

The Consultants Quick Start Guide An Action Plan for Your First Year In Business

If you're not using service agreements in your IT business, you need to start today. If you are using them, great! Just make sure that they truly represent who you are and how you want to define your business. Whether you sell your services hourly, in blocks of time, or with a Managed Services plan, you need this book!

Everything you ever wanted to know about consulting—a practical roadmap for aspiring entrepreneurs. Seismic changes occurring in the workforce are leading to more and more people entering the world of contract, freelance, and contingency work. Rapid changes in demographics and advances in technology have led companies and talent to engage in profoundly new ways and consulting is one of the keys to success. The New Business of Consulting is authentic and practical, and shares the knowledge and skills required to start and grow a successful consulting business. From how to make a smooth career transition, to how to determine a consulting fee, to how consultants inadvertently create a bad reputation, it covers everything you need to know to thrive and flourish in this competitive field. Covers contemporary topics, such as how to achieve success in the gig economy. Discloses a reliable technique to land the clients you want. Presents options to help you balance your life and your business. Prepares you for naming your business, managing critical financial issues, and building a client relationship. Shows you how to take your income and impact beyond working as a solopreneur. The crucial start-up days of a consulting business may be frenetic and fraught with questions. This new edition provides sanity and answers all the questions. It includes practical tools, templates, and checklists that you can download and implement immediately.

Cloud computing has caused a marketing fog, confusing business executives seeking to understand the technology's potential applications and business benefits. A Quick-Start Guide to Cloud Computing cuts through the industry hype and provides non-technical explanations about what it is and how it can improve your business. With case studies from large and small business, it shows how enabling a remote workforce and sharing resources can reduce your organisation's carbon footprint. It describes: the benefits of cloud computing; how to choose the right supplier and technologies for your particular business; key security issues and the perils and pitfalls to avoid. This Quick Start Guide puts business needs before technology, enabling you to make confident decisions about IT strategy, make the right choices for your business and reject 'solutions' that fix problems you don't have.

Being a Legal Nurse Consultant is your calling. You love what you do. You are ready to go into practice for yourself. You have the education, the drive, and the ability - but is that really enough to succeed? Business Principles for Legal Nurse Consultants is an invaluable resource developed under the auspices of the American Association of Compilers by training and consulting expert Elaine Biech, this new Leadership Challenge resource provides practical information and tools for demonstrating and teaching The Five Practices of Exemplary Leadership to audiences both new to or already familiar with the model. Filled with 75 experiential learning activities and games, each keyed to a specific practice(s), this book is an excellent addition to a facilitator's existing The Leadership Challenge and the Leadership Practices Inventory (LPI) or

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other leadership development program. This book will feature contributions from experienced Leadership Challenge facilitators and other greats in the training industry. Career Opportunities in Advertising and Public Relations, Fourth Edition profiles more than 80 jobs. Each entry provides detailed information on salary ranges, employment and advancement prospects, and job duties. All material has been updated to reflect changes in the industry, new trends, and salary and employment information.

Enhance your toolkit with the best of the best—100+ tested and perfected activities guaranteed to succeed "A treasured collection with some never-before-seen tools and activities to increase participation and retention for your learners. . . . The 'insider's tips' feature helps even the newest trainer facilitate these activities like a pro." —Jean Barbazette, author of *The Art of Great Training Delivery* "I believe in the effectiveness of training activities, the brilliance of Elaine's editorial skills, and the street smarts of my ASTD colleagues. They all come together in this brilliant book." —Dr. Sivasailam "Thiagi" Thiagarajan, of The Thiagi Group; author of *Jolts!* "What a wonderful book! . . . This is a must-have reference book for every learning and development professional." —Jack and Patti Phillips, Founders, Chairman and CEO of the ROI Institute, Inc.

