

**SINOPSIS PILIHAN
PERPUSTAKAAN
INSTITUT LATIHAN STATISTIK
MALAYSIA
BILANGAN 2/2021**

KOLEKSI U-PUSTAKA

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SUPER REVIEW : ALL YOU NEED TO KNOW

Get all you need to know with Super Reviews! Each Super Review is packed with in-depth, student-friendly topic reviews that fully explain everything about the subject.

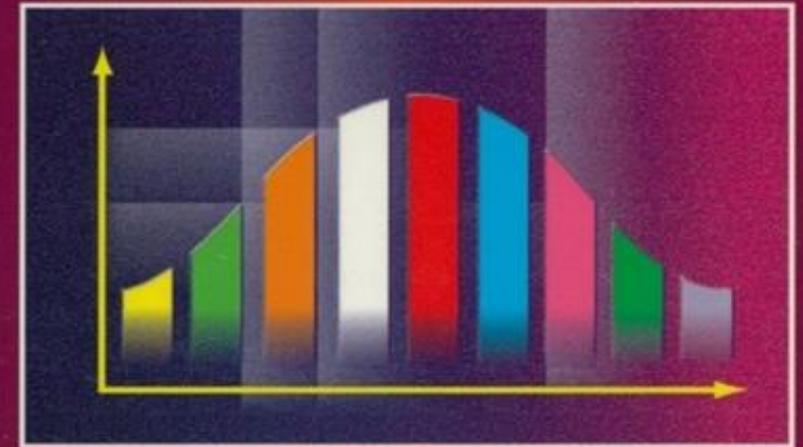
The Statistics Super Review includes frequency distributions, numerical methods of describing data, measures of variability, probability, distributions, sampling theory, statistical inference, general linear model inferences, experimental design, the chi-square test, and time series.

Take the Super Review quizzes to see how much you've learned - and where you need more study. Makes an excellent study aid and textbook companion. Great for self-study! DETAILS - From cover to cover, each in-depth topic review is easy-to-follow and easy-to-grasp - Perfect when preparing for homework, quizzes, and exams! - Review questions after each topic that highlight and reinforce key areas and concepts - Student-friendly language for easy reading and comprehension - Includes quizzes that test your understanding of the subject

