

W O R K B O O K					
	W1001 So, What's Next?		2106 Childhood Stress		5016 Time To Change NEW
	WS1001 Y ahora, qué		2107 Choosing Good Childcare		5017 Toward a Happier Family NEW
Workbook Total:			2108 After-School Options	7000 Career Skills	
1000 Alcohol/Substance Abuse			2109 Step-Parenting		7001 How to Choose a Career
	1001 Straight Talk about Drugs		2110 Parents' Guide to Self-Esteem		7002 How to Choose a Voc. School
	1003 Marijuana & Your Health		2111 Raising Smart Kids		7003 How to Choose a College
	1004 Marijuana & Youth		2112 Successful Discipline		7004 The Interview
	1007 Cocaine		2113 Coping with Family Stress		7005 The Application
	1008 Crack		2114 Attention Deficit Disorder		7006 The Résumé
	1009 LSD		2115 Living with a Teenager		7007 The Cover Letter
	1011 Narcotics		2118 Are Your Kids Using Drugs?		7008 Planning Your Job Search
	1012 Tobacco		2119 Facing a Drug Problem		7009 How to Develop Job Resources
	1013 Inhalants and Their Effects		2120 Teaching Values		7010 The Follow-up Letter
	1017 Drugs & Athletes		2121 Money Matters		7011 The Contact Network
	1018 What Is Addiction?		2122 Success in School		7012 The Summer Job Book
	1019 Ending Addiction		2124 Special Needs Child		7013 The Part-Time Job Book
	1021 Club Drugs		2126 Growing Up Fast: Your Toddler		7014 Coping With Unemployment
	1022 Methamphetamine		2127 The Grieving Child		7015 Jobs with a Future
	1101 Alcohol & Driving		2128 Parenting Your Grandchild		7016 Targeting Your Next Employer
	1102 Alcohol & Your Body		2129 Single Parenting		7017 What Now? Steps After Layoff
	1103 Alcoholism and the Family	2200 Youth			7018 The Mature Résumé
	1106 Teens & Alcohol		2201 Handling Peer Pressure		7019 The Informational Interview
	1109 Assess Your Drinking		2202 When Your Parents Divorce		7020 The Tailored Résumé
	1110 Problem Drinking		2203 Playing Your Part - Kid's & Stress		7021 Making It at Work
	1113 Mixing Alcohol with Drugs		2207 Youth & Suicide		7022 Employment Agencies
	1115 Drinking Myths		2210 New Kid on the Block		7023 Changing Careers
	1116 Alcohol at Work		2212 Getting Along		7024 Overqualified
	1117 Alcohol & Athletes		2213 How to Say No		7025 Your First Career
	1118 Adult Children of Alcoholics	3000 Health & Wellness			7026 Your First Résumé
	1119 Alcoholic in Your Life		3001 How to Quit Smoking		7027 The Phone Interview
	1120 Fetal Alcohol Syndrome		3002 Anorexia		7028 Untangling the Internet
2000 Personal Development			3003 Bulimia		7029 Computerized Job Search
	2001 You & Your Self-Image		3004 Fit for Life		7030 The Follow-up Interview
	2002 Feeling Lonely		3005 Diabetes		7031 Working a Job Fair
	2007 Positively!		3006 What is Mental Illness?		7032 Evaluating Your Interview
	2009 Volunteer!		3101 Depression		7033 Finding a Mentor
	2010 Relocating		3102 Anger		7034 Being a Mentor
	2012 Staying Together		3103 Introduction to Stress		7035 Getting the Job Done
	2013 Breaking Up		3104 Co-Dependency		7036 Listen Up!
	2017 Making the Grade		3105 Worrying		7037 Keeping Your Cool at Work
	2018 Person to Person		3106 Finding Help		7038 Preventing Workplace Violence
	2020 You and Your Values		3107 Understanding Suicide		7039 Keeping Your Skills Sharp
