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learning approach designed to address your needs, no matter what your learning style. A trademark step-by-step, screen-by-screen approach helps expand your understanding of Microsoft Office 2016 through experimentation, critical thought, and personalization. This new edition delivers some of today's most effective educational materials specifically designed to capture your attention, improve retention, and prepare you for success in working with Microsoft Office 2016. Discover the latest advancements in Microsoft Excel 2016 with MICROSOFT OFFICE 365 & EXCEL 2016: INTERMEDIATE -- the new edition in today's

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Fundamentals of Process Safety Engineering

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2019

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the Shelly Cashman Series has effectively introduced computer skills to millions of students. We're continuing our history of innovation by enhancing our proven pedagogy to engage you in more critical thought, personalization, and experimentation with Office 2013 software. In addition, computer concepts content has been fully updated and revised to reflect the evolving needs of

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may come packaged with
the bound book. For use
in the Office
Applications course.

This book is also
suitable for students
and individuals seeking
an introduction to
Microsoft PowerPoint
2013. The primary goal
of the GO! Series, aside
from teaching computer

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applications, is ease of implementation, with an approach that is based on clearly defined projects. Teaching and Learning Experience This program will provide a better teaching and learning experience—for you and your students. Here's how: Personalize Learning: MyITLab delivers proven results in helping students succeed, provides engaging experiences that personalize learning, and comes from a trusted partner with

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Module Learning

Objectives are mapped to Microsoft Office Specialist (MOS) certification objectives, reinforcing the critical skills

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needed for college and career success. In addition, Other Ways boxes reveal alternate click paths to achieve a step, while BTW call-outs offer helpful hints as you work through your projects so you can make the most of Microsoft Office tools. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

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available to guide additional study and ensure successful results. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

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Office Specialist (MOS) certification objectives, reinforcing the critical skills needed for college and career success. In addition, Other Ways boxes reveal alternate click paths to achieve a step, while BTW call-outs offer helpful hints as you work through your projects so you can make the most of Microsoft Office tools. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

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2010 applications content to
provide you and your
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Complete

Solidworks 2013 Bible

A Fundamental Combined
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COMPREHENSIVE provides an enhanced learning approach to help readers master all aspects of Excel 2016, no matter what their learning style. A trademark, step-by-step, screen-by-screen approach encourages readers to expand their understanding of Microsoft Excel 2016 through experimentation, critical thought, and personalization. This new edition delivers effective educational materials specifically designed to introduce more advanced features, improve retention, and prepare

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readers for success with the latest MS Office and Excel 2016.

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by-screen approach encourages students to expand their understanding of the software through experimentation, critical thought, and personalization. This new edition and accompanying resources are designed to engage readers and improve retention while also engaging them in real-world scenarios to reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

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Office 365 & Excel 2016:
Intermediate
Microsoft Office 2013: Essential
A comprehensive resource
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3D solid modeling software used
in computer-aided design. It's
powerful but not simple. This
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then goes far beyond, covering numerous details that advanced users have requested.

Beginners will learn not only how the software works but why, while more experienced users will learn all about search criteria, Pack-and-Go, other file management concepts, and much more. A valuable companion website contains before and after real-world parts and assemblies along with many example files used in the text. Additionally, the text of the book is augmented by video tutorials with author voice-over which can be found on the website. SolidWorks is the

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leading 3D CAD program, and previous editions of this book have sold more than 33,000 copies Covers necessary information to give beginners a solid foundation in the software, including part and assembly modeling and 2D drawing techniques Addresses a wide range of advanced topics not treated in other books, including best practices, search criteria, Pack-and-Go, and other file management concepts Includes tutorials on both beginning and advanced topics, with videos; sample part, assembly, and drawing files; and before-and-after example files available on

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the companion website
SolidWorks 2013 Bible is the
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2013, the book beginners can
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applications through hands-on experimentation and critical thinking. Module Learning Objectives are mapped to Microsoft Office Specialist (MOS) certification objectives, reinforcing the critical skills needed for college and career success. In addition, Other Ways boxes reveal alternate click paths to achieve a step, while BTW call-outs offer helpful hints as you work through your projects so you can make the most of Microsoft Office tools. Important Notice: Media content referenced within the product description or the product text may not be available in the

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*For use in the Office Applications
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Personalize Learning: MyITLab delivers proven results in helping students succeed, provides engaging experiences that personalize learning, and comes from a trusted partner with educational expertise and a deep commitment to helping students and instructors achieve their goals. Engage Students with a Project-Based Approach: GO!'s project-based approach teaches

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students to solve real problems as they practice and learn the features.

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Teach the Course You Want in Less

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students. We're continuing our
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our proven pedagogy to engage
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This textbook covers the essential aspects of process safety engineering in a practical and comprehensive manner. It provides readers with an understanding of process safety hazards in the

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refining and petrochemical industries and how to manage them in a reliable and professional manner. It covers the most important concepts: static electricity, intensity of thermal radiation, thermodynamics of fluid phase equilibria, boiling liquid expanding vapor explosion (BLEVE), emission source models, hazard identification methods, risk control and methods for achieving manufacturing excellence while also focusing on safety. Extensive case studies are included. Aimed at senior undergraduate and graduate chemical engineering students and practicing engineers, this book covers process safety principles and

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engineering practice authoritatively, with comprehensive examples:

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- *The thermodynamic fundamentals and computational methods for release rates from ruptures in pipelines, vessels, and relief valves.*
- *Fundamentals of static electricity hazards and their mitigation.*
- *Quantitative assessment of fires and explosions.*
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COMPREHENSIVE, 8E brings today's best practices in website development into focus with meaningful applications. The webpage development process starts with a semantic wireframe and weaves proven principles of responsive design into each chapter. A raft of fresh new projects logically build in complexity to ensure understanding. This edition strives to not only teach valid HTML and CSS, but also to reveal deeper conceptual issues essential to today's field of web development.

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content referenced within the product description or the product text may not be available in the ebook version. Readers discover the latest advantages that Microsoft Excel has to offer with this new book in the next generation of the Shelly Cashman Series. For three decades, the Shelly Cashman Series has effectively introduced essential computer skills to millions of learners. ENHANCED MICROSOFT EXCEL 2013: COMPREHENSIVE continues the history of innovation with new features that

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accommodate a variety of learning styles. Specially refined learning tools help improve retention and prepare readers for future success. A step-by-step, screen-by-screen approach guides readers in expanding their understanding of Excel through experimentation, critical thought, and personalization. ENHANCED MICROSOFT EXCEL 2013: COMPREHENSIVE helps readers succeed with today's most effective educational approach. Important Notice: Media content referenced within the product description

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