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**KEY=2013 - MICHAEL WARREN**

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## Computer Concepts and Microsoft Office 2013: Illustrated

*Cengage Learning Everything you need for your Introduction to Computing course! COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED delivers the most up-to-date computer concepts and Microsoft Office 2013 skills in an accessible, easy-to-follow format. The Illustrated Series has been praised by instructors for its concise, focused approach and user-friendly layout, which engages both computer rookies and hot shots in mastering application skills and computer concepts quickly and efficiently. Thanks to the Illustrated Series' hallmark 2-page layout, each task is presented in a single view, enabling students to work through an entire process without turning a page. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. With COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED, everything your students need is at their fingertips. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Enhanced Computer Concepts and Microsoft Office 2013 Illustrated

*Cengage Learning Present the computer concepts and Microsoft Office 2013 skills perfect for your Introduction to Computing course with the latest ENHANCED COMPUTER CONCEPTS AND MICROSOFT OFFICE 2013 ILLUSTRATED. This all-in-one book makes the computer concepts and skills your students need to know easily accessible. Key application skills are clearly demonstrated using the user-friendly two-page spread found in the popular Microsoft Office 2013 Illustrated Introductory, First Course. Today's most up-to-date technology developments and concepts are clarified using the distinctive step-by-step approach from the Computer Concepts Illustrated Brief book. This edition highlights updated Office 365 content with Integrated Applications Projects and a Student Success Guide. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Microsoft Office 2013: Illustrated, Third Course

*Cengage Learning Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT OFFICE 2013 applications quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Computer Concepts: Illustrated Brief

*Cengage Learning Computer Concepts Illustrated is designed to help students learn and retain the most relevant and essential information about computers and technology in today's digital world! This edition has been revised to cover the latest important computing trends and skills, but maintains the pedagogical and streamlined design elements that instructors and students know and love about the Illustrated Series. New for this edition, make the most of Computer Concepts Illustrated with the all-in-one CourseMate digital solution complete with a media-rich ebook, interactive quizzes and activities, and the Engagement Tracker for hassle-free, automatic grading! Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Enhanced Microsoft Office 2013: Illustrated Introductory, First Course

*Cengage Learning Engage both computer rookies and hot shots in mastering Microsoft Office 2013 applications quickly and efficiently with the acclaimed Illustrated Series' newest book: ENHANCED MICROSOFT OFFICE 2013: ILLUSTRATED INTRODUCTORY, FIRST COURSE. Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series incorporates a hallmark two-page layout that allows readers to see an entire task in one view. Skills are accessible and easy-to-follow with new Learning Outcomes that outline the skills covered in each lesson and larger full-color screen images that reflect exactly what readers should see on their own computers. Each unit begins with a brief overview of the principles of the lesson and introduces a case study for further application. The Enhanced Edition includes a new Student Success Guide that not only helps students prepare for success in their class, but also guides them through the use of OneNote to facilitate that. The Enhanced Edition also features new and updated appendixes that offer a variety of opportunities to explore cloud computing and other developing applications in more depth. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Enhanced Microsoft Office 2013: Illustrated Fundamentals, Spiral bound Version

*Cengage Learning Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering Microsoft Office 2013 applications quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows you to work through an entire task without turning the page! New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what you should see on your own computer. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Enhanced Microsoft Excel 2013: Illustrated Complete

*Cengage Learning Both computer rookies and hot shots can master Microsoft Excel 2013 quickly and efficiently with this new book in the acclaimed Illustrated Series - ENHANCED MICROSOFT EXCEL 2013: ILLUSTRATED COMPLETE. Using a concise, focused approach and user-friendly format, the Illustrated Series provides a hallmark two-page layout that allows readers to work through an entire task without turning the page. Skills are accessible and easy to follow with new Learning Outcomes that outline the skills covered in each lesson and larger full-color screens that preview what readers should see on their own computers. Each unit begins with a brief overview of the principles of the lesson and introduces a case study for further application. New and updated appendixes guide you in exploring cloud computing and other developments in more depth. Readers strengthen their understanding of the latest features in MS Excel 2013 for ongoing success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Enhanced Microsoft Access 2013: Illustrated Complete