Workplace learning professionals are always looking for the best solution—tried-and-true activities, ones that work every time, ones that always lead participants to gain deeper insight into their leadership capabilities and potential. *The Book of Road-Tested Activities* gives you just what you're looking for: well-crafted games and activities that have been put to the test in real training situations and proven effective. To create this edited collection, training legend Elaine Biech painstakingly selected the very best—more than 100 activities that ASTD training professionals have taken to the finish line with excellent results. Divided between activities geared toward specific workshop topics and multi-purpose training tools and techniques, the book covers: Training topics—communication, listening, customer service and sales, creativity and innovation, teamwork, leadership, and more Tools and techniques—icebreakers, openings, reviews, and online learning, plus unique tools that will add a new twist to your own techniques With both new, innovative activities and classic, dependable ones enhanced with creative variations, Elaine Biech's *The Book of Road-Tested Activities* provides you with an array of tried-and-true training tools for every occasion and purpose. They'll help you achieve your own stellar track record of successful training and satisfied customers.

How can you take your skills and expertise and package and present it to become a successful consultant? There are proven time-tested principles, strategies, tactics and best-practices the most successful consultants use to start, run and grow their consulting business. *Consulting Success* teaches you what they are. In this book you'll learn:

- How to position yourself as a leading expert and authority in your marketplace
- Effective marketing and branding materials that get the attention of your ideal clients
- Strategies to increase your fees and earn more with every project
- The proposal template that has generated millions of dollars in consulting engagements
- How to develop a pipeline of business and attract ideal clients
- Productivity secrets for consultants including how to get more done in one week than most people do in a month
- And much, much more

Consultants are called upon more and more to help implement needed organizational changes, fill gaps in workforce capabilities, and solve significant

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business problems. As the demand for consultants increases, it is critical that practitioners differentiate themselves and understand how they can be most successful, for themselves and their clients. The Basic Principles of Effective Consulting details what effective consultants do and provides a step by step process of just how they do it. The Second Edition of The Basic Principles of Effective Consulting is fully updated with real-life cases. End-of-chapter summaries foster both mastery and engagement, as well as providing a quick reference throughout a consultant's career. In addition, each chapter includes a section "From the experts" written by successful consultants and users of consultants' services. These experts share ideas and tips about their own consulting experiences that relate to chapter material. The book is written for entry level and seasoned consultants, project managers, staff advisors, and anyone who wants to learn (or be reminded of) the basic principles of effective consulting. The book is well suited as an excellent textbook for college courses on consulting, organizational training, and a lifetime go-to consultant's resource. The Consultant's Quick Start Guide offers a practical approach to setting up a consulting business. Throughout the guide, Elaine Biech--author of the best-selling The Business of Consulting--shares both her own secrets as well as those of numerous other successful consultants. With a focus on the business side of consulting, Biech takes you through a painless, fill-in-the-blanks, step-by-step process for setting up your consulting firm. New sections include: Why A Consulting Career-Five Reasons Why You May Be a Good Investment How Much Will Clients Pay? Your first "To Do" List What to call your business Creating and writing Business Plans Office Location Options Setting up your office, including Furnishing Your Office and planning your Technical Needs Electronic Records, including Monthly Expense Records, Revenue Projections, and Invoicing Staying Organized, including a Session Planner Determining your market niche Creating your marketing plan Developing your website Reviewing your first year with your family Electronic resource list, available online Skills And Knowledge Required of Consultants.

Your step by step guide with easy to follow instructions for navigating Drupal 8 Key Features Build a great Drupal website easily How to structure, create and maintain different types of content Design roles for secure editing of your site Book Description Drupal is a powerful content management platform, flexible enough to accommodate almost any content requirements. This flexibility comes with a cost: complexity. Drupal 8 Quick Start Guide will clear your path from installation to a building usable site in minutes, and to a customized site in one sitting. You will begin with installation of Drupal and going through the main sections of the Drupal UI. Then, you will create a content type that describes its content, which simplifies the act of creating and editing the actual content later. You will learn about user roles, using real-world examples. This will help you to learn how to design roles, and how to assign appropriate permissions to them. Next, you will learn to use the WYSIWYG editor, configure it for other roles,

