



Checklist Stress Relief

N Noddings



Checklist Stress Relief:

Stress Relief for Disasters Great and Small Georgia Witkin,2002-04-11 This valuable prescriptive guide organized by timeline addresses such questions as How can we tell when the normal becomes abnormal When should we worry How do we know what s coming next Dr Witkin provides both strategies and support for the unique acute anxiety and chronic emotional and physical fall out that results from trauma whether caused by the events of 9 11 or the loss of a loved one She emphasizes that the process is the same for any type of disaster and spells out what she calls the sequence of recovery after disaster knowing what to do and what feelings to expect and when Most important StressRelief includes more than 80 specific prescriptions to help you help yourself and others from day one to year one and beyond The Expectant Mother's Checklist Winifred Conkling,2013-05-17 ALL THE INFORMATION EXPECTANT MOTHERS NEED ALL IN ONE PRACTICAL ORGANIZED GUIDE First time parents and seasoned pros will adore this information packed compendium smartly organized by trimester With detailed lists of must haves and essential facts plus additional resources including mail order and Internet shopping you ll get it all done before the stork arrives Find out everything you need to know about Handling Legal Issues maternity leave wills guardians baby s insurance Deciding on Childbirth Classes finding the right one for you Gathering Maternity Clothes don t buy borrow and look for resale treasures Sharing the Good News when to tell family members coworkers and friends about the baby Planning Health Needs registering with the hospital packing picking a pediatrician stocking your medicine cabinet home safety check Exploring Child Care Choices how to interview set up and oversee your childcare provider Buying Baby Clothes and Linens keep the tags get larger sizes Picking the Right Equipment from car seats to strollers to baby monitors Feeding the Baby successful breast feeding bottle needs And much much more Did you know that Women who attend childbirth classes require less medication have fewer forceps deliveries and frequently feel more positive about their birthing experience than women who do not take classes Bringing home a gift from the baby for the older sibling helps ease the adjustment process The best way to gauge a baby s temperature is by its belly Experts estimate that between 80 and 90 percent of all car seats are installed incorrectly you can double check installation with your local police department or state highway patrol headquarters Babies may not need soap during the early months rinsing your baby in warm water may be all that is necessary Keep this book handy and refer to it often as the months go by Save time achieve peace of mind gain excellent information and organize your life as you await your new bundle of joy with The Expectant Mothers Checklist **The Anxiety and Phobia Workbook** Edmund J. Bourne,2015-03 Now in its sixth edition and recommended by therapists worldwide The Anxiety and Phobia Workbook has been the unparalleled essential resource for people struggling with anxiety and phobias for almost thirty years Living with anxiety panic disorders or phobias can make you feel like you aren t in control of your life If you re ready to tackle the fears that hold you back this book is your go to guide Packed with the most effective skills for assessing and treating anxiety this evidence based workbook contains the

latest clinical research You ll develop a full arsenal of skills for quieting fears and taking charge of your anxious thoughts including Relaxation and breathing techniques Ending negative self talk and mistaken beliefs Imagery and real life desensitization Lifestyle nutrition and exercise changes Written by a leading expert in cognitive behavioral therapy CBT and a classic in its field this fully revised edition offers powerful step by step treatment strategies for panic disorders agoraphobia generalized anxiety disorder GAD obsessive compulsive disorder OCD post traumatic stress disorder PTSD worry and fear You will also find updated information compatible with the DSM V as well as current information on medications and treatment nutrition mindfulness training exposure therapy and the latest research in neurobiology Whether you suffer from anxiety and phobias yourself or are a professional working with this population this book will provide the latest treatment solutions for overcoming the fears that stand in the way of living a full happy life This workbook can be used on its own or as a supplement to therapy

Skills Training for Struggling Kids Michael L. Bloomquist,2012-11-01 Challenging kids don t behave badly on purpose they are simply struggling with the demands on their psychological development This clear compassionate guide gives ways to help kids follow rules get along better with family members and peers express their feelings productively and succeed in the classroom

Checklists for Management, Engineering, Manufacturing, and Product Assurance: Management checklists W. B. Rossnagel,1971

