

CONDUCTING SOCIAL WORK RESEARCH

AN EXPERIENTIAL APPROACH



REGINALD D. YORK

Conducting Social Work Research An Experiential Approach

**Peter Gabor (Sociologist),Yvonne A.
Unrau,Richard M. Grinnell**

Conducting Social Work Research An Experiential Approach:

Conducting Social Work Research Reginald O. York,1998 KEY BENEFIT Social workers at any level in the profession will find this reference extremely helpful as they foray into the ever increasing important research stage of their careers As the need and desire for social workers continue to increase this book will help those learn the proper ways to conduct research in the field Readers are given information on specific tasks in research in which they will be called upon to evaluate alternative ways to complete each task in the research process this book focuses on the purposes of research and the entire research process Social workers

Conducting Social Work Research Reginald O. York,1998 KEY BENEFIT Social workers at any level in the profession will find this reference extremely helpful as they foray into the ever increasing important research stage of their careers As the need and desire for social workers continue to increase this book will help those learn the proper ways to conduct research in the field Readers are given information on specific tasks in research in which they will be called upon to evaluate alternative ways to complete each task in the research process this book focuses on the purposes of research and the entire research process Social workers

Evidence-Based Practice Manual Albert R. Roberts,Kenneth Yeager,2004-01-15 This book provides an interdisciplinary approach summarising the key elements issues concepts and procedures in developing and applying evidence based practice Discussions include programme evaluation quality and operational improvement strategies research grant applications utilising statistical procedures and more

Research Methods for Social Workers Bonnie L. Yegidis,Robert W. Weinbach,Barbara Morrison-Rodriguez,1999 A text for a one semester or one quarter course on research methods in social work for undergraduate or graduate level Prepares readers to become critical consumers of research literature to begin to design and implement research and to evaluate practice effectiveness Coverage encompasses knowl

Feminisms in Social Work Research Stéphanie Wahab,Ben Anderson-Nathe,Christina Gringeri,2014-07-25 Social work as a profession and academic discipline has long centered women and issues of concern to women such as reproductive rights labor rights equal rights violence and poverty In fact the social work profession was started by and maintained in large part by women and has been home to several generations of feminists starting with recognized first wave feminists This wide ranging volume both maps the contemporary landscape of feminist social work research and offers a deep engagement with critical and third wave feminisms in social work research Showcasing the breadth and depth of exemplary social work feminist research the editors argue that social work s unique focus on praxis daily proximities to privilege and oppression concern with social change and engagement with participatory forms of inquiry place social workers in a unique position to both learn from and contribute to broader social science and humanities discourse associated with feminist research The authors attend here to their specific claims of feminisms articulate deep engagement with theory address the problematic use of binaries and engage with issues associated with methods that are consistently of interest to feminist researchers such

