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## Business Ethics

### Ethics in Qualitative Research

**SAGE** *This fresh, confident Second Edition of Ethics in Qualitative Research expands its focus on the theoretical and practical aspects of doing qualitative research in light of new ethical dilemmas facing researchers today. This engaging textbook explores key ethical dilemmas - including research boundaries, informed consent, participation, rapport and analysis - within the context of a rapidly changing research environment. The book effectively covers the ethical issues related to the data collection process, helping readers to address the ethical considerations relevant to their research.*

### Olives: Safe Methods for Home Pickling

**UCANR Publications**

### Ethics in Information Technology

**Course Technology Ptr** *Ethics in Information Technology, Second Edition is a timely offering with updated and brand new coverage of topical issues that we encounter in the news every day such as file sharing, infringement of intellectual property, security risks, Internet crime, identity theft, employee surveillance, privacy, and compliance.*

### Ethics and Auditing

**ANU E Press** *Ethics and Auditing examines ethical challenges exposed by recent accounting and auditing 'lapses' through a study of interconnected moral, legal and accounting issues. The book aims to engage a broad readership in the discussion of audit failure and reform. With its range of intellectual and practical perspectives, Ethics and Auditing provides critical analyses of auditor independence, conflicts of interest, self-regulation, the setting and enforcing of auditing standards, and ethics education.*

### Principles of Good Clinical Practice

**Pharmaceutical Press** *This text aims to be a one-stop source for guidance and checking the rules for proper conduct of clinical trials, as well as providing a historical perspective of the clinical research landscape. Good Clinical Practice guidelines provide an international quality standard for the regulation of clinical trials. They include standards on how clinical trials should be conducted, provide assurance of safety and efficacy of newly developed drugs and protect human rights. Principles of Good Clinical Practice describes the ethical principles and regulatory requirements that influence the current and future conduct of clinical research. As well as providing essential information on clinical trial design and pharmacovigilance, coverage also includes: informed consent; investigator and sponsor responsibilities; site monitoring; institutional review boards and dependent ethics committees; clinical trial registration and reporting; quality assurance; and future implications for good clinical practices. Principles of Good Clinical Practice will be a definitive text for Clinical Development personnel at pharmaceutical companies, Contract Research Organizations (CROs), PharmD and postgraduate pharmacy students, and medical, pharmacy and drug company libraries*

### Global Trends 2040

### A More Contested World

**Cosimo Reports** *"The ongoing COVID-19 pandemic marks the most significant, singular global disruption since World War II, with health, economic, political, and security implications that will ripple for years to come." -Global Trends 2040 (2021) Global Trends 2040-A More Contested World (2021), released by the US National Intelligence Council, is the latest report in its series of reports*

starting in 1997 about megatrends and the world's future. This report, strongly influenced by the COVID-19 pandemic, paints a bleak picture of the future and describes a contested, fragmented and turbulent world. It specifically discusses the four main trends that will shape tomorrow's world: - Demographics-by 2040, 1.4 billion people will be added mostly in Africa and South Asia. - Economics-increased government debt and concentrated economic power will escalate problems for the poor and middleclass. - Climate-a hotter world will increase water, food, and health insecurity. - Technology-the emergence of new technologies could both solve and cause problems for human life. Students of trends, policymakers, entrepreneurs, academics, journalists and anyone eager for a glimpse into the next decades, will find this report, with colored graphs, essential reading.

## Key Concepts in Public Archaeology

**UCL Press** This book provides a broad overview of the key concepts in public archaeology, a research field that examines the relationship between archaeology and the public, in both theoretical and practical terms. While based on the long-standing programme of undergraduate and graduate teaching in public archaeology at UCL's renowned Institute of Archaeology, the book also takes into account the growth of scholarship from around the world and seeks to clarify what exactly 'public archaeology' is by promoting an inclusive, socially and politically engaged vision of the discipline. Written for students and practitioners, the individual chapters provide textbook-level introductions to the themes, theories and controversies that connect archaeology to wider society, from the trade in illicit antiquities to the use of digital media in public engagement, and point readers to the most relevant case studies and learning resources to aid their further study. This book was produced as part of JISC's Institution as e-Textbook Publisher project. Find out more at <https://www.jisc.ac.uk/rd/projects/institution-as-e-textbook-publisher> Praise for Key Concepts in Archaeology 'Littered throughout with concise and well-chosen case studies, Key Concepts in Public Archaeology could become essential reading for undergraduates and is a welcome reminder of where archaeology sits in UK society today.' British Archaeology