Checklists for Clinical Nursing Skills Sandra Fucci Smith,Donna Duell,1985

Advanced Methods for Human Resource Management Research Paul Joseph-Richard,2025-01-03 Understanding and applying research methods is a key skill in human resource management This new textbook shows how to successfully complete a research project across the HR function Advanced Methods for Human Resource Management Research provides a practice based approach to planning and implementing research projects Each chapter focuses on one HRM practice and a Method in Focus feature that shows how a particular method could be used for researching that practice This enables postgraduate Research Methods students to gain an understanding of how research may be most effectively conducted for different aspects of HR from recruitment selection and people analytics to learning and development sustainable HRM and employee wellbeing This book offers comprehensive guidance on what kinds of questions can be asked and the application of current designs and methods Readers will learn how to conduct both qualitative and quantitative research such as interviews and literature reviews using Big Data social media and visuals as well as creating cross country designs to engage international participants It is supported by learning outcomes real world examples discussion questions and ethical dilemma exercises to develop critical understanding of the material Online resources include lecturer slides annotated web links further reading and new reflective questions for students This textbook is written for postgraduate HR students taking Research Methods modules as part of their degree

Personnel Productivity Management ,1985

Library Journal ,2002 Includes beginning Sept 15 1954 and on the 15th of each month Sept May a special section School library journal ISSN 0000 0035 called Junior libraries 1954 May 1961 Also issued separately *The*

Idea-a-day Guide to Super Selling and Customer Service Tony Alessandra, Anthony J. Alessandra, Gary Couture, Gregg Baron, 1992 How do salespeople become successful According to the author the only surefire way is to absorb new ideas and information one day at a time That s the premise behind this sales guide that contains 250 small ideas that readers can put to work immediately to make a big improvement in selling and customer service effectiveness Two basic formats are used for these idea starters FYI sections simple checklists such as key points to remember when making a sales presentation and forms and grids that guide the rep through such basic tasks as preparing a territory analysis or identifying specific customer service problems Nearly 100 illustrations charts and worksheets are included

Monthly Checklist of State Publications Library of Congress. Exchange and Gift Division, 1919 June and Dec issues contain listings of periodicals

Control Your High Blood Pressure - Without Drugs! Cleaves M. Bennett, Charles Cameron, Bennett Cleaves, 1986-03-04 Abstract A medically tested 12 week program is intended to reduce high blood pressure improve health and enhance mental well being without prescribed drugs in hypertensives The program uses a 3 pronged approach based on dietary modifications stress reduction and regular simple exercise Background information on high blood pressure conventional hypertension therapy and myths concerning hypertension also is presented Guidelines for recording relaxation tapes and resource information on sodium in foods are appended wz

Resources in Education, 1996

Multihousing Management Frank Basile, 1986

Management Phillip L. Hunsaker, 2004 This complete collection of managerial skills prepares users for the work force with a comprehensive introduction to effective management conduct The book provides a ten step learning model that enables readers to practice and perfect their management skills The emphasis is on teamwork and this book shows that the effectiveness of teams within a firm contributes to the efficiency of its operation increases productivity and eventually enhances profitability After a complete introduction to skills managerial effectiveness and self awareness the book proceeds to general integrative skills interpersonal communications diversity ethical guideposts managing skills and time planning and control skills goal setting evaluating performance creative problem solving organizing skills designing work selecting and developing people and leading skills building a power base and leading change An excellent resource for human resource managers organizational development workers and corporate trainers

1983 Guide to Health Information Resources in Print Christine S. Kradjian, 1983 Intended for health and patient education professionals Over 3000 entries in 150 categories e g cancer diabetes and stress that include resources published by health care associations corporations federal and state government agencies and nonprofit organizations Arranged broadly under materials for professionals materials for patients and clients and supplier listings Entries give bibliographical information statement of contents and format No index

Supervising Staff Marcia Trotta, 2006 Offers tips on managing people including discussion of the supervisor s role running work teams implementing change managing crisis and using performance appraisals effectively

Leading and Managing in Nursing Patricia S. Yoder-Wise, 1999 Leading and Managing in Nursing offers current comprehensive

coverage of concepts and principles using real world examples from a variety of healthcare settings to bring these concepts to life This second edition addresses realities of today s practice and discusses delegation working with larger groups communication and collaboration budget management staff development resource management and the healthcare consumer

