The Military-to-Civilian Transition Pocket Guide
Ron Krannich, Ph.D.
Our bestseller with more than 500,000 copies in print! Filled with the latest strategies and timeless tips for launching a successful military-to-civilian transition, this revealing guide helps users:

- identify transferable military-to-civilian skills
- assess skills and state goals
- attend and work job fairs effectively
- locate the best military-friendly companies
- complete applications and write resumes and letters
- network, interview, and negotiate compensation

It also covers such important subjects as starting a business, surviving on the job, planning for retirement, documenting experience, finding a federal job, and identifying references. Jam-packed with engaging checklists, tips, examples, and exercises. 64 pages. 3 7/8" x 4 7/8". 2009. ISBN 978-1-57023-305-0. $2.95

The Military Family Benefits Pocket Guide
Ronald L. Krannich, Ph.D. and Trudy S. Woodring
As a member of the military, you and your family are entitled to dozens of benefits that you’ve earned through service to your country. However, many individuals are unclear about their benefits and how to best access them today and in the years ahead. They often face a maze of rules and regulations (eligibility/claims/appeals) on everything from health care to disabilities and retirement. This unique pocket guide concisely summarizes the major benefits available to servicemembers, veterans, and their families as it helps them become more knowledgeable and savvy about their benefits. It covers:

- military pay and compensation
- family support services
- housing and allowances
- financial and legal assistance
- travel and lodging
- child care and CDC services
- exchanges, commissaries, and discounts
- semi-retirement, retirement, and pensions
- health care (TRICARE system)
- spousal employment assistance
- education and training
- transition assistance

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The Military Spouse’s Employment Pocket Guide
Ron Krannich, Ph.D.
This handy pocket guide helps military spouses quickly find and keep a job despite institutional, situational, and personal barriers to employment. Complete with quizzes, examples, and exercises, it helps users:

- organize key job search information for quick reference
- write winning resumes, letters, and applications
- survive, thrive, and advance on the job
- specify transferable skills, references, and networks
- conduct job interviews and follow up effectively

The guide is also filled with important information relating to:

- education and training
- barriers to employment
- federal jobs
- employment assistance
- attitudes and goals
- usef ul websites
- jobs and employers
- contacts and resources

Designed as a personal reference and action companion that easily fits into a pocket or handbag. 64 pages. 3 7/8" x 4 7/8". 2009. ISBN 978-157023-303-6. $2.95
The Veteran's Business Start-Up Pocket Guide
Doug Nordman
This pocket guide offers servicemembers, veterans, and their families an important roadmap for becoming financially independent prior to committing themselves to full-time retirement. Emphasizing the importance of family, lifestyle, and bridge careers, it provides important answers to one of today's key transition questions: "What do you want to do with the rest of your life?" Dispelling numerous myths about military transition, finances, and retirement, it focuses on the two essential inflation-protected benefits military retirees can build upon for creating a financially independent and semi-retired lifestyle — military pension and TRICARE. It shows how to create a sound financial house based upon:

- military benefits
- part-time work
- savings
- bridge careers
- investment portfolios
- frugal living

Essential reading for anyone contemplating retiring from the military or jump-starting their post-military life in the direction of semi-retirement and/or full-time retirement. This is the companion guide to the author's book, The Military Guide to Financial Independence and Retirement. 64 pages. 2011. ISBN 978-1-57023-320-3. $2.95

The Military Spouse's Map Through the Maze Pocket Guide
Trudy S. Woodring and Ronald L. Krannich, Ph.D.
From relocating, volunteering, and handling family finances to raising children, using base services, and managing deployment, spouses often face a daunting task of knowing what to do and where to go for assistance in the vast and often confusing military/government bureaucracy. This handy pocket guide includes a wealth of useful information and tips on navigating the military maze. It covers such important subjects as base services, TRICARE, pay, benefits, education, health care, deployment, personal finances, jobs and careers, etiquette, PTSD, injuries, travel, relocation, moving overseas, retirement, and much more. 64 pages. 2009. ISBN 978-1-57023-304-3. $2.95

The Military Family Education Pocket Guide
Ronald L. Krannich, Ph.D. and Trudy S. Woodring
You and your family may be entitled to thousands of dollars in tax-free education benefits simply because you served your country. As you'll discover, it's a very generous benefit. Through a combination of Tuition Assistance (TA) programs, the Montgomery GI Bill, or the new Post-9/11 GI Bill, you and your family could receive over $80,000 in total benefits for acquiring certificates, licenses, and on-the-job training or studying for an associate's, bachelor's, and master's degree. Under the Post-9/11 GI Bill, qualifying veterans can now receive full tuition and fees as well as a living stipend and book allowance while studying for a degree. This practical roadmap to DoD and VA education benefits examines:

- Military education programs
- The Post-9/11 GI Bill
- Eligibility and applications
- Benefits for surviving children
- Tuition Assistance
- Military-friendly schools
- Enrollment and payments
- The Montgomery GI Bill
- Distance learning
- Transferring benefits to family

Speaking truth about education, the authors include tips on how to get the best value in education as well as warnings about predatory for-profit education institutions that often prey on servicemembers and veterans. Don't start using your education benefits without first reading this insightful pocket guide! 64 pages. 2011. ISBN 978-157023-318-0. $2.95

Trudy S. Woodring and Ronald L. Krannich, Ph.D.
This practical guide is designed to improve the financial I.Q. of military personnel and their families by offering numerous insider tips on financial planning, budgeting, investment, insurance, banking, borrowing, tax strategies, VA benefits, retirement, and much more. Shows how to quickly get ahead by discovering, it's a very generous benefit. Through a combination of Tuition Assistance (TA) programs, the Montgomery GI Bill, or the new Post-9/11 GI Bill, you and your family could receive over $80,000 in total benefits for acquiring certificates, licenses, and on-the-job training or studying for an associate's, bachelor's, and master's degree. Under the Post-9/11 GI Bill, qualifying veterans can now receive full tuition and fees as well as a living stipend and book allowance while studying for a degree. This practical roadmap to DoD and VA education benefits examines:

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Essential reading for anyone contemplating retiring from the military or jump-starting their post-military life in the direction of semi-retirement and/or full-time retirement. This is the companion guide to the author's book, The Military Guide to Financial Independence and Retirement. 64 pages. 2011. ISBN 978-1-57023-320-3. $2.95

The Military Family Legal Pocket Guide
Lt. Col. Theodore Essex, USAF, JAG (Ret.)
What exactly are your legal rights within the military? What do you do if you encounter legal challenges, such as an arrest, lawsuit, discrimination, or divorce? How can you best use free military legal services? In answering these three questions, this convenient little pocket guide provides a wealth of useful legal information for servicemembers and their families who often need legal assistance relating to both military and civilian law. Covers such topics as the military justice system, free legal advice, marriage, divorce, deployment, wills, financial protections, debts, leases, taxes, security clearances, tax preparation, civil rights, education, benefits, and much, much more. Includes key websites and 40+ free legal services. 64 pages. 2011. ISBN 978-157023-316-6. $2.95

The Quick Job Finding Pocket Guide
10 Steps to Landing a New Job…and Keeping It When Times Get Tough
Ron Krannich, Ph.D.
The perfect re-employment action guide for today's tough economy! Designed for anyone seeking employment, this pocket guide is filled with essential job hunting information organized around a 10-step job search process. Covers attitudes, skills, goals, applications, resumes, networking, Internet use, job interviews, salary negotiations, job offers, federal employment, job fairs, on-the-job survival, starting a business, and much more. 2010. 64 pages. 3 7/8” x 4 7/8”. ISBN 978-1-57023-309-8. $2.95

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Carl S. Savino and Ronald L. Krannich, Ph.D.
With more than 3.5 million copies in print, this remains the most popular career transition guide for servicemembers, veterans, and their families—the Gold Standard for making a successful career transition. Covers everything from organizing an effective job search, obtaining transition assistance, developing employer-centered objectives to writing resumes, networking, interviewing, and finding a government job. The book includes numerous self-assessment tests, sample resumes and letters, and recommended resources. It also features dozens of employers who are eager to hire individuals with military backgrounds, especially those with security clearances and experience. New! 16th edition (2013) available September 2012. ISBN 978-0-9838489-0-5. 160 pages. 2011-2012 annual edition. $13.95. SPECIAL: 50% discount on 100 copies ($697.50).