## Ethical and Responsible Tourism

### Managing Sustainability in Local Tourism Destinations

**Routledge** Ethical and Responsible Tourism explains the methods and practices used to manage the environmental impact of tourism on local communities and destinations. The three core themes of the book - destination management, environmental and social aspects of ethical sustainable development and business impacts - are discussed across both topic and case study chapters, alongside explanatory editorial analysis with all chapters clearly signposted and interlinked. The case studies address specific and practical examples from a global range of examples including sites in Australia, Central America, Europe Union countries, Japan, North America and South America. Used as a core textbook, the linking of theory in the topic chapters, and practice gained through case studies, alongside further reading and editorial commentary, Ethical and Responsible Tourism provides a detailed and comprehensive learning experience. Specific case studies can be used as standalone examples as part of a case teaching approach, and the editorial and discussion elements are designed to be suitable for those simply seeking a concise overview, such as tourism professionals or potential investors in sustainable tourism projects. This book will be essential reading for students, researchers and practitioners of tourism, environmental and sustainability studies.

## CPA Australia Ethics and Governance

### Revision Kit

BPP Learning Media offers a range of learning materials for students working to complete the CPA Programme. Our Passcards, Revision Kits and i-Pass products complement the structure and content of the CPA syllabus, help focus your revision and hone your exam technique.

### Financial Reporting Handbook 2021 New Zealand

The Financial Reporting Handbook 2021 from Chartered Accountants Australia and New Zealand (Chartered Accountants ANZ) is designed to meet the demands of the ever-changing business environment. Developed for Chartered Accountants, accountancy students and other professionals working in Australia, the Handbook is a comprehensive guide to the Australian accounting standards. A companion to the Handbook is Chartered Accountants ANZ's Auditing, Assurance and Ethics Handbook 2021, which contains Australian and New Zealand auditing and assurance standards. Together, these are part of the suite of products and services available to Chartered Accountants ANZ members and the student and business community.

## The Ethics of Identity

**Princeton University Press** Race, ethnicity, nationality, religion, gender, sexuality: in the past couple of decades, a great deal of attention has been paid to such collective identities. They clamor for recognition and respect, sometimes at the expense of other things we value. But to what extent do "identities" constrain our freedom, our ability to make an individual life, and to what extent do they enable our individuality? In this beautifully written work, renowned philosopher and African Studies scholar Kwame Anthony Appiah draws on thinkers through the ages and across the globe to explore such questions. The Ethics of Identity takes seriously both the claims of individuality--the task of making a life--and the claims of identity, these large and often abstract social categories through which we define ourselves. What sort of life one should lead is a subject that has preoccupied moral and political thinkers

from Aristotle to Mill. Here, Appiah develops an account of ethics, in just this venerable sense--but an account that connects moral obligations with collective allegiances, our individuality with our identities. As he observes, the question who we are has always been linked to the question what we are. Adopting a broadly interdisciplinary perspective, Appiah takes aim at the clichés and received ideas amid which talk of identity so often founders. Is "culture" a good? For that matter, does the concept of culture really explain anything? Is diversity of value in itself? Are moral obligations the only kind there are? Has the rhetoric of "human rights" been overstretched? In the end, Appiah's arguments make it harder to think of the world as divided between the West and the Rest; between locals and cosmopolitans; between Us and Them. The result is a new vision of liberal humanism--one that can accommodate the vagaries and variety that make us human.

## The Responsibilities of Online Service Providers

**Springer** This volume focuses on the responsibilities of online service providers (OSPs) in contemporary societies. It examines the complexity and global dimensions of the rapidly evolving and serious challenges posed by the exponential development of Internet services and resources. It looks at the major actors - such as Facebook, Google, Twitter, and Yahoo! - and their significant influence on the informational environment and users' interactions within it, as well as the responsibilities and liabilities such influence entails. It discusses the position of OSPs as information gatekeepers and how they have gone from offering connecting and information-sharing services to paying members to providing open, free infrastructure and applications that facilitate digital expression and the communication of information. The book seeks consensus on the principles that should shape OSPs' responsibilities and practices, taking into account business ethics and policies. Finally, it discusses the rights of users and international regulations that are in place or currently lacking.