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STATISTICS



Research & Education Association

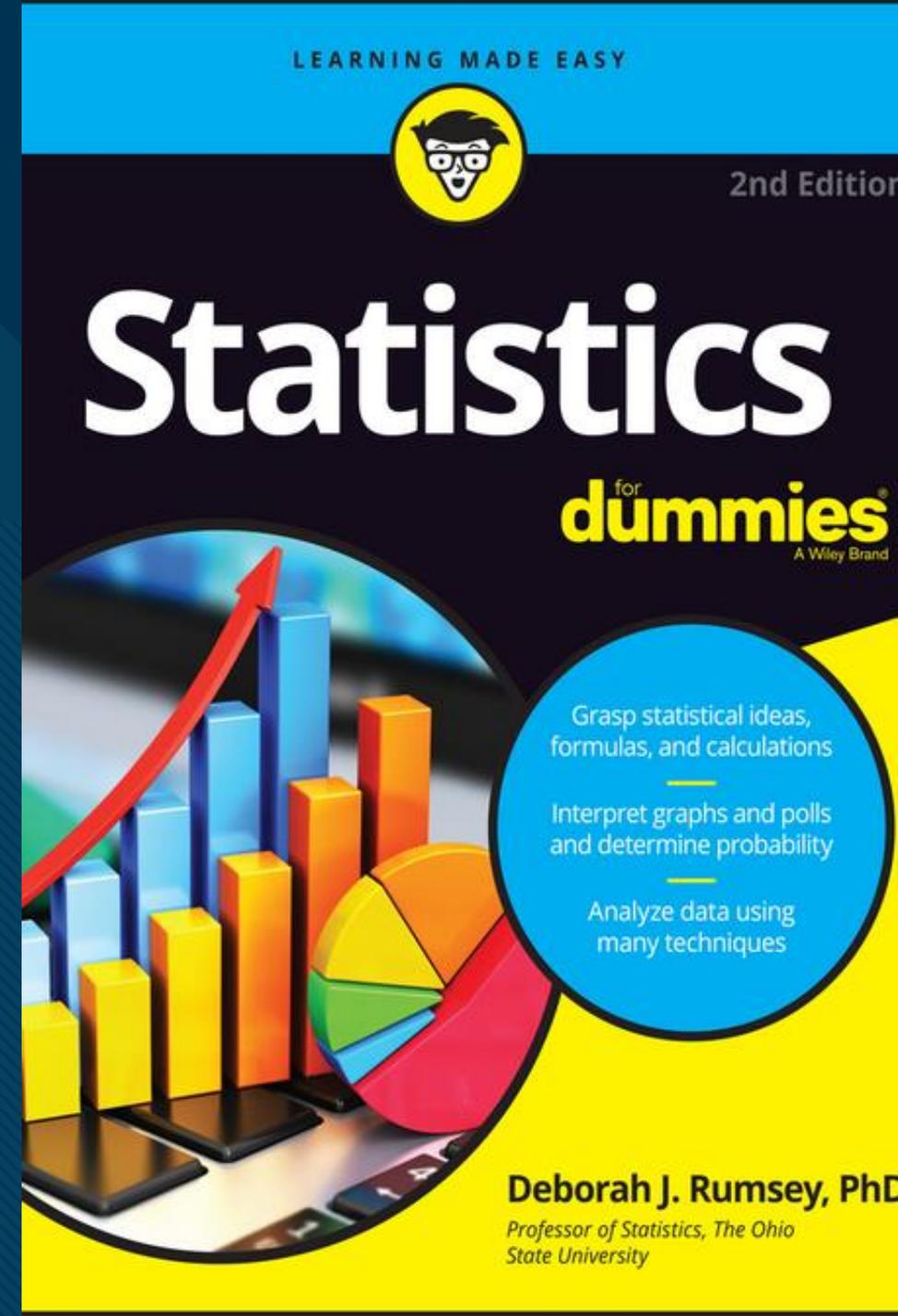
STATISTICS FOR DUMMIES

Statistics For Dummies shows you how to interpret and critique graphs and charts, determine the odds with probability, guesstimate with confidence using confidence intervals, set up and carry out a hypothesis test, compute statistical formulas, and more.

- Tracks to a typical first semester statistics course
- Updated examples resonate with today's students
- Explanations mirror teaching methods and classroom protocol

Packed with practical advice and real-world problems, *Statistics For Dummies* gives you everything you need to analyze and interpret data for improved classroom or on-the-job performance.