Military Transition to Civilian Success
Hay, Roter, Rivera, and Krannich
Here’s the most comprehensive career transition guide for military personnel, veterans, and their families—the expanded (from 160 to 486 pages) version of The Military-to-Civilian Transition Guide. Jam-packed with powerful strategies and timeless tips for launching a successful transition into the civilian world, the book’s 19 chapters cover everything from identifying the best jobs and top employers to assessing skills, writing resumes, attending job fairs, networking, interviewing, negotiating salaries, starting a business, and relocating. 486 pages. 2006. ISBN 1-57023-255-5. $21.95. SPECIAL: 50% discount on 100 copies ($1,097.50).

The Military-to-Civilian Transition Pocket Guide
Ronald L. Krannich, Ph.D.
The ultimate action guide that neatly fits into pockets and handbags (3 7/8” x 4 7/8”). Helps transitioning military quickly find civilian jobs. Includes strategies and tips to organize an effective job search, attend job fairs, locate military-friendly employers, start a business, plan for retirement, find a federal job, and much more. 64 pages. 2009. ISBN 978-1-57023-305-0. $2.95. SPECIAL: $8.95 for 50 copies; $147.50 for 100 copies; and $1,180 for 1,000 copies.

Military-to-Civilian Transition Guide
Doug Nordman
Provides servicemembers, veterans, and their families with seasoned advice on how to become financially independent prior to committing themselves to full-time retirement in their 40s, 50s, or 60s. Emphasizes the importance of family, lifestyle, and bridge careers. Focuses on the two most important inflation-protected benefits military retirees receive: military pension and TRICARE. It shows how to build a sound financial house based upon maximizing military benefits, savings, frugal living, and investing in oneself. 2011. ISBN 978-1-57023-319-7. $17.95.

Military-to-Civilian Resumes and Letters: How to Communicate Your Strengths to Employers (3rd Edition)
Carl S. Savino and Ronald L. Krannich, Ph.D.
Written by the authors of the popular annual Military-to-Civilian Transition Guide, this book shows how to write, produce, distribute, follow up, and evaluate resumes and letters with maximum impact. Rich with examples and sound advice, the book also includes several unique self-evaluation instruments, resume forms, and 133 resume and letter examples provided by career professionals who regularly work with transitioning military personnel. 368 pages. 2007. ISBN 1-57023-202-4. $21.95.

Expert Resumes for Military-to-Civilian Transitions (2nd Edition)
Wendy S. Enelow and Louise M. Kursmark
Two of America’s leading professional resume writers offer 180 pages of sample resumes for transitioning servicemembers. Includes seasoned advice and cutting-edge job search strategies for transitioning military personnel. 288 pages. 2010. $16.95.

Military-to-Career Transition Inventory (MCTI)
This 60-item assessment is designed to help recent veterans make a successful career transition. It features six scales that cover transition management, veteran’s benefits, career transition skills, job search basics, resumes and cover letters, and interviewing and negotiating. Offers strategies for career development and employability, and includes a worksheet for setting goals. 2012. Package of 25 for $49.95. SPECIAL: 10+ packages for $46.95/pkg.

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Janet Farley
This user-friendly booklet provides essential job search information on writing resumes and cover letters, finding jobs, and interviewing while also focusing on issues specific to transitioning servicemembers. It offers seasoned advice on how to address employers’ potential military stereotypes as well as how to market military skills and accomplishments in civilian terms. Includes useful worksheets, checklists, motivational quotes, and an appendix. 64 pages. June 2012. $7.95. SPECIAL: Package of 10 for $46.95; 10 packages (100 booklets) for $439.50.

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Sponsored by the Military Officers Association of America (MOAA) and filmed at a military transition seminar in the Pentagon, this program features one of today’s most dynamic career transition advisors who dispenses frank but sound advice on how to make a positive transition from the military to the civilian world. Filled with a combina-
tion of humor and insights, this smart program includes numerous stories, examples, and analyses of what you should do to find a great job and launch a new career after leaving the military. Focuses on a variety of important subjects, such as re-enlistment, retirement, language, spouses, families, benefits, dilemmas, challenges, the grieving process, over-qualification, asking for help, job fairs, finances, mission statements, re-

search, security clearances, networking, resumes, interviews, and salary negotiations. A ‘must have’ program for all transitioning military personnel and families. 120 minutes. ISBN 978-1-57023-275-6. Closed-captioned. $49.95. SPECIAL: Five or more copies for $39.95 each.


Richard Nelson Bolles

Widely used in the military, this is the No. 1 bestselling career guide of all times! Provides a wealth of insights into finding jobs and changing careers. Strong on motivation, self-esteem, self-assessment, job search strategies, and key resources. New annual edition available mid-August (we always ship current edition). 384 pages. 2012. $18.99. SPECIAL: 10 copies for $151.92 (20% discount).

The Quick 30/30 Job Solution

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Job Hunting Tips for People With Hot and Not-So-Hot Backgrounds (2nd Edition)

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Presents 150 powerful job search tips organized around a 7-step job search. Includes skills, objectives, applications, networking, writing resumes, interviewing, negotiat-

Life After the Military

Jannelle Hill, Cheryl Lawhorne, and Don Philpott

Examines the many issues facing transitioning veterans: finding employment, going back to school, managing finances, and receiving special benefits. Also surveys a host of other issues the transitioning veteran is likely to face when making the move to civilian life, including the emotional and psychological challenges that come with leaving the military and settling into life as a civilian. 324 pages. 2011. Hardback. $34.95. SPECIAL: 10 copies for $319.95.

Networking for People Who Hate Networking

Devora Zack

Reflective introverts tend to dislike networking. They think before they talk and fo-

cus intensively on a few things. Shows how traits associated with such networking-

averse people can be harnessed for networking success. 192 pages. 2010. $16.95

Out of Uniform

Tom Wolfe

Organized into eight sections that roughly follow the real-life transition process for military personnel, this book includes all the essentials for organizing an effective job search – self-assessment, research, networking, resume and letter writing, inter-

viewing, follow up, and negotiating salary and terms of employment. Includes interesting anecdotes based on actual experiences of soldiers, sailors, airmen, and marines. 249 pages. 2012. $24.95

Top 10 DVDs for Transitioning Military Personnel

From networking and resume writing to interviewing and negotiating salary, each program addresses key job-finding skills relevant to transitioning military personnel. Can purchase separately. SPECIAL: $1,179.00 for all 10 DVDs. See www.impactpublications.com for details on each DVD program.

Job Search: Marketing Your Military Experience (5th Edition)

David Henderson

Reveals how to make a smooth transition to well-paying civilian jobs. Covers assessment, resume writing, interviewing tips, benefits, and salary negotiations. Includes more than 40 examples of successful resumes. 240 pages. 2009. $19.95


Kathryn Troutman

Shows how to write powerful resumes that clearly communicate accomplishments to federal HR specialists. Offers tips applying for federal jobs, interview strategies, and veteran's preference programs. Includes a CD-ROM with 10 handy type-over resume samples. 220 pages. 2010. $18.95. SPECIAL: 10 copies for $151.60.
The Military Spouse’s Employment Guide: Smart Job Choices for Mobile Lifestyles
Janet L. Farley
Career-oriented military spouses face many obstacles relating to their mobile lifestyle and today’s difficult job market. This must-have resource is packed with solid advice for overcoming seemingly insurmountable obstacles to job and career success. Especially designed for new military spouses and those entering or re-entering the workforce, this book answers these and many other important questions:

- How can I have a successful career and at the same time be married to someone in uniform?
- What resources are available to me in and outside of the military community?
- Who can I network with and what will that get me?
- Where can I find dollars to fund my college education or training for my job?
- What are the most and least effective job search techniques?
- How do I handle employers who suspect I may move within three years?
- What if I am overqualified for all the jobs out there?
- I’ve gone as far as I can go in my job. Now what?

