

TRAINING:



PFEIFFER LIBRARY CD-ROM.

Price 3rd Ed: A\$4,125.95
one CD-ROM in presentation pack.

The Pfeiffer Library celebrates over 30 years of training and HRD expertise with a compilation of best-selling Pfeiffer publications, including materials from the following sources:

- 1972-2002 Annuals
- Volumes 1-X (ten volumes) of the Handbooks of Structured Experiences
- University Associates Training Technologies
- Theories and Models in Applied Behavioral Science

These materials have been re-edited and reorganised to form one comprehensive resource, categorised according to the following topics:

- Communication • Consulting • Facilitating • Groups • Individual Development • Leadership • Organisations • Problem Solving • Theories and Models • Training Technologies •

The design of the entire Library is represented graphically in the Main Menu of the program CD.

The Pfeiffer Library can be used in a variety of ways. It can be studied for its collected information on HRD. Trainers and consultants can use it for design ideas and workshops, seminars, and OD or HRD interventions. All types of materials related in subject matter can be easily identified and selected. This CD represents the single most comprehensive set of experientially based resource materials available to human resource facilitators, trainers, and consultants. Copying rights to much of the material required for use by trainers is included. (continued next column)

More New Titles

Check the website—for more details.

(continued)

It exemplifies a commitment to experiential learning and to providing a stimulating source of ideas and a wealth of practical and varied materials.

TRAINING:



RAPTOR AND OTHER TEAM BUILDING ACTIVITIES by Sam Sikes.

Price A\$56.95 pb. Raptor is just one of the many team building activities included in this book by Industrial/Organisational Psychologist, Sam Sikes.

Use these fun and meaningful activities to increase team effectiveness in the workplace and beyond. This book is designed as a training resource. You will find many sample scenarios and activity variations that allow you to customise and add life to your trainings, meetings, and learning events. **Play on!**

SALES: CDs



SPIN SELLING by Neil Rackham. Price A\$54.95 three CDs—approx 3 hours, abridged. **The best-validated sales method available today.**

Developed from research studies of 35,000 sales calls. Used by the top sales forces across the world. How do some salespeople consistently outsell their competition? Why does closing work in small sales but fail in the larger ones? How can salespeople dramatically increase their sales volume from major accounts? *Spin Selling* has the answers. Developed from 12 years research into thousands of sales calls, the SPIN strategy is already used by many of the world's top sales forces. If you're in sales—or if you manage a sales force—you need these revolutionary, easy-to-apply techniques. The book is also available A\$49.95 hb.



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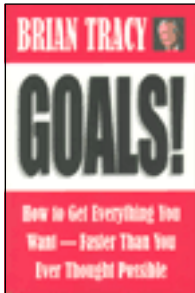
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SELF-IMPROVEMENT:



GOALS! How to Get Everything You Want Faster Than You Ever Thought Possible by Brian Tracy. Price A\$55.00 hb.

Why do some people achieve all their goals while others simply dream of having a better life? Bestselling author Brian Tracy

shows that the path from frustration to fulfillment has already been discovered. Hundreds of thousands—even millions—of men and women have started with nothing and achieved great success. Here Tracy presents the essential principles you need to know to make your dreams come true.

* Also available on three CDs A\$49.95.

MANAGEMENT:



BEST BUSINESS STORIES OF THE YEAR 2004 Edition edited by Andrew Leckey and John C Bogle. Price A\$29.95 pb.

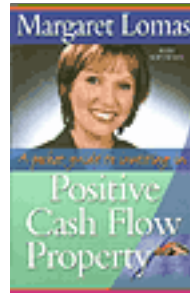
This is a series of written work published between July 1, 2002 and June 30, 2003 by some of the best and greatest business journalists and writers in the

world. This book takes an unflinching look at business, warts and all. Smarting from criticism that it should have been more aggressive in regard to the dot.com bubble and a number of major corporate scandals, business journalism has become more sophisticated and investigative, with the important tools of accounting and financial analysis added to the reporter's arsenal. No one simply accepts a company's party line any more, but carefully runs all the numbers, asks informed questions, and snoops behind the scenes. This new approach is reflected in this book. Fascinating, no-holds-barred accounts of some of the biggest stories in the corporate world. See full content details on website.

More New Titles

Check the website—for more details.

INVESTMENT/SELF-IMPROVEMENT:



POCKET GUIDE TO INVESTING IN POSITIVE CASH FLOW PROPERTY by Margaret Lomas. Price A\$24.95 pb.

