**1.**  **Build a Fire** – Fire produces heat and light, two basic necessities for living.  At some point in your life this knowledge may be vital.

* [How to Build a Fire](http://www.wikihow.com/Build-a-Fire)
* [Wilderness Survival Firecraft](http://www.wilderness-survival.net/chp7.php)
* [Build a Fire Without Matches or a Lighter (video)](http://www.5min.com/Video/How-to-make-fire-without-matches-or-a-lighter-9386)

**2.**  **Operate a Computer** – Fundamental computer knowledge is essential these days.  Please, help those in need.

* [How To Help Someone Use a Computer](http://polaris.gseis.ucla.edu/pagre/how-to-help.html)
* [The BBC’s Guide to Using a Computer](http://www.bbc.co.uk/computertutor/computertutorone/index.shtml)
* [Mac Basics](http://www.apple.com/findouthow/mac/)
* [Windows Basics](http://windowshelp.microsoft.com/Windows/en-US/winbasics.mspx)

**3.  Use Google Effectively** – Google knows everything.  If you’re having trouble finding something with Google, it’s you that needs help.

* [Google Guide](http://www.googleguide.com/)
* [Google Advanced Search Operators](http://www.google.com/help/operators.html)
* [Google Web Search Features](http://www.google.com/help/features.html)
* [20 Tips for More Efficient Google Searches](http://www.dumblittleman.com/2007/06/20-tips-for-more-efficient-google.html)

**4.  Perform CPR and the Heimlich Maneuver** – Someday it may be your wife, husband, son or daughter that needs help.

* [Learn CPR](http://depts.washington.edu/learncpr/)
* [How To Perform Adult CPR (video)](http://www.youtube.com/watch?v=XRf3hc1lu7s)
* [How CPR Works](http://health.howstuffworks.com/cpr.htm)
* [How to Perform the Heimlich Maneuver (video)](http://www.youtube.com/watch?v=kJDpr05zmB4)

**5.  Drive a Manual Transmission Vehicle** – There will come a time when you’ll be stuck without this knowledge.

* [How To Drive a Stick Shift Instructional Movie (video)](http://www.youtube.com/watch?v=rqtctkznYjk)
* [Learn to Drive a Stick Shift](http://www.whtc.com/Shared/Auto/tutorials/learnstick.html)
* [Learn to Drive a Car with Manual Transmission](http://www.standardshift.com/faq.html)

**6.  Do Basic Cooking** – If you can’t cook your own steak and eggs, you probably aren’t going to make it.

* [Cooking Basics and Tips](http://www.foodnetwork.com/food/cooking/)
* [Cooking and Baking How To Information](http://www.ehow.com/information_1030-cooking-baking.html)
* [Basics of Cooking Series](http://busycooks.about.com/library/howtos/bllessonseries.htm)

**7.  Tell a Story that Captivates People’s Attention** – If you can’t captivate their attention, you should probably just save your breath.

* [How To Tell a Great Story](http://sethgodin.typepad.com/seths_blog/2006/04/ode_how_to_tell.html)
* [How To Give a Great Speech](http://briankim.net/blog/2006/07/how-to-give-a-great-speech/)
* [Presentation Tips for Public Speaking](http://www.aresearchguide.com/3tips.html)

**8.  Win or Avoid a Fistfight** – Either way, you win.

* [How To Actually Win a Fistfight](http://www.joethepeacock.com/2008/01/how-to-acutally-win-fist-fight.php?pagewanted=all)
* [How To Win a Fistfight (video)](http://www.ehelpmedia.com/ehelp.fistfight.html)
* [How To Win a Street Fight](http://www.wikihow.com/Win-a-Street-Fight)
* [How To Avoid Confrontations Like a Samurai Warrior](http://www.marcandangel.com/2008/05/03/how-to-avoid-confrontations-like-a-samurai-warrior/)

**9.  Deliver Bad News** – Somebody has got to do it.  Unfortunately, someday that person will be you.

* [How To Deliver Bad News in Writing](http://www.captureplanning.com/articles/81875.cfm)
* [How to Deliver Bad News to a Customer](http://www.apogeehk.com/articles/HowToDeliverBadNewsToCustomers.html)
* [Good Ways to Deliver Bad News](http://www.fastcompany.com/magazine/23/buckman.html)

**10.  Change a Tire** – Because tires have air in them, and things with air in them eventually pop.

* [How To Change a Flat Tire (video)](http://www.ehow.com/video_1863_change-flat-tire.html)
* [How To Change a Tire (video)](http://www.youtube.com/watch?v=FN5QQJlT8uw)
* [Saturday Mechanic: Changing a Tire](http://www.popularmechanics.com/automotive/how_to/4199895.html)

