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Apps are at the heart of the iPhone and iPhone for Seniors in easy steps, 4th edition gives a comprehensive introduction to using the preinstalled apps. It then shows how to find and download apps from the Apple App Store for: Going on vacation Online shopping Social networking Hobbies Music and videos Books Photos Keeping up-to-date with everyday tasks, through the use of the Notes, Calendar, Contacts and Reminders apps Health and wellbeing, using the Health app that is designed to collate a range of health and fitness information An in-depth chapter on iCloud, Apple's online storage, sharing and backup service, explains how iCloud works and shows how it can automatically store your data and share your photos so you don't have to worry about losing information should anything happen to your iPhone. This 4th edition of this popular title is updated to cover the latest operating system, iOS 11, and its array of new features. It is illustrated using the iPhone 8, but is suitable for all iPhones with iOS 11. It is written in larger type, for easier reading, and with the Senior reader in mind. Some of the enhancements to iOS 11 include: The enhancements to the Dock The newly designed App Switcher and Control Center A new camera on the iPhone 8 The improvements to multitasking to improve productivity, including Drag and Drop capabilities The new File app for organizing and accessing documents The newly designed virtual keyboard for streamlining text and data input The newly designed App Store iPhone for Seniors in easy steps, 4th edition takes the mystery out of using your iPhone and shows how it can become your most useful digital companion, ready to help keep you in touch, up-to-date and entertained. Covers iOS 11 - released September 2017 MacBook in easy steps, 5th Edition Covers macOS Sierra In Easy Steps MacBook in easy steps, 6th Edition Covers macOS High Sierra In Easy Steps Get to grips with your new MacBook quickly, in easy steps. Learn the basics first: the Mac Desktop, the Dock, the Finder, and how to use the new Touch Bar – then explore the great features of this popular Apple laptop. The MacBook is one of the most iconic devices of its kind and continues to develop as a stylish and powerful laptop computer. The MacBook now comes with the latest Apple operating system, macOS High Sierra, bringing an increased range of features and functionality. MacBook in easy steps, now in its 6th edition, gives a full rundown about using a MacBook and making the most of macOS High Sierra: Demystifies Mac jargon and MacBook versions Explains the Dock, Desktop and the Finder Introduces the new Touch Bar (available on some models) Shows how to use Family Sharing with other family members Covers iCloud and the iCloud Drive for backing up and sharing files Details getting started with macOS High Sierra Covers new features of macOS High Sierra Shows how to customize your MacBook Demonstrates the Launchpad for viewing apps Reveals all about finding and obtaining apps Addresses battery issues and security Covers using MacBook for work and for leisure MacBook in easy steps, 6th Edition also covers the new features in the macOS High Sierra operating system, which include: Internal enhancements designed to make your MacBook more responsive and efficient. An improved file system, designed to meet modern computing needs. An enhanced graphics processor for the best graphics on a MacBook yet. Support for a wide range of virtual reality options. Enhancements to exists apps, including Photos, Safari, Siri, Mail, FaceTime and Notes. Use this guide to accelerate your learning and take control of your new MacBook! Covers macOS High Sierra (OS X 10.13), released Autumn 2017. MacBook For Dummies John Wiley & Sons Got a new MacBook, MacBook Air, or MacBook Pro? Want the scoop on Mac laptop basics, using Mac OS X Leopard, networking a laptop, or connecting your laptop to wireless devices? There's no better place to find what you need than MacBook For Dummies, 2nd Edition! With your Mac laptop, you can take your movies, music, documents, e-mail, and Internet wherever the action is. MacBook For Dummies, 2nd Edition provides the lowdown on maintaining and upgrading your MacBook, customizing the Dock and desktop, traveling with a laptop, turning iPhoto into your portable darkroom, and much more. Learn to: Locate the battery compartment, iSight camera, ports, and "on" button Move your existing files from an older computer Use all the cool new features of Mac OS X Leopard Work with iTunes, iMovie, iPhoto, iDVD, and GarageBand, all packaged with your MacBook Identify the signs of a well-functioning laptop and check for trouble Set up your Mac for multiple users Explore the cool options available with a .Mac account and iDisk storage that lets you retrieve your files anywhere Manage your digital music, photos, and movies Use Bluetooth and get all your wireless devices communicating with each other And if you've been considering switching from a PC to a Mac, MacBook For Dummies, 2nd Edition guides you through the process and even shows you how to run Windows on your Mac laptop. If there's a MacBook in your future — or present — this is the book for you! C Programming in easy steps, 4th edition In Easy Steps C Programming in easy steps has an easy-to-follow style that will appeal to anyone who wants to begin programming in C, from programmers moving from another programming language, to the student who is studying C programming at school or college, or to those seeking a career in computing who need a fundamental understanding of procedural programming. C Programming in easy steps begins by explaining how to download and install a free C compiler so that you can quickly begin to create your own executable programs by copying the book's examples. You need have no previous knowledge of any programming language so it's ideal for the newcomer to computer programming. Each chapter builds your knowledge of C. C Programming in easy steps contains separate chapters on the major features of the C language. There are complete example programs that demonstrate each aspect of C together with screenshots that illustrate the output when that program has been executed. The sample code provided all has colored syntax-highlighting for clearer understanding. By the end of this book you will have gained a sound understanding of the C language and be able to write your own C programs and compile them into executable files that can be run on any compatible computer. Fully updated and revised since the third edition, which was published in April 2009. Table of Contents 1) Getting started 2) Storing variable values 3) Setting constant values 4) Performing operations 5) Making statements 6) Employing functions 7) Pointing to data 8) Manipulating strings 9) Building structures 10) Producing results Reference Section A Parent's Guide to the iPad