

ABSOLUTE BEGINNER'S GUIDE

TO

Computer Basics

Third Edition

*No prior computer experience
necessary!*



que

Michael Miller

Absolute Beginners Guide To Computer Basics 3rd Edition

Wallace Wang



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[Computer Basics Absolute Beginner's Guide, Windows 8 Edition](#) Michael Miller, 2012-09-14 This year millions of casual computer users will buy new Windows 8 mobile devices notebooks and desktop PCs They ll want to know how to find their way around get comfortable and get the job done without jargon complexity or hassle There s a book for them Michael Miller s *Absolute Beginner s Guide to Computer Basics Windows 8 Edition* It s the one book that covers everything today s beginners and near beginners need to know not just about Windows but also about software hardware and the Internet Through 100 books author Michael Miller has established an unparalleled track record in explaining complicated concepts simply and clearly and empowering beginners Now he s thoroughly updated his best selling *Absolute Beginner s Guide to Computer Basics* to cover today s user experience with Windows 8 Internet Explorer 8 and today s hottest online tools from craigslist and Facebook to Twitter Wikipedia and Google Docs The latest edition of *Absolute Beginner s Guide to Computer Basics* is updated with coverage of Windows 8 which introduces the totally new Metro user interface Given Metro s genesis as a mobile interface and Microsoft s push towards a new breed of touchscreen computing devices this new edition will include more hardware coverage than previous editions In addition this book will cover Windows 8 s new Metro interface in depth as well as feature increased coverage of social networking and cloud computing applications *Absolute Beginner's Guide to Computer Basics (5th Ed)*. Michael Miller, 1900 This is the eBook version of the printed book If the print book includes a CD ROM this content is not included within the eBook version Everything casual users need to know to get the most out of their new Windows 7 PCs **Project 2013 Absolute Beginner's Guide** Brian Kennemer, Sonia

Atchison, 2013-07-26 Make the most of Project 2013 without becoming a technical expert This book is the fastest way to take control of Project 2013 and use it to efficiently manage every phase of your project from up front planning through project completion and post mortems Even if you ve never used Microsoft Project before this book will show you how to do what you want one incredibly clear and easy step at a time Project 2013 has never ever been this simple Who knew how simple Project 2013 could be This is the easiest most practical beginner s guide to running real projects with Project 2013 simple reliable instructions for doing everything you really want to do Here s a small sample of what you ll learn Master today s best project management techniques Use Project 2013 to solve many key project management problems Master Project s revamped interface from Start screen to Backstage Leverage Project 2013 s best new features in your day to day work Get comfortable with the Project Window and its powerful views Set up realistic project schedules and calendars Add new tasks dependencies and resources Create budgets track costs and quickly resolve cost overruns Smoothly reflect changes in your project Report

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