**11.  Handle a Job Interview** – I promise, sweating yourself into a nervous panic won’t land you the job.

* [The 25 Most Difficult Questions in a Job Interview](http://www.datsi.fi.upm.es/~frosal/docs/25mdq.html)
* [Job Interview Questions and Answers](http://jobsearch.about.com/od/interviewquestionsanswers/a/interviewquest.htm)
* [How to Handle Your Job Interviews Successfully](http://www.pohly.com/interview.html)
* [10 Sticky Job Interview Situations and How to Handle Them](http://www.quintcareers.com/sticky_job_interview_situations.html)

**12.  Manage Time** – Not doing so is called wasting time, which is okay sometimes, but not all the time.

* [How To Manage Time and Maximize Effectiveness](http://www.mindtools.com/pages/main/newMN_HTE.htm)
* [Managing Your Time](http://www.dartmouth.edu/~acskills/success/time.html)
* [10 tips for time management in a multitasking world](http://blog.penelopetrunk.com/2006/12/10/10-tips-for-time-management-in-a-multitasking-world/)
* [Time Management Tips and Exercises](http://www.academictips.org/acad/timemanagement.html)

**13.  Speed Read** – Sometimes you just need the basic gist, and you needed it 5 minutes ago.

* [Learn Speed Reading](http://www.wikihow.com/Learn-Speed-Reading)
* [How To Speed Read the Net](http://www.slate.com/id/2096660/)
* [Speed Reading Techniques](http://pianoer.wordpress.com/2006/02/05/speed-reading-techniques/)

**14.  Remember Names** – Do you like when someone tries to get your attention by screaming “hey you”?

* [How To Remember People’s Names](http://www.mindtools.com/pages/article/newTIM_12.htm)
* [Tricks for Remembering Names](http://www.43folders.com/2006/07/10/remember-names)
* [7 Hacks to Remember Any Name](http://thinksimplenow.com/productivity/7-hacks-to-remember-any-name/)

**15.  Relocate Living Spaces** – Relocating is always a little tougher than you originally imagined.

* [Moving Tips and Guidelines](http://money.howstuffworks.com/moving-tips.htm)
* [Moving and Relocation Guides](http://www.rileyguide.com/relocate.html)
* [Moving Tips](http://www.flylady.net/pages/Flying_MovingTips.asp)

**16.  Travel Light** – Bring only the necessities.  It’s the cheaper, easier, smarter thing to do.

* [Travel Light with One Bag](http://www.onebag.com/)
* [Pack Light and Travel Happy](http://www.transitionsabroad.com/publications/magazine/0211/ricksteves_packlighttravelhappy.shtml)
* [Packing Light and Right](http://www.ricksteves.com/plan/tips/packlight.htm)

**17.  Handle the Police** – Because jail isn’t fun… and neither is Bubba.

* [What to Do If You’re Stopped by the Police](http://www.aclu.org/police/gen/14528res20040730.html)
* [How To Handle the Cops if They Knock on Your Door](http://www.umich.edu/~aclu/handbook/blank4a.htm)
* [How To Handle the Police](http://www.geocities.com/northstarzone/COPS.html)

**18.  Give Driving Directions** – Nobody likes driving around in circles.  Get this one right the first time.

* [How To Give a Complete Stranger Driving Directions](http://www.essortment.com/all/directionsdrivi_rfbr.htm)
* [How To Give Directions](http://www.wikihow.com/Give-Directions)
* [Giving Good Driving Directions](http://entertaining.about.com/cs/invitations/a/drivedirections.htm)

**19.  Perform Basic First Aid** – You don’t have to be a doctor, or genius, to properly dress a wound.

* [First Aid Guide](http://www.mayoclinic.com/health/FirstAidIndex/FirstAidIndex)
* [Understanding First Aid](http://www.bbc.co.uk/health/first_aid/index.shtml)
* [Common First Aid Topics](http://www.cdc.gov/nasd/menu/topic/firstaid.html)

**20.  Swim** – 71% of the Earth’s surface is covered by water.  Learning to swim might be a good idea.

* [How To Teach a Child to Swim](http://www.ehow.com/how_5295_teach-child-swim.html)
* [Swimming Breathing Basics](http://www.active.com/story.cfm?CHECKSSO=0&STORY_ID=12272)
* [Find Swimming Lessons Near You](http://www.clubswim.com/swimming-lessons.asp)

**21.  Parallel Park** – Parallel parking is a requirement on most standard driver’s license driving tests, yet so many people have no clue how to do it.  How could this be?

