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Practical Guide To
Digital
*Practical
Guide To
Digital*

Journalism Next
A Practical Guide to
Digital Reporting and
Publishing
CQ Press
Analytics can make
government work
better—this book shows
you how

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Guide to Analytics for Governments provides demonstrations of real-world analytics applications for legislators, policy-makers, and support staff at the federal, state, and local levels. Big data and analytics are transforming industries across the board, and government can reap many of those same

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benefits by applying analytics to processes and programs already in place. From healthcare delivery and child well-being, to crime and program fraud, analytics can—in fact, already does—transform the way government works. This book shows you how analytics can be implemented in your own milieu: What is the

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downstream impact of new legislation? How can we make programs more efficient? Is it possible to predict policy outcomes without analytics? How do I get started building analytics into my government organization? The answers are all here, with accessible explanations and useful

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advice from an expert in the field. Analytics allows you to mine your data to create a holistic picture of your constituents; this model helps you tailor programs, fine-tune legislation, and serve the populace more effectively. This book walks you through analytics as applied to government, and shows

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you how to reap Big data's benefits at whatever level necessary. Learn how analytics is already transforming government service delivery Delve into the digital healthcare revolution Use analytics to improve education, juvenile justice, and other child-focused areas Apply analytics to

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transportation, criminal justice, fraud, and much more Legislators and policy makers have plenty of great ideas—but how do they put those ideas into play? Analytics can play a crucial role in getting the job done well. A Practical Guide to Analytics for Governments provides advice, perspective, and

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real-world guidance for
public servants
everywhere.

This book covers the
subject of digital
manufacturing. It
provides a practical
guide for readers on
using computer aided
design (CAD), computer
aided engineering (CAE)
and computer aided
manufacturing (CAM)
and other computer

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assistive tools for the design of products, machines, processes and system integrations through the case studies of engineering projects. The book introduces a thorough theoretical foundation and discussion of the historical development, and enabling technologies of digital manufacturing. It also

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covers a broad range of computer aided tools for a variety of applications including: geometric modelling; assembly modelling; motion simulation; finite element analysis; manufacturing process simulation; machining programming; product data management; and, product lifecycle management. Practical

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Guide to Digital Manufacturing uses many real-world case studies to illustrate the discussed applications, making it easily readable for undergraduate and graduate students, as well as engineers with the needs of computer-aided design and manufacturing knowledge and skills.

The definitive, behind-

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the-scenes guide to
mastering
information design
Finally, in one usable
format, here's your
single-volume
resource for designing
clear projects that really
work for your
audience. The Practical
Guide to Information
Design provides all the
tools, resources, and best
practices that designers

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need to create highly successful print and digital information design projects. A brilliant combination of practice and theory, this highly visual book covers the principles of design, perception, and usability, complete with step-by-step examples that feature the work of today's leading professionals.

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Comprehensively illustrated with hundreds of valuable graphs, maps, tables, line drawings, and photos, The Practical Guide to Information Design features:

- * Complete descriptions and comparisons of various formats
- * A range of helpful exercises to reinforce covered material
- * Handy

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summary boxes,
bulleted lists, captions,
and examples * A
wealth of useful
resources for
professionals and
students

A Practical Guide to
Digital Video
Making Radio
The Expert's Manual on
Taking Great
Photographs
The Practical Guide to

Read Book Practical Guide To Digital Information Design

A Practical Guide for
Filmmakers and Digital
Content Creators
The Technology
Procurement Handbook
This book guides
nonfiction
storytellers in
the art of
creatively and
strategically

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using sound to engage their audience and bring stories to life. Sound is half of film and video storytelling, and yet its importance is often overlooked until a post-

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production
emergency
arises. Written
by two
experienced
creators—one a
seasoned
nonfiction produ
cer/director with
a background in
music, and one
a sound

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designer who owns a well-regarded mix studio—this book teaches nonfiction producers, filmmakers, and branded content creators how to reimagine their storytelling by

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improving sound workflow from field to post. In addition to real-world examples from the authors' own experiences, interviews with and examples from industry professionals

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across many genres of nonfiction production are included throughout. Written in a conversational style, the book pinpoints practical topics and

