

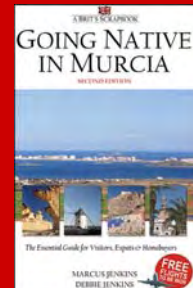
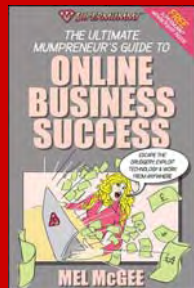
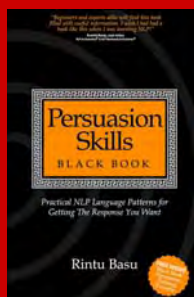


LEAN MARKETING PRESS

STOCKLIST

Current Top Sellers

1. Bare Knuckle Negotiating by Simon Hazeldine
2. The Brighter Marketing Bible by Joanne Morley, Siobhan Lees
3. Going Native in Murcia by Debbie Jenkins, Marcus Jenkins
4. Going Native in Tenerife by Andrea Montgomery, Jack Montgomery
5. Persuasion Skills Black Book by Rintu Basu
6. Feel Fab at 50 by Sue Donnelly
7. Didgeridoos and Didgeridon'ts by Vicky Gray
8. Going Native in Catalonia by Simon Harris
9. Supermummy by Mel McGee
10. Going Native in Alicante by Susan Bearder



All Time Top Sellers

1. Bare Knuckle Negotiating by Simon Hazeldine
2. Going Native in Murcia by Debbie Jenkins, Marcus Jenkins
3. Buying Property in Portugal by Gabrielle Collison
4. Secrets of Successful Women Entrepreneurs by Sue Stockdale
5. Bare Knuckle Selling by Simon Hazeldine
6. Good Question by Judy Barber
7. The Coaching Parent by David Miskimin and Jack Stewart
8. Money Gym by Nicola Cairncross
9. Get Noticed! by Paula Gardner
10. Heading South? The Style Bible for Women Over 40 by Sue Donnelly

Business

Attraction Marketing	Annie Meachem	£12.99	095456815X
Bare Knuckle Customer Service	Simon Hazeldine, Chris Norton	£15.00	1905430352
Bare Knuckle Negotiating	Simon Hazeldine	£15.00	1905430140
Bare Knuckle Selling	Simon Hazeldine	£25.00	1905430051
Do Your Own PR	Paula Gardner	£9.99	1905430604
Get Noticed	Paula Gardner	£12.99	0954568176
How To Stop Flogging A Dead Horse	Alison Clark	£12.99	190543006X
Lean Organisations Need FAT People	Bay Jordan	£15.00	1905430582
MediaMasters	Alan Stevens, Jeremy Nicholas	£15.00	1905430611
Money Gym: The Wealth Building Workout	Nicola Cairncross	£25.00	0954568184
Persuasion Skills Black Book	Rintu Basu	£15.00	1905430543
Power Branding	Joe Gregory	£7.95	1905430406
Secrets of Successful Women Entrepreneurs	Sue Stockdale	£9.99	1905430035
Supermummy: Online Business Success	Mel McGee	£15.00	1905430512
Tales of Talent	Guy Ellis	£9.99	1905430116
The Amazon Bestseller Plan	Debbie Jenkins	£49.00	190543023X
The Brighter Marketing Bible	Joanne Morley, Siobhan Lees	£14.97	1905430475
The Gorillas Want Bananas	Debbie Jenkins	£15.00	0954568108
The Small Business Detox	Joe Gregory	£7.95	1905430376
The Virtual Assistant Handbook	Nadine Hill	£15.00	1905430567

Self-Help

A Feeling Of Worth	Bay Jordan	£15.00	1905430574
Be Happy, Make Money	Jackie Headland	£11.99	1905430043
Business Head, Spiritual Heart	Shilpa Unalkat	£15.00	1905430655
Cut The Strings	Lynn Grocott	£9.99	0954568192
Discover Yourself On The Yellow Brick Road	Wendy Dashwood-Quick	£15.00	1905430598
Does My Belly Look Big In This?	Sue Donnelly	£11.99	1905430000
FBI: The Fit Body Initiative	Steve Halls	£14.99	1905430086
Feel Fab at 50	Sue Donnelly	£9.99	1905430345
Find Your Passion	Jo Parfitt	£10.00	1905430272
Follow Your Dream	Barbara Buffton	£9.99	1905430175
Good Question!	Judy Barber	£19.97	1905430078
Heading South?	Sue Donnelly	£9.99	1905430183
Oops! I Dropped A Vowel	Tony Burgess	£11.99	0954568125
Persuasion Skills Black Book	Rintu Basu	£15.00	1905430543
Release The Book Within	Jo Parfitt	£10.00	1905430264
Seriously, Are You Taking The Peace?	Jim Parkes	£9.99	1905430221
The 80/20 Makeover	Sue Donnelly	£11.99	0954568168
The Coaching Parent	David Miskimin, Jack Stewart	£15.00	1905430094
The Houdini Principle	Tim Kenning	£19.97	1905430248

Travel & Expat

A Career in Your Suitcase	Jo Parfitt	£15.00	1905430338
Bitten by Spain	Deborah Fletcher	£9.99	1905430505
Didgeridoos and Didgeridon'ts	Vicky Gray	£14.97	1905430108
Expat Entrepreneur	Jo Parfitt	£12.99	1905430132
Going Native in Alicante	Susan Bearder	£9.99	1905430369
Going Native in Catalonia	Simon Harris	£9.99	1905430307
Going Native In Murcia	Debbie Jenkins	£14.99	1905430159
Going Native in Tenerife	Andrea Montgomery	£9.99	1905430499
Golfing Guide to Murcia	Michael Probert	£11.99	1905430550
Postcards from Across The Pond	Michael Harling	£9.99	1905430482
Retiring The Olé Way	Sue Walker	£9.99	1905430647
Spain: The Expat Survival Guide	Yolanda Solo	£9.99	1905430310
Taking The Heat: Under Pressure in Spain	Nick Snelling	£9.99	1905430468

Property

(How To) Buy Property In Bulgaria	Joanna Losack	£11.99	1905430213
Buying Property in Murcia	Debbie Jenkins	£9.99	1905430291
Buying Property in Poland	Tim Hill	£15.00	1905430321
Buying Property in Portugal	Gabrielle Collison	£9.99	1905430280
Buying Property in Romania	Alex Pintea	£9.99	1905430256
How To Sell Your Spanish Property In A Crisis	Nick Snelling	£14.99	1905430529
Property Made Simple	Peter Stanley	£9.97	1905430167
Sell That House	Karen Burge	£9.99	1905430191

Upcoming Titles

The Inner Winner	Simon Hazeldine	£15.00	1905430620
Surfing The Down Wave	Alan Stevens	£9.99	1905430639
Get Yourself Published	Suzan St Maur	£9.99	
The MAMBA Way To Make Your Words Sell	Suzan St Maur	£7.95	

Business Head, Spiritual Heart

Align Your Head & Heart To Improve Performance, Profit and Happiness

Shilpa Unalkat

1-905430-65-5

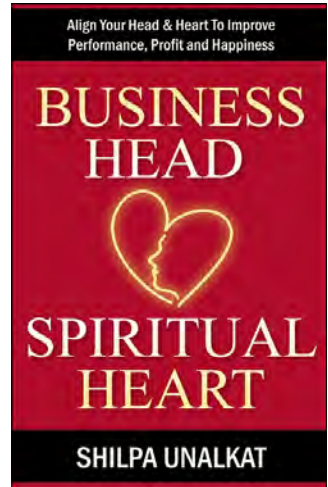
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204pp

Paperback

May 2009

Rights: Worldwide & Co-edition



Do you sometimes dread going to work because you feel overworked and unappreciated? Stressed and exhausted? Bored and frustrated? Have you ever noticed that you are so terrified of losing your job (or your business) that your relationship with your company is not that different from that of a wage-slave? Do you sometimes feel as if you leave behind the 'real' you when you enter the workplace? Whether you are a business leader, social worker or secretary this book will help you identify the times and places when you are in the 'flow' and teach you how to bring that resource into the workplace with you every day. The result is more spiritual and material wealth where your life is measured by the quality of your experiences rather than how much you earn. Shilpa Unalkat, LL.B, DHP is a former city lawyer with extensive experience in executive coaching, training, NLP and psychotherapy. She works closely with aspiring entrepreneurs and international organisations that actively follow the 'conscious business' model. Shilpa is recognised as a world-class facilitator of conscious leadership skills and supports businesses in creating more effective, inspiring and sustainable companies. Her underlying approach is unique as it addresses the energetic vitality and emotional aspects in a business, thereby transforming the difficult issues that prevent companies from reaching their full potential. This book shares Shilpa's philosophy that by being both ambitious and spiritual, you can achieve your heart's desires with the blessings of a higher force. Learn more at www.shilpaunalkat.com

BUS000000	Business & Economics : General
BUS046000	Business & Economics : Motivational
SEL032000	Self-Help : Spiritual

Retiring The Olé Way

Insider Secrets from the Big Names of Broadcast,
Print & Social Media

Sue Walker

1-905430-64-7

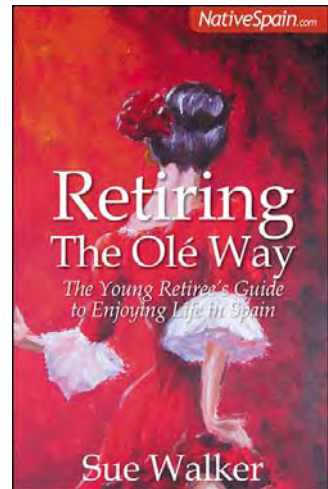
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212pp

Paperback

May 2009

Rights: Worldwide & Co-edition



Five years ago, John and I started talking about retiring overseas. You know what it's like: the newspapers are full of horror stories illustrating how the country is going downhill; we have a typically British rain-sodden summer; prices are rising all the time; there is a tube strike so the dreadful journey to work gets even worse - it's time to get out of here! I'm sure that strikes a chord with many people, but in our case it wasn't just talk, as we made the decision to buy what seemed to be our dream home in Santa Ana del Monte, just outside the Spanish town of Jumilla, which is famous for its wine. John and I thought that the best aspect of living in Jumilla would be the wine, or perhaps the sunshine, or the relaxed way of life, however we quickly discovered that it is the people. Jumillanos are friendly and welcoming, and although we have only been living here a few months, whenever we walk around the town somebody recognises us and says "Hola", "Buenos días" or even (especially the children) "Hello". Retiring The Olé Way is the intimate, honest and inspiring story of Sue and John Walker's move from the hustle-and-bustle of London to their new home in rural Southern Spain. It makes entertaining and informative reading for anyone wishing to enjoy an active retirement in the sun. Sue Walker was born in Newcastle upon Tyne and spent her childhood in Canada, Norfolk and Lincolnshire. She joined the WRNS when she left school to travel and played hockey and indoor football while serving. Sue took up running after marrying for the first time and having a family because she decided it was a cheap and easy sport for a busy mother of three. After careers in IT and Personnel Sue trained and now works as a complementary therapist. This book chronicles Sue's adventures with her husband John as they set about to enjoy an active retirement in south-east Spain.

FAM005510 Family & Relationships : Aging - Retirement
TRV009130 Travel : Europe - Spain & Portugal
TRV026050 Travel : Special Interest - Seniors

A Feeling of Worth

A Manifesto for Mending Our Broken World

Bay Jordan

1-905430-57-4

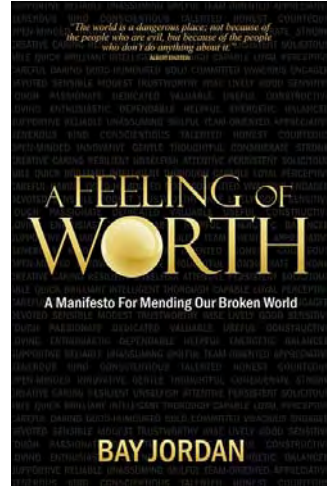
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232pp

Paperback

May 2009

Rights: Worldwide & Co-edition



"The world is a dangerous place; not because of the people who are evil, but because of the people who don't do anything about it." Albert Einstein WE'VE COME A LONG WAY Today we live longer, have more choices and greater opportunities for a higher standard of living than at any other time in recorded history. Yet we seem more dissatisfied than ever, and find ourselves unfulfilled, stressed, unable to make the most of what we have and fearful for the future. Society and the world-at-large appear to be teetering on the edge of total environmental and economic disaster... We're in the midst of a raging financial crisis that has taken down some of the world's largest, wealthiest and best-known corporations, and still threatens others. Our faith in the financial systems is seriously shaken - at a time when we need more resources than ever to rectify past errors. In our quest for more equality we've created a new society of injustice and mediocrity; one in which we're now faced with a "work or work-not" divide as people abuse systems created to help the genuinely needy. Paradoxically the divide between rich and poor is greater than ever. This has created a multi-headed monster that threatens international security. Governments are quick to exploit this and, in the name of "doing whatever it takes" to protect us, further threaten freedoms we take for granted, whilst raising the tax burden to unsustainable levels. And we thank them for it! Socialism has failed spectacularly... Capitalism is failing rapidly... Democracy is being forced upon entire countries at the point of a gun and breeding terror! SO WHAT WENT WRONG? Bay Jordan gives an impassioned answer to this question and invites readers to take action by offering viable solutions... As Bay says, "We are all in this world together and as such we have joint responsibility for what happens. If we accept that there are some human activities which we cannot influence and just leave to others, we find they get hijacked and become corrupt and dangerous, and ultimately put everything we believe in at risk. At the same time, it destroys our own feeling of worth." "This pivotal manifesto is required reading for every leader and conscientious world citizen whatever their political leaning. Buy a copy for yourself, your friends, your boss, your children, your employees and your local MP - and urge them to read it." "I can feel guilty about the past, apprehensive about the future, but only in the present can I act." Abraham Maslow Bay Jordan was born and raised in Rhodesia (now Zimbabwe) in the aftermath of Rhodesia's ill-fated Unilateral Declaration of Independence (UDI). Obligated to combine his accountancy studies with compulsory military duties during the war that followed, the futility of trying to defeat an ideology with a rifle appalled him. He emigrated to South Africa as soon as he had finished his final exams but, after a decade living there, his respect for government authority was further undermined. He eventually emigrated with his family to Canada before moving to the UK in the mid-nineties. Bay's unique history has made him sensitive to socio-political issues, but has done nothing to reassure him about the calibre of government. This book is his personal manifesto for sanity in an increasingly crazy world.