## Project Management

### Case Studies

**John Wiley & Sons** A new edition of the most popular book of project management case studies, expanded to include more than 100 cases plus a "super case" on the Iridium Project Case studies are an important part of project management education and training. This Fourth Edition of Harold Kerzner's Project Management Case Studies features a number of new cases covering value measurement in project management. Also included is the well-received "super case," which covers all aspects of project management and may be used as a capstone for a course. This new edition: Contains 100-plus case studies drawn from real companies to illustrate both successful and poor implementation of project management Represents a wide range of industries, including medical and pharmaceutical, aerospace, manufacturing, automotive, finance and banking, and telecommunications Covers cutting-edge areas of construction and international project management plus a "super case" on the Iridium Project, covering all aspects of project management Follows and supports preparation for the Project Management Professional (PMP®) Certification Exam Project Management Case Studies, Fourth Edition is a valuable resource for students, as well as practicing engineers and managers, and can be used on its own or with the new Eleventh Edition of Harold Kerzner's landmark reference, Project Management: A Systems Approach to Planning, Scheduling, and Controlling. (PMP and Project Management Professional are registered marks of the Project Management Institute, Inc.)

## When Scotland Was Jewish

### DNA Evidence, Archeology, Analysis of Migrations, and Public and Family Records Show Twelfth Century Semitic Roots

**McFarland** The popular image of Scotland is dominated by widely recognized elements of Celtic culture. But a significant non-Celtic influence on Scotland's history has been largely ignored for centuries? This book argues that much of Scotland's history and culture from 1100 forward is Jewish. The authors provide evidence that many of the national heroes, villains, rulers, nobles, traders, merchants, bishops, guild members, burgesses, and ministers of Scotland were of Jewish descent, their ancestors originating in France and Spain. Much of the traditional historical account of Scotland, it is proposed, rests on fundamental interpretive errors, perpetuated in order to affirm Scotland's identity as a Celtic, Christian society. A more accurate and profound understanding of Scottish history has thus been buried. The authors' wide-ranging research includes examination of census records, archaeological artifacts, castle carvings, cemetery inscriptions, religious seals, coinage, burgess and guild member rolls, noble genealogies, family crests, portraiture, and geographic place names.

## The Challenge of Obesity in the WHO European Region and the Strategies for Response

## Summary

**World Health Organization** *In a brief, clear and easily accessible way, this summary illustrates the dynamics of the obesity epidemic and its impact on public health throughout the WHO European Region, particularly in eastern countries. It describes how factors that increase the risk of obesity are shaped in different settings, such as the family, school, community and workplace. It makes both ethical and economic arguments for accelerating action against obesity, and analyses effective programs and policies in different government sectors, such as education, health, agriculture and trade, urban planning and transport. The summary also describes how to design policies and programs to prevent obesity and how to monitor progress, and calls for specific action by stakeholders: not only government sectors but also the private sector - including food manufacturers, advertisers and traders - and professional consumers' and international and intergovernmental organizations such as the European Union.*

## Actuaries' Survival Guide

## How to Succeed in One of the Most Desirable Professions

**Academic Press** *This book explains what actuaries are, what they do, and where they do it. It describes the ideas, techniques, and skills involved in the day-to-day work of actuaries. This second edition has been updated to reflect the rise of social networking and the internet, the progress toward a global knowledge-based economy, and the global expansion of the actuarial field that has occurred since the first edition. --from publisher description*

## Indigenous Knowledge and the Integration of Knowledge Systems

## Towards a Philosophy of Articulation

**New Africa Books** *This book explores the role of the social and natural sciences in supporting the development of indigenous knowledge systems. It looks at how indigenous knowledge systems can impact on the transformation of knowledge generating institutions such as scientific and higher education institutions on the one hand, and the policy domain on the other.*

## Successful School Leadership

## World Population to 2300

**United Nations Publications** *Based on the 2002 Revision, the Population Division has adopted 2 major innovations for this new set of long-range population projections. For the first time the long-range projections are made at the national level and the time horizon for the projections is extended to 2300.*

