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PracticesRevising ProseCollected Papers in Theoretical EconomicsTechniques for
College Writing: The Thesis Statement and BeyondBrand HateTeaching English
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Basic Business Communication

Common Ground

Prepared by Susan White, University of Maryland Available to instructors and students alike, this comprehensive solutions manual provides step-by-step analysis of how to perform chapter exercises

Communication for Business

Technology has become an integral part of our everyday lives. This trend in ubiquitous technology has also found its way into the learning process at every level of education. The Handbook of Research on Education and Technology in a Changing Society offers an in-depth description of concepts related to different areas, issues, and trends within education and technological integration in modern society. This handbook includes definitions and terms, as well as explanations of

concepts and processes regarding the integration of technology into education. Addressing all pertinent issues and concerns in education and technology in our changing society with a wide breadth of discussion, this handbook is an essential collection for educators, academicians, students, researchers, and librarians.

Cengage Advantage Books: Fundamentals of Business Law Today: Summarized Cases

A solid understanding of how banks operate is crucial to grasp the functioning of modern society. Banks are an intrinsic part of business, finance, and everyday life. Modern banking is regulated by a sophisticated set of laws and regulations that are constantly evolving. Banking Law and Practice from the Hong Kong Institute of Bankers outlines and explains these laws and regulations clearly and in detail. This regulatory framework has a deep impact on banks, bankers, and anyone that deals with them, which is the overwhelming majority of society. This high level of impact makes Banking Law and Practice an important book as well as a necessary and authoritative reference for industry professionals, students, and the public at large. Banking Law and Practice discusses a range of topics that have a direct bearing on the day-to-day operations of banks, from contracts to how to ensure safe and secure lending. It examines the development and current state of banking legislation and regulation and facilitates bankers and their institutions to shape

their practice to meet all the necessary legal and regulatory requirements. Students, industry professionals, and the public at large will welcome the thorough and clear explanations of the legal and regulatory framework in which banks operate. This book is essential reading for candidates studying for the HKIB Associateship Examination and anyone else seeking expert knowledge of the legal and regulatory structure affecting banks in Hong Kong. Topics covered in this book include: Contractual Relationships Code of Banking Practice Money Laundering Negotiable Instruments Law Related to Securities Bankruptcy and Insolvency

Global Economic Prospects, January 2020

Annotation Eith analyzes the impact of individual and school level factors on the school bond as a protective factor against delinquency. She further assesses significant differences in school bonding between the genders and across race/ethnicity. Her results show that at the elementary school level, the school bond does not function as predicted by Hirschi (1969). However, at the secondary school levels the school bond begins to function as theorized. A student's strong bond to school at the secondary school levels serves a preventative function against delinquent behaviors, drug use, and delinquent peer associations; regardless of overall delinquency in the school environment.

Supervision: Concepts and Practices of Management

This book focuses on the concept of “brand hate” and consumer negativity in today’s digital markets. It explores the emotional detachment consumers generate against valued brands and how negative experiences affect their and other consumers' loyalty. It is almost impossible not to run into hateful language about companies and their brands in today’s digital consumption spaces. Consumer hostility and hate is not hidden and silent anymore but is now openly shared on many online anti-brand websites, consumer social networking sites, and complaint and review boards. The book defines consumer brand hate and discusses its dimensions, antecedents, and consequences as well as the semiotics and legality of such brand hate activities based on current brand dilution arguments. It describes the situations which lead to anti-branding and how consumers choose to express their dissatisfaction with a company on individual and social levels. This newly updated edition discusses recent research findings from brand hate literature with new cases and extended managerial analysis. Thus, the book provides strategic perspectives on how to handle such situations to achieve better functioning markets for scholars and practitioners in marketing, psychology, and consumer behavior.

The Sex Book

Rhetorical Theory and Praxis in the Business Communication Classroom responds to a significant need in the emerging field of business communication as the first collection of its type to establish a connection between rhetorical theory and practice in the business communication classroom. The volume includes topics such as rhetorical grammar, genre awareness in business communication theory, the role of big data in message strategy, social media and memory, and the connection between rhetorical theory and entrepreneurship. These essays provide the business communication scholar, practitioner, and program administrator insight into the rhetorical considerations of the business communication landscape.