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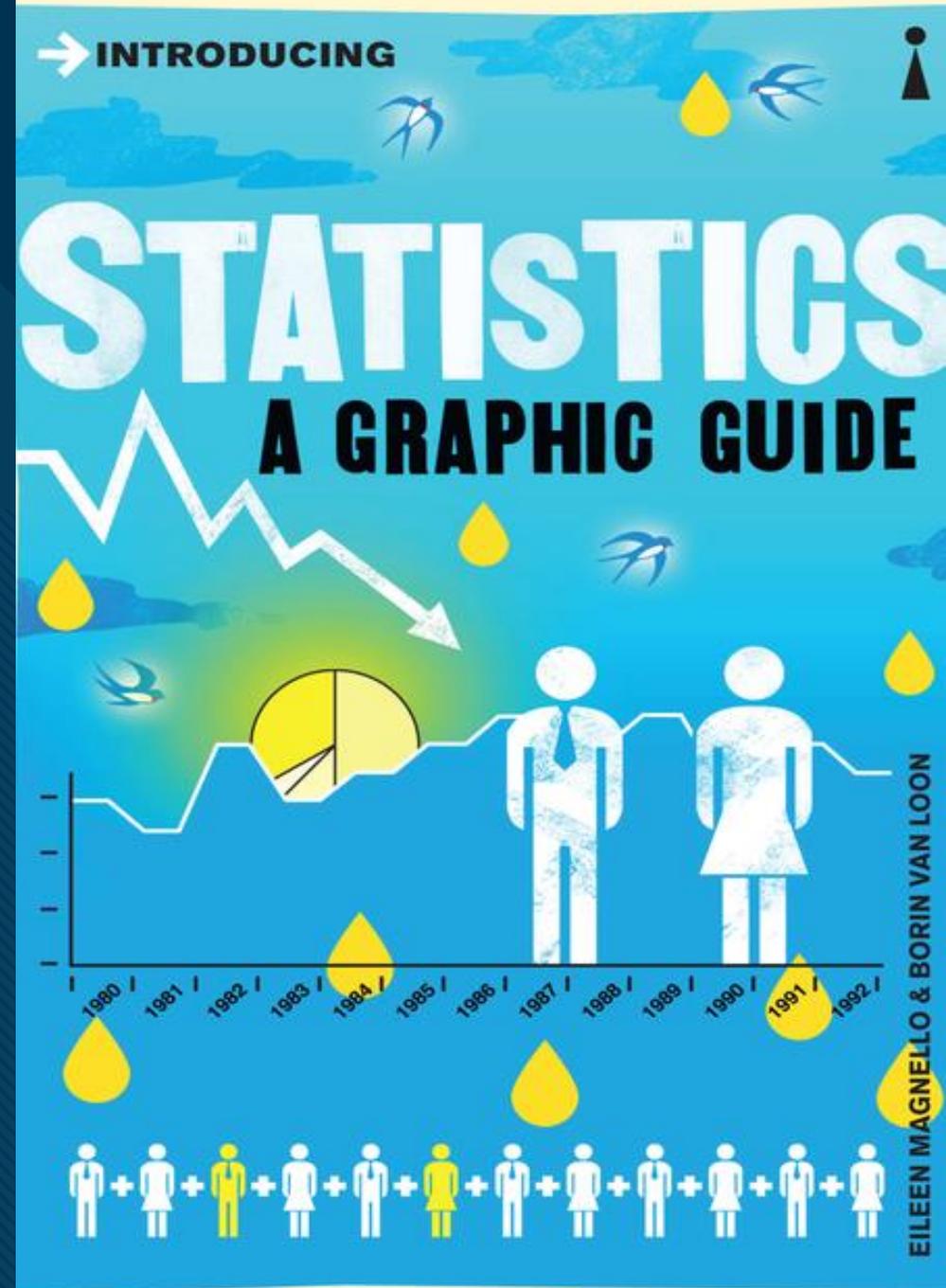
STATISTICS : A GRAPHIC GUIDE

From the medicine we take, the treatments we receive, the aptitude and psychometric tests given by employers, the cars we drive, the clothes we wear to even the beer we drink, statistics have given shape to the world we inhabit.

For the media, statistics are routinely 'damning', 'horrifying', or, occasionally, 'encouraging'. Yet, for all their ubiquity, most of us really don't know what to make of statistics. Exploring the history, mathematics, philosophy and practical use of statistics, Eileen Magnello - accompanied by Bill Mayblin's intelligent graphic illustration - traces the rise of statistics from the ancient Babylonians, Egyptians and Chinese, to the censuses of Romans and the Greeks, and the modern emergence of the term itself in Europe. She explores the 'vital statistics' of, in particular, William Farr, and the mathematical statistics of Karl Pearson and R.A. Fisher. She even tells how knowledge of statistics can prolong one's life, as it did for evolutionary biologist Stephen Jay Gould, given eight months to live after a cancer diagnoses in 1982 - and he lived until 2002.

This title offers an enjoyable, surprise-filled tour through a subject that is both fascinating and crucial to understanding our world.