## Interview Questions and Answers

**How2Become Ltd**

## Health Literacy

## The Solid Facts

*As societies grow more complex and people are increasingly bombarded with health information and misinformation, health literacy becomes essential. People with strong health literacy skills enjoy better health and well-being, while those with weaker skills tend to engage in riskier behavior and have poorer health. With evidence from the recent European Health Literacy Survey, this report identifies practical and effective ways public health and other sector authorities and advocates can strengthen health literacy in a variety of settings, including educational settings, workplaces, marketplaces, health systems, new and traditional media and political arenas. The report can be used as a tool for spreading awareness, stimulating debate and research and, above all, for informing policy development and action.*

## Onsite Wastewater Treatment Systems Manual

*"This manual contains overview information on treatment technologies, installation practices, and past performance."--Intro.*

## How To Pass The CPA Exam

## The IPassTheCPAExam.com Guide for International Candidates

**John Wiley & Sons** Offers international exam takers a study guide to the U.S. CPA exam, discussing qualifying for the exam, setting up a study schedule, and preparing for the trip.

## Preventing Tobacco Use Among Youth and Young Adults A Report of the Surgeon General

**U.S. Government Printing Office** NOTE: NO FURTHER DISCOUNT FOR THIS PRINT PRODUCT -- OVERSTOCK SALE -- Significantly reduced list price This Surgeon General's Report details the causes and the consequences of tobacco use among youth and young adults by focusing on the social, environmental, advertising, and marketing influences that encourage youth and young adults to initiate and sustain tobacco use. This is the first time tobacco data on young adults as a discrete population have been explored in detail. The report also highlights successful strategies to prevent young people from using tobacco. This three volume set includes the following items: A booklet containing highlights from the 2012 Surgeon General's report on tobacco use among youth and teens ages 12 through 17 and young adults ages 18 through 26. This booklet provides an overview of tobacco use within this targeted age group. The second booklet is an Executive Summary with two messages. One message from for Kathleen Sebelius, Secretary of Health and Human Services and a second message from Howard Koh, Assistant Secretary of Health and contains a brief introduction to the set and summary and conclusions for each chapter contained in the final volume. The final volume contains over 800 pages of documentation, interwoven with text and data addressing the adverse health consequences of tobacco use by children and young adults. It includes research on a variety of topics, including nicotine addiction, trends in cigarette smoking among young adults, trends in smokeless tobacco use and cigar smoking over time, genetic factors in tobacco use among youth, and mass media influence on smoking to this age group to name a few. This third volume is rich with table data research findings to support the Surgeon General's concerns with America's use and tobacco. If you would like to find similar products, please check out our Alcoholism, Smoking, and Substance Abuse resources collection at this link: <https://bookstore.gpo.gov/catalog/health-benefits/alcoholism-smoking-substance-abuse> "

## Socio-scientific Issues in the Classroom Teaching, Learning and Research

**Springer Science & Business Media** Socio-scientific issues (SSI) are open-ended, multifaceted social issues with conceptual links to science. They are challenging to negotiate and resolve, and they create ideal contexts for bridging school science and the lived experience of students. This book presents the latest findings from the innovative practice and systematic investigation of science education in the context of socio-scientific issues. Socio-scientific Issues in the Classroom: Teaching, Learning and Research focuses on how SSI can be productively incorporated into science classrooms and what SSI-based education can accomplish regarding student learning, practices and interest. It covers numerous topics that address key themes for contemporary science education including scientific literacy, goals for science teaching and learning, situated learning as a theoretical perspective for science education, and science for citizenship. It presents a wide range of classroom-based research projects that offer new insights for SSI-based education. Authored by leading researchers from eight countries across four continents, this book is an important compendium of syntheses and insights for veteran researchers, teachers and curriculum designers eager to advance the SSI agenda.

## Writing Your Journal Article in Twelve Weeks A Guide to Academic Publishing Success

**SAGE** 'A comprehensive, well-written and beautifully organized book on publishing articles in the humanities and social sciences that will help its readers write forward with a first-rate guide as good company.' - Joan Bolker, author of *Writing Your Dissertation in Fifteen Minutes a Day* 'Humorous, direct, authentic ... a seamless weave of experience, anecdote, and research.' - Kathleen McHugh, professor and director of the UCLA Center for the Study of Women Wendy Laura Belcher's *Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success* is a revolutionary approach to enabling academic authors to overcome their anxieties and produce the publications that are essential to succeeding in their fields. Each week, readers learn a particular feature of strong articles and work on revising theirs accordingly. At the end of twelve weeks, they send their article to a journal. This invaluable resource is the only guide that focuses specifically on publishing humanities and social science journal articles.