SOC026000 Social Science : Sociology - General
POL000000 Political Science : General
PHI019000 Philosophy : Political

Lean Organisations Need FAT People

(3rd ed) How To Grow Your human Assets

Bay Jordan

1-905430-58-2

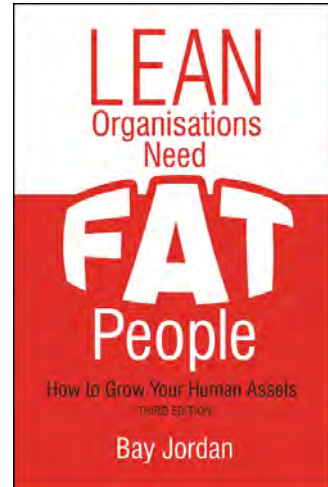
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180pp

Paperback

May 2009

Rights: Worldwide & Co-edition



Ever wonder why businesses fail? Perhaps it is because most businesses do not take into account a company's biggest and potentially greatest return on investment - the people. When it comes to bottom line figures, and actions called for to trim the expenses of a company's budget, it is ultimately to the workforce that a company will look to begin 'cutbacks'. Usually a company's largest single expense, the wage bill appears to be the most obvious solution to bringing the balance back into line and making the bottom line 'healthy' again. Yet, it can be argued that by cutting the cost of the workforce a company actually begins to slash it's own throat by reducing what is it's greatest asset. Historically, scant regard is paid to the commodity of human beings, the only assets that can generally improve over time without the necessity of replacement. Appreciation, self-motivated development, and productivity that increases by simple valuation and fulfillment; what other company asset can boast the same return? Yet, 'human resources' are considered expendable within the board room by virtue of their prominent position upon the balance sheet. Bay Jordan's, 'Lean Organisations Need FAT People: How to Grow your Human Assets', explores the humanity within the asset entitled 'workforce', and calls for organisations to realise what lies behind the cliché that people are assets and to act accordingly. About the Author Bay Jordan has proven himself as a manager and a leader in Southern Africa, Canada, and the UK. He attributes his career successes to an ability to help people recognise what needs to be done and then allowing them to get on and do it as they see best. Early in his management career he was surprised when his manager fed back as a negative the comment that, "Your people are better than you!" Having personally recruited and retained his team, Bay considered this to be a great compliment. In fact, after learning that he shared his philosophy with Andrew Carnegie who wanted to put on his gravestone, "Here lies a man who knew how to put into his service more able men than he was himself," he still considers the compliment to be one of the greatest he has received. Unfortunately, even today, his former manager's attitude prevails and is symptomatic of a prescriptive management style that inhibits performance and effective teamwork in most organisations. In this book! he explains the problem and shares ideas about creating the co-operation that will make any organisation more effective.

BUS041000	Business & Economics : Management - General
BUS030000	Business & Economics : Human Resources & Personnel
BUS085000	Business & Economics : Organizational Behavior

Do Your Own PR

The A-Z of Growing Your Business Through The Press,
Networking & Social Media

Paula Gardner

1-905430-60-4

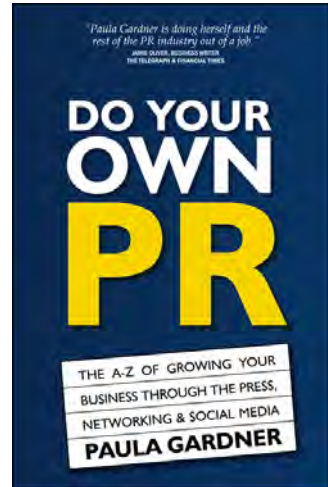
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188pp

Paperback

May 2009

Rights: Worldwide & Co-edition



Presented in an easy to follow A to Z format 'Do Your Own PR' gives you all the insider secrets you need to harness the power of publicity and get your message spread far and wide. Whether you're on a small budget and need to cost-effectively promote your business or are simply keen to demystify the PR process and take control - this book shows you how. As well as up-to-date advice on using new tools such as Twitter and Youtube and traditional tools such as press releases, you will also learn first hand how others have used these approaches to grow their own success. "Paula Gardner is doing herself and the rest of the PR industry out of a job." THE TELEGRAPH & FINANCIAL TIMES "Paula has a gift for demystifying PR and making it easy-peasy for anyone, even if the only thing you know about PR is how to spell it!" AMANDA ALEXANDER, CORPORATE MOTHERS "...packed full of practical, step-by-step activities for anyone wanting to grow their business... also includes up to the minute information to help you navigate the Internet and make the most of social networking." FIONA ROBYN, AUTHOR OF 'THE LETTERS' "This is un-put-downable for any business trying to understand and keep up with PR in 21st century, just fabulous!" LYNETTE ALLEN, AUTHOR OF 'BEHIND WITH THE MORTGAGE AND LIVING OFF PLASTIC' "...lots of ideas and inspiration for ways [to] incorporate social networking into [your] PR Plan... a must read." AMANDA O'TOOLE, CARBIS BAY HOLIDAYS "...describes the tools, explains the processes and even gives you the worst-case scenarios..." SUE DONNELLY, AUTHOR OF 'FEEL FAB AT 50'

BUS043000	Business & Economics : Marketing - General
BUS070060	Business & Economics : Industries - Media & Communications
BUS052000	Business & Economics : Public Relations

The Virtual Assistant Handbook

Insider Secrets for Starting and Running Your Own Profitable VA Business

Nadine Hill

1-905430-56-6

203x127mm

192pp

Paperback

April 2009

Rights: Worldwide & Co-edition



WANTED: well organised, computer savvy home-workers to help busy professionals and entrepreneurs get more done. Work where you want, when you want and set your own salary as a successful Virtual Assistant. If you have excellent organisational skills, want the freedom to work from home and are passionate about doing a great job then a career as a Virtual Assistant could be for you! Professional VA, Nadine Hill, shares all her tricks-of-the-trade to help budding and working VAs to become more in-demand with the right clients and more in-control of their success. Inside you will learn: * Tricks for being in-demand even if you know nothing about marketing * How to find your niche to stand out from the competition * Hard-won time-management tactics for staying sane and productive * A simple technique for setting your fees to be profitable and competitive * Where to go for further information including business development, networking and financial advice * The 9 most common mistakes new VAs make and how to avoid them * 6 candid case studies with top tips from successful working VAs * How to raise your fees without losing clients by demonstrating value not cost * How to find and do work that you love without compromising your values * Systems and secrets for running a successful business and having a life

BUS025000

Business & Economics : Entrepreneurship

MediaMasters

Insider Secrets from the Big Names of Broadcast,
Print & Social Media

Alan Stevens, Jeremy Nicholas

1-905430-61-2

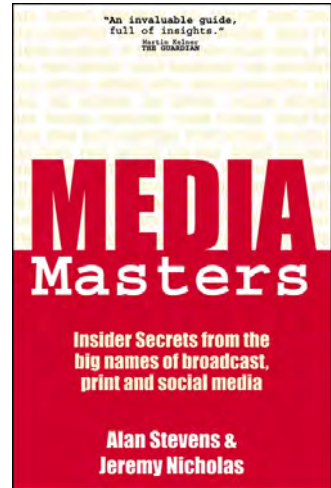
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192pp

Paperback

April 2009

Rights: Worldwide & Co-edition



"An invaluable guide, full of insights." THE GUARDIAN Let the pros show you how to handle the media... If you have an important message to get across it pays to learn from the best. This book gives you insider access to the combined knowledge of MediaMasters in fields ranging from politics, sports, weather and news to comic strips, chat shows, soaps, photography, radio and the internet. Crammed with tips from years of experience it will make you more media savvy, entertaining and news aware, so you are fully prepared for your turn in the spotlight. Featuring: Terry Wogan, Phill Jupitus, Michael Parkinson, Uri Geller, Brian Clough, Alex, Will Carling, Dame Tanni Grey-Thompson, Tim Brabants, Chris Cox, Fay Weldon, Jo Swinson, Rory Cellan-Jones, Phil Hall, Gail Emms, Gered Mankowitz, Neil Mullarkey, Iain Dale, Rebecca Adlington, Michael Aspel, Des Coleman, Dee Caffari, Allegra Mcevedy, George Galloway and Hugh Pym. The authors, both recognised MediaMasters in their own right, have interviewed 25 of the top names in radio, television, print and new media so they can share their insights with you. Whether you're a company spokesperson, sports star, politician, author, entrepreneur, celebrity or budding MediaMaster yourself, the role models in this book provide you with hard won tricks of the trade you can use. Jeremy Nicholas is an award winning TV and radio broadcaster, after dinner speaker and compere. He's presented radio shows for BBC World Service, BBC Radio 5 Live, Talk Sport and GLR. On television he's best known for his 'And Finally' reporting for the BBC. He also presented 'Live and Dangerous', 'Turnstyle' and 'Sick as a Parrot' as well as live World Cup and Champions League football for Channel 5 and ITV. As Director of Talking Toolbox Jeremy teaches speaking skills for TV, radio and live audiences, as well as providing media training for firms and individuals. Learn more at www.talkingtoolbox.com Alan Stevens has been both a TV presenter and expert interviewee notching up over 2,000 radio and TV interviews on BBC TV News, Sky News, Radio 4 and Radio 5 Live as well as in every ITV region. He is Vice-President of the International Federation for Professional Speakers and a Fellow (and Past President) of the Professional Speakers Association. As Director of MediaCoach Alan provides media coaching, crisis management and communication training. In 2006, The Independent listed him alongside Max Clifford as "one of the UK's top ten media experts". Learn more at www.mediacoach.co.uk

BUS070060

Business & Economics : Industries - Media & Communications

BUS037000

Business & Economics : Employment

BIO005000

Biography & Autobiography : Entertainment & Performing Arts

Discover Yourself On The Yellow Brick Road

7 Core Principles of Career Success

Wendy Dashwood-Quick

1-905430-59-0

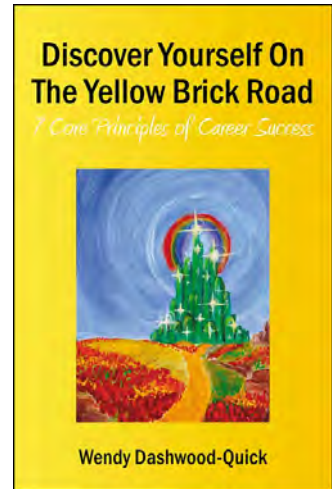
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192pp

Paperback

April 2009

Rights: Worldwide & Co-edition



Told through the eyes of three familiar modern heroes searching for personal and professional fulfilment, this book is packed with timeless wisdom, guiding principles plus a wealth of coaching tools and tips for anyone looking for a more rewarding, enjoyable and meaningful career. Inside you will learn how to: * Identify and celebrate your own uniqueness * Smash through the glass ceiling and aim higher * Package yourself to magnetically attract opportunities * Power up your self-belief and create unwavering self confidence * Clarify and strengthen your deepest values and purpose * Programme your intuition to guide you in the right direction * Stop following the herd and discover what success means to you * Develop and work on your own personal success plan Acclaimed Coach, Wendy Dashwood-Quick weaves powerful modern metaphors, solid advice, hands-on exercises and case studies to help you fulfil your potential. The principles and tools Wendy shares have been responsible for the: * Graduate who grabbed the opportunity of a lifetime to work abroad * Housewife who took the first steps to develop an innovative business idea * Senior manager who salvaged and repaired the strained relationship with her children * Manager who got a life instead of becoming a burnt-out workaholic * Entrepreneur who persuaded his wife to stop nagging and start supporting him instead * Executive who found a new purpose and direction following retirement If you are willing to learn to 'get out of your own way' by following the simple steps shared in this book, then you will forge a successful career, and gain personal satisfaction and peace of mind.

BUS012000

Business & Economics : Careers - General

BUS056000

Business & Economics : Career Management

SEL027000

Self-Help : Personal Growth - Success

Golfing Guide to Murcia

An Insider's Guide To The Best Golf On Spain's
Costa Cálida

Michael Probert

978-1-905430-55-0

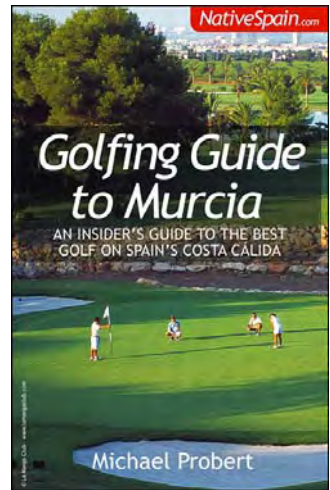
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192pp

Paperback

March 2009

Rights: Worldwide & Co-edition



From the famous resort at La Manga and along the coast of the Mar Menor to sun-kissed courses along Murcia's 'Corridor of Golf' ... you're invited to Golf Heaven! Murcia is fast becoming Spain's top golfing holiday destination and with the advent of a new road network, low cost flights and a new airport due for completion in 2010 more and more golfers are discovering the region to be a golfing delight. But with up to 41 courses either complete or under development, it can be hard to find the right resort for you. So, if you want to make the most of your next golf holiday in the region it pays to be prepared. So, sit back, relax and let local golf coach and columnist Michael Probert, take you on a personal tour of Golf Heaven. Detailed reviews of the top 15 Murcia courses Murcia golf map with local maps and directions to each course Course-by-course guide to hotels and accommodation A guide to enjoying Murcia's cities and beaches for non-golfers Illustrated 'Beginner's Guide to Golf' - rules, dresscode, etiquette Course-by-course pricelists and scorecards The author's 'Best 18 Holes in Murcia' with virtual scorecard Details on how to save up to 60% on green fees Advance news on over 24 new courses under construction Michael re-located with his family to Torrevieja in 2004 to work in Spain's thriving golf industry. A golf columnist in local English language newspapers, in golf magazines, on golf specific web sites and on local radio Michael specialises in golf psychology, coaching and golf course reviews. He also coaches golf from the Fairwayz Golf Academy in Dolores and is a member and Captain of the victorious Benjofar Golf Society who recently won the newly formed Murcian Golf League.