It includes insider tips on identifying skills, developing an effective job search, networking, writing resumes and letters, managing job interviews, and working for the government. 2012. 192 pages. ISBN 978-1-57023-333-3. $17.95. SPECIAL: 25 copies for $261.75; 100 copies for $897.50 (50% discount).

The Military Spouse’s Employment Pocket Guide
A great companion guide that neatly fits into handbags and pockets (3 7/8” x 4 7/8”). Helps military spouses quickly find and keep a job despite seeming barriers to employment. Covers everything from organizing a job search to getting employment assistance, acquiring education and training, locating military-friendly employers, surviving on the job, finding a federal job, and much more. 64 pages. 2009. ISBN 978-1-57023-303-6. $2.95. SPECIAL: 100 copies for $147.50 (50% discount); 1,000 copies for $1,180.00 (60% discount).

The Military Spouse’s Survival Guides
Six powerful family-focused pocket guides help military spouses deal with some of today’s most important issues – personal finances, employment, military services, education, law, and benefits:

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- The Military Family Employment Pocket Guide
- The Military Family Legal Pocket Guide
- The Military Personal Finance Pocket Guide
- The Military Spouse’s Employment Pocket Guide
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Mollie Gross
What’s it like being a military wife these days? In this honest and often hilarious look at life in the military, a standup comedienne and wife of a Marine Corps officer explores everything about the “issued” spouse, from deployment and the stress of having a husband in a combat zone, to the realization that marriage changes when hubby returns home. Nothing is taboo, including the “parties” military wives throw for themselves before he returns. The author’s answers to many questions may surprise, and at times shock, readers. Best of all, she shows women that they can find the funny side of anything by embracing the situation and changing their perspective. 288 pages. 2009. $25.00. SPECIAL: 10 copies for $229.95

1001 Things to Love About Military Life
Tara Crooks, Starlett Henderson, Kathie Hightower, and Holly Scherer
This inspirational book is filled with heart-warming vignettes, laugh-out-loud lists, stories, photos, and quotes from members of the military family who love what they do and where they serve. A celebration of all that is right about choosing a military lifestyle. 352 pages. 2011. $19.99. SPECIAL: 10 copies for $179.95.

Today’s Military Wife (6th Edition)
Lydia Sloane Cline
Packed with essential information for spouses of all military personnel. Covers career, health care, family services, socials and protocol, housing, financial affairs, moving, separations, transition to civilian life, and much more. 342 pages. 2009. $19.95. SPECIAL: 10 copies for $179.95.

Married to the Military
Meredith Leyva
Written by a seasoned military wife, this smart and savvy guide will help you take control at every point of your servicemember’s career – from filing marriage papers as newlyweds to choosing prenatal and child care when you start a family to figuring out his pension. 200 pages. 2003. $14.00. SPECIAL: 10 copies for $126.00 (10% discount).
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Details what the enlisted spouse needs to know and how to

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Military Spouse Finance Guide:
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198 pages. 2007.

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Jobs and Financial Security Kits

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Here’s the ultimate resource kit for military spouses in search of rewarding employment. From career exploration, self-assessment, and motivation to networking, resume writing, and interviewing, this kit represents some of the finest books relevant to the employability needs of military spouses. Can purchase separately. SPECIAL: $504.95 for complete kit of 30 books!

- The 2-Second Commute ($14.95)
- 95 Mistakes Job Seekers Make and How to Avoid Them ($13.95)
- 101 Dynamite Questions to Ask At Your Job Interview ($13.95)
- 201 Dynamite Job Search Letters ($19.95)
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- What’s Your Type of Career? ($21.95)

Military-to-Civilian Career Transition Kit
Each year over 250,000 military personnel leave the various services. Most of them seek new employment as they transition to the civilian world. A military-to-civilian transition can be difficult for anyone not familiar with the civilian job search process, from writing resumes and networking to dressing, interviewing, and negotiating salary. This unique kit includes some of the best career planning and job search resources relevant to transitioning military personnel. Can purchase separately. SPECIAL: $649.95 for complete kit of 28 books and 1 DVD.

BOOKS
- America’s Top Jobs for People Re-Entering the Workforce ($19.95)
- Best KeyWords for Resumes, Cover Letters, and Interviews ($17.95)
- Book of U.S. Government Jobs ($27.95)
- Career Match: Connecting Who You Are With What You’ll Love to Do ($15.00)
- Directory of Executive and Professional Recruiters ($69.95)
- Dressing Smart for Men ($16.95)
- Dressing Smart for Women ($16.95)
- Expert Resumes for Military-to-Civilian Transitions ($16.95)
- Federal Resume Guidebook ($21.95)
- Give Me More Money! ($17.95)
- How to Land a Top-Paying Federal Job ($24.95)
- Job Hunting Tips for People With Hot and Not So Hot Backgrounds ($17.95)
- Job Interviews for Dummies ($16.99)
- Job Search: Marketing Your Military Experience ($19.95)
- KeyWords to Nail Your Job Interview ($17.95)
- Military Guide to Financial Independence and Retirement ($17.95)
- Military-to-Civilian Career Transition Guide ($14.95)
- Military-to-Civilian Resumes and Letters ($21.95)
- Military-to-Civilian Transition Guide ($13.95)
- Military-to-Federal Career Guide ($18.95)
- Military Transition to Civilian Success ($21.95)
- Now, Discover Your Strengths ($30.00)
- Out of Uniform ($24.95)
- The Quick 30/30 Job Solution ($14.95)
- Resumes for Dummies ($16.99)
- A Spy’s Resume ($49.50)
- Ten Steps to a Federal Job ($28.95)
- Win the Interview, Win the Job ($15.95)

DVD
- Marketing Yourself for a Second Career ($49.95)

The Highly Successful and Financially Secure Military Family Kit
Maintaining a strong and healthy military family requires both wisdom and work. This unique kit focuses on some of the most important ingredients for a successful family – relationships, finances, goals, and determination. Can purchase each title separately. SPECIAL: $635.95 for all 37 titles.

- 7 Habits of Highly Effective Families ($15.95)
- 7 Secrets of Successful Families ($12.99)
- 9 Steps to Financial Freedom ($14.95)
- 250 Questions You Should Ask to Get Out of Debt ($10.95)
- AARP Crash Course in Estate Planning ($14.95)
- Armed Forces Guide to Personal Financial Planning ($22.95)
- Attitude Is Everything ($16.99)
- Awaken the Giant Within ($16.95)
- Breathing Room: Creating Space to Be a Couple ($14.95)
- Change Your Thinking, Change Your Life ($19.95)
- Complete Idiot’s Guide to Your Military and Veteran’s Benefits ($18.95)
- The Couple’s Guide to Love and Money ($18.95)
- Don’t Sweat the Small Stuff About Money ($11.95)
- Don’t Sweat the Small Stuff With Your Family ($11.95)
- Everything Personal Finance in Your 20s and 30s Book ($15.95)
- A Family’s Guide to the Military for Dummies ($19.99)
- Family First: Your Step-By-Step Plan for Creating a Phenomenal Family ($15.00)
- Financial Aid for Veterans, Military Personnel, and Their Dependents ($40.00)
- Give Me My Money Back: Your Guide to Beating the Financial Crisis ($12.95)
- Goals! How to Get Everything You Want ($17.95)
- Healthy, Wealthy, and Wise: 52 Life-Changing Lessons ($12.95)
- Heroes At Home: Help and Hope for Military Families ($13.99)
- Homefront Club ($21.95)
- Love Smart: Find the One You Want – Fix the One You Got ($15.00)
- The Military Advantage ($21.95)
- Military Spouse Finance Guide ($19.95)
- The Money Book for the Young, Fabulous, and Broke ($16.00)
- Operation Military Family ($19.95)
- Relationship Rescue ($14.95)
- Romantic Intelligence ($16.95)
- Servicemember’s Guide to a College Degree ($14.95)
- Servicemember’s Legal Guide ($19.95)
- Smart and Simple Financial Strategies for Busy People ($26.00)
- The Success Principles ($17.99)
- Suze Orman’s Will and Trust Kit ($19.95)
- The Truth About Money ($19.95)

orders 800.361.1055  fax 703.335.9486  online ordering www.impactpublications.com
Managing an Effective Family