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considerations like 360 video and viewer accessibility. As such, it is a vital point of reference for all nonfiction filmmakers, directors, and producers, or anyone wanting

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to learn how to improve their storytelling. An accompanying Companion Website offers listening exercises, production sound layout diagrams, templates, and

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other resources.
This book is a
practical guide
for your
business use
digital
marketing, with
seven
straightforward
steps to engage
your customers,
get new ones,

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increase your sales, and build a winning digital marketing strategy. Why read this book? We all use email, search on Google, visit websites, buy on online shops, and use social

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networks like
Facebook,
Twitter or
LinkedIn.

However, the
Internet and
digital
technologies
enter so quickly
into our
everyday lives
that it is easy to

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forget an important fact: Our customers also use the Internet, smartphones and digital technologies. Maybe more than us. If you don't, you need to understand

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that consumers have taken it over. Social media, blogs, social networks, collaborative websites, apps, and games, have changed forever the way customers relate to companies,

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brands, and products. Consumers now have mobile devices and powerful search tools, which can find products, services, or show them where the nearest shops

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are. Blogs, podcasts, and YouTube videos have become the primary source of information for many people, especially those who like to talk about brands and products

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and comment on their experiences. Social networks have become a constant channel of communication between customers who mention details about what they

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buy, how they use it and what they thought of it. Also, it has never been easier to create an online shop. E-commerce has become so popular because any newly created

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company can compete on product and services sales against large commercial brands that have invested in well-located stores. The digital revolution can be a scary

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scenario for anyone who runs a business, and if you are struggling with its effects on your market, be aware of using it to your advantage. If you had not yet come to this

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point, wake up before it's too late. You need to make the most of the opportunities, created by the Internet and digital technologies. You need to be online to acquire

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new customers and grow your business. And meanwhile, you must work to avoid losing your current customers to new online competitors. For all these, I will show you a set

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of steps to fight back and put you in a winning position at the digital revolution. To leverage the Internet for your business without wasting money or resources, and to establish

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a more
permanent
competitive
advantage, you
need steps that
lead you to a
coherent,
efficient, and
effective
strategy for
making the
Internet your

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primary
business ally -
today, tomorrow
and forever.,
and that is the
point of this
book. This book
shows you
seven steps to
use digital
marketing to
engage your

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customers, get new ones, increase your sales, and build a winning digital marketing strategy.

Presents the critical elements of technology procurement, explaining the

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vital links
between
technology,
finance,
strategic
sourcing and
programme
management.
Parenting has
never been
easy. The
essentials of

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protecting your kids come down to a short list:
Where are they?
Who are they with? What are they doing?
Today, the questions are the same, but the possibilities are endless.

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Unless you have a plan and know where to look, your children and teens could be spending their time anywhere in the virtual world, with anyone in the world, and doing anything

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under the virtual sun. But rest assured that the task of tackling parenting and technology is not an impossible one. This practical guide provides ten principles-many

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of which you already practice in other areas-to help you escort your children through the real and virtual worlds. Dr. Lender also includes hands-on resources, worksheets, and

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a strategy for developing a family digital plan to alleviate fear of technology and maximize the benefits of digital media. Tablets and handheld devices are

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becoming more common in the home and more integrated into educational settings, and this guide is a much-needed resource to parents, administrators, teachers, and

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program
directors alike,
for keeping their
children and
students on
task, on
appropriate
content, and on
target for a
positive and
successful
future.

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A Practical
Guide to
Parenting in the
Digital Age
Building Digital
Culture
Getting the
Facts and
Rejecting the
Lies
Using Big Data
for Good

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A Practical
Guide for
Investigators
Digital Signal
Processing: A
Practical Guide
for Engineers
and Scientists
Digital Forensics
Basics

**Written for Higher
Education**

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teaching and
learning
professionals,
Learning with
Digital Games
provides an
accessible,
straightforward
introduction to the
field of computer
game-based
learning. Up to

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date with current trends and the changing learning needs of today's students, this text offers friendly guidance, and is unique in its focus on post-school education and its pragmatic view of the use of

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computer games
with adults.

