



# Library Reading Guidance for English Books

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DaLian Minzu University Library

## Finite Mathematics & Its Applications

This volume is one of a collection of texts for freshmen and sophomore college mathematics courses. Included in this collection are the following.

- Calculus and its Applications, tenth edition, by L.Goldstein, D.Lay, and D. Schneider. A text designed for a two-semester course in calculus for students of business and the social and life sciences. Emphasizes an intuitive approach and integrates application into the development.
- Brief Calculus and Its Applications, tenth edition, by L.Goldstein, D.Lay, and D. Schneider. Consists of the first eight chapters of the above book with some material from latter chapters.
- Finite Mathematics Its Application, eight edition, by L.Goldstein, and D. Schneider, and M. Siegel. A tradition finite mathematics text for students of business and the social and life sciences. Allows courses to begin with eight linear mathematics (linear programming, matrices) or probability and statistic. Includes topics indiscrete mathematics.
- Applied Calculus: A Graphing Approach by D. Schneider and D. lay. A one-semester or two-quarter technology-required reform calculus text for students majoring inbusiness, economics, lift sciences, and social sciences.

*Written by Larry J. Goldstein, David I. Schneider, Martha J. Siegel*

*Call Number: O1/G622=8*

## Launching The Imagination : A Comprehensive Guide to

### Basic Design

Designed for courses in Creativity, Two-, Three- or Four-Dimensional Design, Launching the Imagination offers a comprehensive framework on which students, teachers, and administrators can build. The approach in this second edition is refined, distilled, and updated, using over 600 examples drawn from traditional and contemporary sources. Profiles with interviews of artists and designers introduce students to working processes, career choices, and criteria for excellence from a remarkable group of masters. Launching the Imagination is available in a comprehensive volume treating 2D design, Creativity and Problem-solving, 3D design, and time-based (4D) design; or in split volumes containing either 2D or 3D design, plus the material on Creativity and Problem-solving.

*Written by Mary Stewart*

*Call Number: J04/S849=2*

## Financial Analysis With Microsoft Excel



Timothy R. Mayes serves as finance professor at Metropolitan State College of Denver. He holds a B.S. and B.A. in Finance and a Ph.D. in Finance from the University of Central Florida. His research interests include portfolio performance analysis and reporting, portfolio theory, derivatives, and, of course, the use of spreadsheets in financial education. Start mastering the tool that finance professionals depend upon every day. *Financial Analysis With Microsoft Excel* covers all the topics you'll see in a corporate finance course: financial statements, budgets, the Market Security Line, pro forma statements, cost of capital, equities, and debt. Plus, it's easy-to-read and full of study tools that will help you succeed in class.

***Written by Timothy R. Mayes, Todd M. Shank***

***Call Number: F224-39/M466***

## Ergonomic Design for People At Work

*Ergonomic Design for People at Work*, Volumes I and II, are definitive works on industrial human factors/ergonomics. This book, the first in the series, is directed to a practical discussion of work place, equipment, environmental design and of the transfer of information in the work place. Its contents and purpose are further explained in Chapter I. The second volume will include guidelines for job design, manual materials handling, and shift work.



The application of human factors/ergonomics principles to the workplace has been interest to Eastman Kodak Company fore many years. This series summarizes current data, experience, and thoughts assembled from the published literature, internal research, and observation by the members of the Human Factors Section. The selection of material has been guided by the types of problems the section has been asked to address over the past 22 years. The guidelines and examples of approaches to design problems are most often drawn from case studies. The principles have been successfully applied in the workplace to reduce the potential for occupational injury, increase the number of people who can perform a job, and improve performance on the job, thereby increasing productivity and quality. Here's what you'll find:

- ◆ Guidelines for workplace and equipment design that accommodate all sections of the population — women and older workers as well as younger men
- ◆ Innovative techniques for improving work performance and productivity
- ◆ Proven methods for reducing the potential for discomfort on the job
- ◆ Techniques for identifying and alleviating work-related stress
- ◆ Methods for evaluating existing conditions together with approaches for improving them

***Written by Eastman Kodak Company***

***Call Number: TB1/E67***

## Architecture : Residential Drawing And Design

This workbook is ARCHITECTURE, Design. The questions, aimed at helping you included in the text. The guide you in developing crating architecture drawings in an accepted



designed for use with Residential Drawing and problems, and activities are master the subject matter many drawing problems a certain amount of skill in designs and construction manner.