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STATISTICAL METHODS FOR APPLIED RESEARCH

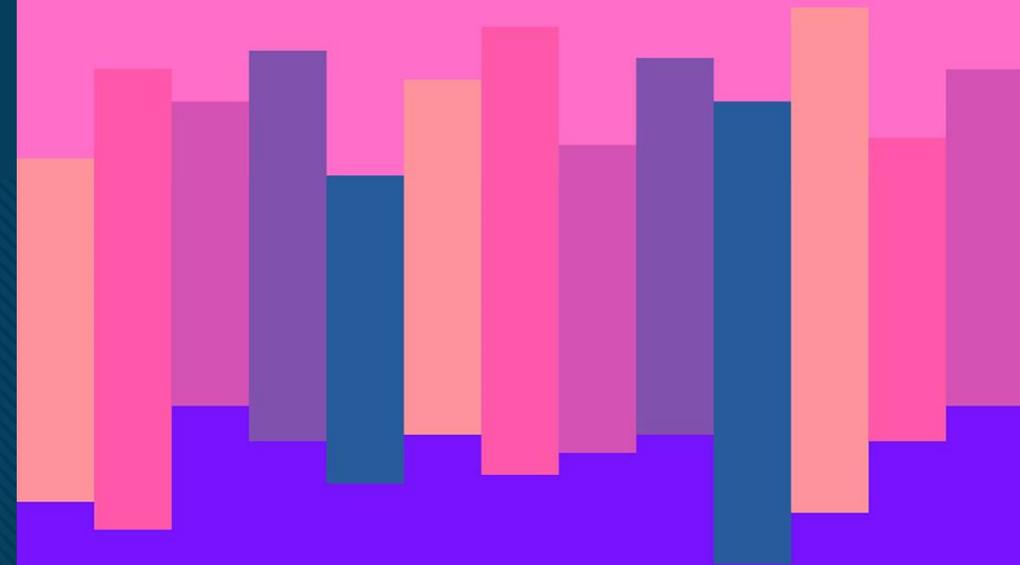
The main objective of this book is to guide and help students or researchers who are using Statistical Package for the Social Sciences (SPSS) software in performing the statistical methods in their applied research.

Almost all of applied research need a statistical analysis in their researches. This book will give a straightforward solution to students and can also be used as a guideline in performing the statistical test using statistical analysis tools.

Hopefully this book will help students in making good presentations and conclusions based on the results obtained and provides valuable information in statistical methods in applied research.

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STATISTICAL METHODS FOR APPLIED RESEARCH



Nor Azlida Aleng@Mohamad
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Nurfadhliana Abdul Halim
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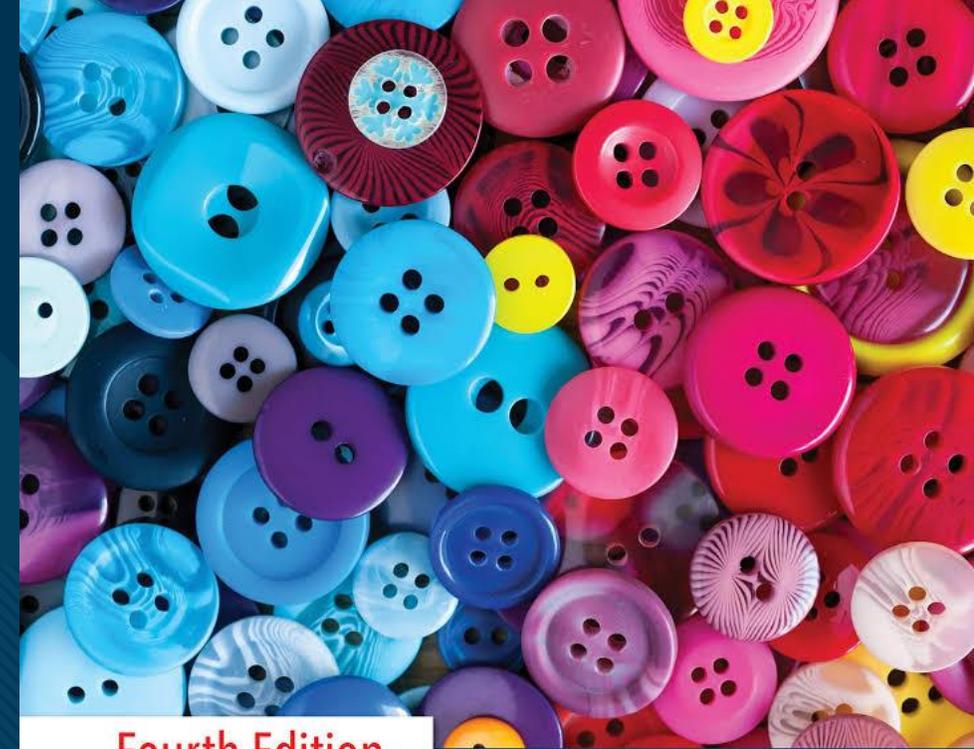
ESSENTIAL STATISTICS FOR PUBLIC MANAGERS & POLICY ANALYSTS