in easy steps, 3rd edition - covers iOS 7 For iPad 2-5 (iPad Air) and iPad Mini In Easy Steps Since its introduction in 2010, the iPad has quickly become an iconic device - a compact, versatile tablet computer that packs a real punch in terms of its functionality. It is now widely used and in many ways it is ideal for children: it is user-friendly, compact, powerful and stylish into the bargain. But for a parent, the idea of your child using an iPad can be a daunting one: how do you know what they are using it for, what are they looking at on the web and how are they communicating with their friends? A Parent's Guide to the iPad in easy steps is the guide that aims to put parents' minds at ease and lets them understand the iPad, while helping their child explore this exciting machine. The book looks at the functionality of the iPad so that you can understand how your child is using it, and also make the most of yourself. It then covers a range of topics for which the iPad can be used: education, games, photos, music, creativity and social networking. This third edition covers the latest operating system, iOS 7. A Parent's Guide to the iPad in easy steps will inspire parents to use their iPad to encourage more learning! Windows 10 in easy steps, 4th Edition Covers the Windows 10 April 2018 Update In Easy Steps Windows 10 in easy steps, 4th edition shows you everything you will need to know to get up to speed with Windows 10. Covers the update released April 2018 Windows 10 in easy steps, 4th Edition provides full-color and comprehensive coverage of the latest Windows operating system, and shows how to get the most out of it, whether you are using a desktop computer or a mobile device. It details the new features and shows how these integrate with the more traditional elements of the operating system, including: · Upgrading to Windows 10 and personalizing it for your needs · Getting to grips with the Windows 10 interface, navigating with the Start menu, the Start button, and the Taskbar · Customizing the live tiles feature, so that you can create your own look and feel · Accessing and downloading apps, and how to work with them and organize them · Working with files and folders, using OneDrive for free storage and sharing files · Using Cortana, the Personal Digital Assistant, to search your computer or the web, or to perform actions like opening apps or documents · Getting online with the web browser, Microsoft Edge, and keeping in touch by email and Skype · Perfecting photos, viewing movies,

playing music and games. It also covers the new features in the April 2018 Update, including: · Timeline, which enables you to view all of your open apps as thumbnails, and also carry on working with them on other compatible devices. · New features in the My People app, including being able to drag and drop contacts to and from the Taskbar. · Using Share Nearby to share content with nearby devices without having to physically attach them, using Bluetooth. · Microsoft Edge's redesigned version of the Hub for viewing items such as Favorites. Windows 10 is one of the most significant upgrades in Microsoft's history and Windows 10 in easy steps, 4th Edition is ideal for newbies and for those wanting to quickly grasp the essentials in the new April 2018 Update version. Table of Contents · Introducing Windows 10 · Getting Started · Working with Apps · Standard Controls · Customizing Windows · File Explorer · Managing Files and Folders · Digital Lifestyle · Microsoft Edge Browser · Keeping in Touch · Networking and Sharing · System and Security MacBook For Dummies John Wiley & Sons Learn how to drive the coolest laptop on the planet You took the plunge, paid extra, and—even though it looks and feels like perfection—have that fleeting doubt: is my MacBook really worth the investment? You'll be pleased to know that the answer is totally yes, and MacBook For Dummies is the ultimate way to learn the thousand and one reasons why the MacBook Pro or Air you now own is a modern masterpiece—as well as the ten thousand and one (and counting) things you can do with it. With its super-smooth performance, top-shelf LED screen, rugged reliability, and powerful, trouble-free operating system, you're going to have a lot of fun. Keeping jargon to a minimum, Mark L. Chambers—prolific tech author and all-round Mac whiz—gives you a friendly, step-by-step welcome to everything MacBook, from reviewing the hardware and powering up for the first time to getting familiar with files, security settings, launching apps, and entering the digital netherworld of iCloud. Then, with the basics reassuringly in place, you can begin your journey to power-user mastery in whatever areas of MacBook-ing you're most interested in, from doing the accounts in Numbers to perfecting that soon-to-be-released cinematic classic (with original score) using iMovie and GarageBand. Get familiar with the latest macOS, Big Sur Communicate with Messages and FaceTime Stream music, movies, and TV shows Manage and edit photos and video clips Whether you're a PC convert, Mac veteran, or completely new to the astonishing potential of the MacBook world, you'll find everything you need to get the most out of the technical marvel that's now at your command. 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Features updated coverage of the latest MacBook devices, OS X Mountain Lion, iCloud, iLife, and iWork Shows how to navigate with Mission Control and LaunchPad, sync everything with iCloud, and add some apps to your desktop experience Explains how to customize the dock and desktop; connect from the road; take your music mobile; use iWeb, iMovie, iPhoto, and GarageBand; and get to work the Mac way with the iWork productivity suite Gets readers acquainted with Multi-Touch gestures, Mail, and the Mac App Store MacBook For Dummies, 4th Edition helps you make friends with your MacBook the fun and easy way! MacBook Pro Portable Genius John Wiley & Sons Discover loads of tips and techniques for the newest MacBook Pro You're already ahead of the game with a MacBook Pro. Now you can get even more out the popular Apple notebook with the new edition of this handy, compact book. Crammed with savvy insights and tips on key tools and shortcuts, this book will help you increase your productivity and keep your Apple digital lifestyle on track. From desktop sharing and wireless networking to running Windows applications, this book avoids fluff, doesn't skimp on the essentials, saves you time and hassle, and shows you what you most want to know. Includes savvy advice and plenty of no-nonsense information in a clear layout that is easy to access Covers essential tools, topics, and shortcuts on things like desktop sharing, wireless networking, running Windows applications, using the Intel Ivy Bridge processor, and more Features Genius icons throughout the book that provide smart and innovative ways to handle tasks and save yourself