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New Perspectives on Microsoft Word 2013, Introductory S. Scott Zimmerman 2013-07-29 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, *New Perspectives* helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, *New Perspectives Microsoft Word 2013* continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, *New Perspectives* improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Perspectives on Microsoft Office 2013, First Course Ann Shaffer 2013-05-16 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, *New Perspectives* helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, *New Perspectives Microsoft Office 2013* continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, *New Perspectives* improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Pro Silverlight 2 in VB 2008 Matthew MacDonald 2009-03-11 Silverlight is a lightweight browser plug-in that frees your code from the traditional confines of the browser. It's a rules-changing, groundbreaking technology that allows you to run rich client applications right inside the browser. Even more impressively, it's able to host true .NET applications in non-Microsoft browsers (like Firefox) and on non-Microsoft platforms (like Mac OS X). Silverlight is still new and evolving fast, and you need a reliable guidebook to make sense of it. With four-color graphics and screenshots throughout, *Pro Silverlight 2 in VB 2008* is the perfect reference: you'll learn about the features that put Silverlight in direct competition with Adobe Flash, such as rich support for 2D drawing, animations, and media playback, and best of all, you'll experience the plumbing of .NET and the design model of Windows Presentation Foundation through Silverlight—all of the same .NET technology that developers use to design next-generation Windows applications. Author Matthew MacDonald provides an expertly crafted tutorial written from professional developer to professional developer. You'll learn to create rich media applications using Silverlight in the environment you're most productive in—no matter what the target platform.

Office 2010 Visual Quick Tips Sherry Kinkoph Gunter 2011-02-16 Get more done in Office 2010 in less time with these Quick Tips! Whether you're new to Microsoft Office or updating from older versions, this is the perfect resource to get you quickly up to speed on Office 2010. Every application is covered, including Word, Excel, PowerPoint, Outlook, and Publisher. Full-color screenshots and numbered steps clearly explain dozens of features and functions—while quick shortcuts, tips, and tricks help you save time and boost productivity. You'll also find great new ways to access and use some Office apps right from the Web. Walks you through dozens of new features and functions of Microsoft Office 2010 Covers Word, Excel, PowerPoint, Outlook, and Publisher Uses straightforward descriptions and explanations, full-color screenshots, and easy-to-follow numbered steps to help you glean what you need, fast Boosts your productivity with shortcuts, tips, and tricks that help you work smarter and faster Put Office 2010 to work for you in no time with the invaluable quick tips in Office 2010 Visual Quick Tips.

Pro Silverlight 4 in C# Matthew MacDonald 2011-01-26 Silverlight 4 is Microsoft's cross-browser technology for creating rich user experiences on the Web. Like its predecessor, Silverlight 3, it rides atop the .NET framework for maximum ease of use and coding efficiency. The new technology carries forward much of the work that has been done before and augments it in many important respects, including support for H.264 video, major improvements to the graphics engine (including true 3D rendering), and much richer data-binding options for interfacing with other applications. *Pro Silverlight 4 in C#* is an invaluable reference for professional developers wanting to discover the features of Silverlight 4. Author Matthew MacDonald's expert advice guides you through creating rich media applications using Silverlight in the environment you're most productive in—no matter what the target platform. As you learn about the features that put Silverlight in direct competition with Adobe Flash, such as rich support for 2D and 3D drawing, animations, and media playback, you'll experience the plumbing of .NET and the design model of WPF through Silverlight—all of the same .NET technology that developers use to design next-generation Windows applications. Matthew MacDonald provides a comprehensive tutorial written from professional developer to professional developer, complete with full-color graphics and screenshots.

Teach Yourself VISUALLY Complete Excel Paul McFedries 2013-06-26 Get the basics of Excel and then go beyond with this new instructional visual guide While many users need Excel just to create simple worksheets, many businesses and professionals rely on the advanced features of Excel to handle things like database creation and data analysis. Whatever project you have in mind, this visual guide takes you step by step through what each step should look like. Veteran author Paul McFedries first presents the basics and then gradually takes it further with his coverage of designing worksheets, collaborating between worksheets, working with visual data, database management and analysis, VBA, and more. Offers step-by-step instructions on a variety of tasks, some everyday and some more unique Shows you how to create basic spreadsheets, insert functions and formulas, work with pivot tables, and more Features a two-color interior features numerous screen shots to enhance your learning process for tasks such as creating and managing macros, generating and working with analytics, and using the advanced tools Offering you a deep dive into Microsoft Excel, this book is the complete package for learning Excel with step-by-step, clear visual instructions.