Twelve Years a Slave

Veterinary medicine has long been recognized as one of the more neglected areas of medical history. One of the main stumbling blocks to research is the lack of comprehensive information regarding the survival and availability of primary source material. *Veterinary Medicine: A Guide to Historical Sources* redresses these issues for the first time, offering researchers an unparalleled tool with which to approach the subject. The book opens with a brief history of veterinary medicine and the veterinary profession from the fourteenth to the beginning of the twenty first centuries, identifying the key dates and events that shaped their development. There then follows a chapter on the nature and uses of the records covered by the book, outlining the types of records found, the type of information

they contain and their likely uses by different types of researcher. A brief user's guide then explains how to use the book. After these preliminary sections, comes the main body of the book, the lists of records. It is here that the various practices and institutions covered by the book are listed, together with the types of records they hold, the dates they cover and where they are kept. A short biographical history is also included with each entry where appropriate. Taken as a whole this volume will prove to be an invaluable aid for any scholar, researching the history of veterinary medicine in Britain.

Strategic Organizational Communication

Packed with 2013 and 2014 cases, *FUNDAMENTALS OF BUSINESS LAW TODAY: SUMMARIZED CASES*, 10e covers core business law topics like contracts and sales in a concise paperback. Summarized cases integrated throughout the text illustrate key points of law without unnecessary detail. Intended for the one-term course focused primarily on contracts and sales, the text condenses the latest legal topics--including cyberlaw, health-care, financial reform, and more--for quick comprehension. An entire chapter is devoted to Internet Law, Social Media, and Privacy. Current, abbreviated, and affordable, *FUNDAMENTALS OF BUSINESS LAW TODAY: SUMMARIZED CASES*, 10e provides an easy-to-understand alternative to traditional Business Law texts. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook

version.

Banking Law and Practice

Lesikar's Business Communication: Connecting in a Digital World, 12/e by Rentz, Flatley, and Lentz takes the solid foundational principles of this classic text and applies them to business contexts in the 21st century. While continuing to focus on careful problem analysis, adaptation of the message to the audience, and maintaining positive human relations, this edition discusses current challenges for business communicators and gives students practice meeting those challenges. Toward this end, the book maintains the realism, technological currency, and pedagogical effectiveness for which it has become well known and respected. As with previous editions, the 12th edition prepares students to communicate in the modern workplace by first providing extensive writing advice and then providing methodical analyses of the main forms of business communication. Along the way, it incorporates a multitude of real business examples, a wide range of problem-solving cases, and a thorough treatment of technology's role in business communication. In addition to a full suite of teaching and testing materials, the book's Online Learning Center gives teachers easy access to an online blog, Bcomm Teacher Xchange, that will keep them abreast of the latest research and developments in the field while providing a host of practical teaching tips. Through its BC Resources link, the OLC also offers an extensive collection of Web links on

multiple bcomm topics, from grammar to persuasion to research and teamwork.

M: Business Communication

To advance in today's workplace requires virtual team skills. Most individuals assume their face-to-face skills will translate, but competency with virtual communication and teamwork requires an entirely new set of skills. This book guides readers down the path to success. • Explains how virtual communication has significantly changed the way people interact and rewritten many aspects of the "rulebook" on how business is done • Defines how team dynamics change when the interaction shifts from in-person to electronic and how to correct for these tendencies to avoid unintended offense or misunderstanding • Instructs readers on building trust, addressing fairness, and dealing with conflict in an online environment • Provides relevant, instructive anecdotes based on the experiences of dozens of managers, allowing readers to learn from their real-world successes (and disasters)

Comunicação Empresarial

The new third edition of Communicating Professionally is completely revised with new sections outlining the opportunities offered by contemporary communication

media.

First Peoples

Now a major motion picture nominated for nine Academy Awards. Narrative of Solomon Northup, a Citizen of New-York, Kidnapped in Washington City in 1841, and Rescued in 1853. Twelve Years a Slave by Solomon Northup is a memoir of a black man who was born free in New York state but kidnapped, sold into slavery and kept in bondage for 12 years in Louisiana before the American Civil War. He provided details of slave markets in Washington, DC, as well as describing at length cotton cultivation on major plantations in Louisiana.