time MacBook Pro Portable Genius, 4th Edition shows you just how to get more out of your MacBook Pro. Macs For Seniors For Dummies John Wiley & Sons You're never too old to fall in love—with your Mac! You took a while, but you are now the proud owner of your first Mac computer. Macs For Seniors For Dummies is just for you. This friendly, accessible guide walks you through choosing a Mac and learning how to use it. You'll find yourself falling head over heels for your Mac in no time. Macs For Seniors For Dummies introduces you to all the basics that you need to know: turning the Mac on and getting connected; using the keyboard and mouse; working with files and folders; navigate around the Mac desktop and OS X Lion; setting up an Internet connection and e-mail; and much more. Shows Mac newbies how to surf safely with Safari, video chat with FaceTime, and connect with friends and family online Covers choosing the Mac that's right for you, setting it up, running programs and managing files, and hooking up a printer Features ways to have some fun, too, with digital photos and videos, music, movies, games, apps, and more Includes tips on troubleshooting and taking care of your Mac Your Mac can do so much more than you ever imagined and Macs For Seniors For Dummies shows you how! Iphone for Seniors in Easy Steps For All Models of IPhone with IOS 12 iPhone for Seniors in easy steps, 4th edition covers everything the reader needs know to keep fully connected. The book shows how to: Make and receive phone calls Text with the Messages app, including a variety of new fun features Make video calls with FaceTime Set up and use email accounts Use Settings to customise your iPhone exactly to your style and requirements Use Apple Pay on your iPhone to pay securely - no need to carry your wallet all the time Master the newly designed Control Center Explore the entire iTunes Music library, share music, videos, apps, calendars and photos with family members - stay in the loop with children and grandchildren! An in-depth chapter on iCloud, Apple's online storage, sharing and backup service, explains how iCloud works and shows how it can automatically store your data and share your photos so you don't have to worry about losing information should anything happen to your iPhone. Written with the Senior reader in mine, and presented in larger type for easier reading. Covers all models of iPhone with iOS 12. Take Control of Calendar and Reminders, 4th Edition alt concepts Manage your schedule more effectively using Calendar and Reminders! Version 4.0, updated September 06, 2022 Learn basic techniques and special tips for keeping yourself on time and on track with Apple's Calendar and Reminders apps.n In the days before personal computers and mobile devices, we had to rely on paper calendars and to-do lists to help us organize our time and activities. Now, we have powerful tools, like Apple's Calendar and Reminders, that are much more responsive to our needs. Put an event on your schedule, invite others to join, or set yourself an alarm (or more than one). Or, keep a list of to-do items, add to it and view it on all your Apple devices, and share your list with family or friends. This book was originally written by veteran Mac journalist and editor Scholle McFarland, and the fourth edition was updated by Glenn Fleishman, with complete coverage of macOS 12 Monterey, macOS 13 Ventura, iOS 15/iPadOS 15, and iOS 16/iPadOS 16. Scholle and Glenn guide you through getting to know these incredibly helpful apps, including lesser-known (but handy) features. For example, did you know that Calendar lets you set an alert that factors in public transportation schedules and time to get to your starting point, so you can leave early enough to catch the train, bus, tram, or ferry you need—and any connections—and arrive at your event on time? Or that Reminders can prompt you to do something not only at a certain time, but also once you've reached a specific destination, like the grocery store? If you've never taken the opportunity to explore Calendar and Reminders, this book will show you how to make them an important part of your daily routine. If you've already been using Calendar and Reminders, you'll learn how to use them more effectively, troubleshoot common problems, and delve deeper into their capabilities. This fully revised fourth edition is now up to date with macOS 13 Ventura, iOS 16/iPadOS 16, and watchOS 9 (as well as covering the previous version of each operating system), and it has been expanded with new topics and additional tips. Learn how to get the best out of Calendar and Reminders, including how to: • Customize Calendar to your liking, from setting time zones, to color coding specific calendars • Create events, making them repeat at regular intervals or on certain dates • Set up notifications and alerts, so you never miss an event • Invite people to events, or share your calendar with them • Create, manage, and share lists in Reminders, including powerful new smart lists • Set alarms in Reminders at a certain time or a certain place • Tag entries for better searching and organizing in Reminders • Use Siri to save time when creating events or reminders • Easily check events and reminders on your Mac, iPhone, iPad, Apple Watch, or HomePod • Troubleshoot common problems in Calendar and Reminders • Share calendars and reminders using iCloud Family Sharing, and assign reminders to a specific person • Sort reminders on your Mac • Print a calendar (to paper or PDF) • Embed video links in Calendar events for quick launching MacBook Air Portable Genius John Wiley & Sons You'll fly through your work with these MacBook Air tips and tricks Packed with tips and techniques on everything from how to get started with the MacBook Air notebook to getting the most out of all its latest features and accessories, this fun, hip, and portable guide has just what you need to take flight. Veteran author Paul McFedries covers a slew of new topics, including improved graphics on the new Air, setting up the latest Wi-Fi and Bluetooth connectivity, using the new, iPhone-like multitrack touchpad, and more. You'll save time and discover how to do the things you need most. Offers timesaving and helpful tips to both novice and intermediate users of Apple hardware Covers all the key skills, tools, and shortcuts you need to become productive with your MacBook Air Helps you maximize all the power and new features of the very latest MacBook Air Includes Genius icons to show you the smartest way to do things Saves you time and hassle, avoids fluff, and doesn't skimp on the essentials MacBook Air Portable Genius, 4th Edition helps you get more out of your MacBook Air with practical tips and timesaving advice. 