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ORLANDO REAGAN

Victimology Rowman & Littlefield Publishers
Routledge English Language Introductions cover core areas of language study and are one-stop resources for students. Assuming no prior knowledge, books in the series offer an accessible overview of the subject, with activities, study questions, sample analyses, commentaries and key readings – all in the same volume. The innovative and flexible ‘two-dimensional’ structure is built around four sections – introduction, development, exploration and extension – which offer self-contained stages for study. Each topic can also be read across these sections, enabling the reader to build gradually on the knowledge gained. Introducing English Language: is the foundational book in the Routledge English Language Introductions series, providing an accessible introduction to the English language contains newly expanded coverage of morphology, updated and revised exercises, and an extended Further Reading section comprehensively covers key disciplines of linguistics such as historical linguistics, sociolinguistics and psycholinguistics, as well as core areas in language study including acquisition, standardisation and the globalisation of English uses a wide variety of real texts and images from around the world, including a Monty Python sketch, excerpts from novels such as Virginia Woolf’s To the Lighthouse, and news items from Metro and the BBC provides updated classic readings by the key names in the discipline, including Guy Cook, Andy Kirkpatrick and Zoltán Dörnyei is accompanied by a website with extra activities,

project ideas for each unit, suggestions for further reading, links to essential English language resources, and course templates for lecturers. Written by two experienced teachers and authors, this accessible textbook is an essential resource for all students of the English language and linguistics.

Reference Techniques AOSIS

Strategic Management: Towards sustainable strategies in southern Africa covers the key concepts of strategy and shows how these are integrated within the management environment. The book outlines how South African organisations make use of strategic management principles to make positive and practical changes to their enterprises. It also provides theory and knowledge that can be applied to the work context to enable career growth and development. The book is written for senior undergraduate and postgraduate students of management at universities and universities of technology.

Guilford Publications

This title focuses on the fundamentals of supervision and how supervision can be utilised effectively. The authors are involved in the fields of education, counseling and clinical psychology.

A Resource Book for Students Springer Science & Business Media

With a full explanation on the basic principles of marketing, this guidebook helps readers answer such questions as What is marketing? What is a marketing forecast? and What is the best way to conduct market research? Written by professionals for students and entrepreneurs, this text also features international case studies, numerous up-to-date examples of the latest developments and trends in marketing, and tried and tested information that helps students learn.

A Linguistic Analysis of Northern Sotho Van Schaik Publishers

In this scholarly and timely presentation of the history of economic thought, you'll see how new ideas, evidence, problems and values can be used to reconsider basic disputes and major contributions of the past. THE EVOLUTION OF ECONOMIC THOUGHT, 8e covers the history of economics, the philosophies that drive the economic way of thinking, the ideas of the great economic thinkers and their logical connections to the world. You'll see how Robert Solow's pioneering model can be used to discuss recent renewed emphasis on growth theory and technological change and will explore antitrust perspectives and game theory. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The Political Ideas of St. Thomas Aquinas Oxford University Press, USA

Corporate citizenship is a prominent international issue as contemporary corporations are no longer expected to perform financially, but are also expected to have an ethical relationship of responsibility between the corporate itself and the society in which it operates and performs its business activities. Provides an up-to-date theoretical content pertaining to corporate citizenship, providing local and global examples and case studies.

Becoming a teacher Tata McGraw-Hill Education

This third edition, like the first and second, strikes a balance between the theory of the law of evidence and its practical application in a constitutional issues, the impact of these sections on the Anglo-South African law of evidence, and the extent to which some of them may be subject to constitutional challenges.

Stock is also taken of the provisions of the Electronic Communications and Transactions Act 25 of 2002 and the consequences of the repeal of s 66 of the Internal Security Act 74 of 1982.

Labour Relations CIMA Publishing

Crime, Criminality and Criminal Justice is also available as an ebook. *Crime, Criminality and Criminal Justice* is the complete introduction to everything students need to know as they begin their studies in crime and criminology. It covers key subject areas including: what is crime, types of crime, crime theory, systems and institutions of crime, crime and social inequality and difference and criminal justice. The second edition has been thoroughly updated to cover emerging issues and trends, and incorporates contemporary examples and the most up-to-date statistics and references throughout. The engaging and easy to read style of *Crime, Criminality and Criminal Justice* makes all topics accessible and its wealth of pedagogical features support learning, encourage discussion and help students relate theory to real world examples. New to this edition Three new chapters: 14. Eco-Crime and Green Criminology, 15. Cyber-Crime and New Information Technologies and 21. Juvenile Justice New coverage of evidence use in court and forensics issues in Chapter 18