SPO016000 Sports & Recreation : Golf - General

TRV009130 Travel : Europe - Spain & Portugal

Didgeridoos and Didgeridon'ts

A Brit's Guide To Moving Your Life Down Under

Vicky Gray

978-1-905430-53-6

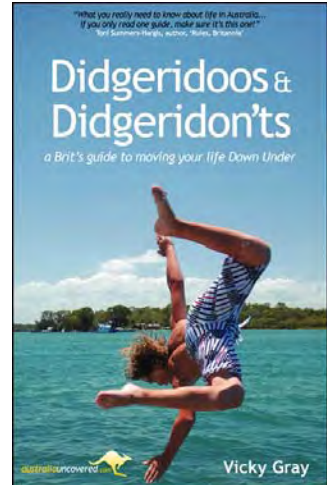
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208pp

Paperback

March 2009

Rights: Worldwide & Co-edition



Didgeridoos and Didgeridon'ts is a collection of short, personal experiences Vicky Gray and her family encountered during the first year of their new life down under. In addition to entertaining diary entries, inspirational stories from other expats, top tips and vital resources, the book is crammed full of well-researched information on everything you need to know to survive and thrive during your first year in Australia. Inside you will learn: * How to get into Australia - step-by-step * Which occupations are in demand right now * What stuff you should definitely take with you * The ins-and-outs of taking your pets * All you need to know about Australia's banks * How the school system works from day care up * How to use Australia's healthcare system * What's involved in getting a job and paying tax * All about renting property in Australia * How to buy a house - and why it's easy in Oz * The little differences - from shopping to driving * much, much more...

TRV004000

Travel : Australia & Oceania - General

SOC007000

Social Science : Emigration & Immigration

BIO000000

Biography & Autobiography : General

Persuasion Skills Black Book

Practical NLP Language Patterns for Getting The Response You Want

Rintu Basu

978-1-905430-54-3

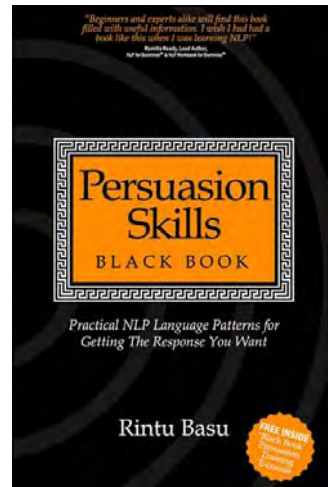
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188pp

Paperback

February 2009

Rights: Worldwide & Co-edition



How does it feel when you imagine using the right words to become irresistibly persuasive... The Persuasion Skills Black Book is a manual for quickly learning some very powerful hypnotic language patterns that you can use in practical, real world situations. These patterns are not necessarily about sending people into a hypnotic trance but just a way to move you from one perspective on an issue to another. By the book's end you will have the structures in place to make more money, attract more people and have more fun. Just some of the applications include: Managers: powerfully motivate your teams Leaders: inspire people to your vision Parents: protect and encourage your children Teachers: get your classes to commit to learning Coaches: build client confidence and commitment Sales Pros: obliterate objections and get to 'yes' Marketers: boost your response with compelling copy Couples: strengthen and build your relationship Singles: attract and impress potential partners Employees: manage your boss and gain promotions Customers: get your complaints handled properly Service Staff: turn angry customers into best friends Job Seekers: ace interviews and win the job you want All of us: get more of what you want from life What new opportunities open up to you when you can persuade others to do what you want, easily and effortlessly, in any situation? Acclaimed NLP trainer, Rintu Basu, has worked hard to devise this book so that you don't have to. As well as clearly laid-out chapters, examples and case studies, the whole book has been written using the very patterns you'll be learning. So, as you read and use your new skills, your conscious understanding and unconscious ability will continue to deepen.

BUS058520 Business & Economics : Sales & Selling - Techniques
SEL027000 Self-Help : Personal Growth - Success

How To Sell Your Spanish Property In A Crisis

Nick Snelling

978-1-905430-52-9

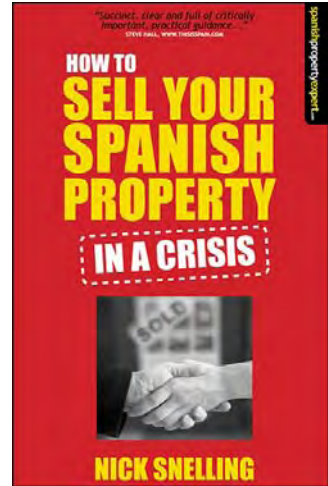
203x127mm

176pp

Paperback

January 2009

Rights: Worldwide & Co-edition



Are you thinking of selling your Spanish property - or is it already for sale but you have yet to find a buyer? Are you feeling helpless and depressed and powerless to do anything? Do you want to be proactive, save money and sell quickly? There are many tools at your disposal that can give you a critical 'edge'. If you understand the selling process and know the 'tricks of the trade' then you can take control and sell your property quickly and successfully no matter what the economy is doing. Read this book, get ahead of the competition, relieve the stress and leave the crisis behind... As industry insiders, Nick Snelling and his contributors provide all the critical information, tips and real estate 'secrets' you need to make you immediately effective. "No-one said that selling your Spanish property right now is going to be an easy task, but [this book] should help guide you in the right direction." SPANISH HOMES MAGAZINE "A clear, practical and positive guide to selling your Spanish home - NOW!" GARY COHEN, WWW.THEXPAT.COM "Full of essential and up-to-date information for anyone wishing to sell a property in Spain - during an economic crisis or otherwise... well-written, concise and easy to follow." COSTA BLANCA NEWS "Anyone wanting to sell their property in Spain should buy this book!" MARK EASTWOOD, WWW.COSTABLANCAUNCOVERED.COM "This book offers clear advice to help people pull their heads out of the sand, get hands on and put their property onto the top of the pile." ROUND TOWN NEWS "If you are thinking of selling your home now, or trying to, then here is an action manual that you cannot afford to miss!" MARK PADDON, WWW.SURVEYSSPAIN.COM "...knowledgeable, factual and full of vital commonsense..." MAURICE HAMLIN, WWW.PRACTICALSPAIN.COM "Succinct, clear and full of critically important, practical guidance..." STEVE HALL, WWW.THISISSPAIN.COM

BUS054520 Business & Economics : Real Estate - Buying/Selling Homes

BUS054540 Business & Economics : Real Estate - Sales

Supermummy

The Ultimate Mumpreneur's Guide to Online Business Success

Mel McGee

978-1-905430-51-2

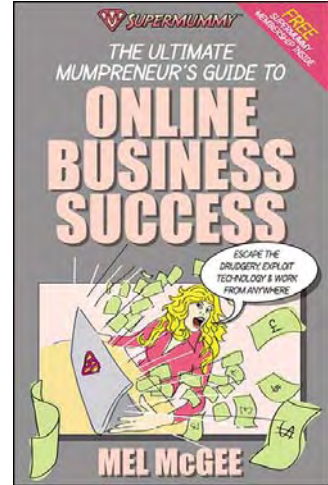
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188pp

Paperback

February 2009

Rights: Worldwide & Co-edition



Warning: Do not read this book unless you want to create your ideal flexible lifestyle! Forget the work life balance and work from home... for yourself! The keys to creating your ultimate lifestyle business are at your fingertips and you get to make up all the rules. Read this book and build your own family friendly business that could pay you more for working less! Compelling reasons why you can't afford not to be your own boss How to activate your powerful success mindset What it takes to be a mumpreneur and why you can do it! Everything you need to start and grow your own business Tricks for finding hot target market hungry for what you've got A geek-free way to create your own money-making website How to take charge of your time once and for all 3 steps to quickly mastering any skill you need to succeed A simple law for achieving more success with 80% less time The 7 essential steps to Mumpreneur Success 3 deadly mumpreneur marketing mistakes and how to avoid them How to take your success to the next level Powerful marketing strategies that even a dummy could make work How to unleash your inner Supermummy and achieve your dreams! Mel McGee is an Online Mumpreneur Coach and founder of www.supermummy.com - the UK's first online business coaching site exclusively for aspiring and established online mumpreneurs. Mel is a certified Master Practitioner of NLP and a member of the Information Marketing Association. She lives in Herefordshire, UK with her husband and three young children.

BUS025000 Business & Economics : Entrepreneurship
BUS501000 Business & Economics : Women & Business

Bitten by Spain

Deborah Fletcher

978-1-905430-50-5

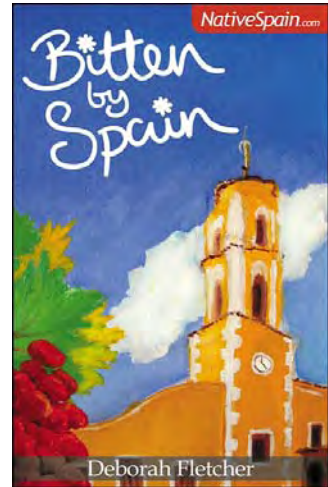
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188pp

Paperback

December 2008

Rights: Worldwide & Co-edition



Following a popular, if somewhat jaded, trend of Brits to pursue the good life in sunnier climes, Deborah Fletcher and her husband John eventually came to be the proud owners of a large and extremely beautiful piece of land in a river valley in Southern Spain. There, with three dogs, a cat, six parrots and an awful lot of spiders, they lived between a static caravan and a huge old barn as they battled perpetually - with the elements, the wildlife, the authorities and the natives - to build their dream home from a pile of old stones. Bitten by Spain began as a series of emails back home to let friends and family know how things were going. Now, you too, can share in this intimate, warts and all, take on Spanish rural life and what it's like learning to live with the wildlife, including the natives, in a finca in el campo of Southern Spain.

TRV009130	Travel : Europe - Spain & Portugal
HUM015000	Humor : Form - Anecdotes
TRV010000	Travel : Essays & Travelogues

Going Native in Tenerife

Andrea Montgomery, Jack Montgomery

978-1-905430-49-9

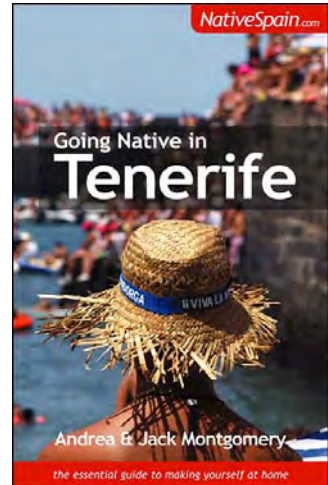
203x127mm

200pp

Paperback

December 2008

Rights: Worldwide & Co-edition



Much more than just a tourist guide, Going Native in Tenerife goes further to give you a native's eye view of this beautiful and diverse Spanish island. Inside you will discover: * hidden treasures beyond the tourist hotspots * a brief look into Tenerife's past and future * intimate guided tours of key towns and cities * personal photographs from the authors' travels * a guide to Tenerife culture and celebrations * tips for staying for a weekend, a week, a month, a year or the rest of your life * much, much more... 'Going Native' guides are written with a rare type of traveller in mind... longer term visitors who want to become a true part of their new home. So, whether your stay is a month or a lifetime this guide will give you everything the tourist travel guides won't.

TRV009130 Travel : Europe - Spain & Portugal

TRV010000 Travel : Essays & Travelogues

The Brighter Marketing Bible

Joanne Morley, Siobhan Lees

978-1-905430-47-5

229x152mm

220pp

Paperback

December 2008

Rights: Worldwide & Co-edition



This remarkable book is packed full of business to business marketing secrets, tips, checklists, how to guides and guerrilla marketing tactics that you can start using immediately to increase sales leads and create outstanding marketing campaigns that will drive business to your door. This is not a theory based book, it is full of hard and fast proven techniques that work and generate real opportunities for your company. From a 7 step direct mail system to how to use new technology such as blogging for marketing internet success, the book covers a range of marketing techniques. Some of the stuff inside: * attract ideal clients * develop a profitable niche * make your brand work * get known as the expert * top advertising tips * run successful seminars * use exhibitions effectively * make the internet work * marketing literature tips * search engine marketing * direct mail made easy * win business with blogs * database marketing * how to keep clients * measure what matters * tips for choosing an agency

BUS043000	Business & Economics : Marketing - General
BUS060000	Business & Economics : Small Business - General
BUS090010	Business & Economics : E-Commerce - Internet Marketing

Postcards from Across The Pond

Dispatches From An Accidental Expat

Michael Harling

978-1-905430-48-2

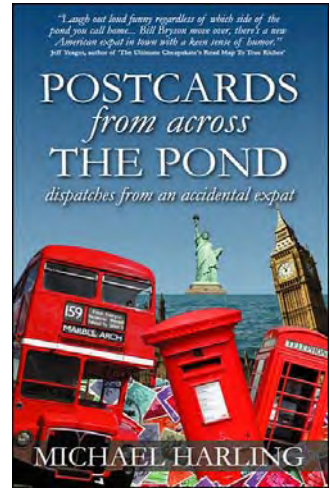
203x127mm

188pp

Paperback

December 2008

Rights: Worldwide & Co-edition



Postcards from across The Pond began as a means of keeping in touch with the folks back home in the USA, but it soon expanded into a humorous commentary on British life by an accidental expat. "Laugh out loud funny regardless of which side of the pond you call home... Bill Bryson move over, there's a new American expat in town with a keen sense of humor." Jeff Yeager, author of 'The Ultimate Cheapskate's Road Map To True Riches' "A very funny book indeed. I was literally laughing out loud whilst reading this book; not only did I enjoy it, but I am now craving more." Steve Gillen, moderator of www.ukusforum.com "I savored the bubbling flavor of this Yankee reaction to Saxon country in the form of perky postcard-style epistles." Eileen Swift, former syndicated travel writer for Newsday "Not only fascinating for Anglophiles who've only visited the 'motherland' on vacation, but very, very funny, too. Joe Queenan and Bill Bryson...watch out!" Diana Burrell, co-author of 'The Renegade Writer', www.hailbritannia.com "A lovely, quixotic, affectionate attempt to bring together those 'two nations divided by a common language.' A must for travellers in both directions." Gordon Astley, presenter of BBC Southern Counties Radio "Whether you've been in the UK for decades, or are just about to embark on your journey, sit back and enjoy Mike Harling's unique, entertaining descriptions of his life across the pond." Toni Hargis, author of 'Rules Britannia', www.rulesbritannia.com Michael Harling grew up in rural Columbia County in Upstate New York. He has been published in various newspapers and magazines including: The Writer's Digest, The National Lampoon and The Journal of Forensic Identification. Six years ago, through no fault of his own, he found himself living in Sussex, England where, amazed and amused by the behavior of the British, he began posting his observations on his website. Michael is the father of three sons from a previous marriage. He currently lives in Horsham with his wife, Shonagh. Find out more at www.lindenwald.com