For the first time ever, best selling property author Margaret Lomas has combined all her positive cash flow property teachings into

a step-by-step manual to guide new investors through the processes of establishing a property portfolio. Inside you will learn:

- Where to look for positive cash flow property
- The contracts you need to understand
- The process of applying for finance
- How to choose a property manager
- Methods to prepare for tax
- How to manage a property sale

Positive cash flow properties will put money back in your pocket each week and can set you on the path to financial freedom. Margaret has included checklists and practical worksheets to guide you along the road one step at a time. **FREE** easy to use software, 'Destiny Finsoft', available to readers of Margaret's books. Calculate your investment return, compare financial figures and determine your taxes.

MANAGEMENT/COACHING:



HOW TO BE A GREAT COACH: 24 Lessons for Turning on the Productivity of Every Employee by Marshall J Cook. Price A\$11.95 pb.

This small easy to read and digest book provides guidelines, best practices, and state-of-the-art approaches for working with, instead of

against, your employees, in the process of building their motivation, performance, and productivity. This results-focused book covers 24 innovative and proven approaches for getting the best efforts from your employees by giving your best, and earning their respect. One of a new series of practical, concise, economical guides.



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SELF-IMPROVEMENT:



POWER WITH AGE: In Reach of Everyone by Dawn Hartigan.

Price A\$29.95 pb. 📖

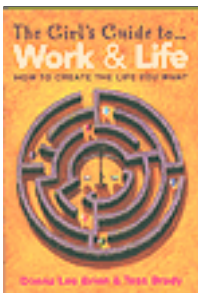
In *Power with Age* author and champion Australian pole vaulter Dawn Hartigan seeks out older athletes to tell their stories.

These include well-known athletes such as: Ron Clarke, Tom

Hafey, Charlene Rendina and Charlie Booth; and equally inspiring but perhaps not so well-known the 63 year old Aerobic Instructor, the 83 year old Marathon Runner, and the 71 year old Body Builder....

Read and be inspired by these awesome individuals who dare to DO. Proving you are never too old and it is never too late to really experience the joy of activity. *Power with Age* is inspiring as well as motivating and includes basic instructions on how you can begin the journey towards living a more vibrant and energetic life.

SELF-IMPROVEMENT/WOMEN:



GIRLS GUIDE TO WORK & LIFE by Donna Lee Brien and Tess Brady. Price A\$19.95 pb. 📖

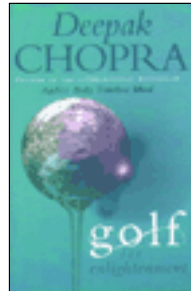
Do you want more out of your life? Is life all about what you have to do, with no time for things you want to do? Has your job taken over? Or has your career plan stalled? Do you feel

you're going nowhere fast? Using real women's stories, *The Girl's Guide to Work & Life* sets out easy-to-follow steps that put you back into your career. You can get the life and the job you want, and find a balance that suits your style. And you can enjoy the ride. There's advice on getting started, writing that job application, facing that interview and making the most of all your skills. And, when things run off the rails, there's a career repair kit to get you back on track.

[More New Titles](#)

[Check the website—for more details.](#)

SELF-IMPROVEMENT:



GOLF FOR ENLIGHTENMENT

by Deepak Chopra.

Price A\$32.95 hb.

This unusual book by the author of the international bestseller, *Ageless Body, Timeless Mind*, looks at the game of golf as no one has before. Instead of teach-

ing the mechanics of a perfect swing, Deepak Chopra believes that golf can be mastered from the soul. He presents the story of Adam Seaver, a person like any one of us, with a terrible game. Adam meets a mysterious young teaching pro named Wendy who, in seven crisp, short yet profound lessons, teaches him things that seem baffling at first:

- You and the ball are one
- Find the now, and you will find the shot
- Let the game play you

From the moment they begin to put these lessons into practice, what was previously a humiliation turns into a transforming experience, not just for Adam's score but for his whole life.

Long a famous writer on spiritual subjects, hailed as the poet-philosopher of mind-body medicine, Deepak Chopra found himself fascinated by the game of golf. Use this to improve your game.

MANAGEMENT/PLANNING:



STRATEGY MAPS: Converting Intangible Assets Into Tangible Outcomes

by Robert S Kaplan and David P Norton.

Price A\$59.95 hb.

Based on work with more than 300 organisations spanning over a dozen years, the authors have created a new tool that is proving

to be as important an innovation as their *Balanced Scorecard* itself—Strategy Maps. Using dozens of vivid company examples, they show how to create customised strategy maps. This a blueprint for describing, measuring, and aligning intangible assets for superior performance.