

---

# The Skilled Facilitator A Comprehensive Resource For Consultants Facilitators Coaches And Trainers

---

How to Run Seminars & Workshops  
 How You and Your Team Get Unstuck to Get Results  
 The Skilled Facilitator  
 The S.M.A.R.T. Guide to Getting Results With Groups  
 The Skilled Facilitator  
 A Unifying Foundation  
 2nd Edition  
 Facilitating with Ease!  
 Facilitation at a Glance!  
 A Practical Guide for Working and Leading from a Distance  
 Practical Wisdom for Developing Effective Groups  
 Facilitation Skills Training  
 Virtual Facilitation  
 Strategies, Tools, and Tactics  
 A Comprehensive Resource for Consultants, Facilitators, Managers, Trainers, and Coaches  
 The Skills & Tools to Accelerate Progress for Project Managers, Facilitators, and Six Sigma Project Teams  
 The Art of Great Training Delivery  
 Virtual Team Success  
 Presentation Skills for Consultants, Trainers and Teachers  
 Facilitator's Guide to Participatory Decision-Making  
 Advanced Facilitation Strategies  
 A Comprehensive Resource for Consultants, Facilitators, Coaches, and Trainers  
 A Comprehensive Guide to Design, Management, and Organization  
 Mastering Alliance Strategy  
 Facilitation Skills to Make the Most of Project Meetings  
 Facilitating the Project Lifecycle  
 Tips, Tools, and Tested Methods for Consultants, Facilitators, Managers, Trainers, and Coaches  
 Core Skills for Facilitators, Team Leaders and Members, Managers, Consultants, and Trainers  
 Developing Facilitation Skills: a handbook for group facilitators (3rd ed)  
 The Skilled Facilitator  
 The Secrets of Facilitation  
 Facilitative Coaching  
 The Skilled Facilitator  
 Next Level Virtual Training  
 Best Practices from the Leading Organization in Facilitation  
 Learner-Centered Teaching  
 The Remote Facilitator's Pocket Guide  
 The Art of Facilitation

*The Skilled Facilitator A  
 Comprehensive Resource For  
 Consultants Facilitators Coaches And Trainers* Downloaded from [process.ogleschool.edu](http://process.ogleschool.edu)  
 by guest

---

## ORR JAMARI

---

**How to Run Seminars & Workshops** John Wiley & Sons  
 The definitive guide to running productive meetings *Facilitating With Ease!* has become the go-to handbook for those who lead meetings, training, and other business gatherings. Packed with information, effective practices, and invaluable advice, this book is the comprehensive handbook for anyone who believes meetings should be productive, relevant, and as short as possible. Dozens of exercises, surveys, and checklists will help transform anyone into a skilled facilitator, and clear, actionable guidance makes implementation a breeze. This new fourth edition includes a new chapter on questioning, plus new material surrounding diversity, globalization, technology, feedback, distance teams, difficult executives, diverse locations, personal growth, meeting management, and much more. With in-depth, expert guidance from planning to closing, this book provides

facilitators with an invaluable resource for learning or training. Before you run another meeting, discover the practices, processes, and techniques that turn you from a referee to an effective facilitator. This book provides a wealth of tools and insights that you can put into action today. Run productive meetings that get real results Keep discussions on track and facilitate the exchange of ideas Resolve conflict and deal with difficult individuals Train leaders and others to facilitate effectively Poorly-run meetings are an interruption in the day, and accomplish little other than putting everyone behind in their "real" work. On the other hand, a meeting run by an effective facilitator makes everyone's job easier; decisions get made, strategies are improved, answers are given, and new ideas bubble to the surface. A productive meeting makes everyone happy, and results in real benefits that spread throughout the organization. *Facilitating With Ease!* is the skill-building guide to running great meetings with confidence and results. [How You and Your Team Get Unstuck to Get Results](#) Kogan Page Limited  
 Maggie Havergal and John Edmonstone's Facilitator's Toolkit

provides your organization with a resource on which every manager can draw. The authors explain the basic skills of facilitation, how and when to use them (and not to use them). The main part of the manual then offers a Toolkit of almost 100 tools for facilitation; tools for organizing groups; tools for strategic thinking; tools for problem solving; diagnostic tools; tools for managing people, including other facilitators; tools for decision making; tools for planning; tools for managing conflict and dealing with problems, situations or people.