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The Law of the Internet, Fourth Edition quickly and easily gives you everything you need to provide expert counsel on: Privacy laws and the Internet Ensuring secure electronic transactions, cryptography, and digital signatures Protecting intellectual property online - patents, trademarks, and copyright Electronic commerce and contracting Online financial services and electronic payments Antitrust issues, including pricing, bundling and tying Internal network security Taxation of electronic commerce Jurisdiction in Cyberspace Defamation and the Internet Obscene and indecent materials on the Internet Regulation of Internet access and interoperability The authors George B. Delta and Jeffrey H. Matsuura -- two Internet legal experts who advise America's top high-tech companies -- demonstrate exactly how courts, legislators and treaties expand traditional law into the new context of the Internet and its commercial applications, with all the citations you'll need. The Law of the Internet also brings you up to date on all of the recent legal, commercial, and technical issues surrounding the Internet and provides you with the knowledge to thrive in the digital marketplace. Special features of this two-volume resource include timesaving checklists and references to online resources. iPhone For Dummies Updated for iPhone 12 models and iOS 14 John Wiley & Sons The latest edition – updated to cover iOS 14 and iPhone 12 Nothing seems to change faster than an iPhone. Just when you think you know your way around the device, a new update arrives and you have to learn everything all over again. This fully revised edition of iPhone For Dummies arrives just in time to keep you up to date on iOS 14, the version of the iOS operating system released in late 2020, as well as all the updated features of iPhone 12. But don't worry if you're sticking with your current iPhone or buying an older model. This book offers help on using any iPhone that runs iOS 14, all the way back to iPhone 6. Written by two longtime Apple fans and experts, this revised guide covers the essentials you'll need to know about the industry-leading device and its slick iOS operating system, kicking off with set-up—navigating settings, hooking up to wifi, sharing audio and video—and then gearing you up to warp speed with the many incredible ways this smartphone's tools and apps can bring a joyful extra dimension to your life. Explore the basics of iOS 14 Enhance your interests with apps Get artsy with photos, video, and more Troubleshoot common problems Learn what makes the iPhone 12 different than the 11, X, SE, or older models Whether you're just getting started with a new phone or want to get even more from your current version, iPhone For Dummies puts the power right at your fingertips! MacBook Air Portable Genius, 4th Edition You'll fly through your work with these MacBook Air tips and tricks

Packed with tips and techniques on everything from how to get started with the MacBook Air notebook to getting the most out of all its latest features and accessories, this fun, hip, and portable guide has just what you need to take flight. Veteran author Paul McFedries covers a slew of new topics, including improved graphics on the new Air, setting up the latest Wi-Fi and Bluetooth connectivity, using the new, iPhone-like multitrack touchpad, and more. You'll save time and hassle and discover how to do the things you need most. Offers timesaving and helpful tips to both novice and intermediate users of Apple hardware Covers all the key skills, tools, and shortcuts you need to become productive with your MacBook Air Helps you maximize all the power and new features of the very latest MacBook Air Includes Genius icons to show you the smartest way to do things Saves you time and hassle, avoids fluff, and doesn't skimp on the essentials MacBook Air Portable Genius, 4th Edition helps you get more out of your MacBook Air with practical tips and timesaving advice. Management Accounting John Wiley & Sons Eldenburg's fourth edition of Management Accounting combines the basic technical issues associated with cost management, management accounting and control with more recent and emerging themes and issues. Management accounting is a compulsory element of the accounting major, and this text is written to cover the content typically taught in the two management accounting units offered in most accounting programs. 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Guide to RBI Grade B Officers Phase I Exam 2020 - 4th Edition Disha Publications Big Blue Book of Bicycle Repair 4th Edition Park Tool The BBB-4 Big Blue Book of Bicycle Repair by Calvin Jones is packed with easy-to-follow, step-by-step procedures, color photos and repair tips for keeping almost any road or off-road bike running smoothly and trouble-free. Whether it's repairing a flat tire, adjusting brakes and shifting systems, truing wheels, or maintaining hub, headset and bottom bracket bearing systems, the BBB-4 has you covered. Thoroughly researched and revised, the 4th edition of the Big Blue Book contains updated photos, torque specifications and troubleshooting tables, along with new content on wheel building, electronic shifting, 12-speed and 1X drivetrains, tubeless tires, disc brakes, headset and bottom bracket standards, and more. Truly an indispensable tool and reference source for both the novice and advanced bicycle mechanic. Python in easy steps In Easy Steps Python in easy steps instructs you how to program in the powerful Python language, giving complete examples that illustrate each aspect with colourized source code. Python in easy steps begins by explaining how to install the free Python interpreter so you can quickly begin to create your own executable programs by copying the book's examples. It demonstrates all the Python language basics before moving on to provide examples of Object Oriented Programming (OOP) and CGI scripting to handle web form data. The book concludes by demonstrating how you can use your acquired knowledge to create and deploy graphical windowed applications. Python in easy steps makes no assumption you have previous knowledge of any programming language so it's ideal for the newcomer to computer programming. It has an easy-to-follow style that will appeal to programmers moving from another programming language, and to the student who is studying Python programming at school or college, and to those seeking a career in computing who need a fundamental understanding of computer programming. Python is the language used to program the Raspberry Pi - covered by Raspberry Pi in easy steps. Take Control of Automating Your Mac, 4th Edition alt concepts Work faster, increase your efficiency, and have more fun with automation! Version 4.0.1, updated July 26, 2022 Looking for ways to work smarter and faster with your Mac? In this updated and expanded fourth edition of his popular guide to Mac automation, Joe Kissell shows how anyone, at any level of experience, can save time and effort, and avoid unnecessary errors, by using automation