* [How To Parallel Park a Car (video)](http://www.youtube.com/watch?v=MGpA7veGcyQ)
* [How To Parallel Park (video)](http://www.ehow.com/video_1872_parallel-park.html)
* [How To Parallel Park](http://www.dmv.org/how-to-guides/parallel-parking.php)

**22.  Recognize Personal Alcohol Limits** – Otherwise you may wind up like[this](http://www.flickr.com/photos/chuchogm/132555455/) charming fellow.

* [Alcohol: Know Your Limits](http://www.healthy.net/scr/healthHint.asp?Id=200)
* [Know Your Limits](http://www.knowyourlimits.gov.uk/)
* [Alcohol Consumption Info](http://www.nlm.nih.gov/medlineplus/alcoholconsumption.html)

**23.  Select Good Produce** – Rotten fruits and vegetables can be an evil tease and an awful surprise.

* [Produce Primer: Selecting the Best](http://findarticles.com/p/articles/mi_m0820/is_n228/ai_18523878)
* [Tips on Choosing Produce and Keeping it Fresh](http://www.ext.nodak.edu/pick.htm)
* [Buying Fresh Vegetables](http://whatscookingamerica.net/Vegetables/VegetableBuyingGuide.htm)

**24.  Handle a Hammer, Axe or Handsaw** – Carpenters are not the only ones who need tools.  Everyone should have a basic understanding of basic hand tools.

* [How To Safely Use a Hammer](http://www.accuratebuilding.com/publications/recipes/tools/how_to_hammer.pdf)
* [How To Safely Use an Axe (video)](http://www.wonderhowto.com/how-to/video/how-to-use-an-axe-69356/)
* [How To Choose and Use a Handsaw](http://www.popularmechanics.com/home_journal/tools/1646221.html)

**25.  Make a Simple Budget** – Being in debt is not fun.  A simple budget is the key.

* [Money 101 - Making a Budget](http://cgi.money.cnn.com/tools/budget101/budget_101.jsp)
* [How To Make a Budget and Stick To It](http://www.nolo.com/article.cfm/objectId/615A0045-C345-42E8-B921681B70D99A44/213/208/218/ART/)
* [How To Make a Budget That Works](http://beingfrugal.net/2008/03/03/how-to-make-a-budget/)

**26.  Speak at Least Two Common Languages** – Only about 25% of the world’s population speaks English.  It would be nice if you could communicate with at least some of the remaining 75%.

* [Free Online Language Courses](http://www.word2word.com/coursead.html)
* [Learn a Foreign Language Online Free](http://elanguageschool.net/)
* [Language Learning with Rosetta Stone](http://www.rosettastone.com/)

**27.  Do Push-Ups and Sit-Ups Properly** – Improper push-ups and sit-ups do nothing but hurt your body and waste your time.

* [How To Do a Proper Push-Up](http://www.ehow.com/how_3190_proper-push-up.html)
* [Chris Comfort’s Push-Up Workout (video)](http://www.youtube.com/watch?v=8NtybAAzJKs)
* [19 Variations for a Push-Up (video)](http://www.metacafe.com/watch/444117/personal_trainer_reveals_19_variations_to_do_push_ups_without_an/)
* [How To Do Sit-Ups (video)](http://www.youtube.com/watch?v=ygmgGqzsSiU)
* [How To Do an Abdominal Crunch (video)](http://www.ehow.com/video_3191_abdominal-crunch.html)

**28.  Give a Compliment** – It’s one of the greatest gifts you can give someone, and it’s free.

* [How To Give a Good Compliment](http://lifecoachesblog.com/2007/02/13/how-to-give-a-good-compliment/)
* [5 Kick-Ass Reasons to Give a Genuine Compliment](http://www.positivityblog.com/index.php/2008/03/26/5-kick-ass-reasons-to-give-a-genuine-compliment-and-how-to-do-it/)
* [How To Give a Killer Compliment](http://briankim.net/blog/2006/08/how-to-give-a-killer-compliment/)
* [10 Best Compliments a Man Can Give a Woman](http://www.datingtales.net/2007/06/the-10-best-compliments-a-man-can-give-a-woman/)

**29.  Negotiate** – The better deal is only a question or two away.

* [How To Negotiate Like an Indian](http://www.fourhourworkweek.com/blog/2007/12/11/how-to-negotiate-like-an-indian-7-rules/)
* [Salary Negotiation Tips](http://www.negotiations.com/articles/geeks-earning-more/)
* [Win-Win Negotiation](http://www.mindtools.com/CommSkll/NegotiationSkills.htm)

**30.  Listen Carefully to Others** – The more you listen and the less you talk, the more you will learn and the less you will miss.