#### **The Skilled Facilitator** John Wiley & Sons

A simulated patient is an individual who, by pretending to be a patient in a consultation, offers health professionals an opportunity to learn, explore and develop their expertise. Simulated patients are also highly effective when used as an aid for consultation skills assessment. In recent years the rapid rise of simulated patients in healthcare training has led to many more people working as and with simulated patients. There is now a growing need for guidance on its benefits and also its potential complications. The Simulated Patient Handbook is full of practical, hands-on advice and procedures for simulated patients covering all aspects of their work. It includes comprehensive guidelines on the essential skills of characterisation and the giving of feedback. This is the only manual currently available for simulated patients to learn best practice. The wide-ranging, accessible reference also offers concise, realistic advice to facilitators about setting up, running and participating in sessions using simulated patients - using this extraordinary educational resource to its greatest advantage.

#### **The S.M.A.R.T. Guide to Getting Results With Groups** Goal Q P C Incorporated

Successful business alliances today are critical to the competitive advantage of many companies. Mastering Alliance Strategy presents state-of-the-art thinking and practices for using partnership effectively. This essential resource will help you understand and use alliances better, whether you are a new or seasoned alliance professional, a business-development specialist, a line manager, or a top executive. The authors argue that the secrets to success lie not solely in the intricacies of a deal but also in the strategy and organization behind the deal. They draw ideas and tools from years of research and reporting on four elements that are key to an effective alliance strategy: \* Designing the alliance and crafting the agreement \* Managing the alliance after it is launched \* Leveraging a constellation of alliances \* Building an internal alliance capability

#### **The Skilled Facilitator** John Wiley & Sons

None of us can predict with 100% accuracy what will happen when we're in front of a group of people. We need to be prepared, but also prepared to adapt. Whether you are a presenter, facilitator, teacher, chairperson or negotiator, Nimble will equip you to respond effectively when you're taken by surprise. Learn how to craft a careful script, then to hold that script loosely so that you can adjust in real time to whatever's happening in the room. Find out how to achieve the purpose of your session, even when the route you took to get there contained a few unexpected detours along the way.

#### **A Unifying Foundation** John Wiley & Sons

Help groups deliver results with an updated approach to facilitation and consulting **The Skilled Facilitator: A Comprehensive Resource for Consultants, Facilitators, Trainers, and Coaches, Third Edition** is a fundamental resource for consultants, facilitators, coaches, trainers, and anyone who helps groups realize their creative and problem-solving potential. This new edition includes updated content based on the latest research and revised models of group effectiveness and mutual learning. Roger M. Schwarz shows how to use the Skilled

Facilitator approach to: boost improvement processes such as Six Sigma and Lean, create a psychologically safe learning environment for training, and help coaches work with teams and individuals in real-time. This edition features a new chapter that explains how to facilitate virtual teams using conferencing technology. Facilitation skills are essential in many kinds of work, and if you are looking to bring your skills up to date it is critical that you rely on trusted information like the knowledge offered in this go-to reference. Develop the facilitative mentality and skills that enable you to help groups get better results, even in the most challenging situations Help groups achieve greater performances, stronger working relationships, and higher levels of individual well-being Quickly develop productive and trusting work relationships with the groups you help Establish the functions of your facilitative role Implement a research-based, systematic approach to diagnose and intervene in groups and improve their performance and results **The Skilled Facilitator** is a practical resource for corporate, government, non-profit, and educational practitioners, as well as graduate students in group-focused programs. This edition contains up-to-date material, based on recent studies, to help facilitators move beyond arbitrary tactics to utilize cutting edge, research-based strategies that improve group processes, relationships, mindsets, and outcomes.

#### **2nd Edition** John Wiley & Sons

This book shows what makes a group effective and how a facilitator can improve group effectiveness by identifying patterns of behavior that are getting in the way, helping the group stick to a few critical ground rules, and encouraging them to deal more openly with conflict. Approx.

#### **Facilitating with Ease!** ASTD

From Ingrid Bens, the author of the best-selling book *Facilitating with Ease!*, comes the next-step resource for project leaders, managers, community leaders, teachers, and other facilitators who want to hone their skills in order to deal with complex situations. *Advanced Facilitation Strategies* is a field guide that offers practical strategies and techniques for working with challenging everyday situations. These proven strategies and techniques are based on experience gleaned from hundreds of facilitated activities in organizations of all sizes and in all sectors. Both novice and seasoned facilitators who have had firsthand experience designing and leading meetings will benefit from this reality-based playbook. *Advanced Facilitation Strategies* is filled with the information facilitators need to Become better at diagnosing facilitation assignments and creating effective process designs Broaden their repertoire of tools to make impromptu design changes whenever they are needed Learn to be more resilient and confident when dealing with dysfunctional situations and difficult people.