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navigate the various fields on the content creation form, and publish content. To begin to appreciate the flexibility and expandability of Drupal, you will make use of popular content-focused modules that extend Drupal's power. You will learn how to expand your market to other readers directly and through other sites by configuring content and UI translations and creating a View that provides an RSS feed. Finally, you will put everything together by customizing the home page for your new website. What you will learn

- Create and customize Drupal structures, such as menus, tags, and content categories
- Extend Drupal's capabilities with add-on modules
- Administer site users, their roles, and the actions to which they are granted access
- Understand user roles and permissions
- Create, edit, and publish content
- Use Views for custom content selection and display
- Expand your audience with custom RSS feeds
- Configure a home page with meaningful sections for a better UX

Who this book is for This book is for content administrators, developers, site builders and administrators who are new to Drupal 8.

Disk contains: Exhibits from text.

Kouzes' and Posner's bestselling *The Leadership Challenge* has been the most trusted source for becoming a better leader for millions of executives. This new guide from Kouzes and Posner, written in conjunction with coaching experts Elaine Biech, provides practical information and tools for integrating *The Practices of Exemplary Leadership* into a coaching practice or program. Filled with best practices and success stories as well as worksheets and checklists, this comprehensive resource enables coaches to quickly and easily adapt their coaching regimen to include *The Leadership Challenge* and the *Leadership Practices Inventory (LPI)*.

The Unbeatable, Updated, Comprehensive Guidebook For First-Time Consultants Getting Started In Consulting More people than ever are making the jump from corporate offices to home offices, taking control of their futures, being their own bosses, and starting their own consultancies. Consulting is a bigger business than ever and growing every day. For almost a decade, Alan Weiss's *Getting Started in Consulting* has been an indispensable resource for anyone who wants to strike out on his own and start a new consulting business. It provides a rich source of expert advice and practical guidance, and it shows you how you can combine low overhead and a high degree of organization to add up to a six- or even seven-figure income. You'll learn everything you need to know about financing your business, marketing your services, writing winning proposals, meeting legal requirements, setting fees, keeping the books, and much more. This new Third Edition of *Getting Started in Consulting* is more comprehensive, up to date, and practical than ever. In addition to the nuts-and-bolts basics, you'll also get a wealth of new information and resources: How to leverage new technologies to lower your business costs and increase your profits A budget sampler that shows you how best to maximize an initial start-up investment of \$5,000, \$10,000, or \$20,000 Free downloadable tools and forms to

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help you design and start your business quickly and easily New interviews with consultants who achieved rapid success, including their personal stories and most effective techniques Brand-new references, examples, and appendices If your dream in life is to get out of the office and out on your own, consulting is a great way to make it happen. Make sure you do it right—and do it profitably—with *Getting Started in Consulting, Third Edition*.

Discusses what types of careers are available in the area of computer science that don't necessarily require a college degree.

An action plan for working as a consultant Management consulting is a \$250 billion industry and growing at a rate of over four percent annually. Many predict that more than 40 percent of the U.S. workforce will soon be contingent, freelance, or consulting members of the workforce—making this book more relevant than ever. Individuals become independent consultants out of necessity or preference: necessity because they lost their job or the company offered an attractive exit package; preference because they want a career change, more control over their time, or an enriched, varied work situation. Consulting also appeals to the Millennial workforce who are searching for careers that offer a good salary as well as meaningful work. *The New Consultant's Quick Start Guide*: • Serves as a companion to *The New Business of Consulting* • Provides you with a place to plan your transition into consulting • Helps you identify your niche, develop a business plan, charge what you're worth, and create a marketing strategy to ensure a steady stream of clients • Prepares you for changes you will encounter beyond your professional life, including social, family, and financial aspects *The New Consultant's Quick Start Guide* helps you work through the challenges of consulting such as working alone, deciding on necessary insurance coverage, finding your first clients, struggling with cash flow, and understanding market trends.