An Introduction to African Philosophy Mastering Information Skills for the 21st Century Information communication technology (ICT) has changed the way we access and use information. It has also dramatically increased the amount of information available. The information environment constantly changes, and it requires particular skills to make use of the bewildering flood of information. These skills, collectively referred to as information literacy skills, include the ability to locate, evaluate, and use information effectively. They are important for everyone, but especially for undergraduate students. This book will not only ensure that you, as a student, cope with your studies, but will also enable you to participate in the global economy and keep abreast of the ever-changing environment once you graduate. The book examines the various aspects of information literacy, including finding information in a range of sources and resources, such as a library and the internet; and differentiating between various types of resources such as journals, grey literature, government publications, data bases and the internet. It demonstrates how to search electronic information sources effectively, and evaluate

information obtained from the internet. It clarifies what is ethical use of information. Also covered in this book are the essential skills of compiling notes and summaries from sources; reading and writing skills - especially as related to writing assignments; and referencing methods needed for compiling an accurate and complete bibliography. The book includes self-test activities and is an indispensable tool for undergraduates. *Bibliographic Style & Reference Techniques* Written by a seasoned professional, this long-awaited book is ideal for students and academics at all levels, lecturers, supervisors and promoters, researchers-- in fact, anyone involved in writing or editing academic texts. The focus of the book is the Harvard method (author-date method), but the APA method and the running footnotes method have also been included. The aim is to assist users to achieve greater uniformity and consistency of style in bibliographies and reference techniques within various publications-- from assignments, dissertations and theses to articles for scholarly journals and books. The bibliographic treatment of all types of sources has been extended to include printed as well as electronic and Internet sources. The purpose of the book is not to prescribe rigid instructions, but to provide a set of solid and easy-to-use guidelines. The principles guiding all referencing are simplicity, uniformity, and clarity. With its wide range of selected examples, this is a user-friendly and indispensable book. *Conveyancing* *Conveyancing* is designed for law students and new lawyers studying applied land law on the Irish Professional Practice Course. As the fourth edition is published at a time when major reform and modernisation of land law and conveyancing is proposed, the text has been fully revised and updated to include reference to proposed reforms, recently published bills and new legislation enacted. This includes new coverage on the Land Act 2005, the Title Act 2006 and the fundamental changes proposed by the Land and Conveyancing Law Reform Bill 2006. In two volumes, the fourth edition also features updated sample documentation and precedents to enable students to consider the procedural aspects of conveyancing. It includes complete coverage of all the essential knowledge needed when practicing conveyancing, including the legal concept of property, and the protection, acquisition and movement of proprietary interests. The principles of conveyancing practice are clearly explained, ensuring that this is

an essential text for apprentices and practitioners in this field. *Academic Literacy Development Perspectives on Multilingual Scholars' Approaches to Writing* Praise for the Fifth Edition of *The Responsible Administrator* "Cooper's fifth edition is the definitive text for students and practitioners who want to have a successful administrative career. Moral reasoning, as Cooper so adeptly points out, is essential in today's rapidly changing and complex global environment."—Donald C. Menzel, president, American Society for Public Administration, and professor emeritus, public administration, Northern Illinois University "The Responsible Administrator is at once the most sophisticated and the most practical book available on public sector ethics. It is conceptually clear and jargon-free, which is extraordinary among books on administrative ethics."—H. George Frederickson, Stone Distinguished Professor of Public Administration, University of Kansas "Remarkably effective in linking the science of what should be done with a prescriptive for how to actually do it, the fifth edition of Cooper's book keeps pace with the dynamic changes in the field, both for those who study it and those who practice it. The information presented in these pages can be found nowhere else, and it is information we cannot ethically afford to ignore."—Carole L. Jurkiewicz, John W. Dupuy Endowed Professor, and Woman's Hospital Distinguished Professor of Healthcare Management, Louisiana State University, E. J. Ourso College of Business Administration, Public Administration Institute **Business Cases** Simon and Schuster What is the business model for low-cost airlines? What can a SWOT analysis teach us about the beer war in South Africa? How does changing labour legislation affect staffing decisions. *Business cases 2e* is a case study book which is complementary to the Introduction to Business Management product suite (including Multiple Choice Questions for Introduction to Business Management). The cases illustrate how business management theory is applied to local organisations. This holistic approach exposes students to the important aspects of owning and managing a business, especially in the South African context. *Business cases 2e* is written for first-year Business Management students who are studying towards a degree or diploma. It may be used to accompany any introductory business management textbook.