#### **Facilitation at a Glance!** Troubador Publishing Ltd

Praise for **VIRTUAL TEAM SUCCESS** "There's no school for this yet, but when the first is established, *Virtual Team Success: A Practical Guide for Working and Leading from a Distance* will certainly be the core curriculum." —JESSICA LIPNACK AND JEFFREY STAMPS, CEO and co-founders, NetAge "Virtual Team Success is a must have for anyone managing geographically-dispersed teams. DeRosa and Lepsinger bring experience and credentials to guide us all through the labyrinth of problems that so often derail virtual teams. As our global businesses become increasingly complex, I can't imagine a more timely or better resource." —JAY MOLDENHAUER-SALAZAR, vice president, talent management, The Gap "For global teams that want to be top-performing, *Virtual Team Success* should be their team handbook. It's loaded with tools, checklists, models, and practical recommendations for working and leading from a distance. This is

the kind of book virtual teams really need to be successful. I've been waiting for a book like this and look forward to recommending it as a resource that can help improve the performance of our teams!" —KATHLEEN MCGUIRE, manager organizational development, Bayer Healthcare HR Global Leadership Development "Virtual teams are intended to make optimal use of expertise spread across the world, but performance excellence is the exception and mediocrity the rule. After extensive and careful study of real teams, DeRosa and Lepsinger have captured essential information, principles of operation, and tools in a highly readable volume that can help thoughtful readers elevate the performance of the teams significantly. The practical focus, collection of techniques and tools, and "how to" tips provide an essential foundation for anyone with virtual team responsibility. The organization of the book centered around challenges, differentiators, and lessons will facilitate finding answers to any problem the team faces. The RAMP model makes it easy to focus on what's important in enabling top performance." —MIKE BEYERLEIN, professor, Organizational Leadership, Purdue University

**A Practical Guide for Working and Leading from a Distance**  
Combat Poverty Agency

Empowerment is a term that has grown in use dramatically in community development and the business world in recent years. Until now, however, few books have actually detailed the processes that individuals and groups can use in order to behave and act in a more empowered way. This thought-provoking book demystifies power and challenges the narrow ways in which it has been described in the past. Empowerment is about choice and this well-researched book is packed with proven techniques and numerous exercises that will enable adult learners to analyze their past experiences, change accepted definitions of power and empowerment and develop strategies to address problems and projects in a more 'empowered' way. The author encourages facilitators, trainers and individuals to adopt and adapt the wide variety of tools included in this book—tools that include: card sorts; stories and myths; exercises to practise new skills; film analysis; and the author's personal experiences. The book also includes detailed case studies from a variety of settings (business, education, healthcare and social work) and a sample empowerment workshop framework, complete with instructions for workshop participants. The processes have been used to great effect in Europe, the USA, Canada and Australasia. They have also been very successfully applied within a number of different cultures including Aboriginal groups in Australia, Moslem women in Malaysia, cross-cultural groups in South Africa, Danish and Nepalese development workers in Kathmandu, and lecturers in Mongolia!

**Practical Wisdom for Developing Effective Groups** John Wiley & Sons

"If every HR professional were to read this book and apply what they learnt I'd be out of a job – and I'd be happy. Why? Because workplace conflict would no longer be damaging businesses or harming people." This was the motivation for Marc, a professional mediator, in writing this book – to create a practical conflict resolution toolkit for HR. *DIY Mediation* gives you the necessary skills and framework to use a mediation style approach to nip low level workplace conflict in the bud. This book covers: The Issue. The critical knowledge needed to understand conflict - what it is, why it matters and how to recognise it. The Skills. The four key skills to apply when using *DIY Mediation* supported by straightforward, practical tools. The Process. The AGREE framework, a simplified step by step mediation model you can follow to intervene quickly and effectively. Marc's 25 years corporate management and HR experience and successful