This is a very good time for consultants. As corporations have been reorganizing and downsizing, merging and globalizing, the consulting business has been booming. *The Basic Principles of Effective Consulting* is about what effective consultants do and how they do it. It provides a step-by-step process that can provide successful outcomes for consultants and their clients. The chapters have plenty of examples and cases of the process used by effective consultants, as cases and examples are one of the best ways to learn the consulting business. Also provided as part of each chapter are short pieces of expert advice by established consultants and users of consulting services. Teachers in business schools will find this book can serve as an excellent supplemental textbook on consulting practices.

This new edition gathers more than 22 experts to outline the theory behind consulting, providing insight into change processes and management issues in the field. The business of consulting has grown faster than most other businesses, due not only to increased demand by clients, but also to the innovative capabilities of numerous consulting firms as they develop new services. Divided into six parts, the book introduces readers to the consulting industry, addressing the major practice areas, contexts, and implementations of the field. Significant updates detail the effect of the economic troubles between 2004 and 2010 and then 2010 and now; analyze the market response to consulting in recent years; and provide a more thorough understanding of how consulting is applied in the different areas of a business, such as

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operations, marketing, and finance. Introductions written by the editors offer further insight into the themes and learning goals of each section, helping readers to recognize the elements of a successful consultation, and utilize their new skill set. The text concludes with a look at the future of consulting with regards to ethics standards and how strong manager-client relationships contribute to financial growth. Readers will also learn how the developing field of entrepreneurship creates new economic structures and job opportunities. Practitioners, consultants, clients, faculty, and students of business and management will learn not only how to consult, but also gain the skills needed to adapt to and lead organizational change, giving them a competitive edge when they enter the field.

Here's the "must have" reference book for anyone involved in training, human resources development, and workplace learning. Published by the most trusted name in the industry, "The ASTD Handbook for Workplace Learning Professionals" is a required tool for all learning professionals. This practical "go to" resource is a new contribution to the field, comprising 50+ chapters, each authored by renowned industry practitioners. The handbook offers the most up-to-date methodologies and practices covering the entire range of the training and development profession and also includes valuable worksheets and tools on a companion CD-ROM.

Can I be a stay-at-home mom and still earn extra income? Which home business is best for me? Where can I find expert advice on launching my own business? How much will it cost to get started? For nearly two decades, bestselling author and home-based business guru Priscilla Y. Huff has run a successful writing business out of her home while balancing her family life. In fact, this book, now in its third edition, is proof of her success. Her valuable advice on what works—and what doesn't—is available to you. From start-up costs to potential income, this book shows you how to:

- Choose the perfect home-based business from 101 of the best: customer service, arts and crafts, entertainment, computer and high tech, mail order, home-based distributorships and franchises, and many others
- Take the first steps to starting any business
- Find and use valuable resources, including local, state, and federal government sources; business and professional associations; books, Web sites, and other publications
- And much, much more! You'll also find inspiring stories from businesswomen who have achieved success and financial reward. If you've ever dreamed of owning your own business, this book should be your first investment.

Economics, finance, business and industry.

Success as a consultant is not the result of spontaneous combustion. It takes hard work, dedication, and perseverance. *Successful Consulting: Mastering the Five Challenges that can Make or Break you as an Independent Consultant* is the fuel to get aspiring and struggling consultants fired up and on their way to success. Authors and consultants Fred and Peggy Fisher detail five critical challenges that need to be conquered in order to build a successful consulting business. They include the following:

- Personal and professional readiness factors
- The financial reality of selling your skills and knowledge one day at a time
- Putting together a successful marketing and business development plan
- Honing a wide range of interpersonal, group, and technical communication skills
- Building sustainable client relationships

Using their unique experiences in the profession, Fred and Peggy guide you through the process step-by-step. *Successful Consulting: Mastering the Five Challenges that can Make or Break you as an Independent Consultant* will help you discover your potential and tap your inner consultant. Don't wait another moment—achieve your consulting dreams today!