Rhetorical Accessibility

A Down-to-Earth Approach James Henslin shares the excitement of sociology in Essentials of Sociology: A Down-to-Earth Approach, 11/e. With his acclaimed "down-to-earth" approach and personal writing style, the author highlights the sociology of everyday life and its relevance to students' lives. With wit, personal reflection, and illuminating examples, Henslin stimulates students' sociological imagination so they can better perceive how the pieces of society fit together. In addition to this trademark down-to-earth approach, other distinctive features include: comparative

perspectives, the globalization of capitalism, and visual presentations of sociology. MySocLab is an integral part of the Henslin learning program. Engaging activities and assessments provide a teaching a learning system that helps students see the world through a sociological lens. With MySocLab, students can develop critical thinking skills through writing, explore real-world data through the new Social Explorer, and watch the latest entries in the Core Concept Video Series. Revel from Pearson is a new learning experience designed for the way today's students read, think, and learn. Revel redesigns familiar and respected course content and enriches it for today's students with new dynamic, rich-media interactives and assessments. The result is improved student engagement and improved learning. Revel for Henslin will be available for Fall 2014 classes. This program will provide a better teaching and learning experience-for you and your students. It: Personalizes Learning with MySocLab: MySocLab is an online homework, tutorial, and assessment program. It helps students prepare for class and instructor gauge individual and class performance. Explores a A Down-to-Earth Approach: This title highlights the sociology of everyday life and its relevance to students' lives. Improves Critical Thinking: Features throughout help build critical thinking skills. Understands Social Change: An important theme of the text, social change over time, examines what society was previously like, how it has changed, and what the implications are for the present and future. ALERT: Before you purchase, check with your instructor or review your course syllabus to ensure that you select the correct ISBN. Several versions of Pearson's MyLab & Mastering products exist for

each title, including customized versions for individual schools, and registrations are not transferable. In addition, you may need a CourseID, provided by your instructor, to register for and use Pearson's MyLab & Mastering products. Packages Access codes for Pearson's MyLab & Mastering products may not be included when purchasing or renting from companies other than Pearson; check with the seller before completing your purchase. Used or rental books If you rent or purchase a used book with an access code, the access code may have been redeemed previously and you may have to purchase a new access code. Access codes Access codes that are purchased from sellers other than Pearson carry a higher risk of being either the wrong ISBN or a previously redeemed code. Check with the seller prior to purchase.

Business Statistics in Practice

No contexto empresarial, a comunicação pode determinar o sucesso ou o fracasso de uma negociação. Conhecer técnicas, regras e dicas para uma comunicação eficaz, verbal ou escrita, certamente o ajudará nas tarefas e situações do dia a dia. Os fundamentos da comunicação empresarial são tratados neste livro de maneira didática e com inúmeros exemplos reais. Considerando questões internas e externas à empresa, e o uso de mídias sociais e recursos digitais como ferramenta de comunicação, este livro apresenta os principais elementos que compõem uma comunicação consistente, objetiva e precisa.

M

Business Communication

Augustan Poetry and the Roman Republic focuses on the works of the major Augustan poets, Vergil, Horace, Propertius, and Ovid, and explores the understudied aspect of their poetry, namely the way in which they constructed and investigated images of the Roman Republic and the Roman past.

Organizational Behavior

Augustan Poetry and the Roman Republic

Lesikar and Flatley's, Basic Business Communication (BBC): Skills for Empowering the Internet Generation, has long been known as a solid introductory business communication book that gets to the writing skills sooner than most other texts and gives students true 'how-to' skills in all areas of business communication. It has solid examples, and is both consumer-and service-oriented. Its strength has also been its use of margin notes, cartoons and photos that relate to the concepts

and use of cases. Recent editions have established BBC as truly cutting edge; it was the first text in the market with PowerPoint as part of its package, the first to have an online chapter, and with the 9th Edition is now the first to offer writing tips and templates for PDAs (personal digital assistants.).