as power and authority ethics reflexivity praxis and difference Comprehensive and containing an international selection of contributions Feminisms in Social Work Research is an important reference for all social work researchers with an interest in critical perspectives Evaluating Practice Martin Bloom,Joel Fischer,John G. Orme,1999 Evaluating Practice comes with a free CD ROM featuring numerous programs including the unique and innovative SINGWIN program for analyzing single system design data created by Charles Auerbach David Schnall and Heidi Heft Laporte of Yeshiva University the CASS and CAAP programs for managing cases and scoring scales created by Walter Hudson and a NEW set of Microsoft Excel Workbooks and interactive exercises Book jacket *Introduction to Social Work* O. William Farley,Larry Lorenzo Smith,Scott W. Boyle,2003 This classic introductory social work text provides a comprehensive and historical view of social work to help students better understand the profession In its Ninth Edition this classic text continues to blend historical and contemporary perspectives on social work offering historical context for the development of social work while utilizing the latest theoretical constructs Special consideration is given to AIDS welfare reform school violence alcohol and drug dependence case management mental illness and other challenging social problems The text is appropriate for undergraduate students who want to increase their general understanding of social work as well as those who have a professional interest in social work Building Basic Competencies in Social Work Research Reginald O. York,1997 This text takes a unique approach to teaching social work research methods The text covers all of the topics mandated by the CSWE using a skill building and hands on approach The author's intention is to turn students into active learners who practice various aspects of social work research from conducting a literature review to developing methodology analyzing data and drawing conclusions as they go through the material Assignments that the students can complete tear out and hand in are interspersed throughout the text The author uses this technique in his own classes with great success students report that they are really learning how to conduct social work research rather than passively absorbing information Glossaries of terms at the ends of most chapters help students learn new vocabulary Evaluation for Social Workers Peter Gabor (Sociologist),Yvonne A. Unrau,Richard M. Grinnell,1998 **Methods and Biostatistics in Oncology** Raphael. L.C Araújo,Rachel P. Riechelmann,2018-04-16 This book introduces and discusses the most important aspects of clinical research methods and biostatistics for oncologists pursuing a tailor made and practical approach Evidence based medicine EBM has been in vogue in the last few decades particularly in rapidly advancing fields such as oncology This approach has been used to support decision making processes worldwide sparking new clinical research and guidelines on clinical and surgical oncology Clinical oncology research has many peculiarities including specific study endpoints a special focus on survival analyses and a unique perspective on EBM However during medical studies and in general practice these topics are barely taught Moreover even when EBM and clinical cancer research are discussed they are presented in a theoretical fashion mostly focused on formulas and numbers rather than on clinical application for a proper literature appraisal Addressing that

gap this book discusses more practical aspects of clinical research and biostatistics in oncology instead of relying only on mathematical formulas and theoretical considerations Methods and Biostatistics in Oncology will help readers develop the skills they need to understand the use of research on everyday oncology clinical practice for study design and interpretation as well to demystify the use of EBM in oncology Applying Research Knowledge Robert W. Weinbach, Richard M.

Grinnell, Lynne M. Taylor, Yvonne A. Unrau, 1999 Does the social work profession value research based knowledge as a basis for social policy Serving as a compass for the problems in society that need attention and resolution the research base of social work may be the most imperative guide to social work practice However it is often overshadowed by the actual labor of the profession This book combines research with practice providing research knowledge in a workbook format that brings social work to life This workbook provides exercises that enable readers to learn by doing This edition is broken down into more topic units for ease of reference and there are more questions to apply to each unit Sample research studies featured in the book include Financial Victimization of the Elderly the Role of the Eligibility Worker in Public Welfare and Sexual Adjustment Following Spinal Cord Injuries Educators social work researchers and social workers

Pengantar Kerja

Sosial (UUM Press) O. William Farley, Larry Lorenzo Smith, Scott W. Boyle, 2014-01-01 Edisi Kesepuluh teks klasik ini menggabungkan perspektif kerja sosial dari sudut sejarah dan kontemporari agar para pembaca dapat melihat pembangunan kerja sosial mengikut konteks sejarah sambil menggunakan pembinaan teori terkini Penekanan khusus diberi kepada pemahaman bahawa kerja sosial adalah berkenaan disiplin dan kaedah Buku ini menampilkan bahagian baharu iaitu gelanggang dadah rawatan dan pencegahan penyalahgunaan dadah dan alkohol reformasi kebajikan inisiatif perkhidmatan sosial berdasarkan agama peringkat kumpulan kerohanian dan sosial kerja penilaian dan pencegahan bunuh diri serta terapi kognitif terhadap penjenayah Menampilkan bahagian yang lebih luas tentang kepentingan pengurusan kes dalam kerja kerja sosial kemahiran pengurusan hidup pengurusan sifat marah dan rumah jagaan Menawarkan maklumat terkini berkenaan kerja sosial pelbagai budaya bekerja dengan kanak kanak ganas samseng keganasan di sekolah dan keganasan keluarga Termasuk bab terakhir yang dikemas kini terhadap masa depan kerja sosial sebagai satu kerjaya How to Conduct Interpretive Research Colette Einfeld, Helen Sullivan, 2025-07-15 This innovative book provides valuable insights into the processes and methodologies of interpretive research Colette Einfeld and Helen Sullivan bring together contributors at different stages of their careers to share their experiences of writing supervising and examining both interpretive and critical PhDs This title contains one or more Open Access chapters Innovations in Social Work Research Louise Hardwick, Roger Smith, Aidan Worsley, 2015-09-21 A valuable reference to help practising researchers not only to understand but also to apply innovative approaches to social work research Featuring extended case studies of actual research projects the book provides an overview of a number of central features and qualities of social work research It incorporates both distinctive methodological features such as approaches to participatory inquiry and provides accounts of researcher strategies to

