

Online Library Microsoft®
Office 2010 Inside Out

*Microsoft® Office
2010 Inside Out*

**Conquer Microsoft Project
2010—from the inside out!
You're beyond the basics,
so dive right in and really**

Online Library Microsoft®
Office 2010 Inside Out

**put your project
management skills to work!
This supremely organized
reference packs hundreds
of timesaving solutions,
troubleshooting tips, and
workarounds. It's all muscle**

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Office 2010 Inside Out

and no fluff. Discover how the experts tackle Project 2010—and challenge yourself to new levels of mastery. Take charge of the project triangle—time, money, and scope—to

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Office 2010 Inside Out

**balance your plan Enable
collaboration among team
members, sponsors, and
other project stakeholders
Manually schedule tasks or
use the automatic
scheduling engine Track**

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Office 2010 Inside Out

**and control your project
using earned value analysis
Create pivot views of
project data with Microsoft
Excel(R) 2010 and Visio(R)
2010 Manage project
activities in an enterprise**

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Office 2010 Inside Out

**project-management
environment Apply your
experience to future
projects by creating your
own custom templates
Conquer Microsoft Office
365 Administration-from**

Online Library Microsoft®
Office 2010 Inside Out

**the inside out! Dive into
Microsoft Office 365
Administration—and really
put your Office 365
expertise to work. This
supremely organized
reference packs hundreds**

Online Library Microsoft®
Office 2010 Inside Out

**of timesaving solutions,
tips, and workarounds-all
you need to plan,
implement, and operate
Microsoft Office 365 in any
environment. In this
completely revamped**

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Office 2010 Inside Out

Second Edition, a new author team thoroughly reviews the administration tools and capabilities available in the latest versions of Microsoft Office 365, and also adds

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**extensive new coverage of
Azure cloud services and
SharePoint. Discover how
experts tackle today's
essential tasks-and
challenge yourself to new
levels of mastery. • Install,**

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customize, and use Office 365's portal, dashboard, and admin centers • Make optimal decisions about tenancy, licensing, infrastructure, and hybrid options • Prepare your

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Office 2010 Inside Out

**environment for the cloud •
Manage Office 365 identity
and access via federation
services, password and
directory synchronization,
authentication, and AAD
Connect • Implement alerts**

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Office 2010 Inside Out

**and threat management in
the Security & Compliance
Center • Establish Office
365 data classifications,
loss prevention plans, and
governance • Prepare your
on-premises environment**

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Office 2010 Inside Out

to connect with Exchange Online • Manage resource types, billing and licensing, service health reporting, and support • Move mailboxes to Exchange Online via cutover, staged,

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**and express migrations •
Establish hybrid
environments with the
Office 365 Hybrid
Configuration Wizard •
Administer Exchange
Online, from recipients and**

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**transport to malware
filtering • Understand,
plan, and deploy Skype for
Business Online Current
Book Service In addition,
this book is part of the
Current Book Service from**

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Microsoft Press. Books in this program receive periodic updates to address significant software changes for 12 to 18 months following the original publication date via

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**a free Web Edition. Learn
more at <https://www.microsoftpressstore.com/cbs>.
Conquer Microsoft Access
2013—from the inside out!
You're beyond the basics,
so dive right into Access**

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Office 2010 Inside Out

2013—and use your skills to create sophisticated database apps! This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and

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Office 2010 Inside Out

workarounds. It's all muscle and no fluff. Discover how the experts tackle Access 2013—and challenge yourself to new levels of mastery. Build an Access Services web app

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**with Microsoft SharePoint
Server Automate your
Access web app with data
macros Create tables in
your Access web app using
built-in templates
Aggregate and display your**

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**web app data using totals
queries Use the
Autocomplete control to
quickly search for related
data Create a Summary
view to consolidate and
group information Display**

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Office 2010 Inside Out

**related data on your views
with the Related Items
control Package your web
app for use by others in
your organization
Plus—download chapters on
building desktop databases**

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Office 2010 Inside Out

**For Intermediate and
Advanced Users and
Database Designers
Offers instructions for
using Visio 2007, a
software package for
creating business diagrams**

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Office 2010 Inside Out

**and technical drawings.
Microsoft Office 365
Administration Inside Out
(Includes Current Book
Service)
Microsoft Word 2010 Inside
Out**

