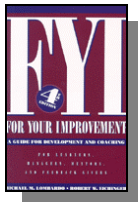


# Bookshop Bulletin



## New Books December 2007

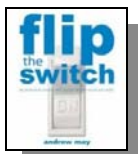


**FYI: For Your Improvement : a guide for development and coaching** / Lombardo & Eichinger

RRP: \$ 189.95  
AIM Member: \$ 170.95

*FYI For Your Improvement* (4th Edition) provides step-by-step guidance for anyone who wants to develop new competencies or for anyone working with another person on their development.

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**Flip the Switch : why performance increases when you play hard and recover even harder** / Andrew May

RRP: \$ 34.95  
AIM Member: \$ 31.45

Performance expert Andrew May explains how to maximise your energy, why learning to go slow will boost productivity, and how to sustain performance without ever needing to crash and burn

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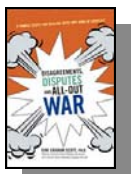


**The Team-building Tool Kit : tips and tactics for effective workplace teams** / Deborah Mackin

RRP: \$ 29.95  
AIM Member: \$ 26.95

Workplace teams learn to function as effective units when they have the tools and techniques to be greater than the sum of their parts. Now thoroughly updated and expanded, "*The Team-Building Tool Kit*" provides practical advice to guide team coaches, leaders, and members to high-performance results.

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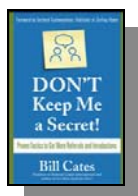


**Disagreements, Disputes, and All-Out War : 3 simple steps for dealing with any kind of conflict** / Gini Scott

RRP: \$ 24.95  
AIM Member: \$ 22.45

The potential for conflict exists in every interaction. But when one doesn't know how to deal with these disagreements constructively, they can escalate into unproductive and even destructive situations. The key is not to avoid conflict, but to recognize and manage it skillfully to produce the best possible outcome.

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**Don't Keep Me A Secret : proven tactics to get referrals and introductions** / Bill Cates

RRP: \$24.95  
AIM Member: \$ 22.45

Word of mouth, person-to-person connections matter more to your success than all the hard-sell strategies in the world. This ingenious self-marketing guide by America's #1 "Referral Guru" reveals sure fire secrets that will help you to identify, and successfully meet, hundreds of high quality referrals.

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**The Boss from Outer Space and Other Aliens at Work : a down-to-earth guide for getting along with just about anyone**  
/ Patricia J. Adesso

RRP: \$ 24.95  
AIM Member: \$ 22.45

Anyone who works in an office probably has to deal with at least some people who are so different they might as well be from another planet. These differences can lead to conflict or, if handled properly to a greater appreciation of others and a more productive workplace.

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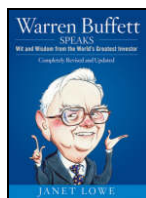
# Bookshop Bulletin



## New Books December 2007

**Warren Buffett Speaks : wit and wisdom from the world's greatest investor / Janet Lowe**

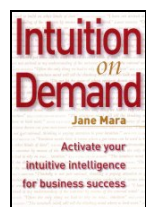
RRP: \$ 26.95  
AIM Member: \$ 24.25



Most people come to know of Warren Buffett through his ability to generate wealth. However, as Janet Lowe reveals in her book, *Warren Buffett Speaks*, Buffett is more than a money-making machine. *Warren Buffett Speaks* is a library of notes and quotes that have been collected over the years, aimed at revealing the many aspects of the World's Greatest Investor, his wit, personality, and wisdom.

**Intuition on Demand : activate your intuitive intelligence for business success / Jane Mara**

RRP: \$ 25.00  
AIM Member: \$ 22.50



What do a CEO, an orchestra conductor, a bishop and a mountaineer have in common? As you'll discover in this book, they actively work with their intuition every day. This book will show you that intuition is your powerful ally in business, more understanding and empathy, as well valuable insights about the way ahead.

**Anatomy of a Trend / Henrik Vejlgaard**

RRP: \$ 34.95  
AIM Member: \$ 31.45



Henrik Vejlgaard is a world renowned pioneer in analyzing and predicting cultural trends. His invaluable insight into market behavior has been utilized by PepsiCo, Black & Decker, Hasbro, Microsoft, Kellogg's, Philips, Fiat and many more. And now for the first time he distills his years of research so that anyone can benefit from his doctrine of trend analyzing.

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