Learning with
Digital Games
enables readers to
quickly grasp
practical and
technological
concepts, using
examples that can
easily be applied
to their own

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teaching. The book assumes no prior technical knowledge but guides the reader step-by-step through the theoretical, practical and technical considerations of using digital

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games for learning. Activities throughout guide the reader through the process of designing a game for their own practice, and the book also offers: A toolkit of guidelines, templates and

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checklists.

Concrete
examples of
different types of
game-based
learning using six
case studies.

Examples of
games that show
active and
experiential
learning Practical

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examples of educational game design and development. This professional guide upholds the sound reputation of the Open and Flexible Learning series, is grounded in theory and closely links examples from

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practice. Higher
Education
academics, e-
learning
practitioners,
developers and
training
professionals at all
technical skill
levels and
experience will find
this text is the

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perfect resource for explaining "how to" integrate computer games into their teaching practice. A companion website is available and provides up-to-date technological information,

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additional
resources and
further examples.
Libraries recognize
the importance of
digitizing archival
material to improve
access to and
preservation of
their special
collections. This
book provides a

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step-by-step guide
for creating digital
collections,
including examples
and practical tips
that have never
been published
before. Illustrates
concepts with an
on-going case
study at the end of
each chapter

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Provides detailed
technical
information and
practical
experience
Discusses
practitioners'
insight in
digitization Can be
used as a guide
for creating digital
collections

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The revised edition of this popular one-stop resource covers the basics of digital licensing for librarians in a plain-language approach that demystifies the process. Written from the librarian's perspective, this

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second edition

This practical book in instrumental analytics conveys an overview of important methods of analysis and enables the reader to realistically learn the (principally technology-independent)

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techniques the analytical chemist uses to develop methods and conduct validation.

What is to be conveyed to the student is the fact that analysts in their capacity as problem-solvers

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perform services for certain groups of customers, i.e., the solution to the problem should in any case be processed in such a way as to be "fit for purpose". The book presents sixteen experiments in

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analytical
chemistry
laboratory courses.
They consist of the
classical
curriculum used at
universities and
universities of
applied sciences
with
chromatographic
procedures, atom

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spectrometric methods, sensors and special methods (e.g. field flow fractionation, flow injection analysis and N-determination according to Kjeldahl). The carefully chosen combination of

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theoretical
description of the
methods of
analysis and the
detailed
instructions given
are what
characterizes this
book. The
instructions to the
experiments are so
detailed that the

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measurements
can, for the most
part, be taken
without the help of
additional
literature. The
book is
complemented
with tips for
effective literature
and database
research on the

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topics of organization and the practical workflow of experiments in analytical laboratory, on the topic of the use of laboratory logs as well as on writing technical reports and grading them

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(Evaluation
Guidelines for
Laboratory
Experiments). A
small introduction
to Quality
Management, a
brief glance at the
history of analytical
chemistry as well
as a detailed
appendix on the

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topic of safety in
analytical
laboratories and a
short introduction
to the new system
of grading and
marking chemicals
using the "Globally
Harmonized
System of
Classification and
Labelling of

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Chemicals (GHS)",
round off this
book. This book is
therefore an
indispensable
workbook for
students,
internship
assistants and
lecturers (in the
area of chemistry,
biotechnology,

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food technology
and environmental
technology) in the
basic training
program of
analytics at
universities and
universities of
applied sciences.
A Practical Guide
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OS

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A PRACTICAL
GUIDE FOR
MINISTRY
ONLINE

Creating Digital
Collections

Digitization and
Digital Archiving

A Practical Guide
to Help Families
Navigate

Technology

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A Practical Guide
to Digital Reporting
and Publishing

A Practical Guide
to Digital Buying

This ground-
breaking guide
helps you
identify and
address
diverse
student needs

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within the
flipped
classroom
environment.

Includes
practical, sta
ndards-aligned
tools to
design and
manage at-home
and at-school
learning

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experiences
while checking
for individual
student
understanding.
Make your
flipped
classroom a
true place of
learning with
this guide!