Project Management for Health Care Professionals Kathleen Roberts, Carole Ludvigsen, 1998 *Developing Textbook Fluency* Sherrie Nist-Olejniak, Michele L. Simpson, 1996 *Developing Textbook Fluency* emphasizes a practical three part approach to the demands of discipline specific reading studying and thinking Preparing to Read Connecting During Reading and Rehearsing After Reading PCR Part I covers practical matters facing the beginning college student including motivation and time management Part II offers a selection of readings and study strategies for four academic disciplines psychology history science and technical courses

The Top Books of the Year Checklist Stress Relief The year 2023 has witnessed a noteworthy surge in literary brilliance, with numerous captivating novels captivating the hearts of readers worldwide. Lets delve into the realm of popular books, exploring the fascinating narratives that have captivated audiences this year. Checklist Stress Relief : Colleen Hoover's "It Ends with Us" This touching tale of love, loss, and resilience has captivated readers with its raw and emotional exploration of domestic abuse. Hoover expertly weaves a story of hope and healing, reminding us that even in the darkest of times, the human spirit can prevail. Checklist Stress Relief : Taylor Jenkins Reids "The Seven Husbands of Evelyn Hugo" This spellbinding historical fiction novel unravels the life of Evelyn Hugo, a Hollywood icon who defies expectations and societal norms to pursue her dreams. Reids compelling storytelling and compelling characters transport readers to a bygone era, immersing them in a world of glamour, ambition, and self-discovery. Checklist Stress Relief : Delia Owens "Where the Crawdads Sing" This evocative coming-of-age story follows Kya Clark, a young woman who grows up alone in the marshes of North Carolina. Owens crafts a tale of resilience, survival, and the transformative power of nature, captivating readers with its evocative prose and mesmerizing setting. These top-selling novels represent just a fraction of the literary treasures that have emerged in 2023. Whether you seek tales of romance, adventure, or personal growth, the world of literature offers an abundance of engaging stories waiting to be discovered. The novel begins with Richard Papen, a bright but troubled young man, arriving at Hampden College. Richard is immediately drawn to the group of students who call themselves the Classics Club. The club is led by Henry Winter, a brilliant and charismatic young man. Henry is obsessed with Greek mythology and philosophy, and he quickly draws Richard into his world. The other members of the Classics Club are equally as fascinating. Bunny Corcoran is a wealthy and spoiled young man who is always looking for a good time. Charles Tavis is a quiet and reserved young man who is deeply in love with Henry. Camilla Macaulay is a beautiful and intelligent young woman who is drawn to the power and danger of the Classics Club. The students are all deeply in love with Morrow, and they are willing to do anything to please him. Morrow is a complex and mysterious figure, and he seems to be manipulating the students for his own purposes. As the students become more involved with Morrow, they begin to commit increasingly dangerous acts. The Secret History is a exceptional and gripping novel that will keep you wondering until the very end. The novel is a cautionary tale about the dangers of obsession and the power of evil.

<https://ftp.thebrandexperience.com/files/uploaded-files/Documents/Teen%20Money%20Tips.pdf>

Table of Contents Checklist Stress Relief

1. Understanding the eBook Checklist Stress Relief
 - The Rise of Digital Reading Checklist Stress Relief
 - Advantages of eBooks Over Traditional Books
2. Identifying Checklist Stress Relief
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Checklist Stress Relief
 - User-Friendly Interface
4. Exploring eBook Recommendations from Checklist Stress Relief
 - Personalized Recommendations
 - Checklist Stress Relief User Reviews and Ratings
 - Checklist Stress Relief and Bestseller Lists
5. Accessing Checklist Stress Relief Free and Paid eBooks
 - Checklist Stress Relief Public Domain eBooks
 - Checklist Stress Relief eBook Subscription Services
 - Checklist Stress Relief Budget-Friendly Options
6. Navigating Checklist Stress Relief eBook Formats
 - ePub, PDF, MOBI, and More
 - Checklist Stress Relief Compatibility with Devices
 - Checklist Stress Relief Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Checklist Stress Relief
 - Highlighting and Note-Taking Checklist Stress Relief
 - Interactive Elements Checklist Stress Relief
8. Staying Engaged with Checklist Stress Relief

- Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Checklist Stress Relief
9. Balancing eBooks and Physical Books Checklist Stress Relief
- Benefits of a Digital Library
 - Creating a Diverse Reading Collection Checklist Stress Relief
10. Overcoming Reading Challenges
- Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Checklist Stress Relief
- Setting Reading Goals Checklist Stress Relief
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Checklist Stress Relief
- Fact-Checking eBook Content of Checklist Stress Relief
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning
- Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
14. Embracing eBook Trends
- Integration of Multimedia Elements
 - Interactive and Gamified eBooks

Checklist Stress Relief Introduction

In today's digital age, the availability of Checklist Stress Relief books and manuals for download has revolutionized the way we access information. Gone are the days of physically flipping through pages and carrying heavy textbooks or manuals. With just a few clicks, we can now access a wealth of knowledge from the comfort of our own homes or on the go. This article will explore the advantages of Checklist Stress Relief books and manuals for download, along with some popular platforms that offer these resources. One of the significant advantages of Checklist Stress Relief books and manuals for download is the cost-saving aspect. Traditional books and manuals can be costly, especially if you need to purchase several of them for

educational or professional purposes. By accessing Checklist Stress Relief versions, you eliminate the need to spend money on physical copies. This not only saves you money but also reduces the environmental impact associated with book production and transportation. Furthermore, Checklist Stress Relief books and manuals for download are incredibly convenient. With just a computer or smartphone and an internet connection, you can access a vast library of resources on any subject imaginable. Whether you're a student looking for textbooks, a professional seeking industry-specific manuals, or someone interested in self-improvement, these digital resources provide an efficient and accessible means of acquiring knowledge. Moreover, PDF books and manuals offer a range of benefits compared to other digital formats. PDF files are designed to retain their formatting regardless of the device used to open them. This ensures that the content appears exactly as intended by the author, with no loss of formatting or missing graphics. Additionally, PDF files can be easily annotated, bookmarked, and searched for specific terms, making them highly practical for studying or referencing. When it comes to accessing Checklist Stress Relief books and manuals, several platforms offer an extensive collection of resources. One such platform is Project Gutenberg, a nonprofit organization that provides over 60,000 free eBooks. These books are primarily in the public domain, meaning they can be freely distributed and downloaded. Project Gutenberg offers a wide range of classic literature, making it an excellent resource for literature enthusiasts. Another popular platform for Checklist Stress Relief books and manuals is Open Library. Open Library is an initiative of the Internet Archive, a non-profit organization dedicated to digitizing cultural artifacts and making them accessible to the public. Open Library hosts millions of books, including both public domain works and contemporary titles. It also allows users to borrow digital copies of certain books for a limited period, similar to a library lending system. Additionally, many universities and educational institutions have their own digital libraries that provide free access to PDF books and manuals. These libraries often offer academic texts, research papers, and technical manuals, making them invaluable resources for students and researchers. Some notable examples include MIT OpenCourseWare, which offers free access to course materials from the Massachusetts Institute of Technology, and the Digital Public Library of America, which provides a vast collection of digitized books and historical documents. In conclusion, Checklist Stress Relief books and manuals for download have transformed the way we access information. They provide a cost-effective and convenient means of acquiring knowledge, offering the ability to access a vast library of resources at our fingertips. With platforms like Project Gutenberg, Open Library, and various digital libraries offered by educational institutions, we have access to an ever-expanding collection of books and manuals. Whether for educational, professional, or personal purposes, these digital resources serve as valuable tools for continuous learning and self-improvement. So why not take advantage of the vast world of Checklist Stress Relief books and manuals for download and embark on your journey of knowledge?