Lesikar's Business Communication: Connecting in a Digital World

TECHNIQUES FOR COLLEGE WRITING: THE THESIS STATEMENT AND BEYOND is a brief rhetoric that empowers students as writers by giving them the tools they need to create a precise and well-focused thesis. Using the thesis statement as the lens through which students can approach the entire thinking and writing process, TECHNIQUES is divided into three parts that build upon one another: Part I--Thinking Through the Thesis Statement, Part II--Thinking Through Your Writing Assignment, and Part III--Writing Beyond the Composition Classroom. A wide range of journal articles, book excerpts, student essays, paintings, magazine ads, poetry, and short stories make the text accessible to students, and Thinking Through a Reading questions promote active reading and in-class discussion. In-chapter practice exercises, writing applications, revision tools, and writing assignments help students gain confidence so that they can begin to incorporate the techniques they've learned in the book into their own personal writing styles Important Notice:

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E-Commerce 2015, Global Edition

Organisational Behavior by Fred Luthans was one of the first mainstream organisational behavior texts on the market and continues the tradition of being the most current and up-to-date researched text today. Well-known author Fred Luthans is the 5th most prolific Publisher in Academy of Management Journals and a senior research scientist with the Gallup Organization, who continues to do research in the organisational behavior area. The Twelfth Edition of Organisational Behavior is ideal for instructors who take a research-based and conceptual approach to their OB course.

Virtual Teams: Mastering Communication and Collaboration in the Digital Age

BUSINESS LAW: PRINCIPLES AND PRACTICES, 9E has been revised dramatically to enhance learning! The 9th edition offers a new learning system with clear learning objectives to guide students. The fresh two-color design engages students with its contemporary features: Ethics in a Business Setting, You React, and the Self-Check

Quizzes. The case examples are presented in readable segments to be clear, current, and jargon-free. Co-authored by Arnold J. Goldman, a practicing attorney and William D. Sigismond, a veteran business law educator, this straightforward text shows students about the law using fascinating cases and ethical dilemmas. Hypothetical examples immediately follow discussion of concepts to further reinforce understanding. The new edition is updated throughout to reflect recent changes in the law, covering legal rights and responsibilities in both the public and private sectors. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Common Places

This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Prepare future managers to face the differences in business communication across cultures. With the globalization of the world economy, it is imperative for current and future managers to be sensitive to the differences they will encounter in intercultural communication. To help make readers aware of these differences, Intercultural Business Communication contains practical guidelines and information on how to conduct negotiations across countries, write business letters in different societies, and includes the general “dos” and “don’ts” in international business. The fifth edition contains new cases, updated examples, and information from ten

newly published books and journal articles.

Revising Business Prose

M: Business Communication was created with students' and professors' needs in mind. Written by the co-authors of Lesikar's Business Communication: Making Connections in a Digital World, 12/e, it provides both student and instructor with all the tools needed to navigate through the complexity of the modern business communication environment. M: Business Communication attends to the dynamic, fast-paced, and ever-changing means by which business communication occurs by being the most technologically current and pedagogically effective book in the field. It has realistic examples that are both consumer-and business-oriented. Students receive a cost-effective, easy to read, focused text complete with study resources (both print and online) to help them review for tests and apply chapter concepts. Professors receive a text that contains all the pertinent information - yet in a more condensed format that is easier to cover by students. Student friendly design - M: Business Communication was written and designed with today's student reader in mind. The layout and design provides student visual stimulation they've come to expect. The content was written to focus on the key concepts only. The examples provided have been selected for greater student appeal. The writing style is highly readable with today's student reader in mind. ALL END OF CHAPTER MATERIAL IS LOCATED ONLINE ON THE OLC. Study/Prep Cards: these Study Cards

are come bound in to each new book. There is 1 Study Card for each chapter. They do not regurgitate information from the text, which allows students to use the card passively. Instead, the front of the card asks the student to write what he/she recalls from each of the learning objectives in the chapter. After completing this step, the student turns to the back to review the learning objectives broken down into bulleted lists, and then completes fill-in-the-blank application questions to test their knowledge beyond basic comprehension. The answers to these application questions are available on the bottom of the card (upside down). The point of these cards is to create useful exercises that actually help students LEARN and remember, as opposed to passively reading (or not reading) the cards.