*Cengage Learning Both computer rookie and hot shots can master Microsoft Access 2013 applications quickly and efficiently with this new book in the acclaimed Illustrated Series -- ENHANCED MICROSOFT ACCESS 2013: ILLUSTRATED COMPLETE. Using a concise, focused approach and user-friendly format, the Illustrated Series provides a hallmark two-page layout that allows readers to work through an entire task without turning the page. Skills are accessible and easy-to-follow with new Learning Outcomes that outline the skills covered in each lesson and larger full-color screens that preview what users should see on their own computers. Each unit begins with a brief overview of the principles of the lesson and introduces a case study for further application. New and updated appendixes explore cloud computing and other developments in more depth. Readers strengthen their understanding of the latest features in MS Access 2013 for ongoing success. Important Notice: Media content referenced within*

*the product description or the product text may not be available in the ebook version.*

## Enhanced Discovering Computers & Microsoft Office 2013: A Combined Fundamental Approach

*Cengage Learning Combining computer concepts material from the best-selling Discovering Computers and step-by-step instruction on Office applications from Microsoft Office 2013, ENHANCED DISCOVERING COMPUTERS & MICROSOFT OFFICE 2013: A COMBINED FUNDAMENTAL APPROACH delivers the best of Shelly Cashman Series in one book for your Introduction to Computers course. For the past three decades, 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 Introductory Computing students, and focus solely on what you really need to know to be a successful digital citizen in college and beyond. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Microsoft Word 2013: Illustrated Complete

*Cengage Learning Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering MICROSOFT WORD 2013 quickly and efficiently. Skills are accessible and easy-to-follow thanks to the Illustrated Series' hallmark 2-page layout, which allows students to see an entire task in one view. New Learning Outcomes outline the skills covered in each lesson, and larger full-color screens represent exactly what students should see on their own computers. Each unit begins with a brief overview of the principles of the lesson, and introduces a case study for further application. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Illustrated Course Guide: Microsoft Word 2013 Advanced

*Cengage Learning Loved by instructors for the visual and flexible way to build computer skills, the Illustrated Course Guides are ideal for teaching Microsoft Word 2013 to students across experience levels. Each two-page spread focuses on a single skill, making information easy to follow and absorb. The Illustrated Course Guides split Microsoft Word 2013 concepts and skills into three manageable levels - Basic, Intermediate, and Advanced - perfect for workshops or accelerated courses. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Introducing Microsoft Power BI

*Microsoft Press This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Introducing Microsoft Power BI enables you to evaluate when and how to use Power BI. Get inspired to improve business processes in your company by leveraging the available analytical and collaborative features of this environment. Be sure to watch for the publication of Alberto Ferrari and Marco Russo's upcoming retail book, Analyzing Data with Power BI and Power Pivot for Excel (ISBN 9781509302765). Go to the book's page at the Microsoft Press Store here for more details:<http://aka.ms/analyzingdata/details>. Learn more about Power BI at <https://powerbi.microsoft.com/>.*

## Microsoft Office 2013: Post Advanced

*Cengage Learning Introduce your students to the latest that Microsoft Office has to offer with the new generation of Shelly Cashman Series books! For the past three decades, the Shelly Cashman Series has effectively introduced computer skills to millions of students. With Microsoft Office 2013, we're continuing our history of innovation by enhancing our proven pedagogy to reflect the learning styles of today's students. In MICROSOFT OFFICE 2013: POST ADVANCED you'll find features that are specifically designed to engage students, improve retention, and prepare them for future success. Our trademark step-by-step, screen-by-screen approach now encourages students to expand their understanding of Microsoft Office 2013 software through experimentation, critical thought, and personalization. With these enhancements and more, the Shelly Cashman Series continues to deliver the most effective educational materials for you and your students. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Microsoft Office Professional 2013

*Presents a guide to Office Professional 2013, describing such tasks as creating documents, spreadsheets, and slide presentations; managing email; and organizing notes, covering the Microsoft programs Word, Excel, Access, OneNote, Publisher, Outlook, and PowerPoint.*

## New Perspectives on Microsoft Office 2013: Brief

*Cengage Learning With proven pedagogy that emphasizes critical-thinking, problem-solving, and in-depth coverage, New Perspectives helps students develop the Microsoft Office 2013 skills they need to be successful in college and beyond. Updated with all new case-based tutorials, New Perspectives Microsoft Office 2013 continues to engage students in applying skills to real-world situations, making concepts relevant. A new Troubleshoot case problem enhances critical thinking, and a new tutorial on Managing Your Files helps students navigate Windows 8. As always, New Perspectives improves learning outcomes and transference of skills by helping students understand why what they're learning is important. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## New Perspectives on Microsoft Excel 2013, Comprehensive Enhanced Edition