address particular challenges such as carrying out studies with hard to reach populations This book combines important methodological insights with pragmatic guidance on commonly experienced problems and how these challenges can be overcome This is a key resource for social work and social care students social work practitioners and academics engaged in research American Book Publishing Record ,1997 **The Cumulative Book Index** ,1998 A world list of books in the English language *Social Work Dialogues* Stanley L Witkin,Dennis Saleebey,2007 *Research Methods for Social Work* Allen Rubin,Earl R. Babbie,2005 *Social Work Practice in Autism and Intellectual and Developmental Disabilities* Kevin P. Stoddart,Ann Fudge Schormans,2025-01-28 In Canada social work both the profession and the academic discipline has given inadequate attention to individuals living with autism and intellectual and developmental disabilities This is true regardless of whether the social work role is in a clinical capacity community based programs academic research and educational endeavours or an advocacy role or supporting self advocacy for basic needs and rights to services and supports Many people with autism and intellectual and developmental disabilities and their supporters value community involvement and integration quality of life and access to a wide range of services so it is likely that social workers will encounter these clients in their careers Consequently the onus is on the social work profession to attend more fully and carefully to preparing students practitioners and researchers This peer reviewed volume provides a range of perspectives practices and ideas relative to social work s engagements with individuals living with autism intellectual disabilities and developmental disabilities Contributors include social work practitioners academic and community based researchers educators activists and self advocates Reflecting different ways of theorizing speaking about and working with people with autism intellectual disabilities and developmental disabilities it explores both tensions and possibilities for social work practice research education advocacy and policy development that better meet their needs and desires for their lives

Embracing the Beat of Phrase: An Emotional Symphony within **Conducting Social Work Research An Experiential Approach**

In a world taken by monitors and the ceaseless chatter of immediate interaction, the melodic beauty and emotional symphony produced by the published word frequently disappear into the background, eclipsed by the persistent noise and disruptions that permeate our lives. But, nestled within the pages of **Conducting Social Work Research An Experiential Approach** a wonderful literary value full of natural emotions, lies an immersive symphony waiting to be embraced. Constructed by an outstanding musician of language, this charming masterpiece conducts viewers on a psychological journey, skillfully unraveling the hidden songs and profound impact resonating within each cautiously constructed phrase. Within the depths of this poignant assessment, we will explore the book's main harmonies, analyze its enthralling writing fashion, and surrender ourselves to the profound resonance that echoes in the depths of readers' souls.

https://nodedev.waldoch.com/files/browse/Download_PDFS/Habit%20Building%20Planner%20Social%20Buzz.pdf

Table of Contents Conducting Social Work Research An Experiential Approach

1. Understanding the eBook Conducting Social Work Research An Experiential Approach
 - The Rise of Digital Reading Conducting Social Work Research An Experiential Approach
 - Advantages of eBooks Over Traditional Books
2. Identifying Conducting Social Work Research An Experiential Approach
 - 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 Conducting Social Work Research An Experiential Approach
 - User-Friendly Interface
4. Exploring eBook Recommendations from Conducting Social Work Research An Experiential Approach