- Rainy Days: The Unwritten Code ($13.95)
- Chicken Soup for the Military Wife’s Soul ($14.95)
- Chicken Soup for the Veteran’s Soul ($14.95)
- Don’t Sweat the Small Stuff at Work ($12.95)
- Don’t Sweat the Small Stuff for Men ($11.95)
- Don’t Sweat the Small Stuff for Women ($11.95)
- In Harm’s Way: Help for Wives of Military Men, Police, EMTs, and Firefighters ($14.95)
- Married to the Military ($14.00)
- Navy Spouse’s Guide ($21.95)
- Surviving Deployment ($19.99)
- Today’s Military Wife ($19.95)
- Who Moved My Cheese? ($19.95)

Finding Jobs in the Civilian World

- Blue-Collar Resume and Job Hunting Guide ($15.95)
- Expert Resumes for Career Changers ($16.95)
- I Want to Do Something Else, But I’m Not Sure What It Is ($15.95)
- Job Hunting Online ($12.99)
- Job Search: Marketing Your Military Experience ($19.95)
- Military Spouse’s Employment Guide ($17.95)
- Military-to-Civilian Career Transition Guide ($14.95)
- Military-to-Civilian Resumes and Letters ($21.95)
- Military Transition to Civilian Success ($21.95)
- What Color Is Your Parachute? ($19.95)
- What Should I Do With My Life? ($16.00)

Managing Personal Finances

- 9 Steps to Financial Freedom ($14.95)
- Armed Forces Guide to Personal Financial Planning ($22.95)
- Don’t Sweat the Small Stuff About Money ($11.95)
- Government Assistance Almanac ($267.00)
- The Money Book for Young, Fabulous, and Broke ($16.00)
- Smart and Simple Financial Strategies for Busy People ($26.00)
- The Truth About Money ($19.95)

Helping Teens Succeed

- 6 Most Important Decisions You’ll Ever Make ($15.95)
- 7 Habits of Highly Effective Teens ($14.95)
- Anxiety Workbook for Teens ($14.95)
- Becoming the Best Me ($14.95)
- Don’t Sweat the Small Stuff for Teens ($12.95)
- A Fork in the Road ($14.95)
- Life Strategies for Teens ($14,95)
- Life Strategies for Teens Workbook ($15.00)
- Managing Teen Anger and Violence ($19.95)
- Understanding Teenage Depression ($16.00)
- What Color Is Your Parachute? for Teens ($14.95)
- What Teens Need to Succeed ($15.95)
- Who Moved My Cheese? for Teens ($19.95)

Managing an Effective Family

- 7 Habits of Highly Effective Families ($15.95)
- 7 Secrets of Successful Families ($12.99)
- 50 Fabulous Places to Raise Your Family With CD ROM ($24.99)
- Don’t Sweat the Small Stuff With Your Family ($11.95)
- Family First ($15.00)
- Family First Workbook ($13.95)
- Heroes At Home: Help and Hope for Military Families ($13.99)
- Homefront Club: The Hardheaded Woman’s Guide to Raising a Military Family ($21.95)
- Lost Fathers: How Women Can Heal From Adolescent Father Loss ($12.95)

Developing Healthy Relationships

- Angry Men ($14.95)
- Angry Women ($14.95)
- Are Men Necessary? ($15.00)
- Breathing Room ($27.95)
- Controlling People ($14.95)
- Fearless Relationships: Simple Rules for Lifelong Contentment ($13.95)
- Free Yourself From an Abusive Relationship ($17.95)
- I Closed My Eyes ($15.00)
- Little Book of Big Emotions ($11.95)

Love Smart: Find the One You Want – Fix the One You Got ($15.00)
- Peace in Everyday Relationships ($14.95)
- Playing It By Heart: Taking Care of Yourself No Matter What ($15.95)
- Relationship Rescue: A Seven Step Strategy for Reconnecting With Your Partner ($14.95)
- Violent No More: Helping Men End Domestic Abuse ($17.95)
- The Verbally Abusive Relationship ($15.95)
- When Maery Is Company: End Self-Sabotage and Become Content ($12.95)

Overcoming Addictive Behaviors

- The Addiction Workbook ($18.95)
- The Addictive Personality ($14.95)
- Addictive Thinking ($14.95)
- Denial Is Not a River in Egypt ($13.95)
- Get Your Loved One Sober ($14.95)
- A Place Called Self ($13.95)
- Sex, Drugs, Gambling, and Chocolate ($16.95)
- A Woman’s Addiction Workbook ($21.95)
- Young, Sober, and Free ($14.95)

Dealing With Disabilities

- Anxiety and Depression Handbook for Dummies ($19.99)
- The Bipolar Disorder Survival Guide ($19.95)
- The Complete Learning Disabilities Handbook ($32.95)
- Delivered from Distraction ($15.00)
- Dr. Bob’s Guide to Stop ADHD in 18 Days ($19.95)
- The Gift of Dyslexia ($15.95)
- How to Reach and Teach Children and Teens With Dyslexia ($20.95)
- Understanding Depression ($15.95)
- You Mean I’m Not Lazy, Stupid, or Crazy? ($16.00)

Acquiring Education and Training

- Barron’s Profiles of American Colleges ($26.99)
- Barron’s SAT ($18.99)
- Bear’s Guide to Earning Degrees By Distance Learning ($29.95)
- Paying for College ($15.95)
- Getting Financial Aid Handbook ($21.95)
- Peterson’s Four-Year Colleges ($32.95)
- Peterson’s Guide to Online Learning ($14.00)
- Peterson’s Two-Year Colleges ($28.95)

Achieving Success

- 7 Habits of Highly Effective People ($15.95)
- 100 Ways to Motivate Others ($19.99)
- 100 Ways to Motivate Yourself ($14.99)
- Attitude Is Everything ($16.99)
- Awaken the Giant Within ($16.95)
- Dream It, Do It ($16.95)
- Goal! How to Get Everything You Want ($17.95)
- Healthy, Wealthy, and Wise: 52 Life-Changing Lessons ($12.95)
- Life Strategies ($13.95)
- Mama Made the Difference: Life Lessons My Mother Taught Me ($14.99)
- Outliers: The Story of Success ($27.99)
- The Power of Positive Thinking ($14.95)
- Rebound Rules: The Art of Success 2.0 ($25.95)
- The Success Principles ($17.99)
- Ten Commitments to Your Success ($11.95)
- The Traveler’s Gift: Seven Decisions That Determine Personal Success ($14.99)

Becoming a Successful Entrepreneur

- The 2-Second Commute ($14.93)
- 101 Small Business Ideas for Under $5,000 ($21.95)
- The $100,000 Business Entrepreneur ($19.95)
- Home-Based Business for Dummies ($19.99)
- How to Buy, Sell, and Profit on eBay ($14.99)
- Six-Week Start-Up ($19.95)
- Small Business Owner’s Manual ($19.99)
- Small Business Start-Up Kit ($29.95)
- Start Your Own Business ($24.95)
- Virtual Assistant ($29.95)
- What Business Should I Start? ($19.95)

The Effective Military Family Kit

Today's military recognizes the importance of a strong and healthy family. This unique kit is specially designed for service members and their families. Focusing on some of the most important issues facing military families – from maintaining healthy relationships and raising teens to dealing with employment for spouses and handling disabilities and personal finances – this special resource collection should be in all community libraries. Information on each title can be found at www.impactpublications.com. Can purchase titles separately. SPECIAL: $2,225.00 for all 122 titles.
Among Veterans of Iraq and Afghanistan
Skills for a Nation’s Peacekeepers face the performance degrading effects of combat, mission, or response stress. It describes mental toughness and describes its critical need and function in the workforce and reconnecting with children. 239 pages. 2006.

