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InfoWorld Pearson Education

Provides step-by-step instructions on creating a variety of documents with the latest

version of Microsoft Word.

How To Be a Geek Cengage Learning

Completely updated to cover Apple's "Tiger" operating system, this visual, task-based reference includes step-by-step explanations of Tiger's new Spotlight feature, which helps readers find anything on their Mac instantly, video iChat AV, enhanced .Mac capabilities, and Tiger's ultra-useful desktop applications (known as "Dashboard widgets"). Veteran author Langer uses plenty of visual aids and clear, concise instructions.

Word 2003 Bible John Wiley & Sons

Completely revised for Office 2007, this "best of the Bible" presents Office you with the most useful content from leading experts like John Walkenbach, Cary Prague, Faithe Wempen, and Herb Tyson. The book features valuable information to help you—no matter your level of expertise—get up to speed on the new features in Excel, Access, Outlook, Word, and PowerPoint. You 'Il quickly get savvy with the most widely used business application suite worldwide.

Microsoft Word 2007 Bible Google Drive and Docs in 30 Minutes (2nd Edition)

This book focuses on innovative ways to create customized Word documents and templates. It contains an in-depth introduction to VBA (Visual Basic for Applications), which is the embedded programming language in the Microsoft Office 2007. VBA provides a complete integrated development environment (IDE) that allows for document automation, the process of using an automated template for creating documents. The book also includes coverage of the new features of Word 2007 including Content Controls, programming the Ribbon, and more.

Adobe Acrobat 9 John Wiley & Sons

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The Linux Cookbook, 2nd Edition No Starch Press

In Volume One of the Authors' Snarkopaedia, sentences have been painstakingly crafted together using nouns, verbs and other words, bringing you paragraphs of text. These paragraphs flow into pages of expert tips, advice and insight for authors at all levels of the publication food chain. Any book can claim to offer this type of information, but they can't give you what sets the Indies Unlimited Authors' Snarkopaedia above the rest: the "je ne sais squat" of the high decorated staff of the Snarkology Department at the Indies Unlimited Online Academy. Their groundbreaking and empirical research over the years sheds new and snarkified light on subjects ranging from book publishing and marketing to the nuts and bolts of writing and technology. If you like information to grab you by the throat and smack you in the face, the Indies Unlimited Authors' Snarkopaedia is the reference book for you.

The Unofficial Guide to Microsoft Office Word 2007 Princeton University Press

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The Business of Being a Writer John Wiley & Sons

not just technical: the algorithms, programming languages, abstractions and metadata that millions of people rely on every day have far-reaching implications for the way we understand the underlying dynamics of contemporary societies. In this innovative new book, software studies theorist Matthew Fuller examines how the introduction and expansion of computational systems into areas ranging from urban planning and state surveillance to games and voting systems are transforming our understanding of politics, culture and aesthetics in the twenty-first century. Combining historical insight and a deep understanding of the technology powering modern software systems with a powerful critical perspective, this book opens up new ways of understanding the fundamental infrastructures of contemporary life, economies, entertainment and warfare. In so doing Fuller shows that everyone must learn 'how to be a geek', as the seemingly opaque processes and structures of modern computer and software technology have a significance that no-one can afford to ignore. This powerful and engaging book will be of interest to everyone interested in a critical understanding of the political and cultural ramifications of digital media and computing in the modern world.

Special Edition Using Microsoft Office Word 2003 Que Publishing

Provides step-by-step instructions on how to use the computer operating system Linux.

Adobe Acrobat 8 PDF Bible IOS Press

Covers accessing and distilling PDF files; converting MicrosoftOffice documents; capturing paper documents and Web pages; printing, annotating, editing and securing PDF files; extractingtext and graphics; cataloging and distributing PDF files; creating interactive forms; and building multimedia presentations. Readers can convert any document to this universal file format, preserving all the fonts, formatting, graphics, and color of the source document regardless of the application and platform used tocreate it. PDF files can be published and distributed anywhere: in print, attached to e-mail, on corporate servers, posted on Web sites, oron CD-ROM Adobe PDF is the emerging workflow standard in the \$400 billion publishing industry and plays a key role in financial services, regulated industries, and government, with more than 155 agencies worldwide sharing Adobe PDF files. Word 2007 Document Automation with VBA and VSTO Keith Meyers

Explains how to use the electronic publishing and multimedia tool, discussing how to create, enhance, edit, and share PDF files.