* [Tips on Effective Listening](http://www.drnadig.com/listening.htm)
* [Listening Tips for the Classroom Environment](http://www.how-to-study.com/How%20to%20Listen%20Better.htm)
* [Techniques for Active Listening](http://www.studygs.net/listening.htm)

**31.  Recite Basic Geography** – If you don’t know where anything is outside of your own little bubble, most people will assume (and they are probably correct) that you don’t know too much at all.

* [Maps and Geography of the World](http://geography.about.com/library/maps/blindex.htm)
* [USA Geography Map Games](http://www.sheppardsoftware.com/web_games.htm)
* [Test Your Geography Knowledge](http://www.lizardpoint.com/fun/geoquiz/)

**32.  Paint a Room** – The true cost of painting is 90% labor.  For simple painting jobs it makes no sense to pay someone 9 times what it would cost you to do it yourself.

* [Painting Tips (video)](http://video.google.com/videoplay?docid=7407194010624047073)
* [House Painting Guide](http://www.house-painting-info.com/)
* [DIY Painting Tips and Tools](http://www.doityourself.com/scat/paintandsupplies)

**33.  Make a Short, Informative Public Speech** – At the next company meeting if your boss asks you to explain what you’ve been working on over the last month, a short, clear, informative response is surely your best bet.  “Duhhh…” will not cut it.

* [How To Conquer the Public Speaking Fear](http://www.stresscure.com/jobstress/speak.html)
* [Better Public Speaking and Presentation](http://www.mindtools.com/CommSkll/PublicSpeaking.htm)
* [How To Write an Informative Speech](http://www.wikihow.com/Write-an-Informative-Speech)

**34.  Smile for the Camera** – People that absolutely refuse to smile for the camera suck!

* [How To Smile for the Camera](http://www.ehow.com/how_2141285_smile-camera.html)
* [How To Be Photogenic](http://www.wikihow.com/Be-Photogenic)
* [How To Smile with Your Eyes](http://www.wikihow.com/Smile-With-the-Eyes)

**35.  Flirt Without Looking Ridiculous** – There is a fine line between successful flirting and utter disaster.  If you try too hard, you lose.  If you don’t try hard enough, you lose.

* [Guide to Flirting](http://www.sirc.org/publik/flirt.html)
* [Flirt Without Frightening](http://www.womopo.com/women/flirting_without_frightening)
* [The Rules of Flirtation](http://www.philosophersnet.com/magazine/article.php?id=1020)
* [The Science of Romance: Why We Flirt](http://www.time.com/time/magazine/article/0,9171,1704684,00.html)

**36. Take Useful Notes** – Because useless notes are useless, and not taking notes is a recipe for failure.

* [Various Note Taking Systems](http://sas.calpoly.edu/asc/ssl/notetaking.systems.html)
* [Note Taking Skills and Guidelines](http://www.arc.sbc.edu/notes.html)
* [Take Study-worthy Lecture Notes](http://lifehacker.com/software/note-taking/geek-to-live-take-studyworthy-lecture-notes-202418.php)

**37.  Be a Respectful House Guest** – Otherwise you will be staying in a lot of hotels over the years.

* [10 Ways to Be and Excellent House Guest](http://www.frugallawstudent.com/2007/11/19/10-ways-to-be-an-excellent-house-guest/)
* [How To Be a Good House Guest](http://www.wikihow.com/Be-a-Good-House-Guest)
* [Have A Pleasant Visit By Following A Few House Rules](http://www.thedigeratilife.com/blog/index.php/2007/09/11/cut-down-on-travel-costs-as-a-gracious-houseguest/)

**38.  Make a Good First Impression** – Aristotle once said, “well begun is half done.”

* [How To Make those First Impressions Count](http://lifehacker.com/software/performance/video-how-to-make-those-first-impressions-count-233665.php)
* [Making a Great First Impression](http://www.mindtools.com/CommSkll/FirstImpressions.htm)
* [Tips for Making a Good First Impression](http://www.happiness-project.com/happiness_project/2006/04/this_wednesday__2.html)

**39.  Navigate with a Map and Compass** – What happens when the GPS craps out and you’re in the middle of nowhere?

* [How To Use a Compass Alone](http://www.learn-orienteering.org/old/lesson1.html)
* [Using a Compass Alongside a Map](http://www.learn-orienteering.org/old/lesson2.html)
* [Navigate with a Map and Compass](http://www.popularmechanics.com/technology/upgrade/4223337.html?page=9)

**40.  Sew a Button onto Clothing** – It sure is cheaper than buying a new shirt.

* [How To Sew a Button](http://www.wikihow.com/Sew-a-Button)
* [How To Sew a Button On (video)](http://www.youtube.com/watch?v=hrSs_DiJ-ZA)

**41.  Hook Up a Basic Home Theater System** – This isn’t rocket science.  Paying someone to do this shows sheer laziness.