Keith Armstrong, Suzanne Best, and Paula Domenici Offers soldiers and their families a comprehensive guide to dealing with the repercussions of combat duty, including PTSD, anxiety, depression, and substance abuse. It outlines specific ways to improve couple and family relationships. Also offers tips on rejoining the workforce and reconnecting with children. 239 pages. 2006. $14.95

Fields of Combat: Understanding PTSD Among Veterans of Iraq & Afghanistan This book serves as a primer for understanding the PTSD experience as it is lived by veterans of America’s two most recent wars. Not surprising, but often misunderstood, major themes emerging from this experience are anger, violence, and alcohol abuse. 240 pages. 2011 $24.95. SPECIAL: 10 copies for $224.55.

Edward Tick, Ph.D. This outstanding book shows how to truly heal war trauma in veterans, their families, and our communities. Drawing on history, mythology, and soldiers’ stories from World War I to Iraq, it affirms the deep damage war does to the psyche and addresses how to reclaim the soul from war’s hell. 272 pages. 2006. $19.95

Nancy Sherman Explores the psychological and moral burdens borne by soldiers. Probes the psyche of today’s soldiers – examining how they learn to kill and to leave the killing behind. Includes interviews with soldiers, from the current wars in Iraq and Afghanistan, but also from Vietnam and World Wars I and II. 352 pages. 2010. $27.95

Lt. Col. Dave Grossman and Loren W. Christensen Presents a fresh and highly informative look at PTSD, detailing how to prevent it, survive it, and help others. Poughs new ground in its vision, startling findings, and powerful quotes and anecdotes from warriors who have faced the toxic environment of deadly combat. 403 pages. 2008. $24.95

Col. Charles W. Hoge, MD Helps family members and veterans cope with combat stress and PTSD with a set of specific skills: life survival, managing stress, monitoring feelings and emotions, and navigating the mental health-care system. Includes a section on loss and coping strategies for family members. 328 pages. 2010. $18.95
When the War Never Ends: The Voices of Military Members With PTSD and Their Families
Leah Wizelman
Relates the true stories of service members who participated in various wars (Vietnam, Gulf War, Iraq, Afghanistan, Grenada) and peace missions (Kosovo, Bosnia, Croatia, Cambodia, Somalia, Cyprus, Haiti). They talk openly about their lives after trauma. Spouses also tell their stories. They talk about how difficult it is to live with a partner with PTSD and how it affects their children, but also how they manage to cope. 176 pages. 2011. $37.00. SPECIAL: 10 copies for $349.95.

Janelle Hill, Cheryl Lawhorne and Don Philpott
For soldiers and families coping with service-related injuries, figuring out what to do next can be overwhelming and confusing. Indeed, the typical wounded soldier must complete and file 21 forms after an active-duty injury! This popular guide reveals new policies and additional benefits. Answers the most pressing and difficult questions that wounded veterans face from filing paperwork and getting legal assistance to finding a job and claiming benefits. 472 pages. 2011. Hardback. $34.95. SPECIAL: 10 copies for $319.95.

Stories of Faith and Courage From the War in Iraq and Afghanistan
Jane Hampton Cook, John Crouchorn, and Jocelyn Green
This award-winning book presents a 365-day collection of inspiring stories of courage, perseverance, and faith from more than 70 individuals who have served in wars. Through multiple, never-before-told stories, readers uncover the personal challenges of the battlefield. Readers discover the experiences and perspectives of deployed soldiers, chaplains, military wives and parents, organizers of humanitarian efforts, and veterans suffering from PTSD. Winner of the prestigious 2010 Gold Medal Award from the MWSA (Military Writers Society of America) and the 2010 Silver Medal Award from the Branson Stars and Flags Book Award. 400 pages. 2009. $16.99. SPECIAL: 10 copies for $153.95.

Healing Suicidal Veterans
Victor Montgomery Ill

PTSD Workbook
Mary Beth Williams and Soili Poijula, Ph.D.s
Brings together techniques and interventions used by PTSD experts from around the world to offer trauma survivors the most effective tools available to conquer their most distressing trauma-related symptoms. Helps identify PTSD symptoms and learn the most effective techniques and interventions to overcome them. Includes 30 worksheets. 248 pages. 2002. $21.95.

Mental Wellness Cognitive Behavioral Therapy Series
The 10 guides in this self-help series focus on common mental health issues in our society. Each book uses cognitive behavioral therapy (CBT) to resolve the problems experienced by readers or clients. Titles in the series include:

- Overcoming Anger and Irritability ($14.95)
- Overcoming Body Image Problems ($16.95)
- Overcoming Grief ($14.95)
- Overcoming Low Self-Esteem ($14.95)
- Overcoming Obsessive Compulsive Disorder ($16.95)
- Overcoming Panic and Agoraphobia ($14.95)
- Overcoming Paranoid and Susicious Thoughts ($14.95)
- Overcoming Social Anxiety and Shyness ($14.95)
- Overcoming Traumatic Stress ($14.95)
- Overcoming Worry ($14.95)

256 to 480 pages each. 2008 and 2009. Can order separately. SPECIAL: $146.95 for all 10 books.

PTSD: Post-Traumatic Stress Syndrome (DVD)
Unfortunately, many PTSD victims don’t realize what affects them. This DVD program expands awareness and knowledge of the disorder and explores the latest treatment options available today. In an illuminating case study, a Vietnam veteran who developed PTSD after his tour of duty explains how the condition destroyed his personal life and forced him into bankruptcy before he found relief through Traumatic Incident Reduction Therapy. Features the effect of PTSD on older veterans. 30 minutes. 2007. $129.95

Guide for Living With PTSD: Perspectives for Professionals and Their Clients (DVD)
This ground-breaking DVD features leading treatment methods based on current research and best practices, providing professionals the tools needed to help clients grow and recover through mindful meditation, flexible thinking or cognitive restructuring, and education. The DVD includes:

- Top criteria for diagnosing and treating PTSD
- Co-occurring substance use disorders resulting from medicating symptoms with drugs and alcohol
- Sample therapist/client cognitive-behavioral therapy sessions
- Step-by-step instructions on cognitive restructuring using the REBT model to examine and alter beliefs that lead to disruptive consequences and behavior
- Information to help clients let go of the stigma of mental disorders like PTSD and depression
- Inspiring true stories of recovery that offer clients a sense of hope for the future

Includes a 4-page user’s guide. 56 minutes. 2009. $225.00

DUTY AND CONSCIENCE DVDs

Soldiers of Conscience
Wow! This award-winning (5 best-documentary awards) program discusses the impact of the violence of war. Eight Iraq War soldiers face the most difficult moral decision of their lives: to kill or not to kill. All are torn between the demands of duty and the call of conscience. Made with cooperation from the U.S. Army, the film is a realistic look at war, peace, and the power of the human conscience. The film tells a bigger story about human nature and war – the mental and emotional burdens carried by soldiers who have killed. This compelling program is being used by the National VA Chaplains Center to train chaplains for dealing with returning veterans. It’s also used at West Point to help students learn how to talk about the moral questions and injuries of war and violence. 86 minutes. 2008. $149.00

The Good Soldier
The film begins with this self-preservation perspective – “War is about one thing only: it’s about killing. You either learn to kill someone else or you get killed or wounded yourself.” It examines how soldiers grapple simultaneously with their duty and their own humanity as it tracks the perilous psychological journeys of four decorated combat veterans of World War II, the Vietnam War, and the Iraq War. This film is a combination of frank interviews and battlefield footage. Contains graphic military-related violence and instances of harsh language. 54 minutes. 2009. $169.95

SPECIAL: $21.95
SPECIAL: $146.95 for all 10 books.