techniques that range from the simplest keyboard shortcut to the most complicated script. Note: This edition of the book covers macOS from Catalina through Monterey. In this book, Joe teaches you how to automate routine tasks in a wide variety of ways. You can begin by making the most of productivity features such as Siri, Spotlight (for launching apps), and text replacement—and then move on to the more sophisticated automation tools built into macOS, such as Shortcuts, Automator, AppleScript, services, and shell scripts. In addition, Joe gives extensive information about third-party automation apps that can make a huge difference to your work efficiency, such as Keyboard Maestro, TextExpander, OmniGraffle, and many more. As an extra bonus, the book includes coupons for discounts on seven automation apps! Whether you're new to automation, you just need a refresher, or you're experienced with automation but want to go deeper, this book can teach you the skills you need to automate with ease. Take back your time, work more efficiently, and have more fun with your Mac, with Take Control of Automating Your Mac, Fourth Edition! With this book, you'll learn how to: • Get started with the built-in macOS automation tools, including Shortcuts, Automator, AppleScript, and shell scripts • Take full advantage of input devices to save clicks and keystrokes • Customize toolbars and your Touch Bar to put hard-to-find controls at your fingertips • Use your voice to control your Mac with Siri and Voice Control/Dictation Commands • Automate text expansion for faster, more consistent typing • Control the Finder with a launcher and by organizing files with Hazel • Supercharge your clipboard to remember and reformat previous copies • Write macros in Microsoft Office and Nisus Writer Pro • Create rules to file email automatically in Apple Mail and Outlook • Log in to websites faster with a password manager • Automate cloud services with IFTTT and Zapier • Set up automatic backup and syncing • Use Omni Automation for JavaScript-based automation tasks • Control nearly anything on your Mac with Keyboard Maestro Visual Basic in easy steps, 4th Edition In Easy Steps Visual Basic in easy steps, 4th edition shows you how to quickly create Windows applications using the latest free Visual Studio Community 2015 programming environment. This book gives you code examples, screenshots, and step-by-step instructions that illustrate each aspect of Visual Basic. Visual Basic in easy steps, 4th edition begins by describing the Visual Studio Community 2015 installation process, then introduces form controls, application properties, the programming language, and problem-solving techniques. Next, the book illustrates by example, how to build and deploy a complete Windows application. A chapter is devoted to scripting with Visual Basic. This first shows you how to create 'macros' for Word and Excel in Microsoft Office, using Visual Basic for Applications (VBA), then demonstrates how to manipulate files and data within the Windows operating system using VBScript. You will learn how to incorporate external data into your applications from text files, Excel spreadsheets, XML documents, live RSS web feeds, and SQL databases. You need have no previous knowledge of any programming language so it's ideal if you're a newcomer to Windows programming. Each chapter builds your knowledge of Visual Basic. By the end of this book you will have gained a sound understanding of Visual Basic programming and be able to create your own interactive applications. Visual Basic in easy steps, 4th edition has an easy-to-follow style that will appeal to anyone who wants to begin Windows programming. It will appeal to programmers who want to quickly learn the latest Visual Basic techniques, and to the student who is studying computing at school or college, and to those seeking a career in Information Technology who need a thorough understanding of Visual Basic programming. My iPad (Covers iOS 6 on iPad 2, iPad 3rd/4th generation, and iPad mini) Que Publishing Covers iOS 6 on iPad 2, iPad 3rd and 4th generation, and iPad mini My iPad offers a full-color, fully illustrated, step by step resource for anyone using an iPad 2, iPad 3rd or 4th generation, or iPad mini running iOS 6. Each task is presented in easy to follow steps - each with corresponding visuals that are numbered to match the step they are referred by. Notes and sidebars offer additional insight into using the iPad without the need to search through paragraphs of text to find the information you need. Tasks are clearly titled to help you quickly and easily find things you want to accomplish. Everything you need to know (or didn't know was possible) is covered in this book. From setup and configuration to using apps like iBooks, Reminders, Calendar, Pages and Maps, each task is clearly illustrated and easy to follow. Learn how to use the iPad two cameras to take pictures and video and share them with friends or chat with them live. Learn how to: Connect your iPad to your Wi-Fi and 3G/4G LTE networks Use Siri to control your iPad or get information by speaking commands Use iCloud to keep everything current between all of your iOS devices (and even your Mac), including music, photos, emails, and more. Surf the Web, and send and receive email Download and install apps to make your iPad even more useful Use the new iBooks app features Record and edit video using iMovie for iPad Take photos, and then edit them using iPhoto for iPad Stream audio and video to Apple TV and other devices Manage your contacts, and then connect with others using Messaging Stay organized with the Calendar app Use FaceTime and Skype to stay connected with friends and family, or to conduct video conferences Use Pages and Numbers to create documents and spreadsheets Use Keynote to build and display presentations My iPad (covers iOS 7 for iPad 2, iPad 3rd/4th generation and iPad mini) Que Publishing Covers iOS 7 for iPad 2, iPad 3rd/4th generation, and iPad mini My iPad offers a full-color, fully illustrated, step-by-step resource for anyone using an iPad or iPad mini running iOS 7. Each task is presented in easy-to-follow steps-each with corresponding visuals that are numbered to match the step they refer to. Notes and sidebars offer additional insight into using the iPad without the need to search through paragraphs of text to find the information you need. Tasks are clearly titled to help you quickly and easily find things you want to accomplish. Everything you need to know (or didn't know was possible) is covered in this e-book. From setup and configuration to using apps like iBooks, Reminders, Calendar, Pages, and Maps, each task is clearly illustrated and easy to follow. Learn how to use the iPad's two cameras to take pictures and video, and share them with friends or chat with them live. Learn how to: * Connect your iPad to your Wi-Fi and 3G/4G LTE networks * Use Control