

1.	Record Nr.	UNINA990000035140403321
	Autore	Isnardi, Filippo Alberto
	Titolo	Formazione del truciolo metallico / Alberto Isnardi
	Pubbl/distr/stampa	Milano : U. Hoepli, 1955
	Edizione	[2.ed. rifatta ed aumentata.]
	Descrizione fisica	XVI, 269 p. : ill. ; 25 cm
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	Locazione	FINBC
	Collocazione	13 C 54 05
	Lingua di pubblicazione	Italiano
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	Livello bibliografico	Monografia
2.	Record Nr.	UNINA9900006337630403321
	Titolo	Europa : der unmögliche Status quo / hrsg. Club von Florenz ; Vorwort von Jacques Delors
	Pubbl/distr/stampa	Baden-Baden : Nomos Verl., 1996
	ISBN	3-7890-4253-6
	Descrizione fisica	176 p. ; 23 cm
	Disciplina	342.041
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	Lingua di pubblicazione	Tedesco
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3. Record Nr.	UNINA9910535971703321
Autore	Shelton Carla F.
Titolo	Best practices for effective secondary school counselors // Carla F. Shelton, Edward L. James ; acquisitions editorc Robert D. Clouse ; copy editor Diana Breti ; cover designer Michael Dubowe
Pubbl/distr/stampa	Thousand Oaks, California : , : Corwin Press, , 2005 ©2005
ISBN	1-4833-6115-2 1-4833-6332-5
Descrizione fisica	1 online resource (257 p.)
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Nota di contenuto	""Cover""; ""Contents""; ""Preface""; ""Acknowledgments""; ""About the Authors""; ""Chapter 1 - Best Practice 1: Use Data to Evaluate Program Effectiveness and Plan for Continuous Improvement""; ""Section 1: Review the School Counseling Plan""; ""Section 2: Develop a School Profile""; ""Section 3: Obtain Stakeholder Perspectives""; ""Section 4: Create a Self-Evaluation Instrument""; ""Section 5: Formulate a Counseling Program Action Plan""; ""Chapter 2 - Best Practice 2: Design and Implement a Comprehensive Advisement System""; ""Section 1: A Schoolwide Advisement Program"" ""Section 2: An Individual Advisement Program""""Section 3: A Rising Ninth-Grade Advisement Program""; ""Chapter 3 - Best Practice 3: Design and Implement an Extensive Career Education Program""; ""Section 1: Basic Principles of Career Development""; ""Section 2: Design Appropriate Career Development Plans for Middle and High School Students""; ""Section 3: Design and Implement a Comprehensive Career Center""; ""Section 4: Career Portfolios for Students""; ""Chapter 4 - Best Practice 4: Create Transition Programs That Prepare Students for Success""

""Section 1: A Keystone Program for Rising Ninth-Grade Students""  
Section 2: A Credit Recovery Program for High School Students"";  
""Section 3: A Capstone Program for Twelfth-Grade Students"";  
""Chapter 5 - Best Practice 5: Establish and Maintain Communication  
with the School Community""; ""Section 1: Establishing  
Communication""; ""Section 2: Maintaining Communication""; ""Chapter  
6 - Best Practice 6: Design a Personal Plan for Professional  
Development""; ""Appendix A: Stress Management for Secondary School  
Counselors""; ""Appendix B: Writing Effective Letters of  
Recommendation""  
""Form B 1: Student Recommendation Worksheet""""Form B 2: School  
Profile""; ""Resource B3: Tips for Writing Effective Letters of  
Recommendation""; ""Resource B4: Word Bank of Adjectives"";  
""Resource B5a: Sample Letters 1""; ""Resource B5b: Sample Letters 2"";  
""Resource B5c: Sample Letters 3""; ""Resource B5d: Sample Letters 4"";  
""Resource B5e: Sample Letters 5""; ""References""; ""Index""

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## Sommario/riassunto

Written from the perspective of a practicing, certified counselor, this  
guide contains essential information needed to smoothly transition  
from service-based to program-based counseling.

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