

Powerpoint 2007 All In One Desk Reference For Dummies

Revised and updated to cover changes to all of Office's applications and productivity tools Offers beyond-the-basics coverage of Office word processing, spreadsheets, presentations, e-mail, databases, and desktop publishing Covers Word, Excel, Access, PowerPoint, Outlook, Publisher, productivity tools such as Microsoft OneNote, and SharePoint Thoroughly updated to cover the new Office interface as well as new features in each application

Improve your photos with the exciting new version of Photoshop Elements Photoshop Elements has come a long way from its early days as Photoshop's low-end cousin. Now a feature-rich editing program popular with professionals as well as hobbyist photographers, Elements boasts versatile tools and capabilities. With these self-contained minibooks, you'll learn to make the most of every feature of Photoshop Elements 8. You'll get started by setting up your Elements environment and learn how to launch, navigate, and personalize the program. You'll then gradually progress to working with Camera Raw, resolution, layers, masks, color modes, files formats, and more. This All-in-One guide shows you how to make your photos better with Photoshop Elements 8 and inspires you to

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share your hard work with photo books, calendars, online albums, galleries, prints, and more. Shows you how to set up your environment for Photoshop Elements 8, the newest version of the affordably-priced photo-editing program Explains how to import and export image files and offers advice on picking file formats Walks you through using the selection tools and shows you what the Pencil and Brush tools can do Demonstrates cool things to do with type Addresses how and why to create a Photoshop.com account Maximize every element of Photoshop Elements 8 with this friendly guide by your side. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file. Provides Photoshop Elements 10 users the know-how, techniques, tips, and tricks they need to achieve professional-level results, covering such topics as navigating the Elements workspace, correcting color and exposure, working with selections, and adding text to images. Photoshop Elements 7 is a sophisticated image-editing program for hobbyists, amateur photographers, and professionals alike. Whether you're new to Elements or looking for the details on the newest version, Photoshop Elements 7 All-in-One For Dummies gets you up to speed and offers a handy, full-color reference. Nine convenient minibooks cover everything you need to know about image editing, sharing files, and creating projects

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with Elements 7. They include: Introducing Elements
Elements Fundamentals Image Essentials
Selections Painting, Drawing, and Typing Working
with Layers and Masks Filters, Effects, Styles, and
Distortions Enhancing and Retouching Creating and
Sharing Written by graphics and digital imaging
experts Barbara Obermeier and Ted Padova, this
handy guide covers: Setting up your work
environment, using tools and shortcuts, and
managing your files Working with resolution,
managing color, using appropriate file formats, and
handling selections Using the Brush and Pencil
tools, working with layers, and creating artistic
effects Erasing imperfections and fine-tuning color
Doing creative things with your photos, including
slide shows, calendars, greeting cards, flip books,
and other projects Managing images in Organizer
and Bridge and the process for acquiring, saving,
and exporting images How to do quick image
makeovers, and much more Photoshop Elements 7
All-in-One For Dummies helps you get great photos
for print, Web galleries, and cool projects that'll
make your friends say "wow!"

This was written for teachers who want to use
PowerPoint in the classroom to enhance your
presentations, teach your students how to use the
application, and create interactive educational
projects.

Need the scoop on Windows Vista? How about

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Office 2007? Anything you need to know about using your PC can probably be found in *PCs All-In-One Desk Reference for Dummies, 4th Edition*. This handy guide is made up of eight convenient minibooks, so you can find what you need in a hurry. And in case you think you've seen it before, this fourth edition is fully updated for all the newest, coolest stuff. Want a guided tour of the Vista operating system and how it differs from XP? Check out minibook #2. Have you heard about Microsoft Works but aren't sure what it's about? Find out in Book #4. Planning to network all the computers in your home? Minibook #8 is just what you need. The entire repertoire includes PC Hardware Windows Vista The Internet Microsoft Works Office 2007 Fun With Movies, Music, and Photos Upgrading and Supercharging Home Networking For all the things you probably do with your PC — browsing the Internet, e-mail, word processing, presentations, spreadsheets, organizing and sharing digital photos and video, downloading music — you'll find you can get right to the point and discover what you want to know, quickly and easily. You'll want to keep *PCs All-In-One Desk Reference for Dummies, 4th Edition* handy, say on your desk, maybe?