- Personalized Recommendations
- Conducting Social Work Research An Experiential Approach User Reviews and Ratings
- Conducting Social Work Research An Experiential Approach and Bestseller Lists

5. Accessing Conducting Social Work Research An Experiential Approach Free and Paid eBooks
 - Conducting Social Work Research An Experiential Approach Public Domain eBooks
 - Conducting Social Work Research An Experiential Approach eBook Subscription Services
 - Conducting Social Work Research An Experiential Approach Budget-Friendly Options
6. Navigating Conducting Social Work Research An Experiential Approach eBook Formats
 - ePUB, PDF, MOBI, and More
 - Conducting Social Work Research An Experiential Approach Compatibility with Devices
 - Conducting Social Work Research An Experiential Approach Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Conducting Social Work Research An Experiential Approach
 - Highlighting and Note-Taking Conducting Social Work Research An Experiential Approach
 - Interactive Elements Conducting Social Work Research An Experiential Approach
8. Staying Engaged with Conducting Social Work Research An Experiential Approach
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Conducting Social Work Research An Experiential Approach
9. Balancing eBooks and Physical Books Conducting Social Work Research An Experiential Approach
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Conducting Social Work Research An Experiential Approach
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Conducting Social Work Research An Experiential Approach
 - Setting Reading Goals Conducting Social Work Research An Experiential Approach
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Conducting Social Work Research An Experiential Approach

- Fact-Checking eBook Content of Conducting Social Work Research An Experiential Approach
- 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

Conducting Social Work Research An Experiential Approach Introduction

In the digital age, access to information has become easier than ever before. The ability to download *Conducting Social Work Research An Experiential Approach* has revolutionized the way we consume written content. Whether you are a student looking for course material, an avid reader searching for your next favorite book, or a professional seeking research papers, the option to download *Conducting Social Work Research An Experiential Approach* has opened up a world of possibilities. Downloading *Conducting Social Work Research An Experiential Approach* provides numerous advantages over physical copies of books and documents. Firstly, it is incredibly convenient. Gone are the days of carrying around heavy textbooks or bulky folders filled with papers. With the click of a button, you can gain immediate access to valuable resources on any device. This convenience allows for efficient studying, researching, and reading on the go. Moreover, the cost-effective nature of downloading *Conducting Social Work Research An Experiential Approach* has democratized knowledge. Traditional books and academic journals can be expensive, making it difficult for individuals with limited financial resources to access information. By offering free PDF downloads, publishers and authors are enabling a wider audience to benefit from their work. This inclusivity promotes equal opportunities for learning and personal growth. There are numerous websites and platforms where individuals can download *Conducting Social Work Research An Experiential Approach*. These websites range from academic databases offering research papers and journals to online libraries with an expansive collection of books from various genres. Many authors and publishers also upload their work to specific websites, granting readers access to their content without any charge. These platforms not only provide access to existing literature but also serve as an excellent platform for undiscovered authors to share their work with the world. However, it is essential to be cautious while downloading *Conducting Social Work Research An Experiential Approach*. Some websites may offer pirated or illegally obtained copies of copyrighted material. Engaging in such activities not only violates copyright laws but also undermines the efforts of authors, publishers, and researchers. To ensure ethical downloading, it is advisable to utilize reputable websites

that prioritize the legal distribution of content. When downloading Conducting Social Work Research An Experiential Approach, users should also consider the potential security risks associated with online platforms. Malicious actors may exploit vulnerabilities in unprotected websites to distribute malware or steal personal information. To protect themselves, individuals should ensure their devices have reliable antivirus software installed and validate the legitimacy of the websites they are downloading from. In conclusion, the ability to download Conducting Social Work Research An Experiential Approach has transformed the way we access information. With the convenience, cost-effectiveness, and accessibility it offers, free PDF downloads have become a popular choice for students, researchers, and book lovers worldwide. However, it is crucial to engage in ethical downloading practices and prioritize personal security when utilizing online platforms. By doing so, individuals can make the most of the vast array of free PDF resources available and embark on a journey of continuous learning and intellectual growth.