Online Library Microsoft®
Office 2010 Inside Out

**Microsoft Outlook 2010
Inside Out**

**Microsoft Excel 2019 Inside
Out**

Conquer SQL Server 2017

administration—from the inside out

Dive into SQL Server 2017

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administration—and really put your SQL Server DBA expertise to work. This supremely organized reference packs hundreds of timesaving solutions, tips, and workarounds—all you need to plan, implement, manage, and secure SQL Server 2017 in any production environment: on-

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premises, cloud, or hybrid. Four SQL Server experts offer a complete tour of DBA capabilities available in SQL Server 2017 Database Engine, SQL Server Data Tools, SQL Server Management Studio, and via PowerShell. Discover how experts tackle today's essential tasks—and

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challenge yourself to new levels of mastery.

- *Install, customize, and use SQL Server 2017's key administration and development tools*
- *Manage memory, storage, clustering, virtualization, and other components*
- *Architect and implement database infrastructure, including IaaS, Azure*

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SQL, and hybrid cloud configurations

- Provision SQL Server and Azure SQL databases*
- Secure SQL Server via encryption, row-level security, and data masking*
- Safeguard Azure SQL databases using platform threat protection, firewalling, and auditing*
- Establish SQL Server IaaS network*

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security groups and user-defined routes • Administer SQL Server user security and permissions • Efficiently design tables using keys, data types, columns, partitioning, and views • Utilize BLOBs and external, temporal, and memory-optimized tables • Master powerful optimization

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*techniques involving concurrency,
indexing, parallelism, and execution
plans • Plan, deploy, and perform
disaster recovery in traditional, cloud,
and hybrid environments For
Experienced SQL Server
Administrators and Other Database
Professionals • Your role:*

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*Intermediate-to-advanced level SQL Server database administrator, architect, developer, or performance tuning expert • Prerequisites: Basic understanding of database administration procedures
Provides timesaving tips, tricks, shortcuts, solutions, and*

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troubleshooting guidelines for Microsoft Excel, Outlook, Word, PowerPoint, and other applications, and explores new features and capabilities of Office 2013.

Conquer Microsoft Excel formulas and functions—from the inside out! You're beyond the basics, so dive right in

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and really put Excel formulas and functions to work! This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts increase their data analysis

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capabilities using Excel 2003, 2007, or 2010—and challenge yourself to new levels of mastery. Customize Excel formulas using 350+ built-in functions Create reusable formulas for common calculations Learn smarter ways to calculate date and time values Systematically search

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worksheets with lookup and reference functions Perform advanced calculations using mathematical, statistical, and financial functions Build complex formulas by nesting one function inside of another Analyze profit margins and more with new functions in Excel 2010 Develop

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your own functions with Visual Basic for Applications (VBA) NOTE: The sample Excel files that accompany the book were updated on 12/4/2012. Click the Companion Content link to download the files.

Market_Desc: " Why this topic is hot: Microsoft Office is the industry

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standard for Office Productivity suites, holding approximately 90% of the market for Windows-based productivity suites. Since its launch there have been more than 120 million licenses of Microsoft Office 2007 sold -- including a significant international presence; 35 language

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specific versions are distributed worldwide." Who we are targeting: New users, intermediate users, and experienced users who need to learn how to harness the power of Microsoft Office, and its newest features, quickly and easily so that they can spend more time working on

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their projects and less time figuring out how to use the Office applications. Special Features: "Previous Version: Office 2007 For Dummies ISBN: 9780470009239" Proven track record. For more than fifteen years millions of readers worldwide have turned to Office For

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Dummies to help them tame this complicated suite of applications." Fully updated. This new edition has approximately 30-40% new content covering the latest updates and enhancements made to Microsoft Office." Published in conjunction with the release of the next version of

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Microsoft Office, which Microsoft is projected to launch in Q2 2010."

Covers the five main Office applications: (1) Working with Word (2) Playing the numbers with Excel (3) Making presentations with PowerPoint (4) Getting organized with Outlook and (5) Storing data in

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Access." Written by veteran technology author Wallace Wang who has written more than 20 For Dummies titles, which account for more than 2.5 million books in print. About The Book: " What the book covers: Microsoft Office basics, typing and formatting text in Word, spicing

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up your documents, navigating an Excel spreadsheet, editing a spreadsheet, creating formulas, charting and analyzing data, creating a PowerPoint presentation, adding color, sound, and pictures to a presentation, configuring e-mail with Outlook, storing contacts and

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organizing tasks, scheduling your time and setting appointments, designing an Access database, editing and modifying a database, searching, sorting, and querying a database, viewing and printing reports, and more." Series features: Information presented in the

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straightforward but fun language that has defined the Dummies series for more than eighteen years.