Brilliant Microsoft Excel 2007 Pocket Book J. Peter Bruzzez 2007 This succinct yet comprehensive guide to Excel 2007 highlights all the latest features, and is packed with useful tips, tricks and hints to help you to use Excel more efficiently and successfully. It is ideal for the completely new Microsoft Excel user, and those upgrading from Office 2000 or 2003. Short, easy-to-follow tutorials help the reader to instantly grasp the essential functions of Excel, including creating macros, using conditional formatting and organising data with SmartArt diagrams, tables and charts. Keenly priced and with an attractive two-colour text design and in a handy pocket or bag-sized format, these books will be an indispensable guide for anyone who wants to improve or master their abilities without buying a bulky or expensive manual. The Windows Vista and Office 2007 Pocket books have entirely new, and substantially more content than the previous editions, which makes them even better value at just £8.99. With their bold new jacket designs they will stand out on any shelf.

Excel Portable Genius Lisa A. Bucki 2020-11-18 Your genius-level guide to Excel excellence *Excel Portable Genius* covers the key features of Microsoft Excel in a concise, fast-paced, portable format that provides the perfect quick and easy-to-follow reference for novices and experienced users alike. Written by seasoned tech expert and trainer Lisa A. Bucki, it answers the nine key questions Excel users are most likely to face in their work and adds some hot tips and advice on this incredibly useful—but sometimes difficult-to-learn—program's lesser-known features. Build formulas to perform powerful calculations Format data to make it easy to find interpret and to highlight key results Sort and filter to organize or display specific information Chart data to pinpoint changes and identify trends Communicate results by printing and sharing Complete with a comprehensive index and extensive illustrations complementing straightforward instructions, this is the ideal guide to mastery of the world's most popular spreadsheet program.

Word 2007 for Starters Chris Grover 2007-06-26 Incorporating the latest features of the new version of the word processing software, a condensed manual intended for beginners explains the basic tools that can be used for creating page layouts, inserting forms and tables, and including graphics.

Office 2013 In Depth Joe Habraken 2013-03-23 Both an unparalleled reference and an exceptionally practical desk-side resource, *Office 2013 In Depth* is the beyond-the-basics, beneath-the-surface guide for Office 2013 users who want to maximize their productivity. Renowned Office 2013 expert and college instructor Joe Habraken delivers specific, proven solutions through a task-based approach that introduces features within the context of how they are used in the real world. Throughout, Habraken illuminates the most valuable new features in Word, Excel, PowerPoint, Outlook, and Publisher. Straightforward and conversational, *Office 2013 In Depth* presents comprehensive coverage, breakthrough techniques, exclusive shortcuts, quick access to information, troubleshooting help for tough problems, and real-world examples with nothing glossed over or left out. Packed with insights, techniques, tips, and shortcuts, it's all you need to master all these programs: Word 2013, Excel 2013, PowerPoint 2013, Outlook 2013, Publisher 2013, and OneNote 2013!

New Perspectives on Microsoft Word 2013, Brief S. Scott Zimmerman 2013-05-13 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, *New Perspectives* helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, *New Perspectives Microsoft Word 2013* continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, *New Perspectives* improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Excel 2016 All-in-One For Dummies Greg Harvey 2015-10-30 Your one-stop guide to all things Excel 2016 *Excel 2016 All-in-One For Dummies*, the most comprehensive Excel reference on the market, is completely updated to reflect Microsoft's changes in the popular spreadsheet tool. It offers you everything you need to grasp basic Excel functions, such as creating and editing worksheets, setting up formulas, importing data, performing statistical functions, editing macros with Visual Basic—and beyond. In no time, your Excel skills will go from 'me!h' to excellent. Written by expert Greg Harvey, who has sold more than 4.5 million copies of his previous books combined and has taught and trained extensively in Microsoft Excel, this all-encompassing guide offers everything you need to get started with Excel. From generating pivot tables and performing financial functions to performing error trapping and building and running macros—and everything in between—this hands-on, friendly guide makes working with Excel easier than ever before. Serves as the ideal reference for solving common questions and Excel pain points quickly and easily Helps to increase productivity and efficiency when working in Excel Fully updated for the new version of Excel Covers basic and more advanced Excel topics If working in Excel occasionally makes you want to scream, this will be the dog-eared, dust-free reference you'll turn to again and again.