The Responsible Administrator Juta and Company Ltd

This book disseminates original research on learning in and from practice in pre-service teacher education. Authors such as Lederman and Lederman describe the student teaching practicum (or work-integrated learning [WIL]), which is an essential component of pre-service teacher education, as the 'elephant in the room'. These authors note that 'the capstone experience in any teacher education programme is the student teaching practicum... [a]fter all, this is where the rubber hits the road'. However, many teacher educators will agree that this WIL component is sometimes very insufficient in assisting the student teacher to develop their own footing and voice as a teacher. This is the 'gap' that this research book addresses. Most of the chapters in the book report empirical data, with the exception of two chapters that can be categorized as systematic reviews. WIL is addressed from various angles in the chapters. Chapter 6 focuses on research related to what makes Finnish teacher education so effective, and in Chapter 4 researchers of the University of Johannesburg disseminate their findings on establishing a teaching school (based on Finnish insights) in Johannesburg. Chapter 3 highlights the challenges faced in open- and distance learning teacher education contexts. Several of the chapters disseminate research findings on alternative interventions to classic WIL, namely, where "safe spaces" or laboratories are created for student teachers to learn and grow professionally. These could either be simulations, such as software programmes and avatars in the intervention described in Chapter 2; student excursions, as the findings in chapters 5, 7 and 10 portray; or alternative approaches to WIL (e.g. Chapters 11 and 12). The book is devoted to scholarship in the field of pre-service teacher education. The target audience is scholars working in the fields of pre-service teacher education, work-integrated learning, and self-directed learning. The book makes a unique contribution in terms of firstly its extensive use of Cultural-Historical Activity Theory as a research lens, and secondly in drawing on various theoretical frameworks. Both quantitative and qualitative research informed the findings of the book.

Applied Management Accounting Cengage Learning

Victimology, Seventh Edition, introduces students to the criminal justice system in the United States and its impact on crime victims. Authors William Doerner and Steven Lab provide a fresh

look at the theoretical basis of victimology and then present the key facets of crime and its effects. They examine financial and social costs both to the individual and to the larger community. This new edition uses the theoretical foundation of victimology to establish a clear conceptual framework and reduce repetition. Emerging trends in the field receive greater emphasis in this edition, including non-adversarial resolutions that offer remediation for crime victims. Crimes like intimate-partner violence and victimization in work or school environments continue to take a toll, and the authors examine efforts to prevent these crimes as well as responses after an incident occurs. Doerner and Lab challenge students to rethink the current response to crime victims, and to develop improved approaches to this costly social issue. Online supplements are available for both professors and students. A new chapter on explaining victimization provides context and a backdrop for examining emerging trends. A new chapter on hate crimes delves into the complexities faced by victims as they negotiate the reporting process. The text is supplemented by learning tools including chapter-by-chapter learning objectives, key terms, illustrative figures and tables, and call-outs to related Internet sites. *Administrative Justice in South Africa* Oxford University Press, USA. Written by a seasoned professional, this long-awaited book is ideal for students and academics at all levels, lecturers, supervisors and promoters, researchers-- in fact, anyone involved in writing or editing academic texts. The focus of the book is the Harvard method (author-date method), but the APA method and the running footnotes method have also been included. The aim is to assist users to achieve greater uniformity and consistency of style in bibliographies and reference techniques within various publications-- from assignments, dissertations and theses to articles for scholarly journals and books. The bibliographic treatment of all types of sources has been extended to include printed as well as electronic and Internet sources. The purpose of the book is not to prescribe rigid instructions, but to provide a set of solid and easy-to-use guidelines. The principles guiding all referencing are simplicity, uniformity, and clarity. With its wide range of selected examples, this is a user-friendly and indispensable book.

General Principles of Commercial Law John Wiley & Sons

After describing the functions of the PC and the role of computers

in local and global networks, the authors explain the fundamentals of data management, as well as the support of firms' functions and processes through information processing. The concepts utilized are deployed in a multitude of modern and integrated application systems in manufacturing and service industries. These application examples make up the core of the book. Many application examples illustrate the methodologies addressed.