TRV009071 Travel : Europe - Gt. Britain/England
HUM015000 Humor : Form - Anecdotes

Taking The Heat

An Expat Under Pressure In Spain

Nick Snelling

978-1-905430-46-8

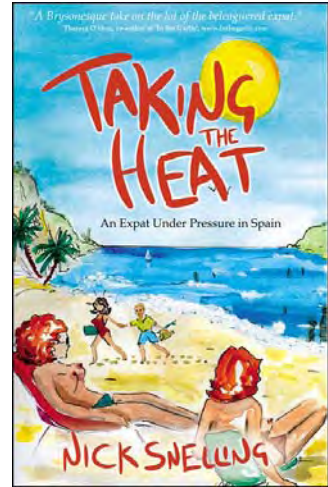
203x127mm

180pp

Paperback

November 2008

Rights: Worldwide & Co-edition



High in the Spanish mountains, life at Casa Desolada is nothing if not fraught. Embattled and bemused, Nick Snelling, ex-soldier, antiques dealer, builder, legal executive, consultant, author, estate agent and equity trader has finally become an ex patriot. A doomed romantic, Nick lurches from the shortest TV career in media history to a disastrous attempt at becoming a wine merchant of fine Riojas. Along the way, he battles sex obsessed English language students, lethal barbecues, the temptation of topless beach beauties, the mysteries of Iberian building and the ultimate peril of a wife ruinously seduced by Spanish shopping. Meanwhile, Nick's attempts to impose Spanish patriarchal machismo upon his family repeatedly back-fire... Nick Snelling is a writer and professional journalist who lives with his wife and two children in the Valencian mountains of Spain. Learn more at www.nicholassnelling.com Margaret Denmark is a professional artist who lives in Spain with her partner who is also a painter. For many years she was an illustrator and her work appeared for the Radio Times amongst others.

TRV009130	Travel : Europe - Spain & Portugal
BIO508000	Biography & Autobiography : Travelers
HUM015000	Humor : Form - Anecdotes

Power Branding

A Lean Marketing Toolkit

Joe Gregory, Debbie Jenkins

978-1-905430-40-6

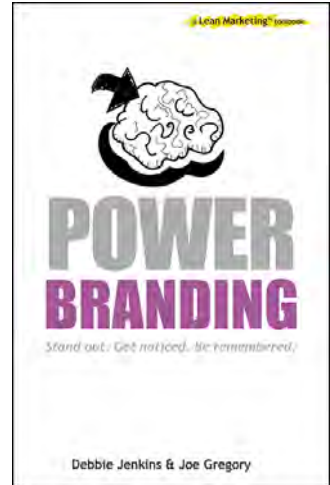
203x127mm

120pp

Paperback

October 2008

Rights: Worldwide & Co-edition



Stand Out. Get Noticed. Be Remembered. Do you often struggle for inspiration when people ask you what you do? Would you like to charge a premium for your service but fear your customers won't pay it? Do you feel like you have to 'fake it to make it'? Is it becoming increasingly difficult to stand out in a crowded, 'me too', market-place? Do you put people to sleep with your 'sales patter' and would you even notice? Do you think branding is just about your logo and business stationery? Can you really harness the power of 'big budget branding' on a shoestring? The answer is yes! In this essential Lean Marketing toolkit you'll master the essential branding principles which allow you to stand out, be remembered and attract clients willing to pay a premium.

BUS043000	Business & Economics : Marketing - General
BUS007000	Business & Economics : Business Communication - General
BUS002000	Business & Economics : Advertising & Promotion

Going Native in Alicante

Susan Bearder

978-1-905430-36-9

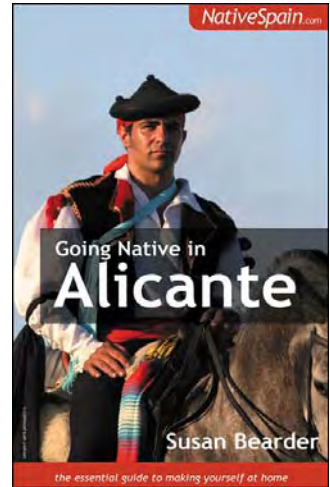
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196pp

Paperback

September 2008

Rights: Worldwide & Co-edition



Say Alicante and most people either think of the airport, the Costa Blanca or “tacky” Benidorm. Look closer though and you’ll find that Alicante offers a whole range of geographical and cultural delights to be discovered and enjoyed. Much more than a tourist guide Going Native in Alicante goes further to give you a native’s eye view of the province. Inside you will discover: * hidden Spanish treasures beyond Benidorm * a brief look into Alicante’s past and future * intimate guided tours of key towns and cities * personal photographs from the author’s travels * a guide to Alicante culture and celebrations * the inside scoop on Alicante’s culinary delights * tips on ‘going native’ yourself and living there * much, much more... ‘Going Native’ guides are written with a rare type of traveller in mind... longer term visitors who want to become a true part of their new home. So, whether your stay is a month or a lifetime this guide will give you everything the tourist travel guides won’t.

TRV009130

Travel : Europe - Spain & Portugal

BIO508000

Biography & Autobiography : Travelers

The Small Business Detox

A Lean Marketing Toolkit

Joe Gregory, Debbie Jenkins

978-1-905430-37-6

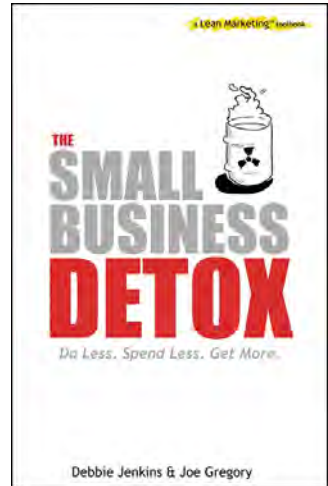
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120pp

Paperback

September 2008

Rights: Worldwide & Co-edition



Is your “to do” list fit to bursting? Do you never seem to have enough hours in the day to get things done? Are deadlines getting harder and harder to meet? Do you feel guilty when you take a holiday? Are you running around like a chicken without a head? Are you spending money and time on tasks but aren’t sure they’re even worth doing at all? Can you really make more money and get more success by doing and spending less? The answer is yes! In this essential Lean Marketing toolkit you’ll discover tools and techniques for ridding your business of the toxic waste that’s getting in the way of the success you truly deserve.

BUS043000

Business & Economics : Marketing - General

BUS088000

Business & Economics : Time Management

The Gorillas Want Bananas

The Lean Marketing Handbook for Small Expert Businesses

Joe Gregory, Debbie Jenkins

978-0-9545681-0-8

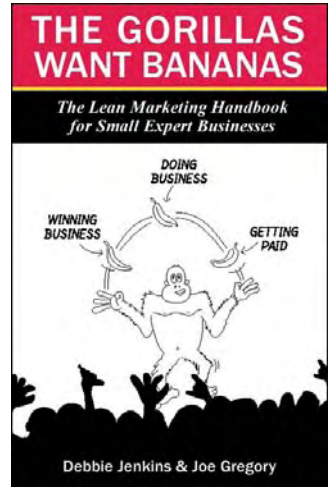
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192pp

Paperback

September 2008

Rights: Worldwide & Co-edition
(excluding Czech Republic)



Why do some people seem to magically attract new business while others face rejection after rejection? What enables some businesses to build an enviable reputation without ever spending a penny on advertising while others do everything they can but still get lost in the clutter? Why do some people achieve great results even though they never seem to be busy, while others run themselves ragged never to achieve what might have been? Can you really do less work and get more success? The answer is yes! This pivotal book explodes the outdated marketing myths that have become a burden to the modern entrepreneur so that you can build your own success by doing and spending less!

BUS043010 Business & Economics : Marketing - Direct

BUS090010 Business & Economics : E-Commerce - Internet Marketing

Bare Knuckle Customer Service

How To Deliver A Knockout Customer Experience And Hammer The Competition

Simon Hazeldine, Chris Norton

978-1-905430-35-2

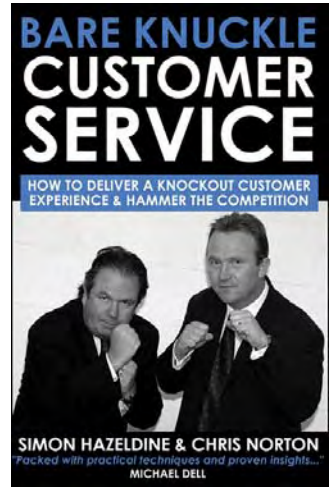
229x152mm

176pp

Paperback

August 2008

Rights: Worldwide & Co-edition



“Customer service has been central to Dell’s success - this book is packed with practical techniques and proven insights for improving performance.” - Michael Dell, CEO, Dell When You Get This One Thing Right You’ll Literally Obliterate The Competition... How you treat your customers and what you do to keep them coming back for more will have the biggest impact on your bottom line. Get the service right and you’ll benefit from lower future sales costs and increased market share as the ‘good word’ spreads. Get it wrong though and you can kiss goodbye to future business success as ever more sophisticated and demanding customers take their money elsewhere. With this in mind ‘Bare Knuckle’ persuasion expert Simon Hazeldine has joined forces with savvy customer service veteran Chris Norton to show you how to transform your organisation into a world beating customer led cash machine. Drawing on their own hard-won experience and modeling the best customer service principles today, Simon and Chris strip customer service back to the bone giving you the essential tools you really need to become your customers’ true champion. Inside you will learn... * How To Find Out What Your Customers Really Want * The Right Way To Build A Customer Service Culture * How To Implement A Customer Service Strategy * The Bare Knuckle Customer Service Model * How To Benefit From Customer Complaints * What Customer Relationship Management Really Does * How To Set Up & Run A World Class Call Centre * The 5 Most Stupid Things To Say To A Customer * ...and much more

BUS018000 Business & Economics : Customer Service

BUS020000 Business & Economics : Development - Business Development

Feel Fab at 50

Sue Donnelly

978-1-905430-34-5

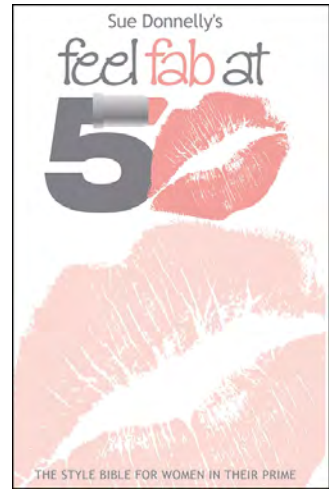
203x127mm

220pp

Paperback

June 2008

Rights: Worldwide & Co-edition



Are You Feeling Fab at 50? * In your late forties or fifties? * Feel like you have lost your identity? * Clueless about 'middle age' dressing? * Struggle to make the most of yourself? * Own loads of clothes but still have nothing to wear? * Think it's all too much trouble? If you said 'yes' to any of the above then this fourth book from top image expert, Sue Donnelly, is just what you need. With her trademark down-to-earth and encouraging style Sue guides you gently by the hand to help you look and feel absolutely fabulous in your fifties!

HEA003530

Health & Fitness : Beauty & Grooming - Fashion

BUS503020

Business & Economics : Business Life - Fashion/Image

SEL005000

Self-Help : Aging

Going Native in Catalonia

Simon Harris

978-1-905430-30-7

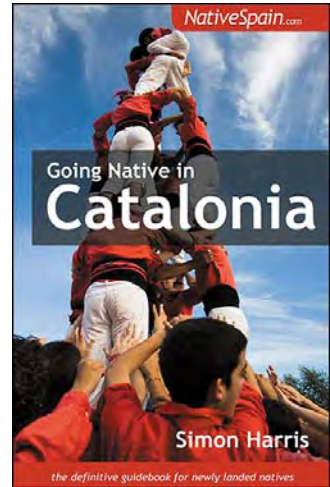
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208pp

Paperback

June 2008

Rights: Worldwide & Co-edition



If you're planning to stay in Catalonia and want the most authentic experience you can get then it pays to be prepared. Much more than a tourist guide, listing the usual attractions for the casual tourist, *Going Native in Catalonia* digs deep beneath this nation's psyche to give you a warts-and-all induction into the Catalan way of life. Inside you will discover: * why Catalonia is not just another part of Spain * the quirks of the Catalan people and language * a brief history of Catalonia and its politics * intimate guided tours of key towns and cities * advice for short, long and medium term stays * personal photographs from the author's travels * Catalan culture, art, style and partying * witty anecdotes and interesting facts to share * the inside scoop on Catalonia's culinary delights * tips on 'going native' yourself and living there * much, much more... 'Going Native' guides are written with a rare type of traveller in mind... longer term visitors who want to become a true part of their new home. So, whether your stay is a month or a lifetime this guide will give you everything the tourist travel guides won't.