Interprets management consulting from a knowledge perspective, and proposes a general conceptual framework for investigating and interpreting that potential. This work discusses two approaches to interpreting management consulting: the diachronic approach, and the synchronic approach.

This book provides a thorough examination of a variety of specialties within the broad range of

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management consulting. A book of such scope and depth could only be written by a large number of experts, each from one of the many specialties related to management consulting. Together, all 27 contributors take the reader through an industry that is currently undergoing significant change. While covering all the major practice areas of consulting, the book also offers new insights into change processes and addresses compelling management issues now facing consulting firms.

Are you one of the many women out there who needs a brand-new model for your business career? Are you looking for entrepreneurial alternatives to the world of big business, but aren't sure where to start? A transition into small business is a natural progression for countless women who have invested the first phase of their careers in large companies. Many mid-career women dream of starting their own businesses, but until now there hasn't been a book that gives them the sense of multiple choice that helps them find the right entrepreneurial fit—options that go beyond starting a venture to include buying an independent business or a franchise, joining or consulting for small businesses, or working with partners. There's a confusing array of how-to books out there with general advice about starting a business, conducting a job search, or balancing work and family. But what entrepreneurial women really need are the strategic tools for choosing and growing a business that will not only make them money, but make them happy as well. Women need direct, gender-specific advice about succeeding financially in their businesses; they also crave the feeling that their work matters, and they want flexibility and control over their professional lives in order to achieve a healthy work-life balance. This book offers them the womenfriendly business advice they need and numerous true-life role models to identify with and emulate. Author Ginny Wilmerding opens women's eyes to the advantages of buying, joining, or consulting for existing small businesses, fully explaining the alternatives to starting from scratch. If you lack an original business idea, this book will give you the confidence you need to get excited about pursuing a business idea other than your own. But if you do want to start a company from the ground up, there's plenty of food for thought for you here, too. Wilmerding not only shares her own stories and outside experts' advice but also includes insightful vignettes from women who have found their niches and are succeeding financially. If you're wondering how to finance your small business, Wilmerding steers you toward success in obtaining SBA loans and other financing. Finally, if you're considering partnering with others to share the risk and the fun, she prepares you for partnership success, and explains the importance of good advisers and mentors. The goal of this book is to get you started on the path to a successful career in the small business world, a world that needs experienced, smart, versatile women like you to join its ranks. *Smart Women and Small Business* is the ultimate professional guide for mid-career, business-minded women who want to achieve the same independence and success as their entrepreneurial male peers—but in their own way.

90 World-Class Activities by 90 World-Class Trainers gathers classic activities from ninety master trainers in one convenient place. The stellar list of trainers includes Bellman, Blanchard, Booher, Crum, de Bono, Kouzes, Masie, Pike, Robinson, Scannell, Silberman, Thiagi, Zenger, and 77 other names you'll know. Elaine Biech (editor of the Pfeiffer Annuals and author of *Training for Dummies*) has gathered a powerful and exciting collection of activities from around the globe. The sixteen topics include change management, coaching, diversity, leadership, and teamwork. This invaluable resource

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presents the favorite activities of some of the most talented trainers in the world?all seven continents are represented. All of these activities have stood the test of time and are presented here for your use to engage teams and groups in collaborative learning. The contributors provide helpful suggestions for adapting the activities to a particular setting or audience and present ideas for adding zest to their favorite activities to ensure that you are as successful with them as they have been. The book is filled with experience and expertise. Combined, the contributors have written and edited almost 800 books and over 3,700 articles and have received hundreds of awards. Many are members of the HRD Hall of Fame and they advise some of the largest organizations in the world. Draw on their expertise and implement several of the activities. Your success is guaranteed.

Leading entrepreneurs into the multi-billion dollar consulting industry, the experts at Entrepreneur show you how to capitalize on your talents to help others achieve their business goals. Coached by experts, learn to define your market, find and keep clients, obtain licenses, set rates, monitor cash flow, hire staff, prepare contracts, agreements, and reports, and more. Includes new interviews with successful consultants, updated answers to frequently asked questions, and a completely refreshed list of the top 20 consulting businesses.