Examines the new features and enhancements of the presentation software, describing the new user interface and explaining how to combine text, animation, video, photographs, sound effects,

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narration, and other features into a professional-looking presentation.

The perfect companion for taking the Microsoft Office suite to the Mac! So you finally got a Mac, but you're not looking forward to figuring out how Office works in a different environment? No worries! All you need is Microsoft Office 2008 For Mac All-in-One For Dummies to learn the fundamentals of Office 2008. With six books in one, it shows you how to use every Office 2008 for Mac application, so you can start getting things done right away. Written by Microsoft MVPs, Microsoft Office 2008 For Mac All-in-One For Dummies provides a user-friendly guide on how to master all the programs: Excel, Word, PowerPoint, and Entourage. This book explores ways to: Use the new galleries to find features, formats, wizards, templates, and recently used files Create your own templates on Excel and open Web pages in HTML format Take advantage of PowerPoint by adding animation to your slides, inserting music from your iTunes library, and fine-tuning the timing Organize your schedule on My Day, handle contacts and e-mail, and manage a database—all through Entourage Manage projects of all sizes on the Project Center Use all the applications together, and to their full potential With this all-in-one reference, you'll become an expert on sharing files with Windows users, integrating Office 2008 with iLife and other Mac applications, and working with Office and Web

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2.0, as well as other common business tasks. This book makes it that easy!

The leading book on Microsoft Office, now fully updated for Office 2010 Microsoft Office, the world's leading productivity suite, has been updated with new tools.

Veteran Office users as well as newcomers will need the comprehensive information in this bestselling All-in-One guide. With a self-contained minibook devoted to each Office application plus minibooks on how Office works together and how you can expand its usefulness, Office 2010 All-in-One For Dummies gets you up to speed and answers the questions you'll have down the road.

Microsoft Office is the office productivity suite used around the globe; nearly every business worker encounters it daily The 2010 revision will affect all applications in the suite Eight minibooks cover Word, Excel, PowerPoint, Outlook, Access, Publisher, common Office tools, and ways to expand Office productivity Also covers the new online versions of Word, Excel, and PowerPoint as well as changes to the interface and new tools and techniques Office 2010 All-in-One For Dummies makes it easy to learn to use Office and gets you up and running on all the changes and enhancements in Office 2010.

Your comprehensive guide to speaking, reading, and writing in Spanish! Want to speak Spanish? Looking to improve your Spanish skills? Now you can start today with these minibooks, which give you the expert instruction you need to master Spanish basics and beyond. From numbers and vocabulary to common phrases, conversations, and much more, you'll see how

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to communicate effectively in Spanish and use it in real-life situations. The practical exercises will give you greater confidence — and the bonus CD helps you start speaking Spanish from day one! Warm up with the basics — handle greetings and small talk and review pronunciation rules, letters, numbers, and dates Speak in everyday settings — handle greetings and small talk, order food and purchase goods, talk on the phone, ask for directions, and deal with emergencies Grasp grammar essentials — learn to identify and use the various parts of speech while you conjugate verbs in the simple past, present, and future tense Stretch your skills — issue commands with the imperative mood, take action on object pronouns, talk about yourself with the reflexive, and wish and hope with the subjunctive Take Spanish to work — communicate with colleagues or customers at the office, tailor phrases to your line of work, and review example workplace scenarios for common professions Open the book and find: Basic and advanced Spanish grammar Pronunciation tips and vocabulary charts Verb conjugations for regular and irregular verbs Masculine and feminine nouns Tips for using adjectives, adverbs, and prepositional phrases Proper ways to ask questions The inside scoop on the key verb haber Key phrases for numerous work environments Spanish-to-English and English-to-Spanish dictionaries Bonus CD Includes Features dialogues by native Spanish speakers Allows you to hear Spanish as it's really spoken Please see the CD appendix for details and complete system requirements. Note: CD-ROM/DVD and other supplementary materials are not included as part of

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eBook file.