TRV009130 Travel : Europe - Spain & Portugal
HIS045000 History : Europe - Spain & Portugal

A Career in Your Suitcase

Everything You Need for a Career on The Move

Jo Parfitt

978-1-905430-33-8

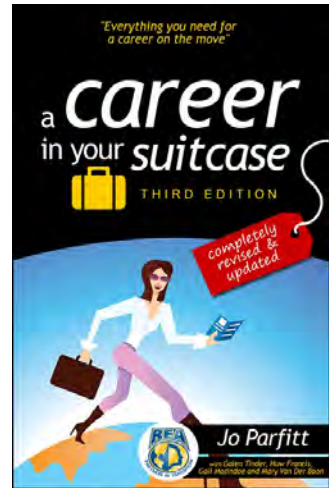
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304pp

Paperback

May 2008

Rights: Worldwide & Co-edition



The long awaited, completely updated and revised third edition... Follow your passion to create a career that moves with you... In this fully revised and updated third edition of the definitive expat career bible, Jo Parfitt and her carefully selected band of contributors are back with more hands-on advice for the expat accompanying partner, and indeed, anyone who wants a portable, flexible career they love. Jo and her team are all well-acquainted with life on the move both as expatriate employees, accompanying partners and entrepreneurs. This book shares the secrets of their impressive combined experience and provides an inspiring read for anyone who wants to maintain a professional identity and do rewarding work, wherever they may find themselves. Thousands of people have been helped by the inspiration, case studies and resources contained in this book since it was first published in 1998. * Hands-on exercises and checklists * Real-life stories, advice and tips * Jobhunting tips and techniques * Nurture your professional identity * Discover your strengths * Find your passion * Design your perfect portable career * Use networking to make it happen * Work for yourself and win Written by expats for expats this book is the career catalyst you have been waiting for...

BUS012000	Business & Economics : Careers - General
TRV026010	Travel : Special Interest - Business Travel
BUS056000	Business & Economics : Career Management

Buying Property in Poland

Tim Hill

978-1-905430-32-1

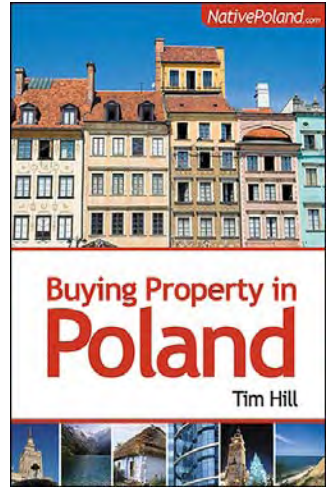
229x152mm

244pp

Paperback

February 2008

Rights: Worldwide & Co-edition



Buying Property in Poland is the complete guide for investors in search of capital gain, private buyers relocating for a lifestyle change, work or retirement and business entrepreneurs keen to be part of this rapidly developing nation. Written by those who live in the country and work constantly with foreign buyers Tim Hill brings together the collective experience of his own staff, consultants, real estate agents and those who have already bought and benefited. This complete guide shares... * insider information on Poland, its people and its history * key facts and figures on the Polish property market and economy * detailed overviews of all 16 regions * in-depth maps showing planned and existing roads, airports and economic development zones * offplan, resale, newbuild and land purchases explained * recommendations on what to buy and where to buy it * the buying process fully explained * step-by-step useful sources of further information * . and much, much more Buying Property in Poland is the definitive publication for all types of buyers who don't want to pay over the odds, be taken for a ride or waste time on purchases that go nowhere. Poland is already being discovered by millions. Within twenty years it will have an economy and property market similar to Western Europe but here and now there is a window of opportunity for those who can see it but just need a little help to grasp it.

BUS054520	Business & Economics : Real Estate - Buying/Selling Homes
BUS054530	Business & Economics : Real Estate - Investments
TRV009040	Travel : Europe - Eastern

Buying Property in Murcia

Insider Tips On Buying, Selling And Renting

Debbie Jenkins

978-1-905430-29-1

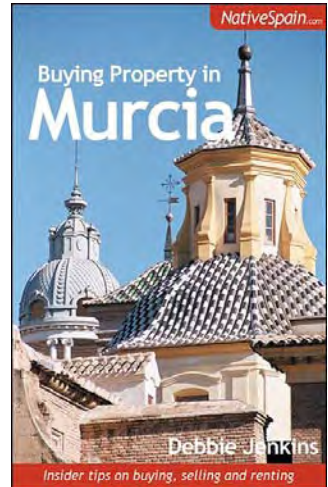
229x152mm

256pp

Paperback

January 2008

Rights: Worldwide & Co-edition



If you're looking to buy property in the increasingly popular Murcia or Costa Cálida region of Spain then it pays to get the insider info you need to make the right decisions and to buy hassle free. In this practical property buyer's handbook Debbie Jenkins (co-author of the bestselling *Going Native in Murcia*) reviews the main areas and cities of her home region of Spain from a buyer's perspective as well as providing in-depth advice on the buying process from start to finish. Being the owner of three properties in Murcia and having helped many other foreigners buy successfully in the region too Debbie is uniquely qualified to share: * strategies for retirees, investors and relocaters * at-a-glance buying flow charts, calculators and checklists * real life case studies and expert guest articles * property forecasts for your future profits * key facts and figures on the property market and economy * offplan, resale, newbuild and land purchases explained * advice on renting out and selling property * detailed area-by-area property profiles with rankings * listings for agents, banks, solicitors and more * much, much more... Whether you're buying an investment, holiday let or new home this book will make your job much easier.

BUS054520	Business & Economics : Real Estate - Buying/Selling Homes
TRV009130	Travel : Europe - Spain & Portugal
BUS054530	Business & Economics : Real Estate - Investments

Spain

The Expat Survival Guide

Yolanda Solo

1-905430-31-0

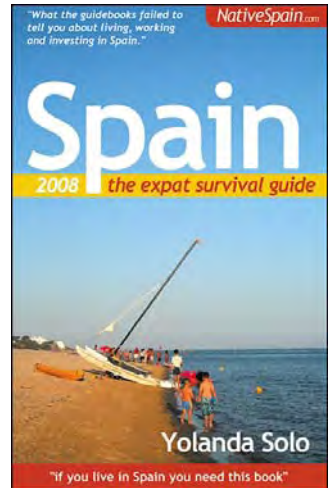
229x152mm

168pp

Paperback

November 2007

Rights: Worldwide & Co-edition



Spain continues to rank as the most popular expat destination with hundreds of thousands of us living or owning property here and thousands more pursuing the Spanish dream each year. Yet, despite huge numbers choosing to relocate here, only a handful of expats are really successful in the long term. The rest give up on their dreams and retreat back home... poorer, disillusioned and defeated. These ex-expats found out the hard way that moving to Spain, buying property or even buying a car here can become a bureaucratic nightmare filled with struggle, frustration and unforeseen costs. The good news is you can avoid the problems that catch most expats out by learning from someone who's already experienced them first-hand. Inside, Yolanda shares... * Culture Shock - prepare for some of the big changes you will be faced with and why it doesn't pay to be too polite! * Bureaucracy - avoid expensive mistakes and safely navigate your way through the minefield of Spanish bureaucracy involved in everything from paying a simple bill to buying a house. * Employment - find out why you may well be unable to find a job in Spain and the costs and steps involved in starting a business here. * Property - ensure it doesn't become a financial black hole into which a seemingly never ending supply of money is lost for ever. * Resources - get hundreds of useful links along with case-studies and tips to help save you time and money. Whether you're considering moving to Spain, have just landed or are already an expat in Spain, this book will make your life easier giving you more time to enjoy it!

TRV009130 Travel : Europe - Spain & Portugal

Buying Property in Portugal

Gabrielle Collison

1-905430-28-0

203x127mm

164pp

Paperback

June 2007

Rights: Worldwide & Co-edition



“Insider tips on buying, selling and renting in Portugal” Buying a place in Portugal should be easy yet far too many people have fallen foul of the hidden dangers that can bring your property dreams crashing down around you. In this straightforward guide Gabrielle Collison shares her tips on how to minimise the risks and enjoy a trouble free purchase. Written in plain English, with none of the hype, this guide contains: * how to find reputable agents * case studies from buyers like you * how to get good legal advice * off-plan vs new-build vs resale vs self-build * how to carry out your own checks * step-by-step buying flow charts * renting a property in Portugal * selling your Portuguese property * how to decide where to buy * advice on relocating and residency * much, much more...

BUS054520 Business & Economics : Real Estate - Buying/Selling Homes

BUS054530 Business & Economics : Real Estate - Investments

TRV009130 Travel : Europe - Spain & Portugal

Find Your Passion

20 Tips And 20 Tasks For Finding
Work That Makes Your Spirit Soar...

Jo Parfitt

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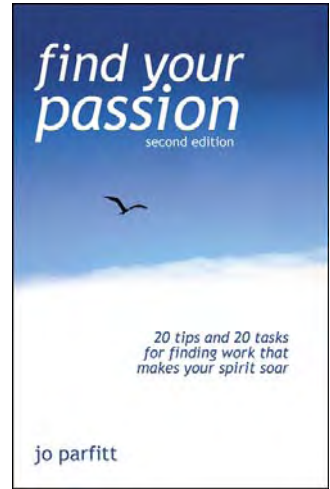
203x127mm

184pp

Paperback

February 2007

Rights: Worldwide & Co-edition



When will you find your true calling? If you want to spend your life doing enjoyable and rewarding work that feeds your soul - that makes your heart sing - then you hold in front of you the roadmap to a new life. In this fully revised and extended edition of Jo Parfitt's highly acclaimed guide to finding the ideal career and living your dreams, you'll find lessons, tasks and inspiring real-life stories to help you find your passion and make your spirit soar. * Would you love to turn your hobby into a source of income? * Do you have what it takes to be an entrepreneur? * Are you returning to work unsure of your ideal job? * Have you recently graduated but find yourself lost for choice? * Are you simply feeling unfulfilled in your present job but know there's something just right for you? Find Your Passion gives you 20 tips and 20 tasks to help uncover your unique contribution, the person you were born to be and the things you love to do. Read this book and change your life.

BUS012000	Business & Economics : Careers - General
SEL021000	Self-Help : Motivational & Inspirational
BUS046000	Business & Economics : Motivational

Release The Book Within

Jo Parfitt

1-905430-26-4

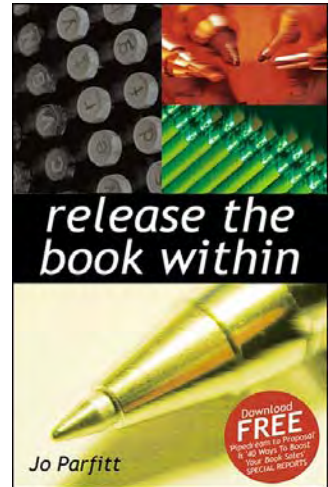
203x127mm

188pp

Paperback

February 2007

Rights: Worldwide & Co-edition



Isn't it time you let that book out? If you've been thinking of writing that bestseller or simply turning your knowledge into a product then you'll learn all you need to know to release your creative potential and turn your ideas into a polished finished product. In this step-by-step recipe book for success by 'Book Cook', Jo Parfitt, you'll learn everything about the writing process, self publishing, pitching to publishers and more as Jo shares over two decades of hard won experience with you. Learn: * How to put the book you have been burning to write into a format that will sell * How to find your voice and hone your vision based on what has worked for other successful expat authors * The ins and outs of self-publishing and e-publishing * Plain english information on ISBNs and other stuff you'll need for your book * How to deal with publishers and agents * How to write a compelling synopsis * Much, much more... Finally the acclaimed publishing and writing masterclass that led one delegate to go on and publish 33 books and get 5 best-sellers in just over 2 years (not to mention moving to Spain in the process) is available in print.

LAN005000 Language Arts & Disciplines : Composition & Creative Writing -
LAN027000 Language Arts & Disciplines : Publishing
BUS011000 Business & Economics : Business Writing

Buying Property in Romania

The Essential Guide for Investors and Property Developers

Alex I Pintea

1-905430-25-6

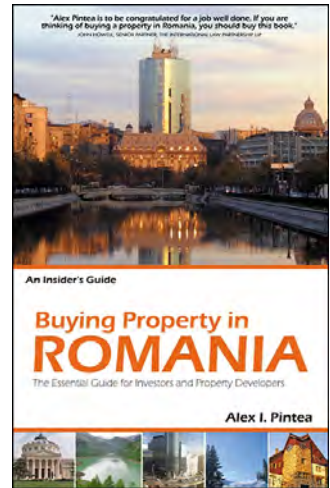
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160pp

Paperback

November 2006

Rights: Worldwide & Co-edition



EVERYTHING YOU NEED TO KNOW ABOUT INVESTING IN THE ROMANIAN PROPERTY MARKET In 2006 Romania was heralded as the best place to make money in property for the next decade. This book gives you everything you need to know to make sound, safe and lucrative choices in this dynamic market. Buying Property in Romania is full of useful tips straight from a UK based Romanian property expert, with offices in Romania and the UK. THE ESSENTIALS... * Why Romania is regarded as one of the hottest property markets in the world * A fact based overview of the Romanian property market * Romania's economy under the microscope * The main risks you need to guard against * Key information about Romania, its people, cities, weather and even food BUYING IN ROMANIA... * The complete buying process clearly and fully explained * What to buy: off plan, new build, renovation, land, old build * Where to buy: bustling cities, unspoilt beaches or awesome mountains * The legal essentials everyone needs to know first * Financing your purchase, maximizing your profits * Step by step land and property purchase instructions INSIDER TIPS... * How to get planning permission * Where, what and how to renovate * Hot tips for renting your property * Much, much more...

BUS054520 Business & Economics : Real Estate - Buying/Selling Homes

BUS054530 Business & Economics : Real Estate - Investments

The Houdini Principle

Discover My Secrets of Creativity and Confidence

Tim Kenning

1-905430-24-8

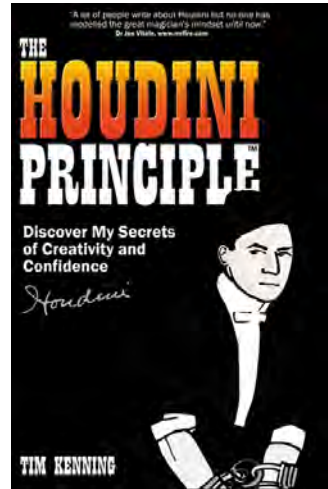
216x140mm

220pp

Hardback

October 2006

Rights: Worldwide & Co-edition



MASTER THE ART OF MENTAL ESCAPOLOGY Explore the life and exploits of a master magician from a unique perspective and create more magic in your own life. This book is not about becoming the next 'Houdini', an escape artist or more versatile magician. This is a book about being inspired, and becoming inspiring. In this book you'll discover a rich source of inspiration for problem solving, creative thinking, innovation and taking on a challenge. You'll discover insights from one of the most creative and innovative thinkers of the twentieth century and, with a creative twist, learn principles that will enable you to overcome obstacles, escape from tight spots and do it all with a sense of ease and adventure. **What You Can Expect When You Read This Book...** Learn a simple trick for being more effective and productive; Redefine problems so that they motivate you instead; Discover the key to being more effective, productive and successful; Feel good more often, have more fun and get more done; Take your comfort zone with you and safely experience new things; Build a reputation for daring, audacity and confidence; 'Do It Anyway' without ever having to 'Feel The Fear'; Use this simple strategy to eliminate fear of failure for good; Learn the art of problem solving from 'The Man Who Made The Impossible Possible'; Make your greatest strength even stronger; See through your own illusions to get 'unstuck' from 'sticky spots' in an instant. Once you master the principles within then you can 'Make The Impossible Possible' too.