Rhetorical Theory and Praxis in the Business Communication Classroom

The fourth edition of Communications for Business is a comprehensive textbook, workbook, and reference book rolled into one. This book will help readers to develop confidence and expertise in composing effective business communications. This book will be helpful to anyone who is working or training to work in an administrative, managerial or secretarial role which demands good communication and business English skills. This book should prove useful to students wishing to take the following examinations: Pitman Qualifications English

for Business Communication LCCI Examinations Board English for Business RSA Examinations Board Communication in Business

Communicating Professionally

"The Sex Book" explores the subject of sex, health and sexuality in a straightforward, uninhibited, accessible and adventurous way. Designed as a guide, the book explains everything you want to know about conventional and unconventional sexual behaviour in gender neutral, straightforward language with bold visuals. A wealth of information is balanced with practical advice and personal experience. The book presumes little and the tone is witty and direct. It avoids the usual stigma attached to sex manuals by having a detached editorial approach that packs gritty sex between beautiful contemporary graphics. Ranging from G-spots to sex diets, "The Sex Book" speaks plainly and openly about a subject at the emotional and spiritual hub of everyone's life. At long last - a contemporary guide to sex; for absolutely everyone, whatever their orientation.

Handbook of Research on Education and Technology in a Changing Society

Business Communication (SIE)

As its title implies, this book deals with revising, not with original composition. In business writing, where a first draft often emerges quickly under the pressures of facts, figures, and deadlines, revision is typically the major part of a writing task, and collaborative revision often produces the final document. Revising Business Prose provides detailed revision guidance and a collaborative approach to writing easily applied to writing in business, industry, government, and academics. Based on the premise that bad writing in organizations imitates the bureaucratic style The Official Style, as it's called here this book shows readers how to transform stilted, dense prose into plain English. For anyone interested in the revision process in every business writing context.

Business Communication

Differentiate yourself in a competitive marketplace with SUPERVISION: CONCEPTS AND PRACTICES OF MANAGEMENT, 13E. A blend of traditional management concepts and emerging insights, the text draws from the authors' firsthand business experience to deliver the leadership skills hiring managers want but rarely find in new recruits. This comprehensive single source for supervisory management expertise addresses the most critical challenges in business today,

including globalization, economic turbulence, transitional and temporary workers, virtual employees, technology, outsourcing, and downsizing. Hands-on and practical, the text complements chapter readings with skill-building techniques and captivating video cases from well-known organizations, letting you experience supervisory roles yourself. Special attention to diversity and ethics also helps you develop a better sense of life beyond the classroom and enhances the text's extensive coverage of communication, decision making, conflict resolution, and other essential supervisory skills. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Technical Communication Fundamentals New Mytechcommlab With Pearson Etext Standalone Access Card

Lanham's eight simple steps to clearer, more understandable writing will win you praise from bosses, colleagues, and clients. Voice; Business Prose; Professional Prose; Electronic Prose; General Interest; improving your writing.

Solutions Manual to Accompany Corporate Finance

The book takes a unique problem-solving approach, the text successfully

integrates current technologies and trends while maintaining an emphasis on the fundamentals - careful analysis of the communication problem, development of an audience-focused solution, and clear, correct use of language and visuals. Salient Features: - Problem-solving approach along with an increased focus on Communication Technologies and Cross-Cultural Communication - Comprehensive pedagogy includes features comprising outlines and checklists, different boxed items, realistic problem-solving case scenarios, and special book-end appendices - Comprehensive adaptation includes features such as culture vignettes, Notes from India, and communication cases.

Delinquency, Schools, and the Social Bond

First Peoples' distinctive approach continues to make it the bestselling and most highly acclaimed text for the American Indian history survey. Respected scholar Colin G. Calloway provides a solid foundation grounded in timely scholarship and a narrative that brings a largely untold history to students. The signature "docutext" format of First Peoples strikes the ideal balance, combining in every chapter a compelling narrative and rich written and visual documents from Native and non-Native voices alike. An expansion by two full chapters presents a more diverse and nuanced picture of the history of Native peoples in America. Read the preface.