Presents an introduction to the fundamental features of Microsoft Office 2007, covering Word, Excel, PowerPoint, Outlook, and OneNote.

When you're trying to harness the power of PowerPoint, you don't want to wade through lots of background and definitions; you want to make things happen! Power Point Just the Steps for Dummies puts your hands and eyes to work immediately so you can finish any PowerPoint project in a flash. Just choose your task, follow the step-by-step instructions and vivid illustrations, and POOF! It's done. In seconds, you'll be: Creating a new presentation Resizing or moving an object Duplicating a slide Using the outlining toolbar Adding notes to a slide Printing your presentation Setting up a slide show Working with pictures and clip art Coloring text and objects Modifying the slide master Creating a template Inserting a diagram or chart Adding sound and video And more Whether you're new to PowerPoint, pressed for time, or visually oriented, this get-it-done guide will help make your next PowerPoint presentation look like a work of genius!

Builds on the huge success of Laptops For Dummies, now in its second edition Eight minibooks comprising nearly 850 pages give laptop owners the detailed information and advice they need to make the most of their computers Offers focused content for new and intermediate laptop users, covering laptop basics and beyond, from synchronizing information with a desktop PC and coordinating e-mail between two computers to accessing the Internet or a desktop computer remotely

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Minibooks include laptop basics, software for laptops, accessories to go, traveling with a laptop, security, networking a laptop, sources of power, and upgrading a laptop Sales of laptops continue to outpace sales of desktop PCs, with retail laptop sales up 24 percent in the 2006 holiday season

Bring out the best in your images with the latest version of Photoshop Elements Photoshop Elements is the top selling consumer photo editing software and Adobe continues to add innovative features that allow digital photo enthusiasts to do it all. This value-packed reference combines nine content-rich minibooks in one complete package. User-friendly and detailed, it covers the key features and tools that beginner and experienced users need to create high-quality images for print, e-mail, and the web using the latest release of Photoshop Elements: Photoshop Elements 11. Presented in full color, this resource goes beyond the basics of the application and is undoubtedly the most comprehensive Elements book on the market. Explores filters, effects, styles, and distortions Shows you how to enhance your images by painting, drawing, and typing Walks you through working with layers and masks Details ways to retouch and enhance your photos Checks out the toolbox, options, and other essential menus Fantastic photos and interesting images are just a click away with Photoshop Elements 11 All-in-One For Dummies! Like every other application in Microsoft Office suite, PowerPoint is loaded with features. So many, in fact, that even veterans don't know where to find them all. Microsoft solved this problem in PowerPoint 2007 by

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redesigning the user interface with a tabbed toolbar that makes features easy to locate and use. PowerPoint 2007 also boasts improved graphics, additional templates, the ability to save custom layouts, and improved collaboration through SharePoint. One thing Microsoft hasn't improved is its poor documentation. To learn the ins and outs of all the features in PowerPoint 2007, Microsoft merely offers online help. If you're familiar with previous versions of the program, you may be lost the first time you fire up the new PowerPoint; or you would be if it weren't for PowerPoint 2007: The Missing Manual. This book, written specifically for this version of the software, not only offers the basics of how to create, save, set up, run, and print a basic bullets-and-background slideshow, but takes you into the world of multimedia, animation, and interactivity. You'll learn how to add pictures, sound, video, animated effects, and controls (buttons and links) to their slides, along with ways to pull text, spreadsheets, and animations created in other programs. You can also create your own reusable design templates and learn to automate repetitive tasks with macros. Learn how to take advantage of advanced functions (such as adding custom background images) that existed in previous PowerPoint versions, but were so cleverly hidden that few people ever found them.