PowerPoint 2019 For Dummies Doug Lowe 2018-10-02 Get up and running fast with the PowerPoint 2019 PowerPoint continues to be the go-to tool for business presentations. The software helps anyone who needs to communicate clearly by creating powerful and effective slideshow presentations featuring data in the form of charts, clip art, sound, and video. You can even use it to create presentations for the Web. In *PowerPoint 2019 For Dummies*, expert Doug Lowe shows you how to use this popular tool to make show-stopping presentations that will get your message across—and your audience excited. Create a slide presentation with special effects Work with master slides and templates Collaborate with other users in the cloud Add charts, clip art, sound, and video Want to learn to use PowerPoint quickly and efficiently? Look no further!

Microsoft Office 2010 In Depth Joe Habraken 2010-10-31 Office 2010 In Depth is the beyond-the-basics, beneath-the-surface guide for everyone who wants to streamline their work with Office 2010, and get more done in less time. Best selling technology expert Joe Habraken provides specific, tested, proven solutions to the problems Office users run into every day: challenges other books ignore or oversimplify. Habraken thoroughly covers all facets of working with Office 2010's core features and techniques, and powerful new enhancements such as: "The updated customizable Ribbon and new Backstage full-screen options menu" "Vastly improved image and illustration tools" "Live Preview for tasks like Paste, Insert, or Theme change" "Improved integration with SharePoint services, Windows Live, and Office Web Apps" "And much more Simply put, no other book offers Office 2010 users this much simplicity, usable content, flexibility, and value. As with all In Depth books, *Office 2010 In Depth* presents comprehensive coverage, breakthrough techniques, exclusive shortcuts, quick access to information, troubleshooting help for tough problems, and real-world examples with nothing glossed over or left out. This book is both a reference and a desk-side resource, providing in depth coverage of important Office 2010 applications features and tools. By Joe Habraken, an Office expert and best selling author Covers the hottest new features in Word, Excel, PowerPoint, Outlook, Access, and Publisher For everyone who wants to get the most out of Office 2010, from hobbyists to power users to corporate developers

Pro Silverlight 3 in VB Matthew MacDonald 2010-02-28 Silverlight is a lightweight browser plug-in that frees your code from the traditional confines of the browser. It's a rules-changing, groundbreaking technology that allows you to run rich client applications right inside the browser. Even more impressively, it's able to host true .NET applications in non-Microsoft browsers (like Firefox) and on non-Microsoft platforms (like Mac OS X). Silverlight is still new and evolving fast, and you need a reliable guidebook to make sense of it. *Pro Silverlight 3 in VB, Second Edition* is the perfect reference to ensure you are informed and up to date: you'll learn about the features that put Silverlight in direct competition with Adobe Flash, such as rich support for 2D drawing, animations, and media playback, and best of all, you'll experience the plumbing of .NET and the design model of WPF through Silverlight—all of the same .NET technology that developers use to design next-generation Windows applications. Author Matthew MacDonald provides an expertly crafted tutorial written from professional developer to professional developer. You'll learn to create rich media applications using Silverlight in the environment you're most productive in—no matter what the target platform.

New Perspectives on Microsoft Word 2013, Comprehensive S. Scott Zimmerman 2013-12-02 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, *New Perspectives* helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, *New Perspectives Microsoft Word 2013* continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, *New Perspectives* improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

New Perspectives on Microsoft Office 2013 First Course, Enhanced Edition Ann Shaffer 2015-02-27 With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth

Silverlight in direct competition with Adobe Flash, such as rich support for 2D and 3D drawing, animations, and media playback, you'll experience the plumbing of .NET and the design model of WPF through Silverlight—all of the same .NET technology that developers use to design next-generation Windows applications. Pro Silverlight 5 in C# is a comprehensive tutorial, written from professional developer to professional developer. Please note: the print version of this title is black & white; the eBook is full color.