FAQs About Conducting Social Work Research An Experiential Approach Books

1. Where can I buy Conducting Social Work Research An Experiential Approach books? Bookstores: Physical bookstores like Barnes & Noble, Waterstones, and independent local stores. Online Retailers: Amazon, Book Depository, and various online bookstores offer a wide range of books in physical and digital formats.
2. What are the different book formats available? Hardcover: Sturdy and durable, usually more expensive. Paperback: Cheaper, lighter, and more portable than hardcovers. E-books: Digital books available for e-readers like Kindle or software like Apple Books, Kindle, and Google Play Books.
3. How do I choose a Conducting Social Work Research An Experiential Approach book to read? Genres: Consider the genre you enjoy (fiction, non-fiction, mystery, sci-fi, etc.). Recommendations: Ask friends, join book clubs, or explore online reviews and recommendations. Author: If you like a particular author, you might enjoy more of their work.
4. How do I take care of Conducting Social Work Research An Experiential Approach books? Storage: Keep them away from direct sunlight and in a dry environment. Handling: Avoid folding pages, use bookmarks, and handle them with clean hands. Cleaning: Gently dust the covers and pages occasionally.
5. Can I borrow books without buying them? Public Libraries: Local libraries offer a wide range of books for borrowing. Book Swaps: Community book exchanges or online platforms where people exchange books.
6. How can I track my reading progress or manage my book collection? Book Tracking Apps: Goodreads, LibraryThing, and Book Catalogue are popular apps for tracking your reading progress and managing book collections. Spreadsheets:

You can create your own spreadsheet to track books read, ratings, and other details.

7. What are Conducting Social Work Research An Experiential Approach audiobooks, and where can I find them?
Audiobooks: Audio recordings of books, perfect for listening while commuting or multitasking. Platforms: Audible, LibriVox, and Google Play Books offer a wide selection of audiobooks.
8. How do I support authors or the book industry? Buy Books: Purchase books from authors or independent bookstores. Reviews: Leave reviews on platforms like Goodreads or Amazon. Promotion: Share your favorite books on social media or recommend them to friends.
9. Are there book clubs or reading communities I can join? Local Clubs: Check for local book clubs in libraries or community centers. Online Communities: Platforms like Goodreads have virtual book clubs and discussion groups.
10. Can I read Conducting Social Work Research An Experiential Approach books for free? Public Domain Books: Many classic books are available for free as they're in the public domain. Free E-books: Some websites offer free e-books legally, like Project Gutenberg or Open Library.

Find Conducting Social Work Research An Experiential Approach :

habit building planner social buzz

spotlight Bookstagram favorite

~~longevity secrets complete workbook~~

viral hit viral nonfiction bestseller

~~media sensation viral nonfiction bestseller~~

self help mindset spotlight

mindfulness meditation social buzz

~~self help mindset community favorite~~

witchcraft academy international bestseller

cli fi novel ultimate guide

paranormal romance series primer

~~habit building planner global trend~~

ebook emotional intelligence workbook

blueprint coloring activity book

math workbook grade 1 2026 guide

Conducting Social Work Research An Experiential Approach :