First Look 2007 Microsoft Office System

Office 365 For Dummies

Microsoft Windows XP Inside Out

SQL Server 2019 Administration

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Inside Out

Everything you need to get productive in the Cloud with Office 365 With 70 million users worldwide, Microsoft Office 365 combines the familiar Office desktop suite with cloud-based versions of Microsoft's next-

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generation communications and collaboration services. It offers many benefits including security, reliability, compatibility with other products, over-the-air updates in the cloud that don't require anything from the user, single sign on for access to everything right

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away, and so much more. Office 365 For Dummies offers a basic overview of cloud computing and goes on to cover Microsoft cloud solutions and the Office 365 product in a language you can understand. This includes an introduction to each component

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which leads into topics around using each feature in each application. Get up to speed on instant messaging Use audio, video, and web conferencing Get seamless access to the Office suite with Office Web apps Access information anywhere, anytime

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Office 365 is the key to office productivity — and now you can put it to use for you!

Looks at the updates, changes, and enhancements of the 2007 Microsoft Office system, with information on Word, Excel, PowerPoint, Publisher, OneNote,

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**Access, Outlook, and Groove.
Conquer Microsoft Excel 2019—from
the inside out! Dive into Microsoft
Excel 2019—and really put your
spreadsheet expertise to work. This
supremely organized reference
packs hundreds of timesaving
solutions, tips, and**

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workarounds—all you need to make the most of Excel's most powerful tools for analyzing data and making better decisions. Renowned Excel expert Bill Jelen offers a complete tour of Excel 2019 and Excel in Office 365, from efficient interface customizations to advanced

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analysis, visualizations, and dashboards. Discover how experts tackle today's key tasks—and challenge yourself to new levels of mastery. Enter formulas more efficiently, and fully control operators and dates Master the most widely-used functions in Excel

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**Integrate external data from the web
and other sources Easily transform
complex datasets with Power Query
Quickly summarize millions of
records with Pivot Tables Perform
ad hoc analyses with slicers and
other filters Create advanced data
mashups with Power Pivot Solve**

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**complex problems with What-If,
Scenario Manager, Goal Seek, and
Solver Automate repetitive tasks by
editing recorded VBA code
Demystify data with conditional
formatting and other visualization
techniques Use the newest maps,
charts, and data types in Excel**

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Show geographical changes over time with animated 3D maps Use dynamic array functions: SORT, FILTER, UNIQUE, SORTBY and SEQUENCE Find insights using Excel's new artificial intelligence Collaborate via Excel 2019's breakthrough CoAuthoring tools

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**Publish Power BI Desktop
dashboards based on Excel data
Conquer Microsoft Office 365
administration—from the inside out!
Dive into Office 365
administration—and really put your
systems expertise to work! This
supremely organized reference**

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packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. Discover how the experts tackle deployment, configuration, and management—and challenge yourself to new levels of mastery. Simplify enterprise deployment with

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**planning tools and tasks Automate
Office 365 processes with Windows
PowerShell Manage user identity
with Active Directory and Single
Sign-On Monitor and maintain the
health of Office 365 with Microsoft
System Center Implement Microsoft
Exchange Online, SharePoint**

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Online, and Lync Online Control variables in an Exchange Server hybrid implementation Customize and deploy Office 365 Professional Plus Explore real-world scenarios and apply insider management tips For Intermediate to Advanced IT Professionals

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Office 2010 Inside Out

Microsoft Office Project 2003 Inside Out

Microsoft Excel 2013 Plain & Simple
Microsoft Excel 2010 Formulas and Functions Inside Out

Microsoft Project 2010 Inside Out

Dive into Exchange Server 2010 and SP1—and discover how to

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really put your messaging solutions to work! This well-organized and in-depth reference packs all the details you need to deploy and manage Exchange 2010, including hundreds of timesaving solutions, expert tips,

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and workarounds. Topics include preparing for the deployment of Exchange 2010; new features of Service Pack 1; using Remote PowerShell and the Exchange Management Shell; understanding how the new Role Based Access

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Control (RBAC) permissions model works and how to customize it to your requirements; the new high availability model for the Exchange Store and how to approach designs for Database Availability Groups; using

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compliance features such as archive mailboxes, retention policies, and multi-mailbox discovery searches; the new role of the Client Access Server as the MAPI endpoint for Microsoft Outlook clients; the redesign of

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Outlook Web App (OWA) and the introduction of the Exchange Control Panel; and many more topics to ease the roll-out of Microsoft ' s latest messaging server.