FAQs About Checklist Stress Relief Books

How do I know which eBook platform is the best for me? Finding the best eBook platform depends on your reading preferences and device compatibility. Research different platforms, read user reviews, and explore their features before making a choice. Are free eBooks of good quality? Yes, many reputable platforms offer high-quality free eBooks, including classics and public domain works. However, make sure to verify the source to ensure the eBook credibility. Can I read eBooks without an eReader? Absolutely! Most eBook platforms offer webbased readers or mobile apps that allow you to read eBooks on your computer, tablet, or smartphone. How do I avoid digital eye strain while reading eBooks? To prevent digital eye strain, take regular breaks, adjust the font size and background color, and ensure proper lighting while reading eBooks. What the advantage of interactive eBooks? Interactive eBooks incorporate multimedia elements, quizzes, and activities, enhancing the reader engagement and providing a more immersive learning experience. Checklist Stress Relief is one of the best book in our library for free trial. We provide copy of Checklist Stress Relief in digital format, so the resources that you find are reliable. There are also many Ebooks of related with Checklist Stress Relief. Where to download Checklist Stress Relief online for free? Are you looking for Checklist Stress Relief PDF? This is definitely going to save you time and cash in something you should think about. If you trying to find then search around for online. Without a doubt there are numerous these available and many of them have the freedom. However without doubt you receive whatever you purchase. An alternate way to get ideas is always to check another Checklist Stress Relief. This method for see exactly what may be included and adopt these ideas to your book. This site will almost certainly help you save time and effort, money and stress. If you are looking for free books then you really should consider finding to assist you try this. Several of Checklist Stress Relief are for sale to free while some are payable. If you arent sure if the books you would like to download works with for usage along with your computer, it is possible to download free trials. The free guides make it easy for someone to free access online library for download books to your device. You can get free download on free trial for lots of books categories. Our library is the biggest of these that have literally hundreds of thousands of different products categories represented. You will also see that there are specific sites catered to different product types or categories, brands or niches related with Checklist Stress Relief. So depending on what exactly you are searching, you will be able to choose e books to suit your own need. Need to access completely for Campbell Biology Seventh Edition book? Access Ebook without any digging. And by having access to our ebook online or by storing it on your computer, you have convenient answers with Checklist Stress Relief To get started finding Checklist Stress Relief, you are right to find our website which has a comprehensive collection of books online. Our library is the biggest of these that have literally hundreds of thousands of different products represented. You will also see that there are specific sites catered to different categories or niches related with Checklist Stress Relief So depending on what exactly you are searching, you will be able to choose ebook to suit your own need. Thank you for reading Checklist

Stress Relief. Maybe you have knowledge that, people have search numerous times for their favorite readings like this Checklist Stress Relief, but end up in harmful downloads. Rather than reading a good book with a cup of coffee in the afternoon, instead they juggled with some harmful bugs inside their laptop. Checklist Stress Relief is available in our book collection an online access to it is set as public so you can download it instantly. Our digital library spans in multiple locations, allowing you to get the most less latency time to download any of our books like this one. Merely said, Checklist Stress Relief is universally compatible with any devices to read.

Find Checklist Stress Relief :

[teen money tips](#)

[teenage dream](#)

[technologie des zuckers](#)

[teeth leaders series 737](#)

tecumseh a play

technology of plasticizers

[techniques of problem solving level 2](#)

telegraph and data transmission over shortwave radio links fundamental principles and networks

teen health course 3 enrichment activities

telescoping times

[techno lab](#)

technology management society

technology catalog 99

tell alice

[tell me a scary story... but not too scary & audio cd](#)

Checklist Stress Relief :

Moving Pictures: The History of Early Cinema by B Manley · 2011 · Cited by 19 — This Discovery Guide explores the early history of cinema, following its foundations as a money-making novelty to its use as a new type of storytelling and ... The Early History of Motion Pictures | American Experience The pair set out to create a device that could record moving pictures. In 1890 Dickson unveiled the Kinetograph, a primitive motion picture camera. In 1892 he ... A Brief History of Cinema -