mediation track record combine in this book to create essential know-how for every HR professional. In top HR Director Martha Desmond's words this book is a "valuable resource which I will keep in my office library to be consulted on a frequent basis". *Facilitation Skills Training* John Wiley & Sons  
Step by step, *Facilitating the Project Lifecycle* guides the project manager/facilitator in making smart choices about when and how to pull key talent together to spell success for the project and ultimately the organization. The authors will help you understand the benefits of using facilitated group work sessions to get real work done during a project and get it done better and more efficiently than more traditional individual work approaches. In addition, the book includes: Recommendations for capitalizing on group knowledge to accelerate the building of key project deliverables and ensure their quality as they are built A work session structure for planning, delivering, and following up facilitated work sessions Guides for building key project deliverables Sample agendas Proven techniques for managing the group dynamics

**Virtual Facilitation** Routledge

The Trainer's Guide to Training Most new trainers and presenters know all they need to know about their chosen subject. Unfortunately, few of them actually know how to present what they know. For more than a decade, Robert Jolles's *How to Run Seminars and Workshops* has taught tens of thousands of people how to sell, teach, stand up, and deliver an effective training session on almost any subject in almost any setting. This new Third Edition updates this classic guide for anyone who has to get up and move an audience. Just as he did in the book's previous editions, Jolles—former head of Xerox's world-renowned "train the trainer" program—shares proven, effective techniques for winning over an audience, holding their interest, conveying important information, and moving that audience to take action! For seasoned pros, this is an invaluable tool for becoming a world-class seminar and workshop leader. For novices, it's a step-by-step self-teaching guide that provides the confidence and the techniques speakers need to survive and thrive in front of an audience. Packed with straightforward, trustworthy advice, this reliable resource covers all the bases for today's professional trainers and speakers, including research and preparation, questioning techniques, pacing, visual aids, evaluation and support, feedback, and more: Creating your own seminar business Recognizing different personalities and types of behavior Training groups with diverse needs On-site preparations Maintaining the audience's interest The latest technology and visual aids Giving feedback and coaching Presenting your best self to the audience Developing a training staff And, most important, how to sell your message Trusted by thousands of professional trainers for the latest tactics and practices in seminar and workshop leadership, *How to Run Seminars and Workshops, Third Edition* is the ultimate guide for anyone who makes a living sharing what they know with others.

John Wiley & Sons

In this much needed resource, Maryellen Weimer—one of the nation's most highly regarded authorities on effective college teaching—offers a comprehensive work on the topic of learner-centered teaching in the college and university classroom. As the author explains, learner-centered teaching focuses attention on what the student is learning, how the student is learning, the conditions under which the student is learning, whether the student is retaining and applying the learning, and how current learning positions the student for future learning. To help educators accomplish the goals of learner-centered teaching, this important book presents the meaning, practice, and ramifications of the learner-centered approach, and how this approach

transforms the college classroom environment. Learner-Centered Teaching shows how to tie teaching and curriculum to the process and objectives of learning rather than to the content delivery alone.

*Strategies, Tools, and Tactics* John Wiley & Sons

The covid-19 crisis accelerated virtual collaboration exponentially, creating an instant need for virtual facilitation skills. People and organizations have started on this journey, but do not yet have the experience and competencies to use this medium for effective and energetic collaboration. *Virtual Facilitation* will show you how to have successful virtual events, virtual meetings, virtual workshops and training. Packed full of tips, insights and real case studies, the author's practical approach to virtual facilitation will show you how to effectively learn the skills needed to succeed. This book will also cover: The role of the facilitator, and what is expected The design of the process How to avoid common mistakes Implementation and influencing behaviour *Virtual Facilitation* will show you how to plan for virtual events, how to develop skills to be able to host virtual meetings, virtual courses, virtual training, virtual workshops, and virtual larger events to meet 21st century needs.

**A Comprehensive Resource for Consultants, Facilitators, Managers, Trainers, and Coaches** Penguin Random House New Zealand Limited

This approach to remote facilitation makes virtual meetings powerful means of collaboration using proven techniques to accommodate a diversity of cultures, locations, and personalities. Many people struggle with remote meetings: a cocktail of factors, such as technical barriers and invisible group norms, increase the uncertainty and risk of the already vulnerable task of collaborating and sharing ideas. When remote meetings go badly, they go really badly. Few things feel as lonely and intimidating as speaking to a screen with unreadable faces staring back in silence. This book will help you improve the quality of your remote meetings. With a little awareness, some planning, and some practice, you can make your remote meetings an effective, engaging, and powerful mechanism for collaboration within your organization. This book is for anyone seeking to get more value from remote meetings. Whether you're a seasoned facilitator, a new facilitator, or someone hoping to improve team meetings, you will be empowered with principles and actionable methods to enhance your organization's effectiveness.