You're beyond the basics, so dive

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right in and really take control of your communications and workday! This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no

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fluff. Discover how the experts manage Outlook 2010 -- and challenge yourself to new levels of mastery. Customize and configure Outlook 2010 with advanced setup options Organize and share your calendar, tasks, and notes to

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optimize efficiency Learn expert ways to manage your contacts and other critical data Extend the power of Outlook by using it with Microsoft Word, Access, and Excel Collaborate through Microsoft SharePoint 2010 libraries and files

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Implement virus protection,
encryption, spam filters, and other
security features Perform Outlook
tasks through a Web browser or
with a mobile device Configure
Outlook as a Microsoft Exchange
Server 2010 client The book

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website includes a fully searchable online edition of this book, with unlimited access on the Web.

Conquer SQL Server 2019 administration—from the inside out Dive into SQL Server 2019 administration—and really put

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your SQL Server DBA expertise to work. This supremely organized reference packs hundreds of timesaving solutions, tips, and workarounds—all you need to plan, implement, manage, and secure SQL Server 2019 in any

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production environment: on-premises, cloud, or hybrid. Six experts thoroughly tour DBA capabilities available in SQL Server 2019 Database Engine, SQL Server Data Tools, SQL Server Management Studio, PowerShell,

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and Azure Portal. You ' ll find extensive new coverage of Azure SQL, big data clusters, PolyBase, data protection, automation, and more. Discover how experts tackle today ' s essential tasks—and challenge yourself to new levels of

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mastery. Explore SQL Server 2019 ' s toolset, including the improved SQL Server Management Studio, Azure Data Studio, and Configuration Manager Design, implement, manage, and govern on-premises, hybrid, or Azure

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database infrastructures Install
and configure SQL Server on
Windows and Linux Master
modern maintenance and
monitoring with extended events,
Resource Governor, and the SQL
Assessment API Automate tasks

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with maintenance plans,
PowerShell, Policy-Based
Management, and more Plan and
manage data recovery, including
hybrid backup/restore, Azure SQL
Database recovery, and geo-
replication Use availability groups

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for high availability and disaster recovery Protect data with Transparent Data Encryption, Always Encrypted, new Certificate Management capabilities, and other advances Optimize databases with SQL Server 2019 ' s

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advanced performance and indexing features Provision and operate Azure SQL Database and its managed instances Move SQL Server workloads to Azure: planning, testing, migration, and post-migration

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Get the fast facts that make learning Office 2010 plain and simple! This colorful, no-nonsense guide uses easy-to-follow steps and screenshots, and clear, concise language to show the simplest ways to get things done with

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Microsoft Word, Excel, Outlook,
PowerPoint, Access, Publisher, and
OneNote. Here's WHAT You'll
Learn Create documents, Web
pages, and other publications
Organize your e-mail, calendar,
contacts and tasks Build

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spreadsheets to analyze and
visualize data Set up a simple
database Capture notes with ink,
voice or text Here's HOW You'll
Learn It Jump in wherever you
need answers Easy-to-follow
STEPS and SCREENSHOTS show

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exactly what to do Handy TIPS
teach new techniques and
shortcuts Quick TRY THIS! Exercises
help you apply what you learn
right away

Office 2010 For Dummies

Microsoft SharePoint 2013 Inside

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Out

MICROSOFT OFFICE 2010 FOR
DUMMIES

Windows 7 Inside Out

Dive into the essential
features in Microsoft Word
2010, Excel 2010, OneNote

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2010, Outlook 2010, and PowerPoint 2010. This supremely organized reference is packed with hundreds of timesaving solutions, troubleshooting tips, and workarounds.

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It's all muscle and no fluff. Let the experts help you become at ease and proficient with every program in the Office family. Create great-looking documents using

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expert formatting tips. Build spreadsheets for complex calculations and data analysis. Save notes, clippings, web pages, and more in a notebook. Create dynamic slides and video-

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powered presentations.
Expertly manage your inbox
and business information.
Protect your security and
safeguard private
information. Collaborate
with Windows Live SkyDrive

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and SharePoint.