Office 2007 Bible John Wiley & Sons

A guide to both the standard and professional versions of Acrobat 7 provides information on creating PDF files, printing, working with forms, modifying a document, working with multimedia, and making documents secure.

InfoWorld John Wiley & Sons

Writers talk about their work in many ways: as an art, as a calling, as a lifestyle. Too often missing from these conversations is the fact that writing is also a business. The reality is, those who want to make a fullor part-time job out of writing are going to have a more positive and productive career if they understand the basic business principles underlying the industry. The Business of Being a Writer offers the business education writers need but so rarely receive. It is meant for early-career writers looking to develop a realistic set of expectations about making money from their work or for working writers who want a better understanding of the industry. Writers will gain a comprehensive picture of how the publishing world works—from queries and agents to blogging and advertising—and will learn how they can best position themselves for success over the long term. Jane Friedman has more than twenty years of experience in the publishing industry, with an emphasis on digital media strategy for authors and publishers. She is encouraging without sugarcoating, blending years of research with practical advice that will help writers market themselves and maximize their writing-related income. It will leave them empowered, confident, and ready to turn their craft into a career.

Kindle e-Book Format and Convert in 2 Easy Steps John Wiley & Sons

This bestselling guide to Microsoft Word is the first and last word on Word 2013 It's a whole new Word, so jump Computer software and its structures, devices and processes are woven into our everyday life. Their significance is right into this book and learn how to make the most of it. Bestselling For Dummies author Dan Gookin puts his usual fun and friendly candor back to work to show you how to navigate the new features of Word 2013. Completely in tune with the needs of the beginning user, Gookin explains how to use Word 2013 quickly and efficiently so that you can spend more time working on your projects and less time trying to figure it all out. Walks you through the capabilities of Word 2013 without weighing you down with unnecessary technical jargon Deciphers the user interface and shows you how to take advantage of the file formats Covers editing documents, working with text, using grammar and spelling tools, formatting, adding images and other design elements, and more Get the word on the latest Word with Word 2013 For Dummies!

Mastering MIcrosoft VBA John Wiley & Sons

VBA is used for writing macros, automating Office applications, and creating custom applications in Word, Excel, PowerPoint, Outlook, and Access Easily accessible by novice programmers, VBA is also powerful enough for IT professionals who need to create specialized business applications, generating wide interest Completely revised for the new versions of the language and the Office suite, this book is the most up-to-date VBA guide on the market Includes what everyone, from power users to system administrators and professional developers, needs to know Covers all Office products in depth

MAC OS X 10.4 Tiger Peachpit Press

PCMag.com is a leading authority on technology, delivering Labs-based, independent reviews of the latest products and services. Our expert industry analysis and practical solutions help you make better buying decisions and get more from technology.

Word 2003 Personal Trainer No Starch Press

Research and scholarly communication is increasingly seen in the light of open science, making research processes and results more accessible and collaborative. This brings with it the chance to better connect research and society by introducing new avenues for engagement with citizens. This book presents the proceedings of the 19th International Conference on Electronic Publishing (Elpub), held in Valetta, Malta, in September 2015. This year 's conference explores the interplay of two dimensions of electronic publishing — the ever growing volume of digital collections and the improved understanding of the widest user group, citizens. This exciting theme encompasses human, cultural, economic, social, technological, legal, policy-related, commercial, and other relevant aspects. Echoing the conference agenda, the book covers a wide range of topics, including engagement with citizens and professionals, enhanced publishing and new paradigms, discovery and digital libraries, open access and open science, as well as the use and reuse of data. Addressing the most recent developments in these areas, the book will be of interest to practitioners, researchers and students in information science, as well as users of electronic publishing.