Each chapter in this workbook corresponds to a chapter in the text. After studying a chapter in the text, try to complete as many questions as you can without referring to the text. Then, search out answers to the remaining questions. Study the examples and material in the text to work the problems.

The workbook includes several types of questions, problems, and activities. In some instance, you will be required to identify the parts shown in an illustration. Other activities require that you collect materials or prepare a notebook. Many tasks require that you complete a drawing or make a typical construction drawing. Several types of questions have been included: multiple choice, matching, completion, short answer/listing, and calculations.

*Written by Clois E. Kicklighter, Joan C. Kicklighter*

*Call Number: TU241/K46*

## The Cultural Landscape : An Introduction to Human Geography

This book examines geography as a social science. When geography concentrates on the distribution of physical features, such as climate, soil, and vegetation, it is part of the natural sciences. When it studies human characteristics, such as language, industries, and settlements, geography is a social science. The usefulness of geography, like that of other social science, lies in its ability to study human problems. In a troubled world, such sciences should help clarify contemporary issues.

The main purpose of this book is to introduce students to the study of geography as a social science by emphasizing the relevance of geographic concepts to human problems. In order to organize the wealth of information that can contribute to an answer to these questions, the book is divided into several topics. Chapter 1 presents basic concepts in geography. Subsequent chapters include the following themes:

- Where are people located in the world?
- Where are different social characteristics distributed?
- How do people earn a living in different parts of the world?
- How have people organized the earth's surface?
- What current world problems can be understood from a geographic perspective?

*Written by James M. Rubenstein, Robert S. Bacon*

*Call Number: K901/R893*

## Dimensions of Human Sexuality

The goals of this book are as follows:

- To provide students with the most current perspectives and information about human sexuality in order to assist them in wiser sexual decision-making.
- To broaden the students's conceptualization of sexuality well beyond the notion of genital arousal, so that they might recognize that many aspects of living are expressions of our sexuality.
- To guide students in appreciating and celebrating the diversity of human sexual expression.
- To facilitate higher levels of sexual health and sexual well-being among students, as well as their partners, spouses, and families.
- To facilitate students's exploration and articulation of their personal sexual values and attitudes.
- To offer students sound critical thinking skills that are useful for comprehending and evaluating new sexuality-related information.
- To make optimal use of well-established pedagogical principles to assist the students to both master and evaluate important information in the light of new findings and understandings.
- To make a contribution toward creating an environment of sexual understanding, sexual respect and personal sexual enrichment for the next generation and their children.

*Revised by Sharon P. Shriver*

*Call Number: Q492/D582=6*

## College Writing Skills, with Readings

College writing skills with rhetoric with readings that will help students master the traditional five-paragraph essay and variations of this essay. It is a very practical book with a number of unique features designed to aid instructors and their students.

Four principles are presented as keys to effective writing. These four principles - unity, support, coherence, and sentence skills - are highlighted on the inside front cover and reinforced throughout the book.

- Part one focuses on the first three principles and to some extent on sentence skills.
- Parts two and three show, respectively, how the four principles apply in the different patterns of essay development and in specialized types of writing.
- Part four serves as a concise handbook of sentence skills.
- Finally, the professional readings in Part Five are followed by questions and assignments that encourage students to apply the four principles in a variety of well-developed essays.

*Written by John Langan*

*Call Number: H315/L271=6*