SEL009000 Self-Help : Creativity
SEL031000 Self-Help : Personal Growth - General
BIO013000 Biography & Autobiography : Rich & Famous

The Amazon Bestseller Plan

How To Make Your Book An Amazon Bestseller in 24 Hours or Less

Debbie Jenkins, Joe Gregory

1-905430-23-X

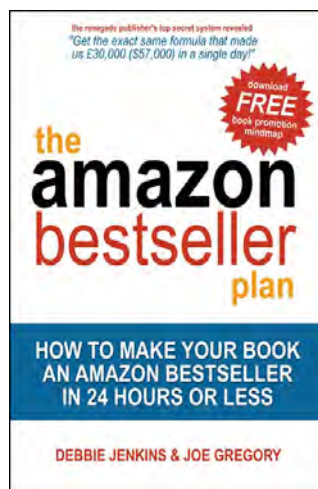
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152pp

Paperback

September 2006

Rights: Worldwide & Co-edition



Make Your Book An Instant Best-Seller... Even If You Have Zero Marketing Budget! While the big name publishers continue to spend mega-bucks to buy their favourite authors to the top, many great books get left by the wayside. Smaller publishers, independent authors, and published authors whose publishers don't do a thing often struggle to make serious sales. Fantastic books, books that people really need, languish in anonymity while the mass-appeal pulp triumphs. Well, what if there were another way? How would you like to get a bestseller and make a ton of money without spending a single penny on advertising? How would it feel if you could sell a pile of books without resorting to bribing the bookstores (yes, it really does happen)? What would it mean to be able to call your book a best-seller? * Achieve "big budget" sales figures without discounting or spending a penny on advertising * Get the exact emails we used to make £30,000 (\$57,000) in book sales in just 1 day * Discover this simple secret and easily get "red hot" endorsements from trusted celebrities * Learn from our mistakes as well as our successes - we reveal everything - goofs and all * Decide if you're ready to take on an Amazon campaign alone using our checklist * How to easily get a pile of genuine 5 star reviews for your book on Amazon * Discover 69 low-cost-no-cost book marketing tips to drive your success even further * Leverage your success to build a database of buyers you can sell to again and again * Get website screenshots showing you how to structure your sales page * Implement this simple trick to legally steal extra profit back from Amazon * Why this system will work equally well with existing books as well as new ones * How short-term "bestseller" success leads to improved and sustainable long term sales. You may have questions such as: How many sales do I need to get in the top 10? How much money can I expect to make? Does it have to be an Amazon campaign? Will this work for products other than books? We answer them all and more inside. Follow this proven, step-by-step system and you too can make your book a bestseller.

Seriously, Are You Taking The Peace?

Jim Parkes

1-905430-22-1

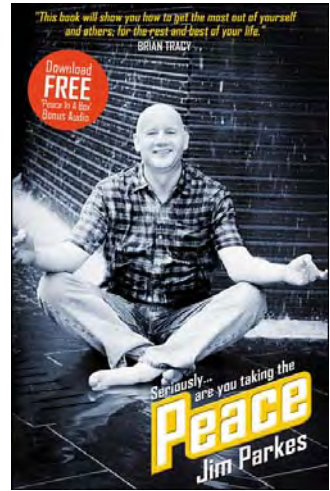
203x127mm

144pp

Paperback

August 2006

Rights: Worldwide & Co-edition



Peace in a box? If only it were that simple... It seems we can buy almost anything today and yet those fundamental feelings of happiness, contentment and peace (all free to those who seek them) are more elusive than ever. Follow the amusing tale of how one man's humdrum life is transformed when he finds "peace in a box" at his local supermarket and discover how, by learning to "take the peace" too, you can create a remarkable life for yourself and the people you love. This book combines powerful principles for finding peace with Jim Parkes' own unique, and somewhat twisted, brand of humour. "This book will show you how to get the most out of yourself and others, for the rest and best of your life." - Brian Tracy

SEL016000 Self-Help : Personal Growth - Happiness

Going Native in Murcia

A Brit's Scrapbook

Debbie Jenkins, Marcus Jenkins

1-905430-21-3

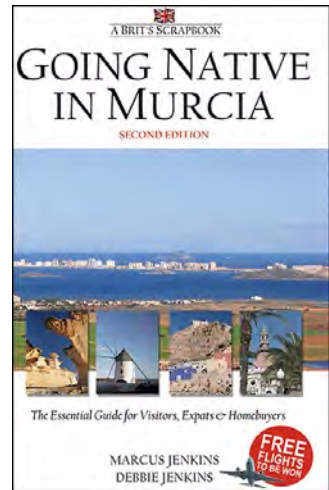
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232pp

Paperback

June 2006

Rights: Worldwide & Co-edition



EVERYTHING YOU EVER WANTED TO KNOW ABOUT THE MURCIA REGION! Full of useful tips straight from a British couple who now call this region their home. Let Debbie and Marcus be your guides as they share their love for Murcia, its people and its surrounds with intimate details, personal stories and hot tips for visitors, home buyers and new natives alike. VISITING... * Comprehensive town and city guide with map * The best places to eat, drink and have fun * Where to find the best beaches * Fun stuff to do from hiking to golf and scuba to horseriding * All about the food, wines and tapas of the region * Party all year round with the detailed fiesta finder BUYING... * The buying process explained from start to finish (learn who does what) * Essential viewing and buying checklists * How to calculate your budget and avoid hidden costs * Complete step-by-step home buyer's flowchart LIVING... * How to get all the home comforts (without the rubbish weather) * Tips for dog and cat owners * Native's share their stories * Dealing with builders, DIY and gardening * Coping with home sickness This second edition has been carefully revised and is packed full of extra information. Going Native in Murcia - the most comprehensive guide in print - is now even better.

TRV009130

Travel : Europe - Spain & Portugal

BUS054520

Business & Economics : Real Estate - Buying/Selling Homes

Heading South?

The Style Bible for Women Over 40

Sue Donnelly

1-905430-18-3

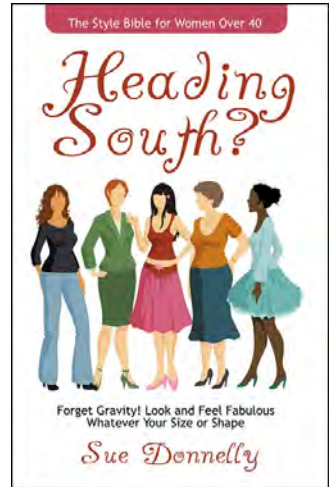
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168pp

Paperback

June 2006

Rights: Worldwide & Co-edition



“Forget Gravity! Look and Feel Fabulous Whatever Your Size or Shape” I don’t know about you, but when I look in the mirror these days it’s always a bit of a shock. What’s happened to my body? The bags under my eyes could easily hold the weekly supermarket shopping. My bottom is desperately trying to reach my knees and I have a roll of flesh round my middle that would come in handy if I happened to be drowning. I’m also pretty sure I have cellulite, but I’d need to pop my specs on to make absolutely certain! As we get a little bit older and wiser it seems that gravity begins to take its toll and more and more of our body parts start to head south. But you no longer have to take it lying down! In this book I’ll share a few tricks of the trade on clothing, makeup, hair and accessories you can use to look your sensational self without endless dieting or resorting to the surgeon’s scalpel. If, like me, you are around 50 years old then the world should be your oyster. This is the time when we have more freedom, more wealth and more wisdom than in our previous years. Gone are the days when reaching 50 means elasticated waistbands and tightly permed grey hair. You can still turn heads... even when you are older!

HEA003530	Health & Fitness : Beauty & Grooming - Fashion
HEA024000	Health & Fitness : Women’s Health - General
HEA003520	Health & Fitness : Beauty & Grooming - Cosmetics

Sell That House

The Easy Way To Add £££s To The Value of Your Home and Sell It Fast

Karen Burge

1-905430-19-1

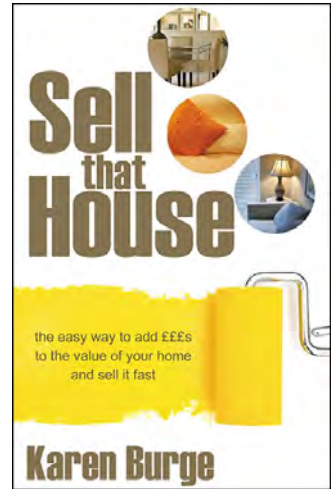
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104pp

Paperback

June 2006

Rights: Worldwide & Co-edition



SELL IT FASTER... SELL IT HIGHER Would you believe that just by moving the furniture, doing some clearing out, cleaning up and decorating you could add as much as £20,000 to the value of your home? That's what Karen Burge did with a client's house in Shropshire. More recently Karen wanted to sell her own house fast. It was first valued at £640,000 but after applying some of the tips inside this book she got the agents back in and was told it could now go on the market at £699,000. A £59,000 increase in value! So before you even think about lowering the price for a quick sale invest in this book. You can make more money and sell your home faster with the simple tips and insider secrets Karen shares. You will discover... * The 3 golden rules for presenting your home at its best * How to have buyers say "wow" before they even reach the door * 9 tips for creating a luxurious living room * What to do in your bedroom to add instant buy-ability * 7 steps to a beautiful bathroom * How to choose the right estate agent for you * 7 simple ways to hide the clutter (and smells) created by pets and children * and much, much more... Ideal for canny home-owners and savvy property investors alike. This book will put money in your pocket.

HOM017000	House & Home : Remodeling & Renovation - General
BUS054530	Business & Economics : Real Estate - Investments
ARC007000	Architecture : Interior Design - General

Follow Your Dream

Become Your Own Career Coach
and Get The Job You Love

Barbara Buffton

1-905430-17-5

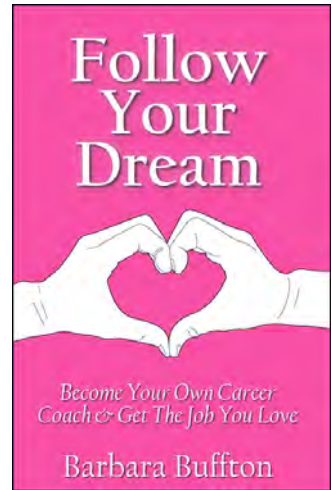
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144pp

Paperback

April 2006

Rights: Worldwide & Co-edition



We all deserve to be spending our time doing what we love... So, if... * You're still looking for your dream job * You keep telling yourself - "there must be something better than this!" * You feel your potential is wasted (and undervalued) in your current career ...then "Follow Your Dream" will help you discover what you really want to do and give you the motivation and determination to make it happen. Much more than just a how-to career book, Follow Your Dream takes you on a journey to realise your inner potential and create the working life you want using powerful goal-setting approaches and NLP (Neuro Linguistic Programming). As you become your own career coach you'll find it easier and easier to choose what's right for you and take positive steps towards your dream life and career. Feel supported, energised and inspired as you: * Marvel at the unlimited possibilities that are opening up to you * Experience 13 powerful activities for realising your potential * Discover what it is you really want from your dream job * Unleash your creativity and intuition * Really firm up your career objectives into an easy-to-follow plan * Learn to look after your body and mind as you stretch the possibilities * Find more rewarding and exciting work you really love to do * Uncover talents you never knew you had Packed with case studies, examples and exercises, Follow Your Dream helps you define where you are now, create a vision of where you want to be and then provides you with the resources you need to progress towards it, effortlessly.

BUS037020 Business & Economics : Careers - Job Hunting
BUS056000 Business & Economics : Career Management

Bare Knuckle Negotiating

Knockout Negotiation Tactics They Won't Teach You At Business School

Simon Hazeldine, Duncan Banatyne

1-905430-14-0

229x152mm

132pp

Paperback

April 2006

Rights: Worldwide & Co-edition



The Street-Smart Guide For Entrepreneurs, Sales People and Professional Negotiators Written by a veteran salesman and negotiator with a track record spanning millions of pounds in sealed deals, this book draws on the most advanced techniques used today by elite negotiators and professional influencers. Inside, negotiating is stripped back to the bone, providing you with the tools, insights and tactics you really need to win at the, often brutal, game of business negotiation. You will discover... * The Essential L-I-M Model For Getting What You Want * The 7 Stages of Successful Negotiation In-Depth * How To Guard Against Sneaky Tricks and Dirty Tactics * The 8 Key Traits of Exceptional Negotiators * The Dark Side of Negotiation Revealed * The 2 Main Negotiating Styles and Knowing When To Use Them * How To Deal With Power Plays * Your Responsibilities As A Negotiator * How To Give A Little To Gain A Lot ...and much more Ideal for professional purchasers, buyers, sales people, business owners and entrepreneurs, Bare Knuckle Negotiating gives you a decidedly unfair advantage as a "board-room brawler". Simon Hazeldine has worked with FTSE 100 companies and multi-national corporations as a salesman, sales trainer and sales manager. His negotiation skills training programmes have been used in 28 countries throughout the world. His first book in the series, Bare Knuckle Selling, achieved critical acclaim from his peers. Simon Hazeldine has a Masters Degree in the psychology and management of performance and is a Fellow of the Institute of Sales & Marketing Management. He is also Certified as a Master Practitioner and Trainer of NLP (Neuro Linguistic Programming).