Moving Pictures - Open Textbooks In that same year, over in France, Auguste and Louis Lumiere invented the cinematographe which could perform the same modern miracle. The Lumiere brothers would ... A very short history of cinema Jun 18, 2020 — The first to present projected moving pictures to a paying audience were the Lumière brothers in December 1895 in Paris, France. They used a ... Moving Pictures: The History of Early Cinema A World History of Film · Art · 2001. This authoritative volume is a readable, illustrated history of motion pictures from pre-cinema to ... Moving Pictures The History of Early Cinema.pdf - ... In 1882, Etienne Jules Marey was the first to develop a single camera that could shoot multiple images, taking 12 photographs in one second. Marey's ... The history of motion pictures In their first phase, motion pictures emphasized just movement. There was no sound, usually no plot and no story. Just movement. One of the earliest movie ... Origins of Motion Pictures | History of Edison ... An overview of Thomas A. Edison's involvement in motion pictures detailing the development of the Kinetoscope, the films of the Edison Manufacturing Company ... Early Cinema One highlight of our Early Cinema collection is the 1907 to 1927 run of Moving Picture World, one of the motion picture industry's earliest trade papers. Moving ... Dogs: A New Understanding of Canine Origin, Behavior ... Tracing the evolution of today's breeds from these village dogs, the Coppingers show how characteristic shapes and behaviors—from pointing and baying to the ... Dogs: A New Understanding of Canine Origin, Behavior ... Tracing the evolution of today's breeds from these village dogs, the Coppingers show how characteristic shapes and behaviors—from pointing and baying to the ... Dogs A New Understanding Of Canine Origin, Behavior ... Drawing on insight gleaned from 35 years of raising, training, and researching the behaviors of dogs worldwide, the authors explore in detail how dog breeds ... Dogs: A Startling New Understanding of Canine Origin ... Drawing on insight gleaned from forty-five years of raising, training, and studying the behaviors of dogs worldwide, Lorna and Raymond Coppinger explore the ... Dogs: A New Understanding of Canine Origin, Behavior ... Tracing the evolution of today's breeds from these village dogs, the Coppingers show how characteristic shapes and behaviors—from pointing and baying to the ... Dogs-A Startling New Understanding of Canine Origin ... Nov 29, 2023 — Tracing the evolution of today's breeds from these village dogs, the Coppingers show how characteristic shapes and behaviors—from pointing and ... Dogs: A New Understanding of Canine Origin, Behavior ... Tracing the evolution of today's breeds from these village dogs, the Coppingers show how characteristic shapes and behaviors—from pointing and baying to the ... DOGS: A Startling New Understanding of Canine Origins ... Raymond Coppinger, DOGS: A Startling New Understanding of Canine Origins, Beha. , \$26 (352pp) ISBN 978-0-684-85530-1 · Featured Nonfiction Reviews. A New Understanding of Canine Origin, Behavior, and Evolution They argue that dogs did not evolve directly from wolves, nor were they trained by early humans; instead they domesticated themselves to exploit a new ... Dogs: A New Understanding of Canine Origin, Behavior ... Oct 1, 2002 — They argue that dogs did not evolve directly from wolves, nor were they trained by early humans; instead they domesticated themselves to exploit ... NEBOSH Certificate Revision Guides RRC's essential Revision Guides are a really

effective revision tool to help you achieve NEBOSH Exam Success. Key features Include: A concise overview of all ... RRC Revision Guides for NEBOSH Certificate and Diploma Essential NEBOSH Diploma Revision Guides combining concise revision notes with exam-style questions and model answers for a fully effective revision tool:. Health and Safety in Construction Revision Guide This companion to the bestselling Introduction to Health and Safety in Construction is an essential revision aid for students preparing for their written ... International Health and Safety at Work Revision Guide: for ... This companion to the bestselling International Health and Safety at Work is an essential revision aid for students preparing for their written assessments on ... RRC's NEBOSH Health and Safety Management for ... Online; Live Online; Classroom. Textbooks & Revision Guides also available. Visit our website for more information on this course, as well as course dates and ... RRC International Studying RRC's NEBOSH Certificate in Fire Safety is a great way to expand your existing knowledge and is particularly useful for health and safety professionals ... RRC's NEBOSH Health and Safety ... - SHP Directory The NEBOSH Health and Safety Management for Construction (UK), is an essential qualification for all with safety responsibilities in the construction industry. International Certificate in Construction Health and Safety The NEBOSH Certificate in Construction Health and Safety will help you manage risk and improve safety in the construction industry. Health and Safety at Work Revision Guide ... Fully updated to the latest NEBOSH National General Certificate specifications (April 2015), the revision guide provides complete coverage of the syllabus in ...