Intercultural Business Communication

Global growth is projected to be slightly faster in 2020 than the post-crisis low registered last year. While growth could be stronger if reduced trade tensions lead to a sustained reduction in uncertainty, the balance of risks to the outlook is to the downside. Growth in emerging market and developing economies is also expected to remain subdued, continuing a decade of disappointing outcomes. A steep and widespread productivity growth slowdown has been underway in these economies since the global financial crisis, despite the largest, fastest, and most broad-based accumulation of debt since the 1970s. In addition, many emerging market and developing economies, including low-income countries, face the challenge of phasing out price controls that impose heavy fiscal cost and dampen investment. These circumstances add urgency to the need to implement measures to rebuild macroeconomic policy space and to undertake reforms to rekindle productivity growth. These efforts need to be supplemented by policies to promote inclusive and sustainable long-term growth and accelerate poverty alleviation. Global Economic Prospects is a World Bank Group Flagship Report that examines global economic developments and prospects, with a special focus on emerging market and developing countries, on a semiannual basis (in January and June). The January edition includes in-depth analyses of topical policy challenges faced by these economies, whereas the June edition contains shorter analytical pieces.

Cengage Advantage Books: Business Law: Principles and Practices

"E-Commerce 2015"" is intended for use in undergraduate and graduate e-commerce courses in any business discipline. "" ""The market-leading text for e-commerce "This comprehensive, market-leading text emphasizes the three major driving forces behind e-commerce--technology change, business development, and social issues--to provide a coherent conceptual framework for understanding the field. Teaching and Learning ExperienceThis program will provide a better teaching and learning experience--for both instructors and students.Comprehensive Coverage Facilitates Understanding of the E-Commerce Field: In-depth coverage of technology change, business development, and social issues gives readers a solid framework for understanding e-commerce.Pedagogical Aids Help Readers See Concepts in Action: Infographics, projects, and real-world case studies help readers see how the topics covered in the book work in practice.

Revising Prose

This volume is a collection of the author's inter-disciplinary essays straddling several of the social sciences and also the philosophical foundations of economics. Most essays have a development slant and several make explicit reference to

India.

Collected Papers in Theoretical Economics

Techniques for College Writing: The Thesis Statement and Beyond

Reading and discussing literature is a central topic for advanced learners of English in schools. This book offers future English teachers a comprehensive introduction to this area. It is easy to read and the author explains all the scientific terms you need to know in order to pass an exam on teaching English literature. Thought provoking questions, a wealth of extracts from literary sources and illustrative diagrams ensure that the essential contents can be quickly learned and easily remembered.

Brand Hate

M: Business Communication has become the most technologically current and pedagogically effective product on the market, and is written by the authors of Lesikar's Business Communication: Making Connections in a Digital World. Its focus

on the essentials required of today's digital workplace makes it easy for instructors to cover all the materials presented within the semester, and its student-centered design and study resources ensure success. Paired with Connect Business Communication; M: Business Communication contains the tools needed to navigate through the fast-paced and ever-changing field effectively and efficiently.

Teaching English Literature

We all know eloquence when we hear it. But what exactly is it? And how might we gain more of it for ourselves? This entertaining and, yes, eloquent book illuminates the power of language from a linguistic point of view and provides fascinating insights into the way we use words. David Crystal, a world-renowned expert on the history and usage of the English language, probes the intricate workings of eloquence. His lively analysis encompasses everyday situations (wedding speeches, business presentations, storytelling) as well as the oratory of great public gatherings. Crystal focuses on the here and now of eloquent speaking—from pitch, pace, and prosody to jokes, appropriateness, and how to wield a microphone. He explains what is going on moment by moment and examines each facet of eloquence. He also investigates topics such as the way current technologies help or hinder our verbal powers, the psychological effects of verbal excellence, and why certain places or peoples are thought to be more eloquent than others. In the core analysis of the book, Crystal offers an extended and close

dissection of Barack Obama’s electrifying “Yes we can” speech of 2008, in which the president demonstrated full mastery of virtually every element of eloquence—from the simple use of parallelism and an awareness of what not to say, to his brilliant conclusion constructed around two powerful words: dreams and answers.

The Gift of the Gab

ROMANCE ACTION & ADVENTURE MYSTERY & THRILLER BIOGRAPHIES &
HISTORY CHILDREN'S YOUNG ADULT FANTASY HISTORICAL FICTION HORROR
LITERARY FICTION NON-FICTION SCIENCE FICTION