*Cengage Learning Readers develop the Microsoft Excel 2013 skills for academic and career success with this latest edition from the popular New Perspectives Series. Updated with all-new case-based tutorials, NEW PERSPECTIVES MICROSOFT EXCEL 2013, COMPREHENSIVE ENHANCED EDITION continues to apply MS Excel 2013 skills to real situations that fully demonstrate the relevance of concepts. A proven learning approach emphasizes critical thinking, problem-solving, and in-depth coverage. A new Troubleshoot case problem enhances analytical skills, while a new tutorial on Managing Your Files helps readers navigate Windows 8. Readers discover success with MS Excel 2013 as NEW PERSPECTIVES MICROSOFT EXCEL 2013 emphasizes the value and application of what they are learning. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Ebook: Crafting and Executing Strategy

## The Quest for Competitive Advantage

*McGraw Hill This new edition of Crafting and Executing Strategy continues to provide a valuable resource for European readers while embracing new and updated core concepts and key theories in strategy. Throughout the text you will find a range of examples that illustrate how strategy works in the real world and encourage the practical application of learning. Complementing the chapters is a section of new cases providing in-depth analysis of the challenges of strategic management at a range of companies. This edition includes:*

- *A new 6Ds framework, allowing readers to structure their approach to strategic management around the fundamental elements of the strategy process (Diagnosis, Direction, Decisions and Delivery) and the context within which that process is managed (Dynamism and Disorder).*
- *Opening cases that begin each chapter and feature real-life business scenarios from companies such as Tinder, Ikea and Victorinox, introducing strategic concepts and theories.*
- *Illustration Capsules, which have been updated to illustrate contemporary business concerns and demonstrate how companies have reacted strategically, increasing understanding of successful strategies. Companies featured include Burberry, TOMS, Aldi, Novo Nordisk and more.*
- *Key Debates that stimulate classroom discussion and encourage critical analysis.*
- *Emerging Themes that present contemporary strategic opportunities and issues such as ripple intelligence and technology and new organizational structures.*
- *A Different View encouraging readers to appreciate differing viewpoints on strategic concepts and theories.*
- *End of chapter cases that capture each chapter's main theories through engaging cases on companies such as Adidas and Nike, Lego and Uber.*
- *New recommended reading at the end of each chapter which help to further knowledge, including classic texts and advanced reading, and author notes providing context.*

*Connect is McGraw-Hill Education's learning and teaching environment that improves student performance and outcomes while promoting engagement and comprehension of content. New for this edition are interview-style videos, featuring author Alex Janes in discussion with business leaders, exploring how organizational strategy has developed within companies as diverse as Jeep, Levi Strauss, Novo Nordisk and a prestigious oil and gas company. The videos are provided in full-length or in segments, with questions aimed at encouraging classroom discussion or self-testing. This new edition is available with SmartBook, McGraw-Hill Education's adaptive, digital tool that tests students' knowledge of key concepts and pinpoints the topics on which they need to focus study time. Crafting and Executing Strategy is also available with both The Business Strategy Game and GLO-BUS – the world's leading business strategy simulations.*

## Office 365 For Dummies

*John Wiley & Sons 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-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 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 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 Office 365 is the key to office productivity — and now you can put it to use for you!*

## Strengthening Forensic Science in the United States

### A Path Forward

*National Academies Press Scores of talented and dedicated people serve the forensic science community, performing vitally important work. However, they are often constrained by lack of adequate resources, sound policies, and national support. It is clear that change and advancements, both systematic and scientific, are needed in a number of forensic science disciplines to ensure the reliability of work, establish enforceable standards, and promote best practices with consistent application. Strengthening Forensic Science in the United States: A Path Forward provides a detailed plan for addressing these needs and suggests the creation of a new government entity, the National Institute of Forensic Science, to establish and enforce standards within the forensic science community. The benefits of improving and regulating the forensic science disciplines are clear: assisting law enforcement officials, enhancing homeland security, and reducing the risk of wrongful conviction and exoneration. Strengthening Forensic Science in the United States gives a full account of what is needed to advance the forensic science disciplines, including upgrading of systems and organizational structures, better training, widespread adoption of uniform and enforceable best practices, and mandatory certification and accreditation programs. While this book provides an essential call-to-action for congress and policy makers, it also serves as a vital tool for law enforcement agencies, criminal prosecutors and attorneys, and forensic science educators.*