Known for its brevity and student-friendly approach, *Essential Statistics for Public Managers and Policy Analysts* remains one of the most popular introductory books on statistics for public policy and public administration students, using carefully selected examples tailored specifically for them.

The Fourth Edition continues to offer a conceptual understanding of statistics that can be applied readily to the real-life challenges of public administrators and policy analysts

The book provides examples from the areas of human resources management, organizational behavior, budgeting, and public policy to illustrate how public administrators interact with and analyze data. The text may be paired with the workbook *Exercising Essential Statistics, Fourth Edition* to help students apply each statistical technique introduced in the text. [Click here](https://sk-sagepub-com.eresources.u-library.gov.my:2443/cqpress/essential-statistics-for-public-managers-and-policy-analysts-4e) to see more information about the workbook.

<https://sk-sagepub-com.eresources.u-library.gov.my:2443/cqpress/essential-statistics-for-public-managers-and-policy-analysts-4e>



Fourth Edition

Essential Statistics for PUBLIC MANAGERS & POLICY ANALYSTS

EVAN BERMAN | XIAOHU WANG



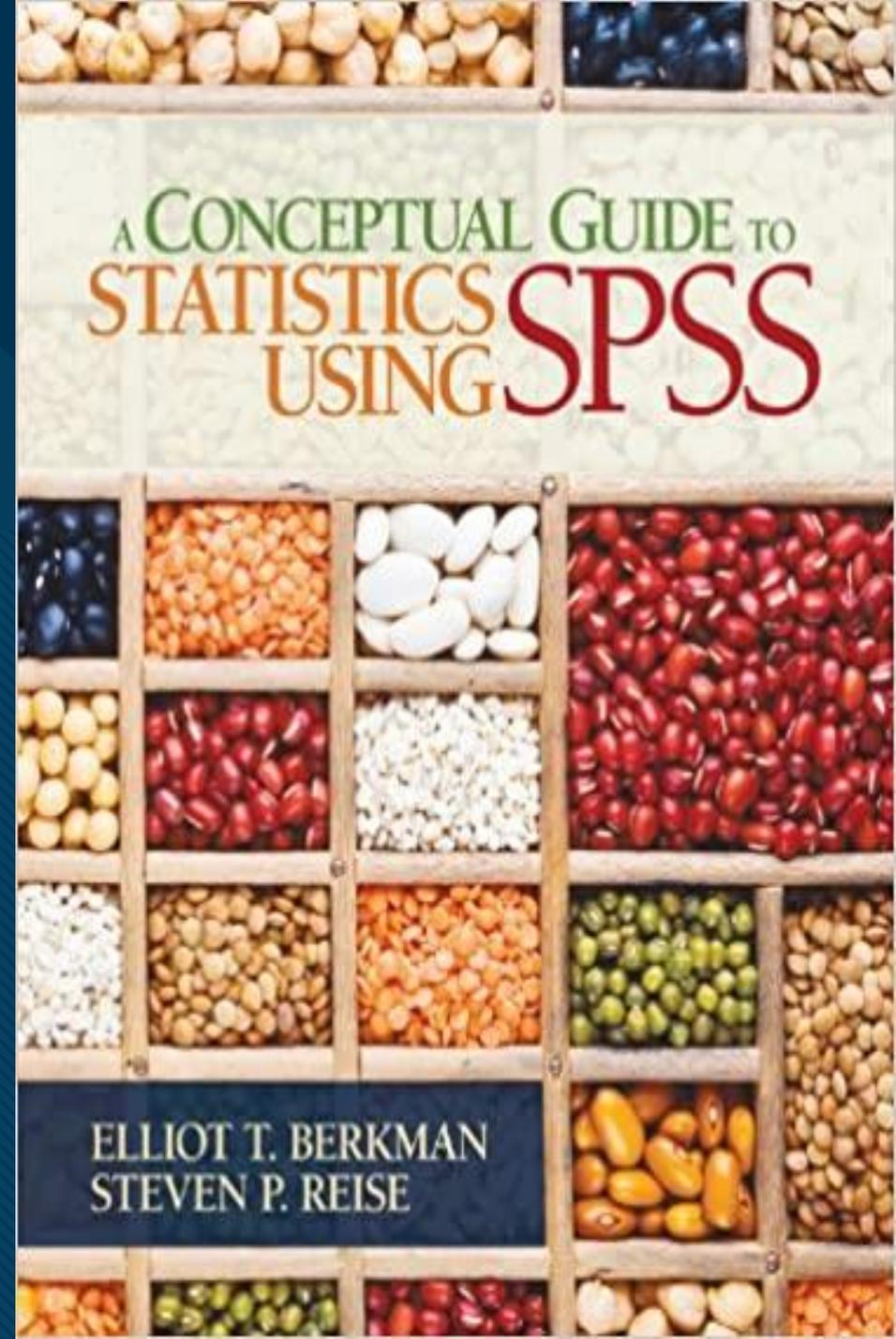
A CONCEPTUAL GUIDE TO STATISTICS USING SPSS