Microsoft PowerPoint is nearly ubiquitous in today's world--from business to schools to clubs to organizations, PowerPoint presentations are everywhere you turn. To get up and running quickly and to learn to create the best-looking presentations--the ones that

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stand out in terms of content and visual appeal--readers need Microsoft Office PowerPoint 2007 for Windows: Visual QuickStart Guide. PowerPoint presenter extraordinaire Tom Negrino steps readers through the redesigned user interface and highlights the tools readers will use as they create their presentations. Trusted teacher Tom Negrino gives step-by-step instruction on using all the new features in PowerPoint 2007, such as using the dynamic SmartArt Diagrams, custom layouts, applying attractive new themes (change them in just one click!), and how to manipulate and work with your text, tables, charts, and other presentation elements in much richer ways than ever before. Readers learn about writing their presentation, gathering images and sound files, choosing a design, working with text, and adding graphics and slide effects and transitions. In the end, users will have a professional-looking and visually appealing presentation they can use anywhere! As with all Visual QuickStart Guide books, clear, concise instructions and lots of visual aids make learning easy and painless.

The bestselling beginning networking book is now updated to cover the latest tools and trends! Fully updated and revised to include the latest trends in networking, this perennial bestseller features updated coverage of broadband technologies, storage, and backup. You'll discover the hottest topics for setting up a network at home or in the office. Popular For Dummies author Doug Lowe knows what the networking beginner is looking for,

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so to that end, he offers you networking fundamentals written in his easy-to-understand style and discusses topics such as Windows 7 and Windows Server 2008. Walks you through networking basics with valuable updates of the latest networking tools and trends Explains exactly what a network is and how to use it Demonstrates how to build a wired or wireless network Addresses securing, optimizing, and troubleshooting a network Discusses networking with all major operating systems Networking For Dummies, 9th Edition is the guide you need to start sharing resources and exchanging data today.

10 books in 1 - your key to networking success! Your one-stop guide to the latest updates on networking Packed with new and updated material on Windows Server 2008, the latest Red Hat(r) Fedora(r), Vista, and Office 2007, and the most up-to-date wireless standards, this solitary reference contains everything you need to manage both large and small networks. With these ten minibooks, you'll discover how to make your network share information in the most efficient way possible. Discover how to: Manage Macs in a Windows environment Handle mobile devices on a network Configure Windows(r) XP and Vista clients Back up and protect your data Set up a wireless network

Get up to speed on the revolutionary changes in Office for the Mac The 2011 version of the Microsoft

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Office productivity suite for the Mac sports major changes from what Mac users are accustomed to. This soup-to-nuts guide gets the Mac crowd up to date quickly and easily. Individual minibooks thoroughly cover the Project Gallery, Word, Excel, PowerPoint, Outlook (new for Mac), and the Project Center. You'll learn how the new Office integrates with the Windows version, how to use and customize the new Ribbon interface, and much more. Office for Mac is the most popular office productivity suite for the Mac, used by 1.5 to 2 million people. The new version includes new features such as the Ribbon interface, Outlook (which replaces Entourage), and greater integration with the Windows version. Covers everything you'll want to know about the Project Gallery, Word, Excel, PowerPoint, Outlook, and the Project Center. With Office 2011 for Mac All-in-One For Dummies, you'll be ready to use the newest version of Office like a pro.

Easy-search CD includes skill-building practice files and the complete eBook.

Get ready to add punch and pizzazz to your presentations and wow your audience using the latest PowerPoint techniques. This friendly book/CD-ROM combo covers all of the new features of Microsoft PowerPoint 2007, including interface changes, presentation themes, multimedia, the Slide Library, and more. The guide introduces you to the elements of PowerPoint: text; background, images,

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and info-graphics; shapes; fills, lines, and effects; sound and video; animations and transitions; and interactivity, flow, and navigation. Packed with numerous tips, shortcuts, workarounds, and timesaving techniques, it shows you step-by-step how to: Dress up your text by using fonts creatively and using WordArt to create artistic effects Work with masters and layouts, templates and themes, and fills, lines, and effects Maximize visual appeal by combining Photoshop with PowerPoint Add transitions, photos, motion, sound (narration and music), video, and animation Use SmartArt to create diagrams Create dynamic charts, equations, maps, and more Use PowerPoint's extensive clip art collection Test and set up your presentation Link to Flash, Acrobat, Word, and Excel Print presentation materials and create helpful handouts The CD includes templates, textures, backgrounds, background music scores, images, alpha channel equipped graphics, maps, illustrations, and more, so this combo gives you the know-how and the tools. An 8-page color insert shows you how to use color effectively. With this friendly guide, you're ready to bring your presentation to life with PowerPoint 2007. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file. New and inexperienced PowerPoint users will discover how to use the latest enhancements to PowerPoint 2007 quickly and efficiently so that they