## Microsoft Excel 2013: Complete

*Cengage Learning Introduce your students to the latest that Microsoft Office has to offer with the new generation of Shelly Cashman Series books! For the past three decades, the Shelly Cashman Series has effectively introduced computer skills to millions of students. With Microsoft Excel 2013, we're continuing our history of innovation by enhancing our proven pedagogy to reflect the learning styles of today's students. In this text you'll find features that are specifically designed to engage students, improve retention, and prepare them for future success. Our trademark step-by-step, screen-by-screen approach now encourages students to expand their understanding of Microsoft Excel 2013 through experimentation, critical thought, and personalization. With these enhancements and more, the Shelly Cashman Series continues to deliver the most effective educational materials for you and your students. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Microsoft System Center

### Configuration Manager Field Experience

*Pearson Education Part of a series of specialized guides on System Center - this book shares real-world expertise for using Configuration Manager capabilities to deliver more effective IT services. Series editor Mitch Tulloch and a team of System Center experts provide concise technical guidance as they step you through key deployment and management scenarios.*

## Open Source Software: Quality Verification

### 9th IFIP WG 2.13 International Conference, OSS 2013, Koper-Capodistria, Slovenia, June 25-28, 2013, Proceedings

*Springer This book constitutes the refereed proceedings of the 9th International IFIP WG 2.13 Conference on Open Source Systems, OSS 2013, held in Koper-Capodistria, Slovenia, in June 2013. The 18 revised full papers and 3 short papers presented were carefully reviewed and selected. The papers are organized in topical sections on innovation and sustainability; practices and methods; FOSS technologies; security and open standards; and business models and licensing.*

## The Data Warehouse Toolkit

## The Complete Guide to Dimensional Modeling

*John Wiley & Sons*

## Microsoft Office Word 2007 Step by Step

*Pearson Education Experience learning made easy—and quickly teach yourself how to create impressive documents with Word 2007. With Step By Step, you set the pace—building and practicing the skills you need, just when you need them! Apply styles and themes to your document for a polished look Add graphics and text effects—and see a live preview Organize information with new SmartArt diagrams and charts Insert references, footnotes, indexes, a table of contents Send documents for review and manage revisions Turn your ideas into blogs, Web pages, and more Your all-in-one learning experience includes: Files for building skills and practicing the book's lessons Fully searchable eBook Bonus quick reference to the Ribbon, the new Microsoft Office interface Windows Vista Product Guide eBook—plus more resources and extras on CD For customers who purchase an ebook version of this title, instructions for downloading the CD files can be found in the ebook.*

## Uncovering Essential Software Artifacts through Business Process Archeology

*IGI Global Corporations accumulate a lot of valuable data and knowledge over time, but storing and maintaining this data can be a logistic and financial headache for business leaders and IT specialists. Uncovering Essential Software Artifacts through Business Process Archaeology introduces an emerging method of software modernization used to effectively manage legacy systems and company operations supported by such systems. This book presents methods, techniques, and new trends on business process archeology as well as some industrial success stories. Business experts, professionals, and researchers working in the field of information and knowledge management will use this reference source to efficiently and effectively implement and utilize business knowledge.*

## Excel 2013: The Missing Manual

*"O'Reilly Media, Inc." The world's most popular spreadsheet program is now more powerful than ever, but it's also more complex. That's where this Missing Manual comes in. With crystal-clear explanations and hands-on examples, Excel 2013: The Missing Manual shows you how to master Excel so you can easily track, analyze, and chart your data. You'll be using new features like PowerPivot and Flash Fill in no time. The important stuff you need to know: Go from novice to ace. Learn how to analyze your data, from writing your first formula to charting your results. Illustrate trends. Discover the clearest way to present your data using Excel's new Quick Analysis feature. Broaden your analysis. Use pivot tables, slicers, and timelines to examine your data from different perspectives. Import data. Pull data from a variety of sources, including website data feeds and corporate databases. Work from the Web. Launch and manage your workbooks on the road, using the new Excel Web App. Share your worksheets. Store Excel files on SkyDrive and collaborate with colleagues on Facebook, Twitter, and LinkedIn. Master the new data model. Use PowerPivot to work with millions of rows of data. Make calculations.*

