma Team Pocket Guide

2003-03-25

two proven tools for success in one step by step pocket guide whether you ve been using six sigma for years or are just starting to you know it takes hard work to get it right but workout developed by general electric can increase six sigma s success rath strong s workout for six sigma pocket guide shows you how with an action ready game plan that you can apply to your initiative right now learn how to set the stage for six sigma s success find out if you re in trouble and get back on track make a good six sigma initiative even better see actual results in less than three months if you want to bring the power of workout to six sigma this pocket guide is an invaluable tool ron ashkenas co author of the ge work out six sigma a data driven approach to meeting customer requirements solving process problems and achieving bottom line results workout the revolutionary problem solving program that brings management and workers together to bust bureaucracy companies worldwide use six sigma to measure and improve performance others use workout to get quick bottom line results and empower their workforce but few enjoy the enormous success general electric achieved by combining these approaches rath strong shows you how to get that synergy with a handy pocket guide full of charts checklists assessment tools and cases that help you prepare for reenergize or

enhance a six sigma initiative use a fast simple alternative to six sigma make your culture more participative data driven and customer focused engage your front line workers in six sigma

Pocket Guide to Selling Services and Products

2014-04-23

quickly acquire the know how to implement training and get results managerocos pocket guide to training by shawn doyle learn everything you need to know as a leader about training oco and how to use it to get results if youocore not satisfied with current levels of performance and want to turn training into a major contributor to the bottom line this pocket size guide will be invaluable a simple and quick read the book contains seven chapters that cover the benefits of training to the organization and its customers what is training and when is it needed training basics oco learning styles timing the importance of fun types of training oco classroom e learning self study and more source of training delivery oco hr department outside consultants training vendors working with the training team the future of training and how to keep up author shawn doyle who has been involved in training and development for the past 19 years has had the opportunity to observe leadership in all kinds of organizations he distills the essential knowledge busy leaders need to get the full benefit of training including how to increase retention and decrease recruitment and hiring costs improve the morale of employees save money by eliminating errors drive productivity make hiring easier save time by reducing confusion and redundancy increase employeesoco confidence prepare employees to better represent your company

The TOGAF ® Standard, Version 9.2 - A Pocket Guide

2018-04-16

steering clear of quantum mechanics and product operators pocket guide to biomolecular nmr uses intuitive concrete analogies to explain the theory required to understand nmr studies on the structure and dynamics of biological macromolecules for example instead of explaining nuclear spin with angular momentum equations or hamiltonians the books describes nuclei as bells in a choir ringing at specific frequencies depending on the atom type and their surrounding electromagnetic environment this simple bell analogy which is employed throughout the book has never been used to explain nmr and makes it surprisingly easy to learn complex bewildering nmr concepts such as dipole dipole coupling and cpmg pulse sequences other topics covered include the basics of multi dimensional nmr relaxation theory and model free analysis the small size and fast pace of pocket guide to biomolecular nmr makes the book a perfect companion to traditional biophysics and biochemistry textbooks but the book s unique perspective will provide even seasoned spectroscopists with new insights and handy thought short cuts

Pocket Guide to Technical Presentations and Professional Speaking

2006

unlike other pocket guides this guide is designed specifically to address topics that the author has found to cause problems issues and concerns for most black belts over the years as such its primary purpose is to serve as a useful reference guide for the black belt throughout his or her busy day and particularly in meetings though not intended to be a tool guide like other pocket guides or a preparation guide for the asq certifications it will nonetheless serve as a useful reference guide for

both the asq black belt and master black belt certification examinations black belts will enjoy reading this pocket guide and find it invaluable in their daily work

Rath & Strong's WorkOut for Six Sigma Pocket Guide

2005-03-02

a glossary of essential terms and concepts used in financial analysis

The Manager's Pocket Guide to Training

2006

basic concepts of ekg a pocket guide 2nd edition is a supplement to the original book basic concepts of ekg a simplified approach the original book was an attempt to make the complex nature of ekg analysis to a fairly simple and logical endeavor just like the parent book a rationalized approach with simplified analogy method is used throughout this book in order to facilitate multisensory learning of core ideas appropriate drawings and highlights of important points are included throughout this book this book is formatted to be portable and a quick reference at bedside

Pocket Guide to Biomolecular NMR

2011-01-03

provides information for construction managers covering blueprint reading scheduling estimating productivity and life cycle cost analysis for construction projects includes examples of construction mathematics

The ASQ Pocket Guide for the Certified Six Sigma Black Belt

2013-10-15

Financial Analyst's Indispensable Pocket Guide

2018-05

Basic Concepts of EKG

2011

Pearson's Pocket Guide to Construction Management

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