	2021 Assertiveness		3108 Death and Grieving		7040 Back To School
	2022 Effective Goal Setting		3124 Post-Traumatic Stress		7041 Facing A Layoff
	2024 Healthy Relationships		3125 Finding Strength - Suicide		7042 When Your Partner Loses a Job
	2025 Preparing for Emergencies	5000 Domestic Violence			7043 Sexual Harassment
	2075 Money Smarts		5001 Child Abuse		7044 Winning an Employer Over
	2076 Deals on Wheels		5002 Sexual Abuse		7045 Green Jobs
	2077 Introduction to Using Credit		5003 Families & Abuse		7046 Using Social Media NEW
	2078 Your Credit Report		5004 Incest		7047 Linking Up Online NEW
	2079 Buying Your First Home		5005 Domestic Abuse	8000 Military Life	
	2080 Too Good To Be True		5006 Rape		8001 Service Families
	2081 Choosing a Credit Card		5007 Acquaintance Rape		8002 You're Entitled! Benefits
	2082 Identity Theft		5008 Dating Violence		8004 Civilian Again
	2083 Making Do on a Shoestring		5009 Way Out for Abused Women		8005 Called to Duty
	2084 Payday Loans		5010 Violent Relationship		8006 Service Brings Separation
2100 Parenting			5011 Elder Abuse and Neglect		8007 Adjustments Ahead
	2102 Kids & Substance Abuse		5012 Looking Back, Moving Forward		8008 Making Marriage Stronger
	2104 Parents & Divorce		5013 Witness to Violence		8009 Making More of Military Pay
	2105 Talking with Children		5014 Child Neglect		8010 Leaving Service, Next Career
			5015 Abusive Women		8011 Military to Civilian
					8012 Returning Home
					8013 Together Again
					8014 Guess Who's Coming Home
					8015 Adjusting to Life Back Home
					8016 Caring for Children
				9000 Getting to Work	
					9001 Assessing Your Job Skills
					9002 You and Your Job
					9003 Job Leads
					9004 Ways to Go, People to See
					9005 Letters for Job Seekers
					9006 Steps to Great Résumé
					9007 Applying for a Job
					S9007 Que Anticipar al Solicitar un Trabajo
					9008 Your First Interview
					S9008 Tu Primera Entrevista
					9009 Making Contacts
					9010 Look Sharp
					9011 Fitting In
					9012 Coping at Work
					9013 Getting to Work
					9014 Stick to It!
					9015 You Can Do It!
					9016 Workplace Diversity
					S9016 Diversidad en el Lugar de Empleo
					9017 Getting Along with Boss
					9018 Making Ends Meet
					9019 You're Important
					9020 Attitude
					9021 Customer Service
					9022 Work World Orientation
					9023 It's about Time
					9024 Telephone Skills
					9025 Teamwork
					9026 Good Work: Steps to Success
					9027 Finding Your Balance
					9028 Managing Stress
					9029 A Career You Can Love
					9030 How to Do Your Job Better
					9031 How to Pass the Test
					9032 Temporary Jobs
					S9032 Trabajos Temporarios
					9033 Disability and Job-Finding
					9034 On the Job... with a Disability
					9035 Oops... I Made a Mistake
					9036 No Résumé, No Problem
					9037 First Step Up
					9038 Self-Employment
					9039 Time to Move On?
					9040 You're in Charge
					9042 Not Too Late To Learn
					S9042 Nunca es Tarde para Aprender
					9044 Talking To Employers
				9100 Reentry	
					9101 Getting Out, Staying Out
					9102 Rebuilding Your Relationships
					9103 Out on Your Own
					9104 Getting Back to Work
				Booklet Total column 4	
				BOOKLET GRAND TOTAL	