Explaining how to use the new features of Windows 7, a comprehensive manual details hundreds of timesaving solutions, troubleshooting tips, and

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workarounds, along with information on such topics as Internet Explorer 8, Windows Media Center, networking, and security. Conquer Microsoft Office—from the inside

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out! You're beyond the basics, so dive right into Microsoft Office—and really put these productivity tools and services to work! This supremely organized

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reference packs hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff.

Discover how the experts tackle Office—and

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challenge yourself to new levels of mastery. Take advantage of Office in the cloud with Office 365 Get insider tweaks and tips to become more productive Sync your email, calendar,

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and contacts on multiple
devices Organize and edit
complex documents with
Microsoft Word Enhance
Microsoft PowerPoint
presentations with rich
media Handle data with the

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Microsoft Excel Quick
Analysis tool Get
organized with Microsoft
OneNote using expert
techniques Save, share,
and sync documents and
settings with SkyDrive Use

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Microsoft Access,
Publisher, and Lync in
smarter ways
Conquer Microsoft
SharePoint Foundation
2010—from the inside out!
You're beyond the

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basics—so dive right in and really support collaboration. This supremely organized reference packs hundreds of timesaving solutions, troubleshooting tips, and

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workarounds. It's all muscle and no fluff. Discover how the experts tackle SharePoint Foundation 2010—and challenge yourself to new levels of mastery! Build

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team sites with non-code
solutions using SharePoint
Designer 2010 Modify and
share content with
SharePoint lists and
libraries—online and
offline Implement

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governance policies to
plan site structure and
manage content Create Web
Parts to customize and
display SharePoint site
content Interact with
SharePoint content using

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Microsoft Office
applications Generate
reusable workflows and
apply them to multiple
SharePoint lists Use
Business Connectivity
Services to access your

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company's business
intelligence Design custom
SharePoint solutions using
Microsoft .NET and Visual
Studio
SQL Server 2017
Administration Inside Out

Online Library Microsoft® Office 2010 Inside Out

2013 Edition

Microsoft SharePoint

Foundation 2010 Inside Out

Microsoft Office 365

Administration Inside Out

You're beyond the basics, so dive right in and really put your database skills to

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work! This supremely organized reference is packed with hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts tackle Access 2010 -- and challenge yourself to new levels of mastery! Master essential data management

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and design techniques Import and link to data from spreadsheets, databases, text files, and other sources Use action queries to quickly insert, update, or delete entire sets of data Create custom forms to capture and display data Design reports to calculate, summarize, and highlight critical

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data--and learn advanced techniques
Automate your application with macros
and Visual Basic for Applications
(VBA) Use Access Services to extend
your database application to the Web
Try out the sample client and web
database applications in both 32-bit
and 64-bit versions A Note Regarding

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the CD or DVD The print version of this book ships with a CD or DVD. The sample client and web database applications are provided in both 32-bit and 64-bit versions. Note that while we provide as much of the media content as we are able via free download, we are sometimes limited by licensing

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restrictions. For customers who purchase an ebook version of this title, instructions for downloading the CD files can be found in the ebook.

The latest edition of one of the bestselling Microsoft Office books of all time! Spend less time figuring out Word, Excel, PowerPoint, Outlook,

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and Access and more time working on actual projects with this new edition of Office 2010 For Dummies. Filled with straightforward, friendly instruction, this book gets you thoroughly up to speed, and it actually makes doing Office work fun! First learn all the basics, then how to add more bells

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and whistles, including how to spice up your Word documents, edit Excel spreadsheets and create formulas, add sound to your PowerPoint presentation, and much more. Helps you harness the power of Microsoft Office 2010 and all of its new functionality; the book covers Word,

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Excel, PowerPoint, Outlook, and
Access Explains and instructs in the
straightforward, friendly, For Dummies
style that makes instruction more
accessible and skill-building easier
Covers typing and formatting text in
Word and spicing up your documents
Shows you how to navigate and edit

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an Excel spreadsheet, create formulas, and chart and analyze Excel data Demonstrates how to create a PowerPoint presentation and add color, sound, and pictures Explores Outlook, including configuring e-mail, storing contacts, organizing tasks, scheduling your time, and setting

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appointments Delves into designing Access databases, including editing, modifying, searching, sorting, and querying; also covers viewing and printing reports, and more Be ready to take full advantage of Microsoft Office 2010 with this fun and easy guide. Delivers information on core and

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advanced Windows XP topics, including coverage of Windows XP Service Pack 2, Microsoft Windows Server 2003, and Windows XP Media Center edition along with a complete e-book and bonus content on the accompanying CD.