In "A

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Practical
Guide to
Digital
Research",
Schneider
draws on her
years of
experience as
an educational
researcher to
offer an easy-
to-read, easy-

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to-digest,
concise
tutorial for
equipping both
novice and
more
experienced
researchers in
navigating
numerous
research
sources. These

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include
nonprofit tax
form search
engines,
newspaper
archives,
social media
sites,
internet
archives,
campaign
filings/ethics

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disclosures,
teaching
credential
search
engines, and
legal filings.
Also covered
are tips on
conducting
both email and
in-person
interviews,

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filing public
records
requests, and
conducting
pointed,
fruitful
Google
searches. This
powerful,
practical text
is built upon
a foundation

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of actual
examples from
Schneider's
own research
in education-
examples that
she dissects
and explains
as a means of
teaching her
readers how to
effectively

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make these
valuable
lessons their
own. Though
Schneider's
own research
is chiefly in
the education
reform arena,
the resources,
skills and
techniques

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offered in "A
Practical
Guide to
Digital
Research"
transcend any
single
research field
and are
indispensable
for
confronting a

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variety of
research
queries.

Useful as a
classroom text
or for
independent
research
study, the
book provides
foundational
learning for

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those new to
research
investigation
as well as
surprising,
valuable
lessons for
more
experienced
researchers
challenging
themselves to

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learn even
more.

Becoming a
Digital Parent
is a
practical,
readable guide
that will help
all parents
have
confidence to
successfully

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navigate
technology
with their
children. It
accessibly
presents
evidence-based
guidance to
offer an
overview of
the digital
landscape,

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empowering
parents to
embrace
opportunities
whilst keeping
children
responsible
and safe
online.

Covering a
range of
topics

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including
developmental
stages, screen
time, bed
time, gaming,
digital
identities,
and helpful
parenting apps
and resources,
Carrie Rogers-
Whitehead

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explores the challenges and opportunities involved in parenting in the digital age. With advice for parents of babies through to teenagers, each chapter

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includes an explanation of the latest research, interviews with parents and experts, and helpful case studies gathered by the author during her

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extensive
experience of
working
directly with
parents and
children. This
book will show
parents how to
communicate
better with
their
children,

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create a
family
technology
plan, put in
place
intervention
strategies
when things
happen, and
take advantage
of the
benefits

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technology can afford us.

Becoming a Digital Parent is ideal for all parents looking to effectively navigate the technological world, and the range of

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professionals
who work with
them.

Building
Digital
Culture aims
to answer a
simple
question: How
can
organisations
succeed when

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the

environment

they operate

in is changing

so quickly?

The last thing

businesses

need today is

a digital

strategy.

Instead, their

strategy needs

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to be fit for
our fast-
changing
digital world,
where
businesses
have more data
than they know
what to do
with, a media
landscape
that's

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exploded in size and complexity, the risk of a new disruption around every corner, and only one certainty: that this change won't let up.

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Building
Digital
Culture
doesn't
address
whether or not
you should
advertise on
Facebook or
invest in
virtual
reality. It

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doesn't seek to unearth a silver bullet to make digital investments a sure-thing. It steps back from the hype, and argues that whatever digital might

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mean for your business, if you don't create a digital culture you'll most likely fail, or at least fall short of what you want to achieve.

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Daniel Rowles
and Thomas
Brown combine
more than 30
years of
experience at
the forefront
of marketing
and digital
developments
to help you to
navigate from

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being a
business that
tolerates or
acts digital,
to one that
truly is
digital.
Building
Digital
Culture is
based on more
than 200 hours

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of research,
candid
interviews and
contributions
from senior
leaders at a
diverse range
of brands
including
Twitter,
Made.com,
Deloitte,

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HSBC,
Ladbrokes,
Direct Line
Group,
Barclays, The
Metropolitan
Police, RSA
Insurance and
many more.
Digital Audio
Theory
Studying Early

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Printed Books,
1450-1800

How to Nurture
Safe,

Balanced, and
Connected

Children and
Teens

Teaching
Online

A Practical
Guide to

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Practical Guide To
Digital

Analytics for
Governments

The Art of
Digital Audio
Recording

Digital
Grassroots

In addition to its
thorough coverage
of DSP design and
programming
techniques, Smith

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also covers the operation and usage of DSP chips. He uses Analog Devices' popular DSP chip family as design examples. Covers all major DSP topics Full of insider information and shortcuts Basic techniques and algorithms

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explained without complex numbers
The Third Edition of Journalism Next: A Practical Guide to Digital Reporting and Publishing is the most informed, practical, and succinct guide to digital technology for journalists.