This unique text helps students develop a conceptual understanding of a variety of statistical tests by linking the ideas learned in a statistics class from a traditional statistics textbook with the computational steps and output from SPSS

Each chapter begins with a student-friendly explanation of the concept behind each statistical test and how the test relates to that concept. The authors then walk through the steps to compute the test in SPSS and the output, clearly linking how the SPSS procedure and output connect back to the conceptual underpinnings of the test.

By drawing clear connections between the theoretical and computational aspects of statistics, this engaging text aids students' understanding of theoretical concepts by teaching them in a practical context.

<https://sk-sagepub-com.eresources.u library.gov.my:2443/books/a-conceptual-guide-to-statistics-using-spss>



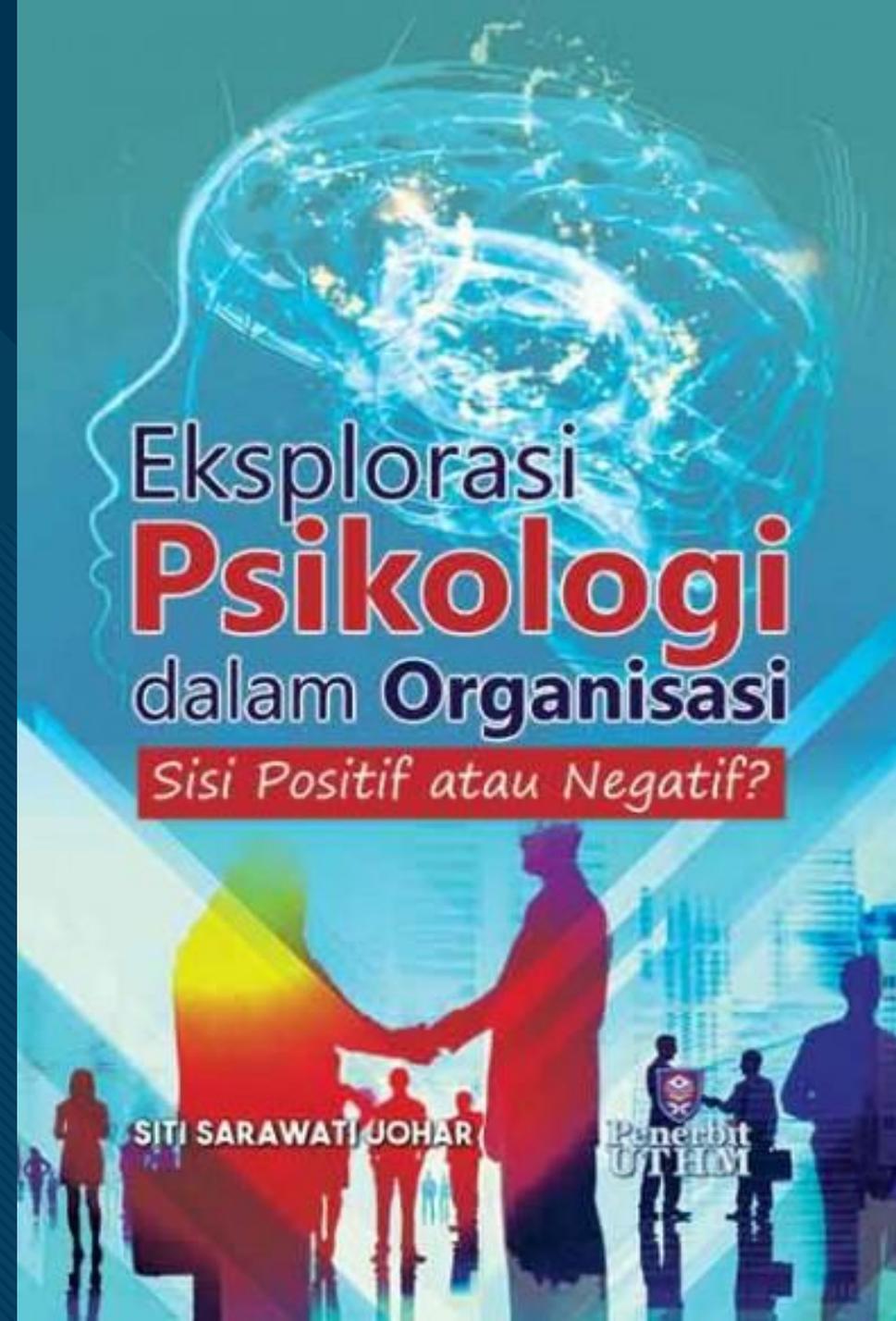
EKSPLORASI PSIKOLOGI DALAM ORGANISASI SISI POSITIF ATAU NEGATIF