## Psychiatric Ethics

**Oxford University Press, USA** Consideration of ethics has established a firm place in the affairs of psychiatrists. An increased professional commitment to accountability, together with a growing "consumer" movement has paved the way for a creative engagement with the ethical movement. *Psychiatric Ethics* has carved out a niche for itself as a major comprehensive text and core

reference covering the many complex ethical dilemmas which face clinicians and researchers in their everyday practice. This new edition takes a fresh look at recent trends and developments at the interface between ethics and psychiatric practice. For this edition, Sydney Bloch and Paul Chodoff are joined by Stephen Green, a clinical professor in ethics and psychiatry at Georgetown University, in leading 29 of the finest scholars in the field from around the world. Eleven new contributors join the team of authors. They include Drs. Beauchamp, Gutheils, Sabin, McGuffin, Szmulter, Gabbard and Holmes. Since the second edition, the editors have observed several emerging aspects of psychiatric practice requiring coverage. As a result, six new chapters have been added covering the ethical aspects of community psychiatry, managed care, psychiatric genetics, resource allocation, codes of ethics and boundary violations. All other chapters have been fully revised and updated. The book will continue to be essential reading for psychiatrists and other mental health professionals, as well as of interest to ethicists, policy makers, managers and lawyers.

## Cambridge International AS Level English General Paper Coursebook

**Cambridge University Press** The only endorsed resources for the Cambridge International AS Level English General Paper syllabus. Through exploration of a wide array of topics, from celebrity culture to poetry in the modern world, this book focuses on strengthening communication, evaluation, analysis, application and understanding skills. Helping students improve their written responses, use of English and comprehension, this coursebook looks at discussion points relevant to the globally-minded classroom. With frequent practice questions and sample answers, students have plenty of opportunities to build their confidence answering questions. Answers to coursebook questions are in the teacher's resource.

## Design Manual

## Onsite Wastewater Treatment and Disposal Systems

## The Deviant Security Practices of Cyber Crime

**BRILL** This is the first book to present a full, socio-technical-legal picture on the security practices of cyber criminals, based on confidential police sources related to some of the world's most serious and organized criminals.

## Flow Cytometry and Cell Sorting

**Springer Science & Business Media** The analysis and sorting of large numbers of cells with a fluorescence-activated cell sorter (FACS) was first achieved some 30 years ago. Since then, this technology has been rapidly developed and is used today in many laboratories. A Springer Lab Manual Review of the First Edition: "This is a most useful volume which will be a welcome addition for personal use and also for laboratories in a wide range of disciplines. Highly recommended." CYTOBIOS

## Teaching in a Digital Age

## Guidelines for Teaching and Learning

## Cities as Sustainable Ecosystems

## Principles and Practices

**Island Press** Modern city dwellers are largely detached from the environmental effects of their daily lives. The sources of the water they drink, the food they eat, and the energy they consume are all but invisible, often coming from other continents, and their waste ends up in places beyond their city boundaries. *Cities as Sustainable Ecosystems* shows how cities and their residents can begin to reintegrate into their bioregional environment, and how cities themselves can be planned with nature's organizing principles in mind. Taking cues from living systems for sustainability strategies, Newman and Jennings reassess urban design by exploring flows of energy, materials, and information, along with the interactions between human and non-human parts of the system. Drawing on examples from all corners of the world, the authors explore natural patterns and processes that cities can emulate in order to move toward sustainability. Some cities have adopted simple strategies such as harvesting rainwater, greening roofs, and producing renewable energy. Others have created biodiversity parks for endangered species, community gardens that support a connection to their foodshed, and pedestrian-friendly spaces that encourage walking and cycling. A powerful model for urban redevelopment, *Cities as Sustainable Ecosystems* describes aspects of urban ecosystems from the visioning process to achieving economic security to fostering a sense of place.