BUS047000	Business & Economics : Negotiating
BUS058520	Business & Economics : Sales & Selling - Techniques
BUS007010	Business & Economics : Communications - Meetings & Presentations

Property Made Simple

The Absolute Beginner's Guide To Profitable Property Investing

Peter Stanley

1-905430-16-7

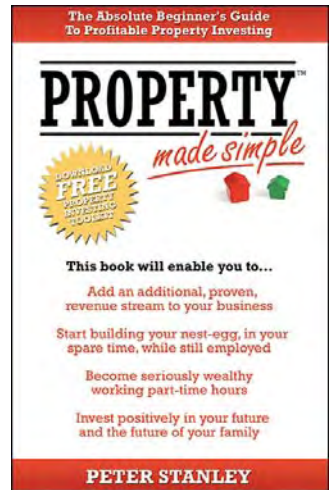
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132pp

Paperback

April 2006

Rights: Worldwide & Co-edition



Now You Can Build A Property Fortune (Working Part-time Hours) Too... Do you watch the property investment programmes thinking, "I should be doing that!" ... but don't know where to start? Do you know someone who has made money out of property, want to do the same ... but are afraid of making a bad decision? Wouldn't you just love to get started ... if it wasn't for those nagging doubts at the back of your mind? Don't you wish there was a resource full of simple, easy to understand answers to all your questions - in plain English? Well now there is! Written by a successful UK property investor, this book shows you how to confidently invest in property - working part time hours. You'll get the tools, confidence and know-how to make serious money at the property game whether you have a full-time job or are self-employed. Just some of the great stuff you'll get inside: * What you absolutely must do before you begin * How to shrewdly assess property deals like a professional * Which investment approach is right for you * Easy ways to put other people's time and money to work for you * How to finance your property deal - the options * How to handle tenants and find good estate/letting agents * Build your confidence with the jargon buster * ...and much, much more This book will enable you to... * Add an additional, proven, revenue stream to your business * Start building your nest-egg, in your spare time, while still employed * Become seriously wealthy working part-time hours * Invest positively in your future and the future of your family

BUS054520	Business & Economics : Real Estate - Buying/Selling Homes
BUS054530	Business & Economics : Real Estate - Investments
BUS050020	Business & Economics : Personal Finance - Investing

Expatriate Entrepreneur

How To Create and Maintain Your Own Portable Career Anywhere In The World

Jo Parfitt

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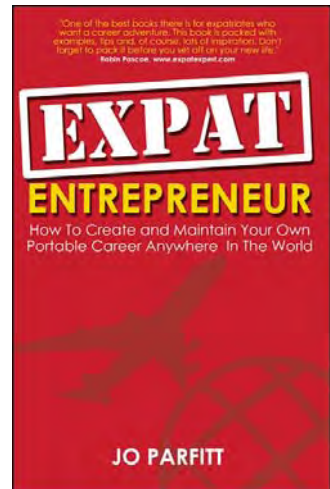
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228pp

Paperback

March 2006

Rights: Worldwide & Co-edition



Tens of thousands of people now move overseas for work or pleasure. If this is you, read on... Going to live in a new country can be the catalyst for a sea-change in your career. Opportunities that existed in one country may dry up in another. Sometimes it makes sense not to pursue one single career path but to adopt a shifting, growing, portfolio of portable careers. Section 1 arms you with practical advice on how to choose a business idea that works for you and how to develop the right mindset. Section 2 shares the remarkable stories of more than 23 international entrepreneurs as they share how they've maintained and built rewarding, portable careers in all four corners of the world. Section 3 provides extensive links, resources and tips for expatriate entrepreneurs living in 35 countries. If you are considering working for yourself in a foreign land then this inspirational guide belongs in your suitcase, wherever you may be, wherever you may go and whatever you may hope to become. ABOUT THE AUTHOR Since 1987, professional writer, publisher and journalist, Jo Parfitt has taught word processing to housewives in Dubai, made and sold date chutney in Oman and taught creative writing in Norway. A former editor of Woman Abroad magazine, she has also been involved in network marketing, sold books for Dorling Kindersley, run a CV writing service and made Christmas decorations from the flowers in her Middle Eastern garden. Jo's articles on portable careers have been featured all over the world in publications such as Living Abroad, Emirates Woman, Gulf Air Golden Falcon, Expatrium, Eurograduate, Transitions Abroad, Nexus, Hobson's Career Guides, Women's Business, Woman's Journal, Bonjour, Resident Abroad, Independent on Sunday, The European and The Weekly Telegraph. From her current home in The Netherlands she specialises in helping others to write their books and get published.

TRV026010 Travel : Special Interest - Business Travel
BUS025000 Business & Economics : Entrepreneurship
BIO003000 Biography & Autobiography : Business

Tales of Talent

How To Harness Your People's Talent To Achieve Your Organisation's Vision

Guy Ellis

1-905430-11-6

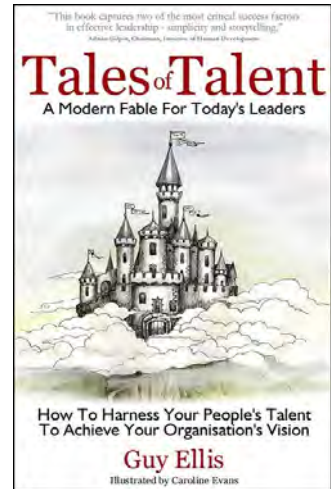
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128pp

Paperback

February 2006

Rights: Worldwide & Co-edition



There came a time when all organisations recognised that their employees were the only real variable in achieving long-term success... where employees were recognised for inspiring others to feats greater than the sum of their individual parts... where a unifying culture was seen as a way of holding a company together through the hard times and keeping it disciplined through the good... where the good name of an organisation rested not on clever advertising but on the small, everyday actions of all its people, working towards the same goals... where it wasn't the big ideas of management that brought success but rather their ability to communicate and motivate employees to put those ideas into action. That time was not now... But that time was coming... A series of short yet powerful modern day stories, woven into the tale of a young boy in Medieval England, are used to illustrate best practice in talent management for all leaders of people. Based on research and interviews with people experts and leaders in the public and private sector as well as household names such as Disney, BP, Oxfam, Prudential, GSK, Michael Page, Capital One and Standard Chartered, Tales of Talent is much more than just a Fairy Tale.

BUS030000 Business & Economics : HR & Personnel Management

BUS042510 Business & Economics : Management - Teams

How To Stop Flogging A Dead Horse

The Business Owner's Guide To Creating Happy Endings

Alison Clark

1-905430-06-X

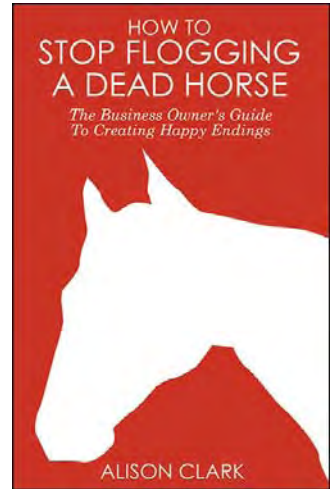
203x127mm

148pp

Paperback

March 2006

Rights: Worldwide & Co-edition



Is A Fear of Letting Go Stopping You From Getting The Success You Desire? Whether you already run a business or dream of it and haven't yet taken the plunge, this book will support you to: * Recognise when it's time for a change * Learn how to let go gracefully... off with the old * ...and on with the new Business owners will find advice on diverse topics such as: * How to end a meeting or conversation * How to end a business relationship * How to sack problem clients or suppliers * How to let 'good ideas' go without regret * How to set a compelling vision for the future Those contemplating starting out in business will find the help they need to tackle the obstacles that hold them back and to recognise when the time is right to accept the challenge. Filled with case studies and anecdotes, this witty and honest guide includes practical suggestions and exercises based on the author's own experiences in business and life.

BUS025000	Business & Economics : Entrepreneurship
BUS060000	Business & Economics : Small Business - General
BUS019000	Business & Economics : Decision Making & Problem Solving

The Coaching Parent

Help Your Children Realise Their Potential by Becoming Their Personal Success Coach

David Miskimin, Jack Stewart

1-905430-09-4

229x152mm

220

Paperback

January 2006

Rights: Worldwide & Co-edition



Imagine You Could Afford The World's Best Coach For Your Child... Watch, listen to and feel what it is like as your child blossoms, discovers hidden talents and abilities, and develops an ever-deepening level of self-confidence. Notice how the coach is working. Marvel at the wonderful rapport coach and child share, how learning has become not only enjoyable, but also easier and faster. Well, imagine now you are that coach... Watch, listen to and feel what it is like as you work with your child, doing everything the coach did, and more! And, as you combine the deep love and respect you have for your child with the skills of the world's best coach notice any barriers to achievement simply melting away for both of you as new and exciting possibilities present themselves. Welcome to The Coaching Parent! You hold in your hands the key to becoming your child's personal, inspirational coach. This book provides all the tools and motivation you need to make the best use of the coaching opportunities that arise in your daily interactions with your child. Written for parents, step-parents, guardians, carers and grandparents this books presents you with proven techniques for relating to and helping the children in your care dramatically improve their life chances. Ideal for parents of children from pre-school to teenage years. Contains 45 'Coaching Flash Cards' to copy and use with your children.

FAM034000 Family & Relationships : Parenting - General
FAM043000 Family & Relationships : Life Stages - Teenagers
FAM039000 Family & Relationships : Life Stages - School Age

FBI: The Fit Body Initiative

Steve Halls

1-905430-08-6

229x152mm

188pp

Paperback

November 2005

Rights: Worldwide & Co-edition



A Personal Trainer In Your Pocket! Imagine What You Could Achieve In 90 Days With Your Own Personal Trainer... Well this book is the next best thing and a lot more affordable - you don't even have to leave the comfort of your own home. The FBI has been specially written to help you change your lifestyle gradually. With nutritional advice, training tips and tasks that build into a comprehensive guide to a healthy lifestyle - you get in the best shape of your life one day at a time. Do you value your own health? Do you love someone so much that you want to be around for longer? Do you want to live this life being stronger, fitter and feeling full of energy? Then this is the book for you. Suitable for men and women, regardless of age or ability, this book provides you with the motivation, advice and support to get the Fit and Vital Body you deserve. FBI can help with: Weight Management and Improved Body Shape Rehabilitation For Health Healthy Weight & Shape Maintenance Increasing Energy Levels Replacing Excess Fat With Lean Muscle This is not a fad diet - but solid, tried and tested, information that will stand the test of time.

HEA017000

Health & Fitness : Nutrition

HEA007000

Health & Fitness : Exercise

Good Question!

The Art of Asking Questions To Bring About Positive Change

Judy Barber

1-905430-07-8

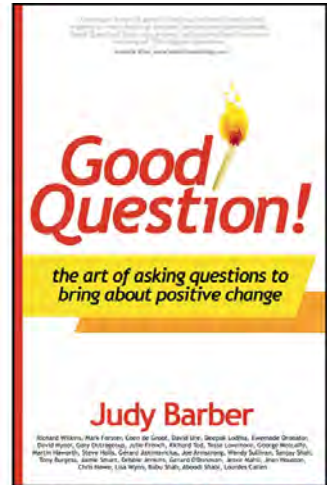
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November 2005

Rights: Worldwide & Co-edition



HAVE YOU EVER noticed how pleased people are when you ask a good question? They even exclaim 'Good Question!' in acknowledgement. This book, which brings together some of the favourite questions used by 28 of the sharpest minds in business and personal development today, will extend your repertoire of good questions enabling you to have truly transformational conversations. For the coach and non-coach alike, this book will enable you to help yourself and others find more of the resources needed to make things better. Whether you want to change the world, improve the lives of the people you love or simply improve your relationships or business, this book provides powerful questions that compel us all to find inspirational answers. Created by Judy Barber with expert contributions from... Coen de Groot, Richard Wilkins, Mark Forster, David Ure, Deepak Lodhia, Ewemade Orobator, David Hyner, Gary Outrageous, Julie French, Richard Tod, Tessa Lovemore, George Metcalfe, Martin Haworth, Steve Halls, Gerard Jakimavicius, and Armstrong, Howard Sullivan, Sanjay Shah, Tony Burgess, Jamie Smart, Debbie Jenkins, Gerard O'Donovan, Jesse Aglio, Jean Houston, Chris Howe, Lisa Wynn, Babu Shah, Aboodi Shabi, Lourdes Callen

SEL021000

Self-Help : Motivational & Inspirational

OCC019000

Body, Mind & Spirit : Inspiration & Personal Growth

Be Happy, Make Money

How To Turn Your Skills, Talents, Hobbies & Ideas Into Multiple Income Streams

Jackie Headland

1-905430-04-3

203x127mm

152pp

Paperback

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Today we are seeing a quiet revolution going on in cities, towns and villages all over the world... Small scale enterprise is the new, healthy alternative that many are choosing instead of getting a 'real' job. This revolution is leading 'ordinary' people to discover their own profitable, satisfying and intrinsically significant work. Even better, it's a revolution of the human spirit that's available to anyone ready to reclaim their soul and, in so doing; help create the new art form called Multiple Income Streams. It doesn't matter whether you work for someone else, run your own business or are unemployed; you can still create multiple streams of income using all of your gifts, talents, skills and knowledge to boost your financial security, have fun, and lead a more fulfilling life. In Be Happy, Make Money you'll discover: * The Truth About Affiliate Programmes & How To Choose The Right Ones For You * The Power of Passive Income Generators * 200+ Suggestions For Turning Your Skills and Hobbies Into Cash * How To Be An Entrepreneur Even While In Full Time Employment * Tips For Running Your Multiple Income Streams * Why Multiple Income Streams Are The Best Way To Financial Freedom * Ideas For Earning £10-£1000+ per Hour Buy this book and find your own path to joyful and blessed financial freedom!