Author Mark

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Briggs' forward-thinking techniques and accessible style prepares today's journalists for tomorrow's media landscape transformations. Readers will learn how to effectively blog, crowdsource, use mobile technology, mine

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databases, and expertly capture audio and video to report with immediacy, cultivate community, and convey compelling stories. Briggs helps readers quickly improve their digital literacy by presenting the

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basics and building on them to progress towards more specialized skills within multimedia.

Readers will become equipped to better manage online communities and build an online audience.

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a quick yet valuable read that provides a detailed roadmap for journalists to reference time and time again.

Teaching Online: A Practical Guide is a practical, concise guide for educators teaching online.

This updated edition has been

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fully revamped and reflects important changes that have occurred since the second edition's publication. A leader in the online field, this best-selling resource maintains its reader friendly tone and offers exceptional

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practical advice,
new teaching
examples, faculty
interviews, and an
updated resource
section. New to this
edition: new
chapter on how
faculty and
instructional
designers can work
collaboratively
expanded chapter

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on Open

Educational
Resources,
copyright, and
intellectual
property more
international
relevance, with
global examples
and interviews with
faculty in a wide
variety of regions
new interactive

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Companion Website that invites readers to post questions to the author, offers real-life case studies submitted by users, and includes an updated, online version of the resource section. Focusing on the "how" and "whys"

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of implementation rather than theory, this text is a must-have resource for anyone teaching online or for students enrolled in Distance Learning and Educational Technology Masters Programs. Digital Audio Theory: A Practical

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Guide bridges the fundamental concepts and equations of digital audio with their real-world implementation in an accessible introduction, with dozens of programming examples and projects. Starting

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with digital audio conversion, then segueing into filtering, and finally real-time spectral processing, Digital Audio Theory introduces the uninitiated reader to signal processing principles and techniques used in audio effects and

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virtual instruments that are found in digital audio workstations. Every chapter includes programming snippets for the reader to hear, explore, and experiment with digital audio concepts. Practical projects challenge

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the reader,
providing hands-on
experience in
designing real-time
audio effects,
building FIR and
IIR filters, applying
noise reduction and
feedback control,
measuring impulse
responses, software
synthesis, and
much more. Music

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technologists,
recording
engineers, and
students of these
fields will welcome
Bennett's
approach, which
targets readers
with a background
in music, sound,
and recording. This
guide is suitable for
all levels of

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knowledge in mathematics, signals and systems, and linear circuits. Code for the programming examples and accompanying videos made by the author can be found on the companion website, [DigitalAudioTheory](#)

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Transforming While
Performing
Digital
Transformation of
the Laboratory
Seven Steps to
Engage Your
Customers, Get
New Ones,
Increase Your
Sales, and Build a
Winning Digital

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Marketing Strategy
A Practical Guide to
Digital Forensics
Investigations
A Practical Guide
for Home and
Studio

Learning with
Digital Games
DIGITAL MISSION:
Child pornography is
a critical legal and
ethical problem that

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has experienced a resurgence coincident with the growth of the Internet. After international efforts to amend child protection laws in the late 1970s and early 1980s, the prevalence of child pornography cases dropped precipitously and the distribution of child

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pornography was largely limited to the back rooms of adult bookstores, small cells of individual traders, and a limited, known list of overseas mail order providers. With the growth of the Internet, the ease, cost, and relative anonymity of transactions greatly

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increased the availability of child pornography and the number of child pornography offenders. Digital Child Pornography: A Practical Guide for Investigators seeks to address the problems faced in investigating child pornography offenses in the always-

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on, always-connected age. The contents of this book are organized into three sections as follows: □ Foundations. The background and modern history of child pornography are covered. The prevalence and types of child pornography are addressed, and a

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typology of child pornographers is presented, including the psychological reasons for the individuals to be engaged in child pornography. An overview of the current federal laws addressing child pornography is presented, and key

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cases of recent interest are detailed. How to select investigators to investigate child pornography offenses and how to keep them safe are also reviewed.