Center to control frequently used settings * Use Siri to control your iPad or get information by speaking commands * Use iCloud to keep everything current between all your iOS devices (and even your Mac), including music, photos, emails, and more * Surf the Web, and send and receive email * Download and install apps to make your iPad even more useful * Secure your iPad * Record and edit video using iMovie for iPad * Take photos, and then edit them using iPhoto for iPad * Use iTunes to manage and sync iPad content with your computer * Stream audio and video to Apple TV and other devices * Use AirDrop to share files and information with other iOS devices in your vicinity * Manage your contacts, and then connect with others using Messaging * Stay organized with the Calendar app * Use FaceTime and Skype to stay connected with friends and family, or to conduct video conferences * Use Pages and Numbers to create documents and spreadsheets * Use Keynote to build and display presentations Ubuntu for Non-Geeks, 4th Edition A Pain-Free, Get-Things-Done Guide No Starch Press Provides information on using the latest Ubuntu release, covering such topics as installation, customizing the GNOME panel, installing applications, using printers and scanners, connecting to the Internet, using multimedia, and security. How To Write and Present Technical Information, 4th Edition ABC-CLIO Thoroughly updated to discuss the use of tools such as Skype and social media, this concise volume shows how effective communication—via written text and spoken presentations—can positively impact project management in professional environments. • Maintains the quality of information that has made this text a longtime favorite while featuring significant updates to encompass current technology • Provides readers with clear guidelines for designing and writing a wide range of professional documents and associated communications • Offers effective strategies for solving communications problems • Includes primary source documents that illustrate the advice given MacBook All-in-One For Dummies John Wiley & Sons MacBook All-in-one for Dummies Makes Everything Easier! With a MacBook, you can work and play anywhere. With 9 books in 1, MacBook All-in-one for Dummies shows you how! You'll find coverage of: Getting started -- choose the MacBook that suits your needs, set it up, customize your preferences, and organize files

and folders. Using Mac OS X -- learn your way around Snow Leopard, get to know the Dock, find things with Spotlight, and back up your system with Time Machine. Customizing and Sharing. Going Mobile With iLife -- explore iLife, where photos, movies, music, and your very own Web site all hang out. iWork For the Road Warrior -- do it the Mac way with Pages, Numbers, and Keynote, the iWork productivity applications. Typical Internet Stuff -- browse with Safari, store your stuff on iDisk, use Apple Mail, and iChat with friends. Networking in Mac OS X -- set up a network, go wireless, and use AirPort Extreme. Expanding Your System -- see how to add memory and connect hard drives and printers using USB and FireWire. Advanced Mac OS X. Learn the basics about using and maintaining your MacBook, how to work with Mac OS X, use the iWork productivity suite, enjoy the iLife, and cruise the Web from anywhere. Plus, you'll go under the hood and explore custom scripts and tweaks to help you get more from your MacBook and troubleshoot solutions. Cases on Information Technology: Lessons Learned, Volume 7 Lessons Learned, Volume 7 IGI Global This volume is the latest addition to the Cases on Information Technology Series, a series which provides a collection of case studies focusing on IT implementation in organizations. The cases included in Cases on Information Technology: Lessons Learned, Volume 7 cover a variety of IT initiatives, including enterprise systems, wireless technologies, rebuilding operating systems after destruction, and implementation within non-profit organizations. Each case includes integral information regarding organizations working with IT, including key individuals involved, intelligent steps taken or perhaps overlooked, and the final project outcomes. This volume is useful to IT managers and researchers, as it describes various scenarios of IT implementation and also unfortunate downfalls. Using the real-life situations as facilitators for classroom discussion, professors and students will benefit as well from this collection of cases. Mike Meyers CompTIA A+ Guide to Managing and Troubleshooting PCs, 4th Edition (Exams 220-801 & 220-802) McGraw Hill Professional Essential Skills for a Successful IT Career Written by the leading authority on CompTIA A+ certification and training, this instructive, full-color guide will help you pass CompTIA A+ exams 220-801 and 220-802 and become an expert hardware technician. Mike Meyers' CompTIA A+ Guide to Managing and Troubleshooting PCs, Fourth Edition is completely up-to-date with the new CompTIA A+ standards. Inside, you'll find helpful on-the-job tips, end-of-chapter practice questions, and hundreds of photographs and illustrations. Answers and solutions to the end-of-chapter sections are only available to instructors and are not printed inside the book. Learn how to: Work with CPUs, RAM, BIOS settings, motherboards, power supplies, and other PC components Install, configure, and troubleshoot hard drives Manage input devices and removable media Install, upgrade, and troubleshoot Windows XP, Windows Vista, and Windows 7 Troubleshoot all common PC problems Install video and multimedia cards Work with smartphones, tablets, and other mobile devices Install and configure wired and wireless networks Connect to the Internet Protect your PC and your network Install, configure, and manage printers Work with virtualization technologies Understand safety and environmental issues Electronic content features: Practice exams for 801 & 802 with hundreds of questions One hour+ of free video training from Mike Meyers A collection of Mike's latest favorite shareware and freeware PC tools and utilities Adobe Digital Editions free eBook download (subject to Adobe's system requirements) Each chapter includes: Learning objectives Photographs and illustrations Real-world examples Try This! and Cross Check exercises Key terms highlighted Tech Tips, Notes, and Warnings Exam Tips End-of-chapter quizzes and lab projects Take Control of Backing Up Your Mac, 4th Edition alt concepts Set up a rock-solid backup strategy so that you can restore quickly and completely, no matter what catastrophe arises. Version 4.3, updated May 30, 2022 This book helps you design a sensible backup strategy, choose and configure the best backup hardware and software for your needs, and understand how to make your backups as painless as possible. The fourth edition of this title applies to macOS 10.14 Mojave through macOS 11 Big Sur.n Creating and maintaining a solid