CUT OUT ORDER FORM - MAIL OR FAX
Booklet TOTAL COLUMN 1
Booklet TOTAL COLUMN 2
Booklet TOTAL COLUMN 3

ORDER FORM

PHONE: 800-783-6743 FAX: 507-645-2995 WEBSITE: www.lifeskillsed.com

BILL TO:

Name _____
 Title/Dept. _____
 Organization _____
 Street _____
 City, State, Zip _____
 Telephone _____ FAX# _____
 Purchase Order# _____

SHIP TO:

Name _____
 Title/Dept. _____
 Organization _____
 Street _____
 City, State, Zip _____
 Telephone _____ FAX# _____

From Your Address Label

Key Code: _____ Mail Code: _____

CREDIT CARD

MASTERCARD VISA Expiration Date ____ / ____

Signature _____

Credit Card # _____ / _____ / _____ 3 digit cvc# _____

UPS WILL NOTIFY YOU

UPS will provide an e-mail notice of your shipment. Please print your email address.

email address: _____

BOOKLETS minimum 100	Quantity	Price each	
BOOKLETS			\$
Set-up Fee \$125 (FREE on orders of 3,000) Production Fee _____@ \$25 per title		Imprint Fee	\$
Number of Broken Bundles _____@ \$5 per title		Broken Bundle Fee	\$
Shipping Charges: Please see Information on this page		Shipping Fee	\$
		Booklet SUBTOTAL	\$

WORKBOOKS minimum 100	Quantity	Price each	
WORKBOOKS			\$
Set-up Fee \$150 (FREE on orders of 1,000)		Imprint Fee	\$
Shipping Charges: Please see Information on this page		Shipping Fee	\$
		Workbook SUBTOTAL	\$

DISPLAY RACKS

Total from Display Rack Chart \$ _____

MN Residents, 6.875% sales Tax or exempt# _____ \$ _____

Catalog 2011f **TOTAL** \$ _____

INFORMATION & PRICES

TO PLACE AN ORDER

Please order in multiples of 25 per title to avoid a broken bundle fee.

Agencies and units of government are invited to use purchase orders and government credit cards. Terms: net 30 days.

SHIPPING

To ensure prompt delivery, please provide a street address. Orders within the continental U.S. are shipped via UPS. APO orders are shipped USPS Priority Mail, with a minimum shipping cost of \$29.95. Alaska and Hawaii are shipped via UPS, with a minimum cost of \$29.95. See chart below for a complete list of rates. For drop-ship, add \$24.95 per additional site.

COVER PHOTOS

Photos change periodically and may differ from those shown. Covers can be customized to meet your specific needs, please call for details.

IMPRINT INFORMATION

Orders of 3,000 BOOKLETS or 1,000 WORKBOOKS qualify for FREE imprinting on front and back covers; for booklets, minimum 100 copies per title. Smaller quantities may be imprinted for a Set-up Fee and a Production fee of \$25 per title. Call for additional details.

* Please e-mail logo file (preferably .eps, .tif or native Adobe Illustrator file format) and text to imprint@lifeskillsed.com

BOOKLET - prices & shipping cost

COMBINE ALL TITLES IN YOUR ORDER, THEN MULTIPLY BY APPROPRIATE UNIT PRICE & SHIPPING RATE.

QUANTITY	PRICE EACH	SHIPPING Continental US
100-499	\$1.99	8%-\$19.95
500-999	\$1.25	8%
1,000-2,999	\$.99	8%
3,000 - 9,999*	\$.79	8%
10,000 +	Please Call	

*FREE IMPRINTING -100 minimum per title
 DOMESTIC SHIPPING minimum is \$19.95
 ALL OVERSEAS SHIPPING is 18% with a minimum of \$29.95

WORKBOOK - prices & shipping cost

QUANTITY	PRICE EACH	SHIPPING Continental US
100-499	\$2.79	8%
500 - 999	\$2.39	8%
1,000 - 2,499*	\$2.29	8%
2,500 - 4,999*	\$2.19	8%
5,000 +	Please Call	

*FREE IMPRINTING
 DOMESTIC SHIPPING minimum is \$19.95
 ALL OVERSEAS SHIPPING is 18% with a minimum of \$29.95

DISPLAY RACK PRICES - Includes Domestic Shipping

RACK#	WITHOUT BOOKLETS	WITH 500 BOOKLETS	QUANTITY	TOTAL
#1	\$179	\$119		
#2	\$219	\$139		
#3	\$279	\$179		
#4	\$359	\$219		
DISPLAY RACK TOTAL:				



Tabletop 1



Tabletop 2



Floorstand 3



Floorstand 4

CUT OUT ORDER FORM - MAIL OR FAX