Since 9/11, business and industry has paid close attention to security within their own organizations. In fact, at no other time in modern history has business and industry been more concerned with security issues. A new concern for security measures to combat potential terrorism, sabotage, theft and disruption -- which could bring any business to it's knees -- has swept the nation. This has opened up a huge opportunity for private investigators and security professionals as consultants. Many retiring law enforcement and security management professionals look to enter the private security consulting market. Security consulting often involves conducting in-depth security surveys so businesses will know exactly where security holes are present and where they need improvement to limit their exposure to various threats. The fourth edition of Security Consulting introduces security and law enforcement professionals to the career and business of security consulting. It provides new and potential consultants with the practical guidelines needed to start up and maintain a successful independent practice. Updated and expanded information is included on marketing, fees and expenses, forensic consulting, the use of computers, and the need for professional growth. Useful sample forms have been updated in addition to new promotion opportunities and keys to conducting research on the Web. The only book of its kind dedicated to beginning a security consulting practice from the ground-up Proven, practical methods to establish and run a security consulting business New chapters dedicated to advice for new consultants, information security consulting, and utilizing the power of the Internet The most up-to-date best practices from the IAPSC The Consultant's Quick Start Guide offers a practical approach to setting up a consulting business. Throughout the guide, Elaine Biech--author of the best-selling The Business of Consulting--shares both her own secrets as well as those of numerous other successful consultants. With a focus on the business side of consulting, Biech takes you through a painless, fill-in-the-blanks, step-by-step process for setting up your consulting firm. New sections include: Why A Consulting Career—Five Reasons Why You May Be a Good Investment How Much Will Clients Pay? Your first "To Do" List

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What to call your business
Creating and writing Business Plans
Office Location Options
Setting up your office, including Furnishing Your Office and planning your Technical Needs
Electronic Records, including Monthly Expense Records, Revenue Projections, and Invoicing
Staying Organized, including a Session Planner
Determining your market niche
Creating your marketing plan
Developing your website
Reviewing your first year with your family
Electronic resource list, available online
Skills And Knowledge Required of Consultants

A comprehensive guide to safeguard your livelihood, income, and standard of living through the ups and downs of any economy. Most Americans, no matter what their economic circumstances, identify themselves as middle class. A recent Gallup poll showed that 63% consider themselves upper-middle or middle class. And they are feeling burned out and squeezed, under pressure to bring home more and more money just to maintain their standard of living. Middle Class Lifeboat is an answer to that pressure, a comprehensive guide to living a more stress-free lifestyle. Part I: Safeguarding Your Livelihood: profiles the 53 best jobs to have to be self-sufficient whether the economy is up or down. Part II: Safeguarding Your Income: 6 ways to extend your earnings, that don't always involve money. Part III : Safeguarding Your Standard of Living: 10 off-the-grid lifestyle choices to increase your quality of life
Service Agreements for SMB Consultants: A Quick-Start Guide to Managed Services by Karl W. Palachuk is an essential guide for I.T. Consultants. All forms are available to download online. Everyone knows it: Spoken agreements aren't worth the paper they're written on. The SMB Consultant is facing changes we never imaged a few years ago. Managed services are everywhere. Franchised tech support is taking off. And now big corporations are trying to compete in the "SMB Space." Whether you like it or not, you need to make some changes in order to meet the challenges of the next few years. Service agreements literally define your business. If you're not using them, you need to start today. If you are using them, great! Just make sure that they truly represent who you are and how you want to define your business. Whether you sell your services hourly, in blocks of time, or with a Managed Service plan, you need a good service agreement. As with his other books, Karl gives you more than just the forms. Service Agreements for SMB Consultants includes best practices and lots of great information to help you run your business more prosperously.