backup plan is essential to anyone who uses a Mac, in order to prevent the loss of important data if disaster strikes—whether through hardware or software failure, theft, human error, or other mishap. In Take Control of Backing Up Your Mac, Fourth Edition, tech expert Joe Kissell explains how to design a sensible backup strategy, choose and configure the best backup hardware and software for your needs, and understand how to make your backups as painless as possible. His advice is equally useful to those who have never had a backup system and those whose backup systems are in need of an update. The fourth edition, a major rewrite, fully delves into the new challenges presented by Big Sur and Monterey, M-series Macs, and the ever-changing landscape of Mac backup hardware, software, and cloud services. It features entirely rethought advice about bootable (and non-bootable) duplicates, backup media, and disk formats, as well as changes in Time Machine and the weird world of APFS snapshots. This book covers macOS 10.14 Mojave through macOS 12 Monterey. Using this book, you'll learn how to: • Design (or update) the ideal backup system: If you're starting from scratch, you'll find all the information necessary to assemble a reliable and easy-to-use backup system. If you're updating an existing system, you'll learn about what's new in hardware, software, and online services that might affect the way you back up your Mac in the future. • Choose backup software: Apple's Time Machine is both free and easy to use, but it's not the best choice for everyone, and even if you do use Time Machine, you'll certainly want to supplement it with other tools. You'll learn about key features to look for in a backup app and find tips on using several popular tools. You'll also discover the pros and cons of cloud backup services, and get help choosing the right one. (An online appendix covers dozens of apps and services.) • Shop for hardware: Depending on your needs and goals, you may need one or more external SSDs or hard drives, but the range of options (sizes, interfaces, speeds, and more) can be bewildering. Joe helps you find the best backup hardware, whether it's individual SSDs or hard drives, RAIDs, NAS devices, or other options. • Make and maintain backups: Once you've selected hardware and software, you'll need to know how to make your first backup, set up your backups to run unattended, and test them regularly to make sure they're working as they should. This includes both versioned backups (which contain old file versions and deleted files) and—for some users—bootable or non-bootable (data-only) clones. And, you'll learn about strategies for keeping extra backups offsite. • Operate Time Machine: If you choose Time Machine for versioned backups, you'll learn how to back up and restore individual files, app-specific data (such as contacts), and even an entire disk. You'll also discover why and how to encrypt Time Machine backups, how APFS snapshots work (inside and outside Time Machine), and what to do if Time Machine misbehaves. • Deal with unusual backup needs: If you deal with exceptionally large files (such as audio and video files), spend a lot of time on the road away from your usual backup hardware, run Windows on your Mac, or rely on cloud services to store essential data, you'll want to take extra (or different) steps to make sure everything is safely backed up. • Manage your media: What happens when a backup drive fills up, or becomes so old that you worry about its future reliability? What if you want to archive older files for posterity, but not necessarily maintain them as part of your daily backups? Joe explains how to deal with media management tasks such as these. • Recover lost data: Backing up data can be easy, but restoring it is often more challenging. When you discover that data is missing—whether due to a disk error, theft, or a simple mistake—you need to know the exact steps needed to recover it and get back to work as soon as possible. My iPod touch (covers iPod touch 4th and 5th generation running iOS 6) Que Publishing Covers iPod touch 4th and 5th Generation running iOS 6 Step-by-step instructions with callouts to iPod touch photos so that you can see exactly what to do Help when you run into iPod touch problems or limitations Tips and Notes to help you get the most from your iPod touch Full-color, step-by-step tasks walk you through getting and keeping your iPod touch working just the way you want. Learn how to: • Connect to the Internet, Bluetooth devices, Wi-Fi networks, and other iPod touches, iPhones, and iPads • Use Siri to get information, write texts and emails, set reminders/appointments, and more just by speaking to your iPod touch 5th Generation • Customize your iPod touch with folders, wallpaper, sounds, and much more • Configure and sync your information, and efficiently manage contacts, reminders, and calendars • Communicate via FaceTime videoconferences, text messages, and email • Make the most of Safari to browse the Web and Mail to manage all your email from one inbox • Listen to music, subscribe and listen to podcasts, and watch video—including movies and TV shows • Capture and edit photos and video • Use your photos in slideshows, for wallpaper, and your contacts, or share them via email, iCloud, and texts; use PhotoStream to automatically save and share your photos • Find, download, install, and use awesome iPod touch apps • Take advantage of iCloud to keep your content and information in sync on all your devices Word 5.1 Companion A Comprehensive Guide to the Power and Features of Word for the Macintosh, Versions 5.0 and 5.1 A practical guide to the latest version of Microsoft's word processing package for Apple and Macintosh computers, explaining the basics for the new or occasional user, and some fancy tricks for the hotdoggers. No bibliography. Annotation copyright by Book News, Inc., Portland, OR. Apple Watch For Dummies John Wiley & Sons Make your Apple Watch your new best friend! From accessing messages to getting quick directions, the latest smart watches do a whole lot more than just tell time. And the latest version of the Apple Watch is one of the most powerful iterations of these handy devices you can own. In Apple Watch For Dummies, you'll get step-by-step guidance on how to use all the best features of the Apple Watch. You'll learn how to make payments with a flick of your wrist using Apple Pay, keep track of your activity and sleep, monitor your heart health in real time, and even turn your watch into a digital walkie-talkie. This easy-to-read guide will also show you how to: Stay in touch by sending and receiving text messages and emails with your Apple Watch Track your fitness and sleep with Apple Watch, and have it monitor your health and even detect a sudden fall Learn how to stream Apple Music playlists and podcasts to wireless headphones Customize your watch face to look exactly