□ Digital Forensics.

Digital forensics, as applied to child pornography, is addressed. A methodology for

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planning for and conducting search warrants in child pornography offenses is provided, and key elements of proof needed that can be gathered digitally are presented. A framework for conducting dead-box analysis for evidence of child pornography

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offenses is provided. □

Interviews and Interrogations. The subjects of child pornography cases take special care and feeding and they require special considerations when interviewing. The process of interviewing and interrogating child

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pornography subjects, from the planning stages through to obtaining a confession, is documented. Digital Child Pornography: A Practical Guide for Investigators is written by an investigator specifically for other child pornography

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investigators and provides the most comprehensive guide to these investigations currently available.

A practical guide to the development and operation of digital preservation services for organizations of any size Practical Digital Preservation offers a

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comprehensive
overview of best
practice and is aimed
at the non-specialist,
assuming only a basic
understanding of IT.
The book provides
guidance as to how to
implement strategies
with minimal time and
resources. Digital
preservation has
become a critical issue

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for institutions of all sizes but until recently has mostly been the preserve of national archives and libraries with the resources, time and specialist knowledge available to experiment. As the discipline matures and practical tools and information are increasingly available

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the barriers to entry are falling for smaller organizations which can realistically start to take active steps towards a preservation strategy. However, the sheer volume of technical information now available on the subject is becoming a significant obstacle and a straightforward

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guide is required to offer clear and practical solutions. Each chapter in Practical Digital Preservation covers the essential building blocks of digital preservation strategy and implementation, leading the reader through the process. International case

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studies from organizations such as the Wellcome Library, Central Connecticut State University Library in the USA and Gloucestershire Archives in the UK illustrate how real organizations have approached the challenges of digital preservation. Key

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topics include: □

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Understanding your
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manufacturers are challenged to successfully navigate this unique digital journey. To some, digitalization is a golden opportunity; to others, it is a necessary evil. But to optimist and pessimist alike, there is a widespread

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puzzlement over the practical details of digitalization. To many manufacturers, digital transformation is a vague and confusing concept they nevertheless must grapple with in order to survive the Fourth Industrial Revolution. The

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proliferation of digital manufacturing technologies adds to the confusion, leaving many manufacturers perplexed and unprepared, with little real insight into how emerging technologies can help them sustain a competitive edge in

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their markets. This book effectively conveys Siemens's knowledge and experience through a concept called "Smart Digital Manufacturing," a stepwise approach to realizing the promise of the Fourth Industrial Revolution. The Smart Digital

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manufacturing performance. The book provides readers with a clear understanding of what digital technology has to offer them, and how and when to invest in these essential components of tomorrow's factories. René Wolf is Senior Vice

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This book presents an in-depth overview of the uses of digital games in education, from

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K-12 up through post-secondary. Beginning with a look at the history of games in education and the context for digital games, this book guides readers through various methods of serious game implementation, including the Magic Bullet Model, which

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and Mobile

technology) along
with its younger
sibling G.R.A.I.N.

(Genetics, Robotics,
Artificial Intelligence
and Nanotechnology)

are reshaping our
world so fast that we
rarely take the time to
stop and take note of
what is happening and
how we are adapting

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they open for the church? What are the potential problems and risk factors? How do congregational leaders plan effective online ministry initiatives that will be faithful theologically to the nature of the church and the mission of God? How do churches move

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In this new technological era in which modern companies must develop highly agile business ecosystems, digital transformations are changing the way companies confront the challenges of a globalized digital world.

The Art of Digital
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introductory guide to understand and implement digital forensics to investigate computer crime using Windows, the most widely used operating system. This book provides you with the necessary skills to

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provides guidelines and best practices when conducting investigations as well as teaching you how to use a variety of tools to investigate computer crime. You will be prepared to handle problems such as law violations,

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