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Microsoft Project 2007 Bonnie Biafore, 2007 Big and small projects alike include schedules budgets communications and changes This guide teaches readers how to track and adjust schedules and budgets test scenarios and understand the impact of changes

Windows 7: The Missing Manual David Pogue, 2010-03-19 In early reviews geeks raved about Windows 7 But if you're an ordinary mortal learning what this new

system is all about will be challenging Fear not David Pogue's Windows 7 The Missing Manual comes to the rescue Like its predecessors this book illuminates its subject with reader friendly insight plenty of wit and hardnosed objectivity for beginners as well as veteran PC users Windows 7 fixes many of Vista's most painful shortcomings It's speedier has fewer intrusive and nagging screens and is more compatible with peripherals Plus Windows 7 introduces a slew of new features including better organization tools easier WiFi connections and home networking setup and even touchscreen computing for those lucky enough to own the latest hardware With this book you'll learn how to Navigate the desktop including the fast and powerful search function Take advantage of Windows apps and gadgets and tap into 40 free programs Breeze the Web with Internet Explorer 8 and learn the email chat and videoconferencing programs Record TV and radio display photos play music and record any of these to DVD using the Media Center Use your printer fax laptop tablet PC or smartphone with Windows 7 Beef up your system and back up your files Collaborate and share documents and other files by setting up a workgroup network

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Matthew MacDonald,2009-07-21 What exactly do you know about your body Do you know how your immune system works Or what your pancreas does Or the myriad and often simple ways you can improve the way your body functions This full color visually rich guide answers these questions and more Matthew MacDonald noted author of Your Brain The Missing Manual takes you on a fascinating tour of your body from the outside in beginning with your skin and progressing to your vital organs You ll look at the quirks curiosities and shortcomings we ve all learned to live with and pick up just enough biology to understand how your body works You ll learn That you shed skin more frequently than snakes do Why the number of fat cells you have rarely changes no matter how much you diet or exercise they simply get bigger or smaller How you can measure and control fat That your hair is made from the same stuff as horses hooves That you use only a small amount of the oxygen you inhale Why blood pressure is a more important health measure than heart rate with four ways to lower dangerously high blood pressure Why our bodies crave foods that make us fat How to use heart rate to shape an optimal workout session one that s neither too easy nor too strenuous Why a tongue with just half a dozen taste buds can identify thousands of flavors Why bacteria in your gut outnumber cells in your body and what function they serve Why we age and why we can t turn back the clock What happens to your body in the minutes after you die Rather than dumbed down self help or dense medical text Your Body The Missing Manual is entertaining and packed with information you can use It s a book that may well change your life Reader comments for Your Brain The Missing Manual also by author Matthew MacDonald Popular books on the brain are often minefields of attractive but inaccurate information This one manages to avoid most of the hype and easy faulty generalizations while providing easy to read and digest information about the brain It has useful tricks without the breathless hype of many popular books Elizabeth Zwicky The Usenix Magazine a unique guide that should be sought after by any who want to maximize what they can accomplish with their mental abilities and resources James A Cox The Midwest Book Review Wisconsin Bookwatch If you can t figure out how to use your brain after reading this guide you may want to return your brain for another The Sacramento Book Review Volume 1 Issue 2 Page 19 It s rare to find a book on any technical subject that is as well written and readable as Your Brain The Missing Manual The book covers pretty much anything you may want to know about your brain from what makes it up through how it develops to how to mitigate the affects of aging The book is easy reading fact packed and highlighted notes and practical applications So if you want to learn

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the Numbers spreadsheet and the Keynote presentation program that Al Gore and Steve Jobs made famous Friendly and entertaining iWork 09 The Missing Manual gives you crystal clear and jargon free explanations of iWork s capabilities its advantages over similar programs and its limitations You ll see these programs through an objective lens that shows you which features work well and which don t With this book you will Produce stunning documents and cinema quality digital presentations Take advantage of Mac OS X s advanced typography and graphics capabilities Learn how to use the collection of themes and templates included with iWork Get undocumented tips tricks and secrets for each program Integrate with other iLife programs to use photos audio and video clips Learn why iWork is the topic most requested by Missing Manual fans One of the few sources available on Apple s incredible suite of programs iWork 09 The Missing Manual will help you get the best performance out of Pages Numbers Keynote and more in no time **Office 2008 for Macintosh** Jim Elferdink,2008-03-20 Provides information on using Microsoft Office 2008 with a Mac covering the features and functions of Word Entourage Calendar Excel and PowerPoint

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