Oracle 12c: SQL Van Schaik

This volume collects new contributions to research on mafias, organized crime, money laundering, and other forms of complex crimes, gathering some of the most authoritative and well-known scholars in the field. The chapters for this volume are original pieces written in honor of the retirement of Dr. Ernesto U. Savona, highlighting his research and legacy. Throughout his academic career, Professor Ernesto U. Savona has investigated complex crimes ranging from organized crime, to economic crime, to money laundering. In his work, he has tried to bring together academics, policy makers, and practitioners to bring understanding for crime problems and innovative solutions. His passion towards the practical application of the findings of scientific research led him to found Transcrime in 1994, which is today among the most important criminological think-tanks in Europe. This important book is aimed at scholars studying criminal policy and research, particularly in the areas of criminal networks, organized crime, white collar crime, the history of criminology. *N. Sotho-English, English-N. Sotho* Oxford University Press Southern Africa

Administrative Justice in South Africa: An Introduction offers a clear, comprehensive and applied explanation of the principles and framework of administrative justice in South Africa. The text addresses both judicial and non-judicial means for control and enforcement, as well as procedural aspects of administrative law. Practical in its approach, the text provides valuable focus on the application of principles to case law, problem-solving methodology, and specific procedural aspects of administrative justice. This second edition is thoroughly updated, to reflect issues and legal developments within the recent period. It offers an expanded discussion of non-judicial forms of control and enforcement, including a new chapter that addresses the roles and powers of the Auditor-General and the Public Protector. The

text's discussion of legal remedies in control and enforcement proceedings is expanded to include the remedies that are available to support the interventions of the Auditor-General and the Public Protector, respectively. The second edition introduces a visioning, enquiring perspective that considers the ongoing system design that is requisite to engender good, just and efficient public decision-making, and to give effect to the constitutional promise of administrative justice. The text offers a clear pedagogical framework that develops independent, critical and reflective engagement with the subject matter. A strong conceptual and enquiring approach enriches knowledge, and engages readers in an interactive, topical and challenging manner. Additional, high-value educational resources support learning and teaching, further assisting students to develop the knowledge and skills required to master their studies

Introduction to Development Studies Oxford University Press, USA
 Project Management for Engineering, Business and Technology is a highly regarded textbook that addresses project management across all industries. First covering the essential background, from origins and philosophy to methodology, the bulk of the book is dedicated to concepts and techniques for practical application. Coverage includes project initiation and proposals, scope and task definition, scheduling, budgeting, risk analysis, control, project selection and portfolio management, program management, project organization, and all-important "people" aspects—project leadership, team building, conflict resolution, and stress management. The systems development cycle is used as a framework to discuss project management in a variety of situations, making this the go-to book for managing virtually any

kind of project, program, or task force. The authors focus on the ultimate purpose of project management—to unify and integrate the interests, resources and work efforts of many stakeholders, as well as the planning, scheduling, and budgeting needed to accomplish overall project goals. This sixth edition features: updates throughout to cover the latest developments in project management methodologies; a new chapter on project procurement management and contracts; an expansion of case study coverage throughout, including those on the topic of sustainability and climate change, as well as cases and examples from across the globe, including India, Africa, Asia, and Australia; and extensive instructor support materials, including an instructor's manual, PowerPoint slides, answers to chapter review questions and a test bank of questions. Taking a technical yet accessible approach, this book is an ideal resource and reference for all advanced undergraduate and graduate students in project management courses, as well as for practicing project managers across all industry sectors.

Mastering Information Skills for the 21st Century Routledge
 Written by Hennie Swanepoel and Frik de Beer (both based in South Africa) this development studies text, first published in 1997, is suitable for all introductory-level courses.

Handbook of Early Literacy Research Springer Nature
 Current research increasingly highlights the role of early literacy in young children's development--and facilitates the growth of practices and policies that promote success among diverse learners. The Handbook of Early Literacy Research presents cutting-edge knowledge on all aspects of literacy learning in the preschool years. Volume 1 covers such essential topics as major theories of early literacy; writing development; understanding

learning disabilities, including early intervention approaches; cultural and socioeconomic contexts of literacy development; and tutoring programs and other special intervention efforts.

Introduction to Business Information Systems Routledge
 Information communication technology (ICT) has changed the way we access and use information. It has also dramatically increased the amount of information available. The information environment constantly changes, and it requires particular skills to make use of the bewildering flood of information. These skills, collectively referred to as information literacy skills, include the ability to locate, evaluate, and use information effectively. They are important for everyone, but especially for undergraduate students. This book will not only ensure that you, as a student, cope with your studies, but will also enable you to participate in the global economy and keep abreast of the ever-changing environment once you graduate. The book examines the various aspects of information literacy, including finding information in a range of sources and resources, such as a library and the internet; and differentiating between various types of resources such as journals, grey literature, government publications, data bases and the internet. It demonstrates how to search electronic information sources effectively, and evaluate information obtained from the internet. It clarifies what is ethical use of information. Also covered in this book are the essential skills of compiling notes and summaries from sources; reading and writing skills - especially as related to writing assignments; and referencing methods needed for compiling an accurate and complete bibliography. The book includes self-test activities and is an indispensable tool for undergraduates.