# CompTIA A+ 220-801 and 220-802 Practice Questions Exam Cram

**Pearson Education** *CompTIA A+ 220-801 and 220-802 Authorized Practice Questions Exam Cram, Fifth Edition* complements any A+ study plan with 700 practice test questions in the book. This package's highly realistic questions cover every area of knowledge for both new A+ exams: 220-801 and 220-802. This is the eBook version of the print title. The eBook edition does not provide access to the test engine that accompanies the print book. **Limited Time Offer:** Buy *CompTIA A+ 220-801 and 220-802 Authorized Practice Questions Exam Cram* and receive a 10% off discount code for the *CompTIA A+ 220-801 and 220-802* exams. To receive your 10% off discount code: Register your product at [pearsonITcertification.com/register](http://pearsonITcertification.com/register) When prompted please enter ISBN number 9780133057188 Go to your Account page and click on "Access Bonus Content Master Your Knowledge of the A+ Exam! Features 700 questions, organized to reflect the newest objectives for the A+ exams, so you can easily assess your knowledge of every topic. Each question includes a detailed answer explanation. Provides complete coverage of all objectives for the 220-801 and 220-802 A+ exams. David L. Prowse is an author, a computer network specialist, and a technical trainer. Over the past several years he has authored several titles for Pearson Education, including the well-received *CompTIA A+ Exam Cram* and *CompTIA Security+ Cert Guide*. As a consultant, he installs and secures the latest in computer and networking technology. Over the past decade he has also taught *CompTIA A+*, *Network+*, and *Security+* certification courses, both in the classroom and via the Internet. He runs the website [www.davidlprose.com](http://www.davidlprose.com), where he gladly answers questions from students and readers.

## Research Methodology

### A Step-by-Step Guide for Beginners

**SAGE** Written specifically for students with no previous experience of research and research methodology, the Third Edition of *Research Methodology* breaks the process of designing and doing a research project into eight manageable steps and provides plenty of examples throughout to link theory to the practice of doing research. The book contains straightforward, practical guidance on: - Formulating a research question - Ethical considerations - Carrying out a literature review - Choosing a research design - Selecting a sample - Collecting and analysing qualitative and quantitative data - Writing a research report The third edition has been revised and updated to include extended coverage of qualitative research methods in addition to the existing comprehensive coverage of quantitative methods. There are also brand new learning features such as reflective questions throughout the text to help students consolidate their knowledge. The book is essential reading for undergraduate and postgraduate students in the social sciences embarking on qualitative or quantitative research projects.

## Foodscapes

### Towards a Deleuzian Ethics of Consumption

**Eburon B V** "After traveling through the cities of Hangzhou, China, Boston, U.S.A., Bangalore, India, and Lyon, France; after 107 conversations within these cities, and after studying the thoughts of Gilles Deleuze, Rick Dolphijn explores the realms of food. Traveling throughout the world AND the world of philosophy, he opens up four different spaces (the four different parts of this book) in which various experiments take place in thinking how we relate to the edible; connecting the edible to such concepts as the self, the event, the State, health, dietetics, territoriality, capitalism, and nomadology, to name just a few. He shows us how the micropolitics of food is capable of showing us everything. Thus, it performs an ethics of life"--P. [4] of cover.

## Transgender History

**Hachette UK** *Covering American transgender history from the mid-twentieth century to today, Transgender History* takes a chronological approach to the subject of transgender history, with each chapter covering major movements, writings, and events. Chapters cover the transsexual and transvestite communities in the years following World War II; trans radicalism and social change, which spanned from 1966 with the publication of *The Transsexual Phenomenon*, and lasted through the early 1970s; the mid-'70s to 1990-the era of identity politics and the changes witnessed in trans circles through these years; and the gender issues witnessed through the '90s and '00s. *Transgender History* includes informative sidebars highlighting quotes from major texts and speeches in transgender history and brief biographies of key players, plus excerpts from transgender memoirs and discussion of treatments of transgenderism in popular culture.

## Improving Your Classroom Teaching

**SAGE** Using vivid examples, classroom strategies, teaching tips and feedback tools, this book demonstrates how to improve teaching skills. Weimer dissects the elements of good teaching - enthusiasm, organization, clarity, among others - and emphasizes that good teaching can come in a variety of guises.

# CPA Advanced Audit and Assurance

## Passcards

*BPP Learning Media offers a range of learning materials for students working to complete the CPA Programme. Our Passcards, Revision Kits and i-Pass products complement the structure and content of the CPA syllabus, help focus your revision and hone your exam technique.*