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can produce unique and informative presentations PowerPoint continues to be the world's most popular presentation software This updated For Dummies guide shows users different ways to create powerful and effective slideshow presentations that incorporate data from other applications in the form of charts, clip art, sound, and video Shares the key features of PowerPoint 2007 including creating and editing slides, working with hyperlinks and action buttons, and preparing presentations for the Web If your household harbors more than one computer, you've probably wondered about home networking. Maybe you've gone so far as to start setting up a network and given up in frustration. Well, now you can relax. Home Networking All-In-One Desk Reference For Dummies has come to the rescue! A network will make your life easier, and Home Networking All-In-One Desk Reference For Dummies makes it easier to create one. It shows you how to choose the right hardware, add user accounts, get different operating systems to work together, secure your network, exchange files, add wireless devices, and even use Wi-Fi out in public. Seven individual, self-contained minibooks cover: What a network will do for you, including a low-tech explanation of how it works Choosing a network type that will work best for your needs, and planning what equipment you'll need Installing and configuring your computers and networking gear Upgrading your

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equipment with the manufacturer's updates The ins and outs of using particular versions of operating systems — Windows, Mac, and Linux — with your network Step-by-step directions on connecting to networks, sharing files and printers, checking connection status, and much more Discovering networking accessories and gadgets to get the most out of your network Finding and using Wi-Fi hotspots, plus setting up your own You'll even find troubleshooting tips to help find and fix common problems. Home Networking All-In-One Desk Reference For Dummies will be your personal network assistant!

This practical guide to Microsoft® PowerPoint 2007 was designed so that you can easily find all the functions needed for making the most out of this Computer Assisted Presentation software. After becoming familiar the working environment and the various views, you will learn how to create and manage documents (opening and saving presentations and templates, creating photo albums); print, format and manage presentation elements (slides, masks, themes, backgrounds); manage text (entering slide and outline text); create, edit and format objects (automatic layouts, tables, pictures, multimedia objects, diagrams and charts); and, create dynamic slide shows (animations, timing and annotating slides during a show). The last part of the book discusses PowerPoint 2007's advanced

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features, such as managing hyperlinks, revising a slide show, working with other Office applications, and creating Web pages.

Apply Excel daily and smooth out life's wrinkles Who knew a spreadsheet could do as much for you as your favorite moisturizer? Become a Microsoft Excel Diva with this sassy guide and discover what hip IT Girls already know: smart is beautiful. Impress the heck out of everyone at work with your stylish reports. Do a budget and see exactly what you can spend on shoes. Get better organized. Who has time for dull technical manuals? Learn all of Microsoft Excel's secrets in this girl-talk guide. Welcome to the party! Relax, refresh, and reward yourself at the end of each chapter with fun, stress-reducing chats, like why soy Chai lattes are better than regular lattes. Don't miss these gems! * Meet Microsoft(r) Excel(r) 2007, the Louis Vuitton of spreadsheets * Join the conversation with these basic Excel terms * Learn the fine art of Excel formulas and functions * Dress up Excel data with SmartArt, WordArt, and other chic accessories * Build a shopping spree budget from scratch * Show off by adding Excel data into Word and PowerPoint(r)

Updated to cover all the latest features and capabilities of Access 2007, this resource provides new and inexperienced Access users with eight task-oriented minibooks that cover beginning to advanced-level material Each minibook covers a

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specific aspect of Access, such as database design, tables, queries, forms, reports, and macros Shows how to accomplish specific tasks such as database housekeeping, security data, and using Access with the Web Access is the world's leading desktop database solution and is used by millions of people to store, organize, view, analyze, and share data, as well as to build powerful, custom database solutions that integrate with the Web and enterprise data sources