CompTIA IT Fundamentals (ITF+) Study Guide with Online Labs Quentin Docter 2020-10-27 Virtual, hands-on learning labs allow you to apply your technical skills using live hardware and software hosted in the cloud. So Sybex has bundled CompTIA IT Fundamentals labs from Practice Labs, the IT Competency Hub, with our popular CompTIA IT Fundamentals (ITF+) Study Guide: Exam FC0-U61, 2nd Edition. Working in these labs gives you the same experience you need to prepare for the CompTIA IT Fundamentals FC0-U61 that you would face in a real-life setting. Used in addition to the book, the labs are a proven way to prepare for the certification and for work in the IT field. Information Technology is not just about what applications you can use; it is about the systems you can support. The CompTIA IT Fundamentals certification is an introduction to the skills required to become a successful systems support professional, progressing onto more advanced certifications and career success. The Sybex CompTIA IT Fundamentals Study Guide covers 100% of the exam objectives in clear and concise language and provides you authoritatively with all you need to know to succeed in the exam. Along with gaining preventative maintenance skills, you will also develop the tools to complete troubleshooting and fault resolution and resolve common issues experienced by the majority of computer systems. The exam focuses on the essential IT skills and knowledge needed to perform tasks commonly performed by advanced end-users and entry-level IT professionals alike, including: Identifying and explaining computer components Setting up a workstation, including conducting software installations Establishing network connectivity Identifying compatibility issues and identifying and preventing security risks Managing the safety and preventative maintenance of computers Practical examples, exam highlights and review questions provide real-world applications and uses. The book includes Sybex's interactive online learning environment and test bank with an assessment test, chapter tests, flashcards, and a practice exam. Our study tools can help you prepare for taking the exam—and increase your chances of passing the exam the first time! And with this edition you also get Practice Labs virtual labs that run from your browser. The registration code is included with the book and gives you 6 months unlimited access to Practice Labs CompTIA IT Fundamentals Labs with 32 unique lab modules to practice your skills.

Silverlight 2 Visual Essentials Matthew MacDonald 2008-10-09 Silverlight is a lightweight browser plug-in that frees your code from the traditional confines of the browser. It is a rules-changing, groundbreaking technology that allows you to run rich client applications right inside the browser. Even more impressively, it is able to host true .NET applications in non-Microsoft browsers (like Firefox) and on non-Microsoft platforms (like Mac OS X). Silverlight is evolving fast, and you need a reliable guidebook to make sense of it.

MSDN Magazine 2007

Excel 2010 All-in-One For Dummies Greg Harvey 2010-04-07 A comprehensive, up-to-date, user-friendly guide to Excel 2010 Excel is the standard for spreadsheet applications and is used worldwide, but it's not always user-friendly. That makes it a perfect For Dummies topic, and this handy all-in-one guide covers all the essentials, the new features, how to analyze data with Excel, and much more. Eight minibooks address Excel basics, worksheet design, formulas and functions, worksheet collaboration and review, charts and graphics, data management, data analysis, and Excel and VBA. Excel is the leading spreadsheet/data analysis software and is used throughout the world; the newest revision includes upgraded tools and a redesigned interface For Dummies books are the bestselling guides to Excel, with more than three million copies sold Excel 2010 All-in-One For Dummies covers the changes in the newest version as well as familiar tasks, such as creating and editing worksheets, setting up formulas, and performing statistical functions Eight self-contained minibooks cover the basics, worksheet design, formulas and functions, worksheet collaboration, presenting data in charts and graphics, data management, data analysis, and creating macros with VBA. Newcomers to Excel as well as veterans who just want to learn the latest version will find Excel 2010 All-in-One For Dummies has everything they need to know.

Pro Silverlight 5 in VB Matthew MacDonald 2012-06-12 Silverlight 5 is the latest iteration of Microsoft's cross-browser technology for creating rich user experiences on the Web. Like its predecessor, Silverlight 4, it rides atop the .NET Framework for maximum ease of use and coding efficiency. The new technology carries forward much of the work that has been done before and augments it in many important respects, including support for H.264 video, major improvements to the graphics engine (including true 3D rendering), and much richer data-binding options for interfacing with other applications. Pro Silverlight 5 in VB is an invaluable reference for professional developers wanting to discover the new features of Silverlight. Author Matthew MacDonald's expert advice guides you through creating rich media applications using Silverlight in the environment you're most productive in—no matter what the target platform. As you learn about the features that put Silverlight in direct competition with Adobe Flash, such as rich support for 2D and 3D drawing, animations, and media playback, you'll experience the plumbing of .NET and the design model of WPF through Silverlight—all of the same .NET technology that developers use to design next-generation Windows applications. MacDonald provides a comprehensive tutorial written from professional developer to professional developer.

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