the way you want it to look, from retro-chic to futuristic fun Apple Watch For Dummies is a must-read resource for Apple enthusiasts everywhere. Whether you're an Apple Watch newbie or you've been using one since they first came out and just need a refresher, this book has everything you need to get the most out of one of the coolest pieces of wearable tech on the market today. Ace Reasoning Ability For Banking and Insurance eBook 2021 (Third English Edition) Adda247 Publications ADDA 247 is launching a complete and comprehensive eBook on "Reasoning Ability". Third Edition eBook is updated as per the latest examination pattern and is suitable for all the Banking & Insurance Examinations such as SBI, RBI, IBPS, LIC, GIC, UIIC & Others. The aim of this eBook is to help students learn and understand the new pattern of recruitment exams which will help them to maximize their scores in the competitive examination. The eBook has been prepared by experienced faculties, subject-matter experts and with the expertise of Adda247 keeping the new pattern and challenges of competitive exams in mind. Exclusive By Adda247 Publications: Aspirants are well aware of the dynamics of competitive examination, 3-6 months down the preparation line, you can observe a few changes in the pattern and level of questions. In such a scenario, printed edition or hard copy books bring a limitation; how to stay updated and study with the most relevant and latest study material? Adda247 Publications has brought a solution to this issue!!! We bring to you an exclusive feature with purchase of this eBook by Adda247 Publications Salient Features of the eBook: - 3000+ Questions with detailed solutions - Concepts with detailed approach and examples - 3 Levels of Exercise Based on latest Pattern - Basic to Advance Level Questions with Detailed Solutions - Includes the Previous Years' Questions asked in Banking & Insurance Exams - Useful for NRA CET as well. - Based on Latest Pattern Course Highlights: - 3000+ Questions with detailed solutions - 3 Levels of Exercise Based on latest Pattern - Basic to Advance Level Questions with Detailed Solutions - Includes the Previous Years' Questions asked in Banking & Insurance Exam How to Do Everything with Your iMac, 4th Edition McGraw Hill Professional Perform word processing, movie editing, financial planning, database management, Internet surfing, Web page creation, or countless other tasks more simply and quickly than you might have thought possible. Let this thorough, friendly resource show you how! Coverage includes iBook, and all the new features of Mac OS X Panther such as Finder, Expose, iChatAV, Mail, Fast-User Switching, Preview, Built-in Faxing, and more. Take Control of Your Online Privacy, 4th Edition alt concepts Learn what's private online (not much)—and what to do about it! Updated 04/11/2019 Nowadays, it can be difficult to complete ordinary activities without placing your personal data online, but having your data online puts you at risk for theft, embarrassment, and all manner of trouble. In this book, Joe Kissell helps you to develop a sensible online privacy strategy, customized for your needs. Whether you have a Mac or PC, iOS or Android device, set-top box, or some other network-enabled gadget, you'll find practical advice that ordinary people need to handle common privacy needs (secret agents should look elsewhere). You'll learn how to enhance the privacy of your internet connection, web browsing, email messages, online chatting, social media interactions, and file sharing, as well as your mobile phone or tablet, and Internet of Things devices like webcams and thermostats. Parents will find important reminders about protecting a child's privacy. The book also includes

Joe's carefully researched VPN recommendations. The book is packed with sidebars that help you get a handle on current topics in online privacy, including international travel, quantum computing, why you should beware of VPN reviews online, two-factor authentication, privacy and your ISP, understanding how ads can track you, and more. You'll receive savvy advice about topics such as these: • Why worry? Learn who wants your private data, and why they want it. Even if you don't believe you have anything to hide, you almost certainly do, in the right context. Would you give just anyone your financial records or medical history? Didn't think so. • Set your privacy meter: Develop your own personal privacy rules—everyone has different privacy buttons, and it's important to figure out which matter to you. • Manage your Internet connection: Understand privacy risks, prevent snoops by securing your Wi-Fi network, and take key precautions to keep your data from leaking out. Also find advice on using a VPN, plus why you should never believe a VPN review that you read on the Internet—even if it seems like it was written by Joe! • Browse and search the web: Learn what is revealed about you when you use the web. Avoid bogus websites, connect securely where possible, control your cookies and history, block ads, browse and search anonymously, and find out who is tracking you. Also, take steps to protect passwords and credit card data. • Send and receive email: Find out how your email could be intercepted, consider when you want email to be extra private (such as when communicating with a lawyer), find out why Joe doesn't recommend email encryption as a solution to ordinary privacy needs (but find pointers for how to get started if you want to try it—or just encrypt an attachment, which is easier), get tips for sending email anonymously, and read ideas for alternatives to email. • Talk and chat online: Consider to what extent any phone call, text message, or online chat is private, and find tips for enhancing privacy when using these channels. • Watch your social media sharing: Understand the risks and benefits of sharing personal information online (especially on Facebook!), tweak your settings, and consider common-sense precautions. • Share files: What if you want to share (or collaborate on) a contract, form, or other document that contains confidential information? Find out about the best ways to share files via file server, email attachment, cloud-based file sharing service, peer-to-peer file sharing, or private cloud. • Check your electronics: All sorts of gizmos can connect to the Internet these days, so everything from a nannycam to smart light bulbs should be considered in your online privacy strategy. • Think mobile: Ponder topics like SIM card encryption keys, supercookies, location reporting, photo storage, and more as you decide how to handle privacy for a mobile phone or tablet. • Help your children: As a parent, you know a lot about your children, and you have access to lots of photos of them. But that doesn't mean you should share everything without a thought to your children's privacy needs. Find a few key tips to keep in mind before you tell all.