**The Skills & Tools to Accelerate Progress for Project Managers, Facilitators, and Six Sigma Project Teams** American Bar Association

An updated edition of a best-selling pocket guide to developing a collaborative management process is comprised of facilitation strategies and techniques for promoting leadership at all levels of an organization, providing coverage of topics ranging from prioritizing goals and establishing responsibilities to recognizing achievements and running effective meetings.

*The Art of Great Training Delivery* John Wiley & Sons

The Model Rules of Professional Conduct provides an up-to-date resource for information on legal ethics. Federal, state and local courts in all jurisdictions look to the Rules for guidance in solving lawyer malpractice cases, disciplinary actions, disqualification issues, sanctions questions and much more. In this volume, black-letter Rules of Professional Conduct are followed by numbered Comments that explain each Rule's purpose and provide suggestions for its practical application. The Rules will help you identify proper conduct in a variety of given situations, review those instances where discretionary action is possible, and define the nature of the relationship between you and your clients, colleagues and the courts.

**Virtual Team Success** John Wiley & Sons

Help them make the most out of every meeting. Rambling group discussions, tangential concerns, difficult attendees, and unclear objectives can all derail a facilitated event—and often do. But more than just learning how to avoid the pitfalls, effective facilitators ease the way for groups to achieve desired outcomes, redirect them to constructive paths, and rally commitment to action plans. Expert trainer and facilitator Kimberly Devlin has designed interactive half-day, one-day, and two-day workshops to develop the essential skills of facilitating meetings that inspire, engage, and get results. Complete with all the activities, handouts, assessments, and presentation slides you will need to accelerate learning, these programs make planning your next workshop easy, whether you are new to facilitation or a seasoned pro. About the Series The ATD Workshop Series is written for trainers by trainers, because no one knows workshops as well as the practitioners who have done it all. Each publication weaves in today's technology and accessibility considerations and provides a wealth of new content that can be used to create a training experience like no other.

*Presentation Skills for Consultants, Trainers and Teachers* McGraw-Hill Education (UK)

Master frameworks, techniques, and tools for conducting meetings, leading sessions and workshops, and transferring knowledge through education and training. In addition to focusing on proven methods, this book contains many new and innovative ideas developed through decades of the author's experience. There are 12 chapters: • Chapter 1, Facilitation Framework, classifies all facilitation types into four generic categories: Strategies and Solutions, Programs and Processes, Learning and Development, and Cooperation and Collaboration. • Chapter 2, Value Proposition, leverages the Career Steps Framework to prove the return on investment of facilitation skills and competency. • Chapter 3, Facilitation Process, explains each phase of the facilitation process: Contract, Prepare, During Session, Conclude, and Evaluate. • Chapter 4, Facilitation Leadership, explores Napoleon Hills' eleven factors of leadership, along with values, ethics, and competencies established by the International Association of Facilitators. • Chapter 5, Engagers and Energizers, reveals the art and science of educating and transferring learning to adults and optimizing the engagement of session participants using Dr. Howard Gardner's Multiple Intelligences. • Chapter 6, Tools, introduces the foundational technique of brainstorming and shows how to use 35 handy facilitation tools for a variety of situations including problem solving, group dynamics, and storytelling. • Chapter 7, Workshop Environment, outlines facilitation-friendly principles followed by guidance on room set up, various seating patterns, equipment, food, and supplies. • Chapter 8, Virtual Facilitation, provides suitable alternatives to face-to-face facilitation using practical techniques in four key areas: Engagement, Relationship, Communication, and Technology. • Chapter 9, Cross-Cultural Facilitation, introduces proven techniques for how to facilitate learning transfer and effective collaboration across cultures through the application of Dr. Geert Hofstede's dimensions of cross-cultural communication. • Chapter 10, Visual Facilitation, introduces the power of Visuals and Graphics Recording as a tool for effective collaboration and communication in organizational settings. • Chapter 11, Self-Development, provides guidelines on how to develop your facilitation competency and track your progress. This chapter concludes with the author's own journey on becoming an accomplished facilitator. • Chapter 12, Tools Library, outlines a step-by-step approach along with templates and examples where each of the 35 tools from Chapter 6 can be successfully leveraged. The book concludes with a section on facilitator and trainer resources. Good facilitation is often the