Introduction to Polymer Science and Chemistry: A Problem ... Author Manas Chanda takes an innovative problem-solving approach in which the text presents worked-out problems or questions with answers at every step of the ... Introduction to Polymer Science and ... - download.polympart.ir Page 1. S E C O N D E D I T I O N. Manas Chanda. Introduction to. Polymer Science and Chemistry. A Problem-Solving ... problem solving approach. In writing the ... Introduction to Polymer Science and Chemistry by M Chanda · 2006 · Cited by 267 — Introduction to Polymer Science and Chemistry: A Problem-Solving Approach (1st ed.). CRC Press. <https://doi.org/10.1201/9781420007329>. COPY ... Introduction to Polymer Science and Chemistry: A Problem-Solving Approach ... Introduction to Polymer Science and Chemistry: A Problem-Solving Approach, Second Edition - Kindle edition by Chanda, Manas. Download it once and read it on ... Introduction to Polymer Science and Chemistry: A Problem- ... Introduction to Polymer Science and Chemistry: A Problem-Solving Approach. By Manas Chanda. About this book · Get Textbooks on Google Play. Introduction to Polymer Science and Chemistry by M Chanda · 2013 · Cited by 267 — Introduction to Polymer Science and Chemistry: A Problem-Solving Approach, Second Edition (2nd ed.). CRC Press. <https://doi.org/10.1201> ... Introduction to polymer science and chemistry : a problem ... Introduction to polymer science and chemistry : a problem-solving approach · Genre: Problems and exercises · Physical Description: xxi, 748 pages : illustrations ... Introduction to Polymer Science and Chemistry: A Problem ... Introduction to Polymer Science and Chemistry: A Problem-Solving Approach, Second Edition by Chanda, Manas - ISBN 10: 1466553847 - ISBN 13: 9781466553842 ... Introduction to Polymer Science and Chemistry: A Problem ... Jan 11, 2013 — Introduction to Polymer Science and Chemistry: A Problem-Solving Approach, Second Edition. Author, Manas Chanda. Edition, 2, illustrated. Introduction to Polymer Science and Chemistry : A Problem ... Pre-owned: Introduction to Polymer Science and Chemistry : A Problem-Solving Approach, Hardcover by Chanda, Manas, ISBN 1466553847, ISBN-13 9781466553842. Bust: Greece, the Euro and the Sovereign Debt Crisis In Bust: Greece, the Euro, and the Sovereign Debt Crisis, Bloomberg columnist Matthew Lynn explores Greece's spectacular rise and fall from grace and the global ... Bust: Greece, the Euro and the Sovereign Debt Crisis A country with a history of revolution and dictatorship hovered on the brink of collapse—with the world's financial markets watching to see if the deal cobbled ... Bust: Greece, the Euro and the Sovereign Debt Crisis Bust is a story of government deceit, unfettered spending, and cheap borrowing: a tale of financial folly to rank alongside the greatest in history. It charts ... Bust: Greece, the Euro and the Sovereign Debt Crisis Bust: Greece, the Euro and the Sovereign Debt Crisis. By Matthew Lynn. About this book · Get Textbooks on Google Play. Rent and save from the world's ... Bust: Greece, the Euro and the Sovereign Debt Crisis ... Bust: Greece, the Euro and the Sovereign Debt Crisis (Bloomberg (UK)) By Matthew Lynn ; Hardcover. See all details ; Important information. To report an issue ... Bust Greece, the Euro and the Sovereign Debt Crisis Journalist Matthew Lynn dissects the origins of Greece's debt crisis and relates how the dream of a united Europe has led to

what he predicts is the euro's ... Bust : : Greece, the Euro, and the sovereign debt crisis / Bust: Greece, the Euro, and the Sovereign Debt Crisis is a story of government deceit, unfettered spending, and cheap borrowing. As well as charting Greece's ... Bust : Greece, the euro, and the sovereign debt crisis ... Bust : Greece, the euro, and the sovereign debt crisis / Matthew Lynn ; Author: Lynn, Matthew ; Collect From: Main Reading Room ; Call Number: YY 2011-3143. Copy: ... Bust: Greece, the Euro, and the Sovereign Debt Crisis May 1, 2011 — He believes that the debt contagion is likely to spread to Italy, Spain, and Portugal; that eventually the euro must collapse; and that Europe's ... Bust Greece, the euro, and the sovereign debt crisis In 2001, Greece saw its application for membership into the Eurozone accepted, and the country sat down to the greatest free lunch in economic history. 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 ...