At last, a complete business plan guide just for independent consultants! . . . And who better to write it than North America's #1 bestselling author on consulting? Unlike most general business plan books that focus on raising capital and applying for loans, this unique do-it-yourself guide concentrates on defining services and products. Written by Herman Holtz, the nation's leading expert on making it as an independent consultant, it tells you everything you need to know to develop a realistic, workable business plan that prepares you for any contingency and helps guide your day-to-day decision making as your business flourishes and grows. Numerous illustrations and worksheets guide your every step and save you the drudgery of starting from scratch. This book covers all business planning topics of crucial concern to consultants, including: * Defining your products or services * Market research and sales strategies * Rate structures and income projections * Worksheets to help you create objectives and set goals * Sample business plan Includes the Author's Disk to help you prepare your business plan, from defining your services and target market to estimating start-up costs, setting rates and

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consulting fees, and projecting income. Boilerplate contracts and letters of agreement are also provided.

This practical, how-to overview of the entire training function provides new trainers with critical training skills. Use ""ASTD's Ultimate Train the Trainer"" program to bring new trainers quickly up-to-speed, engage SMEs in the learning process, and enhance seasoned trainers' skills with the latest techniques for delivering powerful training. Following the proven ADDIE methodology, ""ASTD's Ultimate Train the Trainer"" provides a comprehensive program including options for full-day or multi-day session agendas, as well as learning activities, customizable PowerPoint[registered] slides, and participant handouts. Authored by training's consummate professional, Elaine Biech, ""ASTD's Ultimate Train the Trainer"" is a 'must have' for every training manager's bookshelf.

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This new volume features 101 fresh strategies to design and deliver online active training for any topic. Trainers will discover a toolkit full of creative, challenging, and fun ways to enliven learning. Designed so readers can more easily identify strategies that hold the most promise for specific training situations, topics, and learning objectives, as well as providing suggested conditions for each: length of time, number of participants, etc. Each strategy is illustrated with a case example. Also features 20 how-to lists (200 total) that any trainer will find indispensable when facilitating online learning, including practical guidelines for setting up technology, choosing asynchronous vs. synchronous delivery, scheduling for multiple time zones, making lectures active, and much more. In addition to online learning activities for opening, training, and closing for a variety of categories, this volume features best practices from top experts for using social media and common e-learning tools, including PowerPoint and Articulate. Also offers tools and techniques for the full gamut of online learning practices, from gamification and simulations to serious games and m-learning. The strategies and activities in this book are geared to classroom delivery of training. A separate collection is devoted entirely to online learning strategies and activities, em style="font-size: 10px;"101 Ways to Make Online Learning Active. What will continue to set these books apart is the relevance of dozens of new examples, the wisdom and impact of fresh practical tips, and the rigor and expertise supporting dozens of exercises and techniques.

Build reporting applications and dashboards using the different MicroStrategy objects Key Features Learn the fundamentals of MicroStrategy Use MicroStrategy to get actionable insights from your business data Create visualizations and build intuitive dashboards and reports Book Description MicroStrategy is an enterprise business intelligence application. It turns data into reports for making and executing key organization decisions. This book shows you how to implement Business Intelligence (BI) with MicroStrategy. It takes you from setting up and configuring MicroStrategy to security and administration. The

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book starts by detailing the different components of the MicroStrategy platform, and the key concepts of Metadata and Project Source. You will then install and configure MicroStrategy and lay down the foundations for building MicroStrategy BI solutions. By learning about objects and different object types, you will develop a strong understanding of the MicroStrategy Schema and Public Objects. With these MicroStrategy objects, you will enhance and scale your BI and Analytics solutions. Finally, you will learn about the administration, security, and monitoring of your BI solution. What you will learn

- Set up the MicroStrategy Intelligence Server and client tools
- Create a MicroStrategy metadata repository and your first Project
- Explore the main MicroStrategy object types and their dependencies
- Create, manipulate, and share Reports
- Create and share Dashboards
- Manage Users and Groups

Who this book is for This book is for Business Intelligence professionals or data analysts who want to get started with Microstrategy. Some basic understanding of BI and data analysis will be required to get the most from this book.

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