Nine minibooks provide new and inexperienced Word users with the know-how to optimize the features of the long-anticipated release of the latest version of Word Valuable minibooks cover Word basics; formatting text; various editing techniques; working with letters, envelopes, and labels; adding graphics; Web publishing; advanced document features; customizing Word; and programming Word with VBA Offers insightful information for creating key documents such as reports, letters, business plans, and more for both the Web and print Helps readers take advantage of the new Word features, including advanced collaboration, a results-oriented user interface, pre-built layouts, and more For any organization that wants to use Windows SharePoint Services to share and collaborate on Microsoft Office documents, this book shows administrators of all levels how to get up and running with this powerful and popular set of collaboration

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tools. Microsoft Windows SharePoint Services technology in Office 2007 is an integrated set of services designed to connect people, information, processes, and systems both within and beyond the organizational firewall. SharePoint 2007: The Definitive Guide provides a detailed discussion of all Sharepoint features, applications and extensions. You learn how to build Sharepoint sites and site collections, along with ways to administrate, secure, and extend Sharepoint. This book teaches you how to: Get up to speed on SharePoint, including ways to create lists, libraries, discussions and surveys Integrate email, use web parts, track changes with RSS, and use database reporting services Customize your personal site, create sites and areas, and organize site collections Integrate with Office applications, including Excel, Word, Outlook, Picture Manager, and InfoPath Install, deploy, maintain and secure SharePoint Brand a portal, using your corporate style sheet, designing templates, and building site definitions Extend SitePoint, such as creating client side and server side web parts, using the SharePoint class library and SharePoint web services Each chapter starts with a "guide" that lets you know what it covers before you dive in. The book also features a detailed reference section that includes information on compatibility, command line utilities, services, and CSS styles. Why wait? Get a hold of SharePoint

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2007: The Definitive Guide today!

Make the most of Office 2013—without becoming a technical expert! This book is the fastest way to create, edit, format, build, review, and share virtually any form of Office content! Even if you've never used Office before, you'll learn how to do what you want, one incredibly clear and easy step at a time. Office has never, ever been this simple! Who knew how simple Microsoft® Office 2013 could be? This is the easiest, most practical beginner's guide to using Microsoft's incredibly powerful new Office 2013 productivity suite...simple, reliable instructions for doing all you really want to do with the brand-new versions of Word, Excel, PowerPoint, Outlook, and OneNote! Here's a small sample of what you'll learn: Explore Office 2013's updated interface and most efficient shortcuts Use Microsoft Office on the Web and mobile devices Streamline Word document creation with templates, tables, and more Efficiently build and review longer documents—by yourself or with teams Quickly create reliable, sophisticated Excel workbooks Analyze and visualize Excel data with charts, sparklines, pivot tables, and slicers Create high-impact presentations with PowerPoint 2013's newest tools Supercharge presentations with audio, video, animations, and transitions Set up email accounts and personalize Outlook to your own workstyle Manage your life with Outlook contacts, tasks, to-do lists, and notes Use Social Connector to

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simplify activities on Facebook, LinkedIn, and beyond Organize research more efficiently with OneNote notebooks Integrate text, links, files, media, screen clips, and handwriting into your OneNote notebooks And much more...

A guide to the business presentation software explains how to combine text, animation, video, photographs, sound effects, and narration into a professional-looking presentation, taking readers step by step through the entire process.

A fully updated guide to creating dynamic presentations with PowerPoint 2010 PowerPoint dominates the presentation landscape. With the changes in PowerPoint 2010, including the availability of an online version, PowerPoint users need this comprehensive reference to make the most of the program. PowerPoint 2010 All-in-One For Dummies features in-depth coverage of the elements and the process involved in creating knockout presentations. Seven minibooks cover all the new 2010 features, providing a great education for beginners and showing PowerPoint veterans lots of new tricks. PowerPoint is the leading presentation software used in business and education; new features in PowerPoint 2010 include an online version and expanded audiovisual capabilities Seven self-contained minibooks cover getting started; building a presentation; tables, charts, and diagrams; graphics and shapes; adding audio, video, and

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animation; giving the presentation; and PowerPoint for power users Explains how to use the interface and tools and shows how to represent data visually for greater impact Provides important tips on adding the human element when making a presentation Gives advanced users advice on creating templates, collaboration, automation, and more PowerPoint 2010 All-in-One For Dummies gets novices up to speed and helps experienced users take their skills to the next level.