SPECIAL: $149.00
SPECIAL: $169.95
New Employment DVDs

Just in for 2012!

Common Job Interview Mistakes: What NOT to Say or Do
There are both good and bad ways to stand out in the crown! Having all the right credentials and experience doesn't count if a candidate comes off as unprepared, unmotivated, and unprofessional in an interview. This video shows how to avoid that fate with concrete advice from experts, eye-catching graphics that reinforce core concepts, and clear-cut dramatizations that illustrate interview dos and don'ts. For example, young people may not realize they should turn off their cell phones before an interview or refrain from asking too early about the position's salary. From tips on ensuring punctuality to strategies for giving the most positive, team-oriented impression possible, this is a first-rate informational resource for employment counseling and business education. Includes public performance rights. 25 minutes. 2012. $99.95

Careers in the Nonprofit Sector
Explores diverse opportunities available in the nonprofit sector, which includes advocacy groups, community organizations, and nongovernmental associations. Features three people who link their passions to their careers: Damon lands an on-air position at a radio station, Gillian works with a sea-going eco-warrior group, and Erica provides mental health services. Explains various jobs found in the nonprofit world, including public relations, tech support, and accounting. Emphasizes the benefits of volunteering. Includes online viewable/printable worksheet and public performance rights (in U.S. only). 17 minutes. 2011. $129.95

Bestsellers in 2011

Dress and Groom for the Workplace
This program gives tips and advice for dressing and grooming for a successful job interview and success on the job. Male and female viewers learn how to avoid the little things that often ruin one’s appearance. Goes beyond the standard advice of “dressing for the job you want” by helping viewers develop a personal style that best presents their personality. 30 minutes. 2009. $149.00

Good First Impressions: Proven Tips and Techniques for Successful Job Interview
Reveals how to improve appearance, confidence, maturity, emotional stability, and enthusiasm before an interview. Covers interview taboos (arriving late, cell phones, tattoos) as well as discusses group interviews, bad interviews, and phone interviews. Includes interview scenarios as well as insights of job search experts and employers. 25 minutes. 2011. $149.00

Soft Skills in the Workplace
Soft skills help a person adapt or get along in many situations at work. They include personality traits, personal qualities, and interpersonal skills. Through situational examples, viewers learn the basics of soft skills. This unique program examines the following soft skills: teamwork, communication, workplace behavior, and the importance of being at work every day and on time. 30 minutes. 2008. $149.00

Green Jobs
Green jobs are quickly becoming some of the hottest occupations in today’s job market. This DVD helps viewers learn about the green industry and gain valuable advice for securing a green job. Assists viewers in determining whether a green job is right for them. Viewers learn about such jobs and the education needed to obtain them. Features interviews with experts and people who work for green companies. 30 minutes. 2010. $149.00

Making the Most of Your Abilities
This engaging program helps viewers realize the impact their abilities have on their career choices and satisfaction. Presents overviews of 14 different abilities and their value in the world of work. Includes interviews with a diverse workforce of real-life workers in a variety of work environments and at different education levels. 30 minutes. 2008. $129.00

Answering Interview Questions
Shows how to effectively prepare for an interview and decrease anxiety. Viewers learn how to get organized and focused, anticipate specific questions, and deal with the most difficult and confrontational ones. 22 minutes. 2010. $129.95

Job Seeker: Interview Do’s and Don’ts
Features several college students taking part in rigorous mock interviews so viewers can learn from what they’re doing right — and wrong. Tightly focused post-interview critiques, combined with general tips on interview preparation and follow-up, help students make their pitch with poise and self-confidence. 50 minutes. 2009. $169.95

Getting Good Answers to Tough Interview Questions
Focuses on the trickiest part of the interview process – answering the questions. Viewers learn a time-tested method for answering any interview question, including the most problematic. Walks viewers through the process of answering the 10 most difficult questions for job seekers. 25 minutes. 2011. $139.00

Other Great New Titles

RIASEC At Work: Match Your Personality to Careers
Called the RIASEC personality theory (developed by psychologist John Holland), this is a time-tested tool for exploring and deciding on a career. Viewers learn how the tasks and work environments of different jobs correspond to various personality types and which jobs are a better fit for each type. Along the way they discover careers that best match their personality type. 30 minutes. 2010. $149.00

Goal Setting
Shannon Miller, the most decorated American gymnast in history guides viewers in a 6-step process to clearly identify and set goals. She helps eliminate the obstacles keeping them from achieving their dream life. The DVD follows two young people as they take Shannon’s advice and work through each step, achieving their own success in the end. 20 minutes. 2008. $108.00

Getting the Job You Really Want (6th Edition)
The series teaches viewers how to identify what they want in a job, find the job, interview successfully, negotiate pay, keep the job, and advance in their career. Also includes interviews with leading career experts, such as Laurence Shatkin, John Lip-tak, Wendy Enelow, and others. 21 minutes each. 2011. Subtitled. Can purchase separately. $139.00 each. SPECIAL: $995.00 for all 10 programs.

- Introduction: Getting the Life You Really Want
- Getting to Know What an Employer Wants
- Getting to Know Your Skills
- Getting and Using Your Resume, Cover Letter, JIST Card, and Portfolio
- Getting a Job with Traditional and Nontraditional Methods
- Getting to Know Your Job Objective
- Getting a Positive Response in Each of the Seven Interview Phases
- Getting Organized to Find a Job
- Getting Good Answers to Tough Interview Questions

You’re Hired! Job-Winning Interview Strategies
Shows how to define personal employment goals; research a company; do mock interviews; dress for success; make a good first impression; communicate strengths, skills, and accomplishments; ask and answer key questions; and follow up strategically via phone, mail, or e-mail. The core message? Preparation pays off! Includes viewable/printable discussion questions (online). Comes with public performance rights. 26 minutes. 2010. $99.95

E-Networking for Jobs
Explores the benefits of e-networking and the precautions we should all take to ensure that our online identities accurately reflect who we are and effectively assist us in making connections, forming relationships, acquiring knowledge, and demonstrating skills. Includes viewable/printable educational resources (online) and public performance rights. Only available in the U.S. 23 minutes. 2009. $129.95

Many DVDs are subtitled, include instructor’s guides, and can be previewed at www.impactpublications.com.

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New Books

Steve Jobs
Walter Isaacson
Wow! If you only read one book this year, be sure it’s Steve Jobs. You can learn a lot about jobs, careers, entrepreneurship, personality, creativity, innovation, passion, control, motivation, drive, persistence, competition, will power, leadership, success, failure, resilience, and legacies by focusing on the irrepressible, irascible, and iconic Steve Jobs portrayed in this fabulous bestseller. Based on more than 40 interviews with Jobs conducted over two years – as well as interviews with more than a hundred family members, friends, adversaries, competitors, and colleagues – Walter Isaacson has written a riveting story of the roller-coaster life and searingly intense personality of a creative entrepreneur whose passion for perfection and ferocious drive revolutionized six industries:

- personal computers
- animated movies
- music
- phones
- tablet computing
- digital publishing

Jobs speaks candidly about the people he worked with and competed against. His friends, foes, and colleagues provide an unvarnished view of the passions, perfectionism, obsessions, artistry, devilry, and compulsion for control that shaped his approach to business and the innovative products that resulted. 656 pages. 2011. Hardcover. $35.00

SPECIAL: 20% discount on 10+ copies ($28.00 per copy)

Best Jobs Reference Guides for 2012
Keep your career library up-to-date with these 6 new reference works. Each 400 to 800+ page book describes dozens of jobs appropriate for particular occupations, skills, personalities, and the public sector. 2011-2012 copyright dates. Can purchase separately. SPECIAL: $105.95 for complete set of 6 books.