Buku ini menelusur topik-topik merangkumi isu kecerdasan emosi, personaliti, estim sendiri, komitmen, tadbir urus modal insan, kepimpinan insan dan interaksi ilmu psikologi. Penulis juga membincangkan perkaitan isu-isu itu dengan disiplin ilmu psikologi oleh Imam Al-Ghazali dari perspektif agama Islam.

Dalam setiap organisasi walau di peringkat apa pun sangat memerlukan pemimpin yang berwibawa dan pengikut yang dinamik selaras dengan tuntutan agama. Organisasi yang mapan dan mampan berupaya membantu mewujudkan modal insan positif dalam masyarakat berkualiti sebagai kelangsungan ketinggian tamadun dalam sesebuah negara. Isu-isu tersebut turut dibincangkan dari aspek kepentingannya mewarnai senario dalam mana-mana organisasi manusia sebagai proses pembangunan insan yang seimbang, disamping membawa pembaca meneroka implikasi setiap daripadanya dari sisi positif dan negative

Terdapat juga beberapa teori dan model yang dibincangkan dalam buku ini iaitu seperti Model Empat Cabang Kecerdasan Emosi Mayer dan Salovey (1997); Model Tiga Komponen Komitmen terhadap Organisasi Meyer dan Allen (1991); Teori Personaliti Eysenck (1952); dan Teori Estim Kendiri Rosenberg (1965).