difference between a meeting that delivers outputs and actions, and one that delivers breakthrough solutions and results. Artie Mahal, who is a master facilitator and trainer, has delivered an easy to read book that describes the science and art of effective facilitation. He offers insights, techniques, tools, and knowledge that anyone can use to improve their facilitation and training skills. Paul Marabella Vice President & Chief Information Officer K. Hovnanian Companies, LLC USA In this book Artie has brought together a great collection of tools, techniques and advice that provides a sound basis for anyone looking to become a more engaging and effective facilitator. Phil Short IT Director, Speaker, Business Process Practitioner Canada Artie Mahal used his wealth of experience in process management to create an easy to read book and a process to follow for any facilitator and trainer. The book contains valuable tools, templates, checklists, methodology, and a framework. He created a great framework structure for any facilitated session to deal with various business issues such as strategies, processes, projects, and team cooperation and collaboration. Bassam A. AlKharashi Director of Business Innovation Services, ES Consulting Saudi Arabia Artie Mahal has taken a difficult and often misunderstood skill and made it easy to learn for the professional and novice alike. As a skilled facilitator for the past twenty-five years, this book has helped me "sharpen the saw" with new tools and concepts to help tackle any business challenge. For the novice facilitator, this book is an excellent guide as Mr. Mahal provides in-depth background and context for each facilitation concept before diving in with tools, tips, and techniques to master that concept. Jeffrey Diton BPTrends Certified BPM Professional, Business Process Center of Excellence Director USA Knowledge in any form aims to bring transformation. Mr. Mahal has articulated his own experience and training skills in form of this book as an endeavor to share his expertise and bring transformation in many lives. Today, the world is full of challenges and I would say that the challenges are

like strangers' appearing on the floor all of sudden. You need to be equipped with all tools and techniques to face such exigencies. For this, either you have to be trained or you must know how to train others to achieve desired goal. This text caters to both requirements. The flow of text is tremendously designed from Framework to proposition, process, Leadership, Engaging, Techniques of training and environment. Each part of the book is thoroughly shaped up and presented in real terms. Dr. Sandhir Sharma Dean, Chitkara Business School, Chitkara University India Artie Mahal has kindly given the blueprint on how to "wow" your audience every time they attend a session. The book in essence lays out practical processes facilitators can follow to ensure learning is happening, collaboration is taking place and your learners will be engaged! After reading this book, you will never facilitate a workshop, training session or meeting ever the same again. Faisal Usta Senior Account Executive in Learning and Development. USA Sooner or later you will have to facilitate. You have two options to get or improve facilitation competence: a) the long and painful trial and error way or b) the short and smart way, namely, using other experiences to prevent the errors, learn the shortcuts and avoid the pitfalls. This is a book for novice and even experienced facilitators. Read it. Use it. Learn from it. Take the short and smart way! Alexandre Magno Vazquez Mello BPM Experts, Partner and CEO Brazil People working together provide the foundation of human achievement. As we continue to move toward work that is more intellectual than physical, unlocking, compiling and harmonizing divergent views toward some common understanding is best accomplished through competent facilitation. This is not easy. In this groundbreaking book, Arjit Mahal moves far beyond a description of tools and techniques by providing a framework for the development of a career and, if desired a successful business in the growing area of facilitation. Dr. Edward Peters Chief Executive Officer, OpenConnect Systems Incorporated USA

Best Sellers - Books :

- [Guess How Much I Love You By Sam Mcbratney](#)
- [Fahrenheit 451](#)
- [Flash Cards: Sight Words By Scholastic Teacher Resources](#)
- [The Creative Act: A Way Of Being](#)
- [Saved: A War Reporter's Mission To Make It Home](#)
- [Outlive: The Science And Art Of Longevity By Peter Attia Md](#)
- [Icebreaker: A Novel \(the Maple Hills Series\) By Hannah Grace](#)
- [Haunting Adeline \(cat And Mouse Duet\) By H. D. Carlton](#)
- [The Psychology Of Money: Timeless Lessons On Wealth, Greed, And Happiness](#)
- [The Summer Of Broken Rules By K. L. Walther](#)