* [How the Home Theater Works](http://electronics.howstuffworks.com/home-theater.htm)
* [Home Theater Hookup](http://www.timewarnercable.com/MidOhio/customer/hometheater.html)
* [Home Theater Installation Tips](http://www.hometheaterinfo.com/installa.htm)

**42.  Type** – Learning to type could save you days worth of time over the course of your lifetime.

* [Online Typing Lessons for Everyone](http://www.typing-lessons.org/)
* [Free Typing Lessons for the Standard QWERTY Keyboard](http://www.powertyping.com/qwerty/lessonsq.html)
* [Free Touch Typing Program](http://www.sense-lang.org/typing/)

**43.  Protect Personal Identity Information** – Personal identity theft is not fun unless you are the thief.  Don’t be careless.

* [FTC’s Identity Theft Site](http://www.ftc.gov/bcp/edu/microsites/idtheft/)
* [Identity Theft Info (video)](http://www.youtube.com/watch?v=zBheC5afBfc)
* [How Identity Theft Works](http://money.howstuffworks.com/identity-theft.htm)

**44.  Implement Basic Computer Security Best Practices** – You don’t have to be a computer science major to understand the fundamentals of creating complex passwords and using firewalls.  Doing so will surely save you a lot of grief someday.

* [4 Steps to Protect Your Computer](http://www.microsoft.com/protect/computer/default.mspx)
* [Security Basics for Home Computers](http://netsecurity.about.com/cs/generalsecurity/a/aa100803.htm)
* [SANS Basic Computer Security Whitepapers](http://www.sans.org/reading_room/whitepapers/basics/)

**45.  Detect a Lie** – People will lie to you.  It’s a sad fact of life.

* [How To Detect Bullshit](http://www.scottberkun.com/essays/53-how-to-detect-bullshit/)
* [Identify a Lie with 6 Simple Questions](http://www.marcandangel.com/2007/10/01/identify-a-lie-with-6-simple-questions/)
* [How To Detect Lies](http://www.blifaloo.com/info/lies.php)

**46.  End a Date Politely Without Making Promises** – There is no excuse for making promises you do not intend to keep.  There is also no reason why you should have to make a decision on the spot about someone you hardly know.

* [Tips for The End of a Date](http://www.topdatingtips.com/end-the-date.htm)
* [Tips for Ending a Bad Date](http://www.topdatingtips.com/ending-dates.htm)
* [How To End a Date Gracefully](http://www.ehow.com/how_2139181_end-date-gracefully.html)

**47.  Remove a Stain** – Once again, it’s far cheaper than buying a new one.

* [Effective Ways to Remove Laundry Stains](http://www.care2.com/greenliving/remove-laundry-stains-12-tips.html)
* [DIY Cleaning and Stain Removal](http://www.doityourself.com/scat/cleaningstainremoval)
* [Stain Removal Articles](http://www.essortment.com/in/Home.Cleaning/)

**48.  Keep a Clean House** – A clean house is the foundation for a clean, organized lifestyle.

* [The Keep-It-Clean Plan](http://www.realsimple.com/realsimple/content/0,21770,1020737,00.html)
* [Keeping a Stress-Free, Clean House](http://zenhabits.net/2007/02/keeping-stress-free-clean-house/)
* [How To Keep Your House Clean in 20 Minutes a Day](http://www.associatedcontent.com/article/278826/how_to_keep_your_house_clean_in_20.html)

**49.  Hold a Baby** – Trust me, injuring a baby is not what you want to do.

* [How To Hold a Baby (video)](http://video.about.com/fatherhood/How-to-Hold-a-Baby-Safely.htm)
* [How To Hold a Baby](http://www.parenting.com/article/Baby/Care/How-to-Hold-a-Baby)

**50.  Jump Start a Car** – It sure beats walking or paying for a tow truck.

* [Edmunds Jump-Start How To](http://www.edmunds.com/ownership/howto/articles/43793/article.html)
* [How To Jump Start Your Car (video)](http://www.videojug.com/film/how-to-jump-start-your-car)
* [DIY: Jump Start a Car](http://autorepair.about.com/cs/doityourself/a/bljumpstart.htm)