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GEN Z WORK

A generations expert and author of *When Generations Collide* and *The M-Factor* teams up with his seventeen-year-old son to introduce the next influential demographic group to join the workforce—Generation Z—in this essential study, the first on the subject.

They were born between between 1995 and 2012. At 72.8 million strong, Gen Z is about to make its presence known in the workplace in a major way—and employers need to understand the differences that set them apart. They're radically different than the Millennials, and yet no one seems to be talking about them—until now. This generation has an entirely unique perspective on careers and how to succeed in the workforce.

Based on the first national studies of Gen Z's workplace attitudes; interviews with hundreds of CEOs, celebrities, and thought leaders on generational issues; cutting-edge case studies; and insights from Gen Zers themselves, *Gen Z @ Work* offers the knowledge today's leaders need to get ahead of the next gaps in the workplace and how best to recruit, retain, motivate, and manage Gen Zers. Ahead of the curve, *Gen Z @ Work* is the first comprehensive, serious look at what the next generation of workers looks like, and what that means for the rest of us.

<https://pnm.elib.com.my/index.php/book/details/222338>

David Stillman and
Jonah Stillman

Gen Z @ Work

How the Next Generation Is
Transforming the Workplace

INSPIRED LEADERSHIP

Inspired Leadership is the essential guide to performing at the highest level every day. As CEO of Porsche, author Kevin Gaskell led the company from near-bankruptcy to the most profitable car company. During his four years at BMW, the company saw 80% growth in sales and 500% increase in profitability. Good leaders get results and *great* leaders get great results but Inspired Leaders get *extraordinary* results, turn around companies, ensure people development and turn brands into household names. This book shows you how to become an Inspired Leader. Workable strategies, practical frameworks, and real-world essential skills give you a concrete curriculum for success, while anecdotes and examples drawn from the author's experiences illustrate important concepts in action.

Quality leadership is the difference between success and failure but Inspired Leadership is the difference between success and world-class performance. It requires 360-degree attention laser focus authentic relationships and a rock-solid understanding of the leader's role. When you're ready to achieve the extraordinary *Inspired Leadership* is the resource to keep within arm's reach.

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'Fantastic insights showing how ordinary people can build incredible teams and extraordinary success.'
—Marshall Goldsmith,
World's #1 Leadership Thinker

INSPIRED LEADERSHIP

HOW YOU CAN ACHIEVE EXTRAORDINARY RESULTS IN BUSINESS

KEVIN GASKELL

WILEY

THE 25 MINUTE MEETING

The 25 Minute Meeting goes beyond cut to the chase and shows you how to take back your work day with smarter planning and more productive action. Meetings have become a *de facto* way of working, and as they pile up and stretch to interminable lengths, they eat up our days and sink productivity if they are poorly planned and run. Done well, meetings are short, sharp, productive affairs that provide critical time and space for the interactions that drive business forward.

This book shows you how to effectively and efficiently recover your time with a roadmap to the 25-minute meeting. A clear framework walks you through the entire meeting process, with emphasis on timing and focus, with illustrative case studies showing how real-world meetings have transformed from painful to purposeful with a few simple changes.

From purging the invite list, to shutting down irrelevant tangents and facilitating more efficient communication, this book can help you reclaim your lost hours without sacrificing collaboration. A well-run meeting is a goldmine of opportunity for Getting Things Done; it is where the diverse set of talents on your team come together into a whole of achievement it is your most valuable commodity. It's time to leave dusty, boring, time-sucking meetings in the past and revolutionize the way we come together. The 25 Minute Meeting shows you a fresh, more productive approach to working, cooperating, collaborating, and communicating the 21st century way.

http://pnm.alkemlibrary.com.eresources.u-library.gov.my:2048/index.php?option=com_content&view=article&id=1942:the-25-minute-meeting&catid=15&Itemid=195#

THE 25 MINUTE MEETING



**HALF THE TIME
DOUBLE THE IMPACT**
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TERIMA KASIH