Conquer Office apps in Microsoft 365

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-- from the inside out! Dive into Microsoft Office and really put its productivity tools and services to work! This supremely organized reference packs hundreds of timesaving solutions, tips, and workarounds -- all you need to make the most of Office's most powerful tools for productivity

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and decision-making. Renowned Office expert Joe Habraken offers a complete tour, with cutting-edge techniques and shortcuts for Word, Excel, PowerPoint, Outlook, OneNote, and Teams. Discover how experts tackle today's key tasks -- and challenge yourself to new levels of

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mastery. Create amazing content faster with Office's new features, tools, and shortcuts Share, collaborate with, and secure Office files in the cloud Organize, edit, and format complex documents with Microsoft Word Build tables of contents, captions, indexes, and footnotes that automatically

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update Efficiently enter and manage data in Excel workbooks, and format it for easy understanding Build flexible, reliable Excel workbooks with formulas and functions Integrate data from external sources, including web tables, text files, and more Transform data into insight with Excel charts,

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Sparklines, and PivotTables Quickly
create presentations with PowerPoint
themes, Reuse Slides, and Libraries
Build more impactful slides with
advanced formatting, SmartArt,
animation, transitions, and multimedia
Use PowerPoint tools to present more
effectively, both in person and online

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Systematically improve email productivity and security with Outlook
Manage appointments and tasks, and quickly plan meetings

Microsoft Office 2010 Inside Out

Microsoft Office Excel 2003

Microsoft Exchange Server 2010
Inside Out

Online Library Microsoft® Office 2010 Inside Out

Windows Vista Inside Out

Get the guide that makes learning Microsoft Excel plain and simple! This full color, no-nonsense book shows you the quickest ways to solve a problem or learn a skill, using easy-to-

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*follow steps and concise,
straightforward language.
You'll analyze, manage, and
share information in more
ways than ever before.
Here's WHAT You'll Learn
Manage your data quickly and
efficiently Filter, sort,*

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summarize, and crunch your numbers Use formulas and functions to do the heavy lifting Bring data to life with charts and graphics Share data between Microsoft Office documents Work as a team, online and in the

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*cloud Here's HOW You'll
Learn It Jump in wherever
you need answers Follow easy
STEPS and SCREENSHOTS to see
exactly what to do Get handy
TIPS for new techniques and
shortcuts Use TRY THIS!
exercises to apply what you*

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*learn right away
Get the guide that makes
learning Microsoft Word 2010
plain and simple! This full
color, no-nonsense book
shows you the quickest ways
to solve a problem or learn
new skills, using easy-to-*

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*follow steps and concise,
straightforward language.
You'll create professional-
quality documents in no
time. Here's WHAT you'll
learn: Create professional-
looking documents with ease
Organize, edit, and format*

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*text Apply themes, styles,
and other design elements
Work with graphics, tables,
and charts Take advantage of
pre-built templates, or make
your own Edit a document
with others simultaneously
-- online Here's HOW you'll*

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*learn it: Jump in whenever
you need answers Easy-to-
follow STEPS and SCREENSHOTS
show exactly what to do
Handy TIPS teach new
techniques and shortcuts
Quick TRY THIS! exercises
help apply what you learn*

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right away

*You're beyond the basics, so
dive right in and customize,
automate, and extend*

*Access—using Visual Basic
for Applications (VBA). This
supremely organized
reference is packed with*

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hundreds of time-saving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts use VBA to exploit the power of Access—and challenge yourself to new levels of

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*mastery! Enhance your
application with VBA built-
in functions and SQL code
Use the Access Object Model
to work with data in forms
and reports Manipulate data
using SQL, queries, and
recordsets with Data Access*

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*Objects (DAO) Create classes
for handling form and
control events Connect your
Access database to different
sources of data Effectively
plan how to upsize an
existing Access database to
Microsoft SQL Server*

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*Dynamically update Microsoft
Excel spreadsheets from the
database Migrate your Access
database directly to the
cloud using SQL Azure
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