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BUS025000	Business & Economics : Entrepreneurship
BUS029000	Business & Economics : Free Enterprise

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Knockout Sales Tactics They Won't Teach You
At Business School

1-905430-05-1

Simon Hazeldine, Dr Joe Vitale

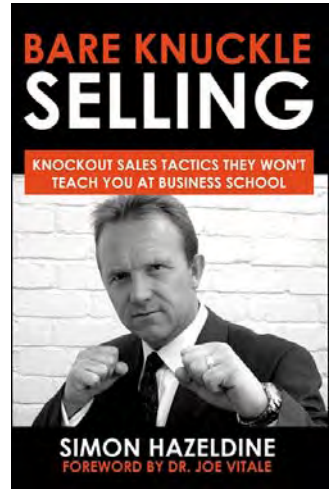
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Written by a sales veteran with a track record spanning millions of pounds and dollars in sealed deals, this book blends the best psychological, NLP (Neuro Linguistic Programming) and classical persuasion techniques with a street-wise, gritty success system based on the author's own hard experience in selling and training sales professionals at the highest level. This book strips selling back to the bone giving you the essential tools you really need to beat your competition to a pulp and win the admiration of your customers, clients and peers. Inside you will learn... * Surefire Objection Handling Techniques * Sneaky Tricks For Dodging The Gatekeepers * How To Tap Into Your 'Top 10 State' For Success * Hypnotic Sales Techniques * Killer Closes and The Art of The Finishing Move * How To Hook For Powerful Results * How Using The 'ABC Principle' Will Boost Your Sales * Vital Tips From A Pro For 'Big Game Hunting' ...and much more Ideal for the veteran sales person or for those just starting out in the wonderful world of selling, Bare Knuckle Selling gives you the essential information you'll need to be the best in your class.

BUS058520

PSY017000

Business & Economics : Sales & Selling - Techniques

Psychology : Interpersonal Relations

Secrets of Successful Women Entrepreneurs

Sue Stockdale

1-905430-03-5

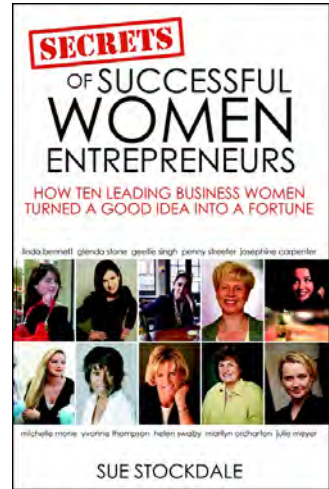
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There are many successful female entrepreneurs in the UK, yet most are not well known. This book shares the inspiring stories of ten successful women with lessons on overcoming challenges, gaining motivation and turning your dreams into reality. By following the author's Seven Steps to Success you'll be able to put what you learn to practical use. The women entrepreneurs featured include: Linda Bennett Founder of LK Bennett; Josephine Carpenter, Founder of The Big JT; Julie Meyer, Founder of First Tuesday and Ariadne Capital; Michelle Mone, designer of the UltimoT Bra; Dr Marilyn Orchardon, creator of Denplan; Geetie Singh, creator of the world's first organic gastro pub; Dr Glenda Stone, Founder of Aurora Gender Capital Management (formerly Busy Girl); Penny Streeter, Founder of Ambition 24 hours; Helen Swaby, Founder of DeMontfort Fine Art; Yvonne Thompson CBE, Founder of the first known black-owned and run PR agency in the UK. Sue Stockdale is a motivational speaker, successful businesswoman and record-breaking explorer. She is passionate about women's enterprise and on the Board of several organisations related to business start-up. Sue was the first British Woman to walk to the Magnetic North Pole in 1996 and has represented Scotland in athletics. She also finished runner-up in the Channel 4 show Superhuman. Sue holds an MBA in Entrepreneurship and Business Venturing.

BUS025000	Business & Economics : Entrepreneurship
BIO003000	Biography & Autobiography : Business
BUS048000	Business & Economics : New Business Enterprises

Does My Belly Look Big In This?

The Definitive Style Guide For Men

Sue Donnelly

1-905430-00-0

203x127mm

132pp

Pages

August 2005

Rights: Worldwide & Co-edition



It is harder for men isn't it? You can't get together to discuss which outfit suits you, or realise the allure of retail therapy like women can. Just imagine you and your mates down the local pub chatting about your favourite shade of pink. Difficult. It might be a laughing matter but if you don't really care about your image you might be having a harder time at work not to mention on the romance front. Studies have proven that a poor image limits prospects at work, and that others make major judgements based entirely on our appearance. Discover... * How to hide your beer belly * How to make short legs look longer or long legs look shorter * How to make a slight frame look more imposing * Your unique face shape and which glasses/hairstyles suit it best * How to tie half windsor, double windsor and 4-in-hand knots * How to look more youthful or authoritative * What to do when your hair starts to desert you * How choosing the right colour can affect your mood and performance * Your unique body shape and how to make the most of it with the right clothes * Why size matters - getting your scale right * A hit-list of stuff you should chuck out of your wardrobe - right now! This book is for you if you want to... * Improve your career and promotion prospects * Make a powerful lasting first impression * Command more respect from your peers * Have more success on the romance front

BUS503020 Business & Economics : Business Life - Fashion/Image

HEA015000 Health & Fitness : Men's Health

HEA003540 Health & Fitness : Beauty & Grooming - Hair

Cut The Strings

The True Story of a Soul Reclaimed

Lynn Grocott, Chris Bonington

0-9545681-9-2

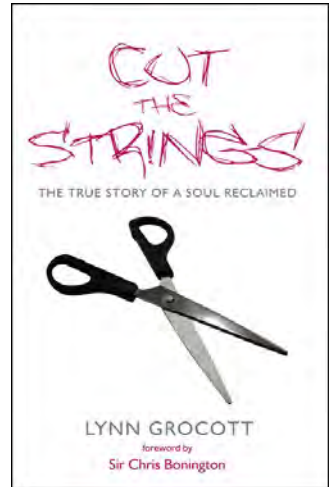
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152pp

Paperback

July 2005

Rights: Worldwide & Co-edition



Here was a man with such pride, a man in his late twenties who could create a beautiful item from nothing. But the truth of the matter was... MY DAD WAS A MONSTER This is the true story of one woman's courage in the face of a life full of pain. Abused by her father, bullied at school and neglected by her mother, Lynn Grocott's childhood was a waking nightmare. As an adult, tormented and haunted by her youth, her life went from bad to worse. She was eventually admitted to a psychiatric ward after facing the suicide of both parents. Somehow Lynn crawled back but fate was relentless in its cruelty... She was diagnosed with Multiple Sclerosis and virtually wasted away as she battled to overcome Anorexia Nervosa. Yet despite all that life has thrown at her Lynn is an achiever. She's been able to turn things around, reclaim her soul and live life as a winner, fulfilling lifelong dreams and raising money for charity. This is a story that will at times shock and appall you. But beyond that it reminds us all that we have the power to emerge from life's darkest challenges as stronger and happier human beings. The author is donating a third of all royalties to Child Advocacy International.

BIO511000 Biography & Autobiography : Childhood Memoir

BIO022000 Biography & Autobiography : Women

Money Gym

The Wealth Building Workout

Nicola Cairncross

0-9545681-8-4

229x152mm

228pp

Paperback

May 2005

Rights: Worldwide & Co-edition



When Will You Gain Financial Freedom? . Are you sick to death of feeling like you never have enough money? . Do you often worry about your financial future? . If you stopped working right now, would the money stop too? Well there's good news! Anyone can learn the tricks and techniques the rich use to get richer - and this book reveals all. Packed with 90 action-packed lessons you'll develop greater financial intelligence and be well on the road to financial freedom in no time at all. Learn how you can: Give up your day job, work from home or become your own boss. Become a confident property investor & play the stockmarket safely. Profit from your passion & make money while you sleep. Finally be free to have, do and be all the things you ever wanted. Profit from the 4 lanes of the financial freedom highway. Isn't it time to enjoy life now and relax knowing your future is already taken care of? The solution is in your hands... Read this book and make your dreams come true.

BUS050000 Business & Economics : Personal Finance - General

The 80/20 Makeover

Sue Donnelly

0-9545681-6-8

229x152mm

80pp

Paperback

May 2005

Rights: Worldwide & Co-edition



The 80/20 Principle states that 80 percent of your results come from just 20 percent of your actions. Guided by this rule, acclaimed image consultant Sue Donnelly, leads you step by step to getting your image just right. Together you'll hone all the little things that make a huge difference to the way you look, feel and operate. - Use Colour To Give You & Your Image A Boost - Spend Less Time & Money To Get A Look That Works - Discover Your Unique Body Shape & Scale - Learn To Cheat Nature Without Cosmetic Surgery - Men: Half The Time Of Your Shopping Trips - Women: Have A Wardrobe Full of Clothes You Love

BUS503020

Business & Economics : Business Life - Fashion/Image

SEL027000

Self-Help : Personal Growth - Success

Get Noticed

How To Boost Your Small Business Profile
In 30 Days Or Less

Paula Gardner

0-9545681-7-6

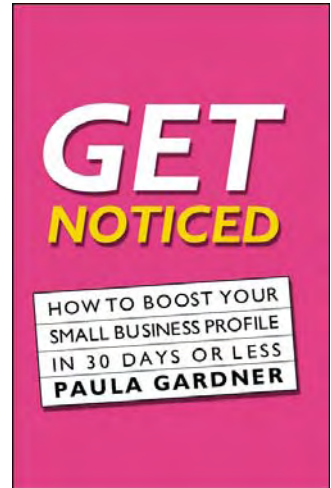
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124pp

Paperback

May 2005

Rights: Worldwide & Co-edition



Do you want to crack the secrets of PR and gain high-profile media coverage for your business? Are you eager to get publicity and exposure for your business, book, event, art or music? Would you like to learn how to put together your own professional PR campaign while saving thousands every month in expensive fees? Isn't It Time For You To Get Noticed? Top UK media coach and PR professional, Paula Gardner, spills the beans on what it takes to get cost-effective media coverage for your growing enterprise. Whether you're just starting out or you're keen to grow you're sure to succeed faster with this 30 day "Do Your Own PR" masterclass.

BUS043000 Business & Economics : Marketing - General
BUS052000 Business & Economics : Public Relations

Attraction Marketing

Annie Meachem

0-9545681-5-X

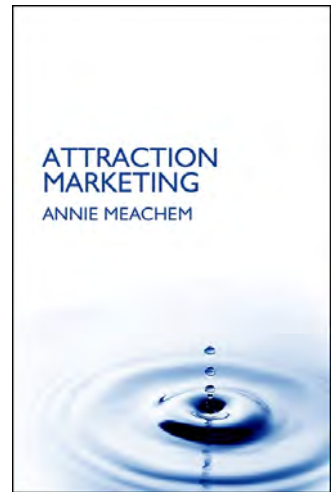
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132pp

Paperback

May 2005

Rights: Worldwide & Co-edition



Imagine being able to attract all the perfect clients you ever wanted without selling... By blending proven marketing approaches with 30 practical Law of Attraction principles this book gives you the key to creating a constant and easy flow of just the right number of perfect clients for your business. So if you're the kind of person who loves what you do but often cringe at the thought of having to 'peddle your wares' then Attraction Marketing will be a welcome relief from our increasingly 'hard selling' culture.

BUS043000 Business & Economics : Marketing - General

SEL503000 Self-Help : New Age (Self Help)

BUS018000 Business & Economics : Customer Service

How To Buy Property In Bulgaria

A Brit's Scrapbook

Losack, Joanna

0-9545681-3-3

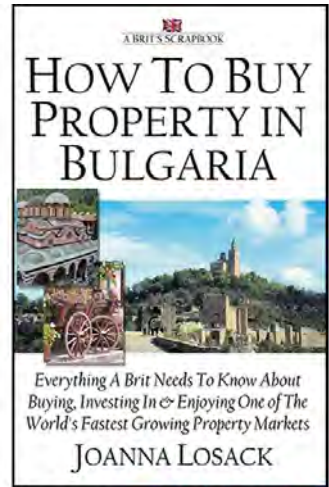
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92pp

Paperback

February 2005

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Could You Double Your Money In 4 Months Too? Full of useful tips straight from a British property investor who learned what she knows the hard way, this book will reveal all the little secrets for being successful in finding your ideal holiday home or investment property. The author bought her first Bulgarian investment property for £3,500 and saw it double in value a mere 4 months on. She shares how to find similar opportunities and how to make the most of your investment as a personal and financial asset. Inside You'll Discover: - The Buying Process Explained From Start To Finish - How To Overcome The Legal Blocks To Foreign Property Investors - Sensible Advice on Planning Your First Trip To Bulgaria - Links To All The Websites You'll Ever Need - A Viewer's Essential Checklist - How To Calculate Your Budget & Avoid Hidden Costs - UK vs Bulgaria - Climate & Cost of Living Comparisons - Reasons Why You'd Be Smart To Invest Now - 87 Hands on Tips From A Brit That Has For Brits That Will...

TRV009040

Travel : Europe - Eastern

BUS054520

Business & Economics : Real Estate - Buying/Selling Homes

Oops! I Dropped A Vowel

5 Vital Habits For High Achievers

Tony Burgess, Julie French

0-9545681-2-5

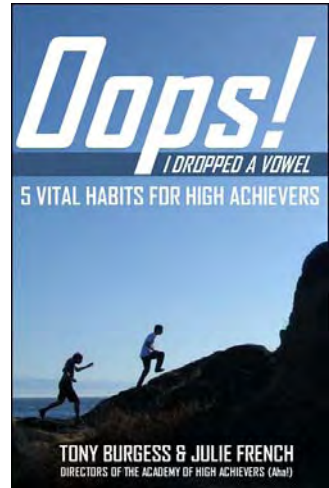
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80pp

Paperback

February 2005

Rights: Worldwide & Co-edition



Be a fly on the wall as you observe someone else's discoveries unfolding before them. Soak up the nuggets of timeless wisdom as you get to enjoy reading and learning all at once. Written by Personal Development and Neuro Linguistic Programming experts, Oops! I Dropped A Vowel has been devised so that all you need to do is read, relax and enjoy it to allow the learning to sink in. Then, without even realising, you'll soon find yourself acting, thinking and behaving like the high achiever you always knew you were. Inside you'll learn how to... - Stop Drifting & Get Firmly On Course - Visualise Success & Make it Real - Learn From Top Performers In Any Field & Soak Up Their Skills Like A Sponge - Feel As Good As You Want Whenever You Want - Reclaim Control Of Your Life & Stop Other People Dictating How You Feel - Design & Live Your Perfect Day - Every Day The "vowel system" as shared in this book has led to impressive results for high achievers in sport, business and life who have used it to propel their own success from excellent to outstanding! Discover the habits behind the "vowels" and it will do the same for you!

SEL027000 Self-Help : Personal Growth - Success

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