- 50 Best Jobs for Your Personality ($17.95)
- 150 Best Federal Jobs ($17.95)
- 150 Best Jobs for Your Skills ($17.95)
- Best Jobs for a Secure Future ($17.95)
- Best Jobs for the 21st Century ($19.95)
- Occupational Outlook Handbook, 2011-2012 ($19.95)

American Salaries and Wages Survey (11th Edition)
The massive directory is jam-packed with occupations and their corresponding salaries obtained from hundreds of federal and state government sources and various trade associations and journals. Incorporating wage data, it provides extensive compensation information for industry, economic planners and developers, human resources professionals, employment counselors, job seekers and job changers. 1,775 pages. 2011. $311.00

What Color Is Your Parachute? 2012
Richard Nelson Bolles
For 40+ years job-hunters have turned to this trusted life-changing guide. This new edition remains strong on self-assessment and goal-setting as well as describes 5 key survival strategies. Explains how to incorporate social media tools such as LinkedIn, Facebook, and Twitter into a job search. Includes fresh insights into resumes, networking, interviewing, salary negotiation, and how to start your own business. 384 pages. 2011. 2013 Edition becomes available August 14, 2012. $18.99. SPECIAL: 20% discount on 10+ copies.

Dennis V. Damp
The federal government hires thousands of individuals each week, even in the midst of a recession! After all, it’s this country’s largest employer with just under 3 million civilian workers averaging $81,258 a year in salary, plus attractive benefits. Discover where the jobs are, how to apply, and where to find them with this new bestselling edition. Dispels myths and includes numerous resources for exploring and locating job vacancies nationwide as well as overseas. 320 pages. 2011. $27.95

How to Find a Job on LinkedIn, Facebook, Twitter, MySpace, and Other Social Networks
Brad and Debra Schepp
This unique job search book takes users step-by-step through the process of joining networks, creating effective online profiles, and successfully marketing themselves. It shows how to build a network of business contacts, connect with employers, get recommendations, find new leads, and much more. 256 pages. 2009. $18.95

Resumes for Dummies (6th Edition)
Joyce Lain Kennedy
The best resume available today! Includes: resume writing basics; instructions for writing an inclusive core resume; tips on targeting a known position, or tailoring a resume to specific industries; common resume-writing mistakes; tips for recent graduates, career changers, and military veterans; strategies for making your resume shine online (including social media, smartphones, job-search apps, and e-readers). Includes sample resumes screened by professionals. 384 pages. 2011. $16.99

Never Apply for a Job Again!
Darrell Gurney
Outlines 10 key principles for landing quality jobs without ever going through the formal application process. Reveals the inside secrets of navigating the “hidden job market” where networking is the key to finding a job. 224 pages. 2012. $14.99

Social Networking for Career Success
Mariam Salpeter
Shows how to create and promote an online brand and make yourself indispensable in your field. Highlights include: how to create an effective, compelling online presence; how social networking can propel your career; the ins and outs of social networking sites (LinkedIn, Twitter, Facebook, etc.; tips for creating and maintaining a blog; and much more. 368 pages. 2011. $18.95

The Panic Free Job Search
Paul Hill
Shows how to harness the power of the web and social networking to get hired in today’s rapidly changing job market where employers are using new advanced technology to find candidates online through LinkedIn, Facebook, Twitter, Google+, Visual CV, YouTube, TubeMogul, and even your own website! 247 pages. 2012. $15.99

LinkedIn for Dummies (2nd Edition)
Joel Elad
LinkedIn (70 million+ members) presents an invaluable opportunity to make connections, find a job, get a better salary, market a business, attract investors, and much more. Offers new advice to help take your professional network to new levels. Explains how to join LinkedIn, build your profile, start your network, search and grow your network, request and write recommendations, keep track of your LinkedIn activities, and much more. 384 pages. 2011. $24.99

#1 Top-Selling book for 2011!
Special Value Kits and Series

The StartUp Experience DVD Series

Finally, a new career exploration series designed for those who want to start their own business and create an exciting and secure entrepreneurial future! What’s the best way to succeed with a new startup? Learn what works – and what doesn’t – from those who have already succeeded in your new line of work. Entrepreneurship expert Dr. Tom Duening talks with dozens of successful businesspeople, digging deep into their startup experiences. The insightful business lessons these entrepreneurs share and the tips and secrets they reveal can help viewers save big money and avoid mistakes that might otherwise trip them up.


- Starting a Home Health Care Company (85 minutes)
- Starting a Salon (77 minutes)
- Starting a Financial Advisory Business (69 minutes)
- Starting a Garden Center (87 minutes)
- Starting a Wind Energy Company (58 minutes)
- Selling Cosmetics as an Independent Sales Representative (65 minutes)
- Starting a Bookstore (68 minutes)
- Starting a Produce Farm (70 minutes)
- Starting a Wine Shop (69 minutes)
- Starting an Internet Marketing Company (68 minutes)
- Starting a Bed and Breakfast (87 minutes)
- Starting a Land Appraisal Company (65 minutes)
- Starting a Daycare and Training Facility (73 minutes)
- Starting a Franchise (80 minutes)
- Starting a Residential Real Estate Business (67 minutes)
- Inventing and Bringing Products to Market (63 minutes)
- Starting a Consulting and Training Company (78 minutes)
- Starting a Commercial Real Estate Business (66 minutes)
- Starting an Insurance Agency (77 minutes)
- Starting a Home Building Company (67 minutes)
- Starting a Self-Storage Company (81 minutes)
- Selling Products Online (77 minutes)
- Starting a Restaurant (68 minutes)
- Buying and Managing Rental Properties (53 minutes)
- Starting a Catering Business (72 minutes)

Careers for the 21st Century Video Library (21 DVDs)

If you loved the popular Enter HereTM Vocational Video Series from the 1990s (now out of production) and The Career Clusters Series (see below), you’ll be thrilled with this alternative series. Indeed, you’ll think the Occupational Outlook Handbook (OOH) has just come alive with this comprehensive award-winning career exploration DVD library. Each featured career field corresponds to the key occupational categories of the OOH. Altogether these 21 career decision-making DVDs examine more than 170 occupations that appeal to most age groups (middle school through adults). Each program shows what it’s like working in a particular occupation and features:

- typical work activities and responsibilities
- appropriate skills and aptitudes
- typical wage and salary ranges
- employment outlook
- recommended education and training
- rewards and challenges offered
- candid interviews with workers in the field

Each of the 170 occupational segments runs nearly 6 minutes. Individual DVDs, which include 8-9 segments each, run 42-60 minutes for a total of 18 hours of viewing time. SPANISH BONUS: No need to purchase separate language versions since each DVD contains both English and Spanish language tracks. Dual language closed-captioning. 2003. All programs come with public performance rights. $439.95 for all 10 books and DVDs.

- Administrative and Management Occupations
- Building Trades
- Business and Administrative Support Occupations
- Computer Occupations
- Engineering Occupations
- Financial Occupations
- Health Assessment and Treating Health Service Occupations
- Health Technologists and Technicians
- Human Services Occupations
- Marketing and Sales Occupations
- Mechanics and Repairers
- Media and the Arts Occupations
- Medicine and Related Occupations
- Personal and Building Service Occupations
- Production Occupations
- Professional Specialty Occupations
- Scientific Occupations
- Teaching and Related Occupations
- Technical and Related Occupations
- Transportation and Material Moving Occupations

Bestsellers!

- $1,695.00 for complete library of 21 DVDs – a $300.00 savings!

- Business Etiquette for Dummies ($21.99)
- Dressing Smart for Men ($16.95)
- Dressing Smart for Women ($16.95)
- Dressing Smart in the New Millennium ($15.95)
- Little Black Book of Connections ($19.95)
- Power Etiquette ($15.95)
- Savvy Interviewing: The Nonverbal Advantage ($10.95)
- Selling Products Online ($24.95)
- Starting a Catering Business ($28.95)

Dress, Image, and Etiquette Kit

Creating a professional image for job and career success is extremely important today. Seven outstanding books and three DVDs for both men and women address key professional image issues. Can purchase separately. SPECIAL: $439.95 for all 10 books and DVDs.