PowerPoint 2007 All-in-One Desk Reference For Dummies John Wiley & Sons

A logical, straightforward approach to learning the C# language C# is a complicated programming language for building .NET-connected software for Microsoft Windows, the Web, and a wide range of devices. The friendly All-in-One For Dummies format is a perfect way to present it. Each minibook is a self-contained package of necessary information, making it easy to find what you're looking for. Upgrades in C# 2010 include the ability to build Windows 7 applications and compatibility with Python and Ruby. C# is a somewhat complex programming language for building .NET-connected software for Microsoft Windows, the Web, and other devices Beginning C# programmers will appreciate how the All-in-One format breaks the topic into minibooks, each one addressing a key body of information Minibooks include creating your first C# program, Windows 7

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programming, basic C# programming, object-based programming, object-oriented programming, Windows programming with C# and Visual Studio, and debugging Companion Web site includes all sample code Beginning C# programmers will find C# 2010 All-in-One For Dummies explains a complicated topic in an easy, understandable way. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file. The all-in-one guide to buying, using, securing, and transporting a laptop—it's ten books in one! If you want to take a computer with you on a trip, to a coffee shop, or into the kitchen when you're cooking, laptops are just the ticket. They're portable, powerful, and popular—but they're not desktops, so you'll want to know what you're doing from the get-go. This terrific, ten-minibooks-in-one book covers all the bases: how to choose the best laptop for you, what you need to know when you're on the road, how to get more productive and more. Shows you how to keep your laptop running smoothly and safely at home, at work, in the classroom, and on the road Includes ten books in one: Choosing the Best Laptop, Setting Up Your Laptop, Running Basic Windows Operations, Using Common Applications, Playing with Multimedia, Managing Your Power Supply, Upgrading Your Laptop, Networking and Linking to the Internet, Protecting Your Laptop, and Troubleshooting Common Problems Offers advice

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and tips on using your laptop safely and efficiently, including what accessories you need Reflects the very latest technologies, including Windows 7 and the new Microsoft Office 2010 This easy-to-follow For Dummies guide tells you everything you need to know about laptops!

A new handbook not only covers the basics and new features of PowerPoint 2007, but also teaches users how to combine multimedia, animation, and interactivity into a presentation; how to take full advantage of advanced functions; and how to create reusable

Seniors who are new to computers can learn Office applications quickly and easily If you're over 50 and new to computers, everything about them can seem intimidating. The most common applications you'll want to use are part of the Microsoft Office suite - Word, Excel, PowerPoint, and Outlook. Microsoft Office 2007 For Seniors For Dummies shows you how to use each one in a straightforward, fun manner that takes all the apprehension away. This plain-English guide shows you just what you need to know to write letters with Word, keep a budget with an Excel spreadsheet, create fun slideshows with PowerPoint, and set up an e-mail account using Outlook. Microsoft Office 2007 For Seniors For Dummies doesn't assume you were born knowing how to use a computer; it starts at the beginning and makes learning easy and quick. Each chapter lists

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the tasks covered, with page references to help you locate what you need Shows how to start each application and navigate the elements on the screen Covers how to create documents in Word and provides templates for letters and faxes Explains how to create spreadsheets and includes a grid for budgeting Guides you through creating a PowerPoint presentation Demonstrates how to set up an e-mail account with Outlook and communicate with others Microsoft Office 2007 For Seniors For Dummies will have you using basic Office applications in no time, and boost your confidence too.

7 books in 1—your key to PowerPoint success! Your one-stop guide to perfect presentations with PowerPoint 2007 Everybody uses PowerPoint, right? How can you make your presentations pop? Check this handy reference with its easy-to-use minibooks! Once you get going with all the cool new stuff in PowerPoint 2007, you find out how to jazz up your presentations with charts, transitions, photos, animation, and even some ultra-cool power-user tricks. Discover how to Plan and create a presentation Use speed techniques Handle master slides and master styles Customize slides with themes and templates Make diagrams and charts Create video slides

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