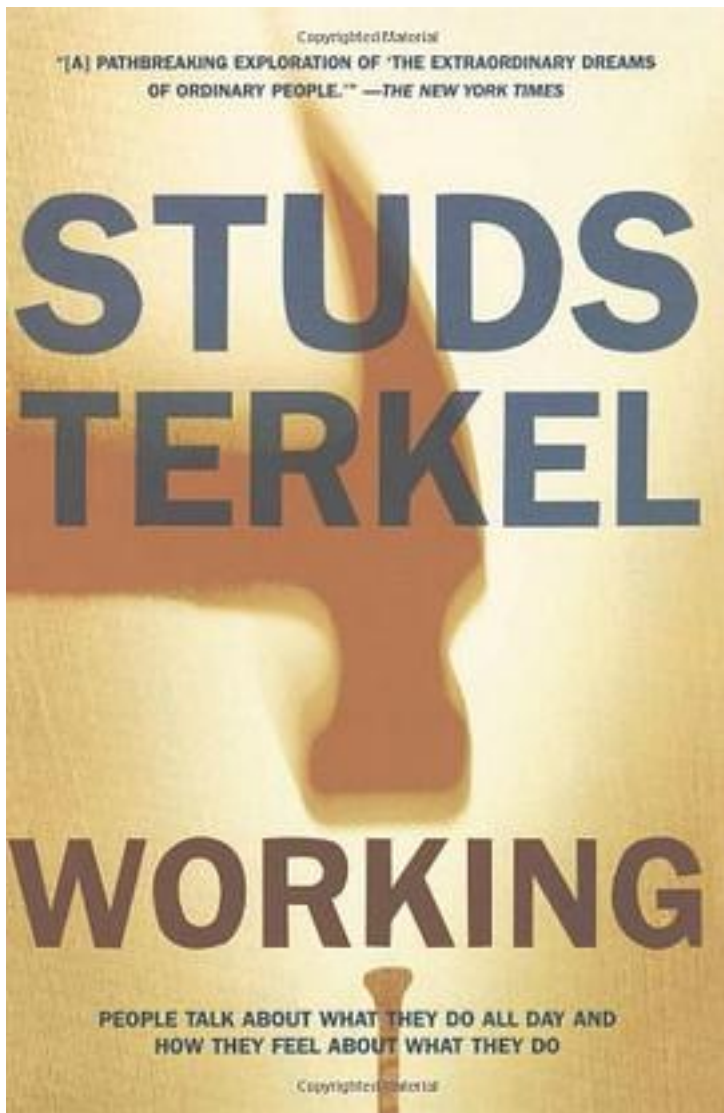


Working



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"Working" gives users a solid grasp of how to prepare for work and life through career planning, money management, and independent-living techniques. Written in engaging and flexible content, this edition has new features such as coverage of today's hottest careers, easy-to-remember rules for improving study skills, and strong emphasis on critical scans workplace skills. With comprehensive coverage and special sections that focus on diversity, listening skills, problem solving and time management, this text provides the tools needed to excel and succeed in both academic and professional careers.

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