Bestsellers!

- Savvy Interviewing: The Nonverbal Advantage ($10.95)
- Selling Products Online ($24.95)
- Starting a Catering Business ($28.95)

Government and Security Jobs for Veterans Kit

Here’s the ultimate military-to-government transition kit. In addition to Veteran’s Preferences, the government offers many exciting job opportunities for those who can translate their military work experience to government skills and abilities. Can purchase separately. SPECIAL: $339.95 for all 18 books.

- $150 Best Federal Jobs ($17.95)
- Alternative Careers in Secret Operations ($19.95)
- Book of U.S. Government Jobs ($27.95)
- Career Opportunities in Law Enforcement, Security, and Protective Services ($18.95)
- Directory of Federal Jobs and Employers ($21.95)
- The FBI Career Guide ($15.00)
- FBI Careers ($19.95)
- Federal Applications That Get Results ($23.95)
- Federal Resume Guidebook ($21.95)
- Find Your Federal Job Fit ($14.95)
- Guide to America’s Federal Jobs ($19.95)
- Guide to Careers in the FBI ($15.00)
- How to Land a Top-Paying Federal Job ($24.95)
- Jobs That Matter: Find a Stable, Fulfilling Career in Public Service ($14.95)
- Military to Federal Career Guide ($18.95)
- Post Office Jobs ($24.95)
- Ten Steps to a Federal Job ($28.95)
Raising Smarter Kids!

Kelso’s Choice: Conflict Management Skills Program for Elementary Schools
Our most popular kids’ program for increasing confidence, minimizing tattling, and reducing bullying just got better! Complete kit includes a new Kelso in Action DVD, leader’s guide with printable materials, puppet cut-outs, colored Willow Pond Storybook, Kelso puppet, Lily puppet, Grades K-3 and Grades 4-5 poster sets. This conflict-management curriculum, intended for Grades K-5, is based on the premise that every child is capable of becoming a peacemaker. Comprised of two sections for grades K-3 and grades 4-5. Grades K-3 lessons are designed around Kelso the Frog, and offer 9 options students can choose from to resolve conflicts. Grades 4-5 lessons are based around K.C.’s choices which present 8 verbal and nonverbal choices. Students are taught to use these choices and differentiate between programs they can handle on their own and those requiring adult intervention. 2011. $399.95. BONUS! Expand lesson plans, activities, and games with The Kelso Booster Curriculum Kit for $149.95 (includes Putting Kelso Into Play DVD, The Choice Is Right card game, and New Teacher’s Guide and Lesson Plans). SPECIAL: Both kits (order as Kelso’s Choice Program and Booster Kit) for $539.95.

Guidance Systems DVD Series (Grades 2-12): Making Smart Decisions for the Rest of Your Life
Five terrific programs present real-life vignettes for understanding the consequences, emotions, and appropriate solutions related to important social issues (health, bullying, and harassment) and risky behaviors (drugs and sex) that result from modern day technology, especially the use of cell phones and the Internet. Each program includes a DVD and a CD-ROM with a complete lesson plan. Includes an extensive digital workbook to facilitate classroom discussion. The content for each program was written and reviewed by a team of professionals, including counselors, psychologists, and educators. Includes full public performance rights. 30 minutes each (150 minutes total). 2011. $79.95 each. SPECIAL: set of 5 DVDs for $359.95.

- Bullying – There’s Always a Way Out
- Sex Facts – Teens and STDs
- Sexting – Sex Plus Text Equals Trouble
- Sexual Abuse: It’s Not Your Fault
- Your Body, Your Health, and Drugs

Cybersafety Series
While staying safe in a fast-paced, technology-driven world is more difficult than ever, these new books give students and teachers the information they need to protect themselves. Exploring different aspects of the Internet, the World Wide Web, and mobile communications and computing, each book points out the risks connected to various online activities while offering advice on how to avoid them, using real-life cases to illustrate how serious the dangers can be. Appropriate for grades 6-12. 136-144 pages each. 2011-2012. Hardcover. $39.95 each. SPECIAL: $259.95 for all 7 titles.

- Cyberpredators
- Cyberstalking and Cyberbullying
- Online Gaming
- Cybersecurity
- Identity Theft
- Online Addiction and Information Crisis
- Living With the Internet

World Almanac for Kids 2012
Filled with thousands of fun, fascinating facts on a wide range of subjects. Completely updated and redesigned in full color, this bestseller (3.5 million copies) is an ideal homework aid and a joy to read for kids and adults alike. Includes timely information on popular subjects such as animals, science, sports, music, U.S. history, and more. Includes Teacher Resources when ordering in units of 10. 352 pages. $13.99. SPECIALS: 10 copies for $129.95; 100 copies for $1,119.00.

Bullying, Conflict, and Troublemaking DVD Series
This wonderful series of animated DVDs focuses on important issues relating to bullying, conflict, anger, jealousy, and temper tantrums that are disruptive and threatening to others. Each engaging and upbeat DVD provides timeless advice on how kids can make better decisions. $99.00 each. SPECIAL: $1,099.00 for all 12 DVDs. Corresponding sets of 50 colorful pamphlets available for each DVD at $29.00 per topic. SPECIAL: $339.00 for 12 packages of 50 pamphlets (600 pamphlets total). BONUS: Receive two free deluxe acrylic display units (a $178 value) when purchasing the complete set of 12 packages. SUPER SPECIAL: Purchase all 12 DVDs plus complete set of 600 pamphlets for $1,395.00.

- 10 Keys to Success for At-Risk Students
- Anger, Temper Tantrums, Violent Emotions
- Classroom Conflicts
- Coping With Depression
- Coping With Fighters, Bullies, Troublemakers
- Coping With Jealousy
- Coping With Stress
- Dysfunctional Families
- Resisting Pressure to Join Gangs
- Resolving Power Struggles
- When It’s Time to See the School Counselor
- Whining, Complaining and Self-Pity

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- Military-to-Civilian Transition Pocket Guide – p. 1
- Military Spouse’s Employment Pocket Guide – p. 1
- Military Spouse’s Map Through the Maze Pocket Guide – p. 2
- Military Personal Finance Pocket Guide – p. 2
- Military Family Benefits Pocket Guide – p. 1
- Military Family Legal Pocket Guide – p. 2
- Military Family Education Pocket Guide – p. 2
- Quick Job Finding Pocket Guide – p. 2

17 Sole-Source and Budget-Sweeping Kits

Do you have extra end-of-the-year resources but limited time to allocate them? Do you need a trusted vendor to select the “best of the best” resources for your operations? This catalog offers cost-effective solutions to closing out budgets. If you’re looking for some great resources, be sure to check out our many unique kits that range from $19.95 to $2,232.95. Best of all, there’s no need for competitive bidding on these resources since Impact Publications is the sole source for ALL of these kits (call or email us and we’ll provide you with a sole source letter and a quote within minutes). If you need a customized kit designed for you, please contact us for assistance. We’ll pull together the best resources just for your review. You can count on us for all your last minute needs!

- Military Family Pocket Guide Collect ($19.95 – p. 2)
- Military and Veterans Benefits Kit ($128.95 – p. 3)
- Job Finding With Social Media and Technology Kit ($249.95 – p. 4)
- Start Your Own Business Kit ($293.95 – p. 4)
- Top 10 DVDs for Transitioning Military Personnel ($1,179.00 – p. 4)
- Military Spouse’s Survival Guides ($15.95 – p. 5)
- Military-to-Civilian Career Transition Kit ($649.95 – p. 7)
- The Highly Successful and Financially Secure Military Family Kit ($635.95 – p. 7)
- The Effective Military Family Kit ($2,232.95 – p. 7)
- Transitioning Warriors and Spouses At Risk Kit ($979.95 – p. 8)
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