*Review financial data, use math and scientific formulas, and perform statistical analyses.*

## MOS 2013 Study Guide for Microsoft Word

### MOS 2013 Stud Gui Mic Wo\_p1

*Pearson Education Demonstrate your expertise with Microsoft Office! Designed to help you practice and prepare for the 2013 Word Microsoft Office Specialist (MOS) exam, this all-in-one study guide features: Full, objective-by-objective exam coverage Easy-to-follow procedures and illustrations to review essential skills Hands-on practice tasks to apply what you've learned Includes downloadable practice files*

## New Perspectives on Computer Concepts 2014: Comprehensive

*Cengage Learning Go beyond computing basics with the award-winning NEW PERSPECTIVES ON COMPUTER CONCEPTS. Designed to get you up-to-speed on essential computer literacy skills, this market leading text goes deeper, providing technical and practical information relevant to everyday life. NEW PERSPECTIVES ON COMPUTER CONCEPTS 2014 incorporates significant technology trends that affect computing and everyday life; such as concerns for data security, personal privacy, online safety, controversy over digital rights management, interest in open source software and portable applications, and more. In addition, coverage of Microsoft Windows 8 and Office 2013 will introduce you to the exciting new features of Microsoft's next generation of software. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Office 2013: The Missing Manual

*"O'Reilly Media, Inc." Microsoft Office is the most widely used productivity software in the world, but most people just know the basics. This helpful guide gets you started with the programs in Office 2013, and provides lots of power-user tips and tricks when you're ready for more. You'll learn about Office's new templates and themes, touchscreen features, and other advances, including Excel's Quick Analysis tool. The important stuff you need to know: Create professional-looking documents. Use Word to craft reports, newsletters, and brochures for the Web and desktop. Stay organized. Set up Outlook to track your email, contacts, appointments, and tasks. Work faster with Excel. Determine the best way to present your data with the new Quick Analysis tool. Make inspiring presentations. Build PowerPoint slideshows with video and audio clips, charts and graphs, and animations. Share your Access database. Design a custom database and let other people view it in their web browsers. Get to know the whole suite. Use other handy Office tools: Publisher, OneNote, and a full range of Office Web Apps. Create and share documents in the cloud. Upload and work with your Office files in Microsoft's SkyDrive.*

## Machine Learning

### A Probabilistic Perspective

*MIT Press A comprehensive introduction to machine learning that uses probabilistic models and inference as a unifying approach. Today's Web-enabled deluge of electronic data calls for automated methods of data analysis. Machine learning provides these, developing methods that can automatically detect patterns in data and then use the uncovered patterns to predict future data. This textbook offers a comprehensive and self-contained introduction to the field of machine learning, based on a unified, probabilistic approach. The coverage combines breadth and depth, offering necessary background material on such topics as probability, optimization, and linear algebra as well as discussion of recent developments in the field, including conditional random fields, L1 regularization, and deep learning. The book is written in an informal, accessible style, complete with pseudo-code for the most important algorithms. All topics are copiously illustrated with color images and worked examples drawn from such application domains as biology, text processing, computer vision, and robotics. Rather than providing a cookbook of different heuristic methods, the book stresses a principled model-based approach, often using the language of graphical models to specify models in a concise and intuitive way. Almost all the models described have been implemented in a MATLAB software package—PMTK (probabilistic modeling toolkit)—that is freely available online. The book is suitable for upper-level undergraduates with an introductory-level college math background and beginning*

graduate students.

## Nutrition Education

*Jones & Bartlett Publishers The Third Edition of Nutrition Education: Linking Research, Theory, and Practice provides a simple, straightforward model for designing effective nutrition education programs that address the personal and environmental influences that affect individuals food choices and assist them in adopting healthy behaviors throughout their lifetime. Using a six-step process, this Third Edition integrates research, theory, and practice and provides advice and direction on designing, implementing, and evaluating theory-based nutrition education.*

## Purity and Danger

### An Analysis of Concepts of Pollution and Taboo

*Routledge Purity and Danger is acknowledged as a modern masterpiece of anthropology. It is widely cited in non-anthropological works and gave rise to a body of application, rebuttal and development within anthropology. In 1995 the book was included among the Times Literary Supplement's hundred most influential non-fiction works since WWII. Incorporating the philosophy of religion and science and a generally holistic approach to classification, Douglas demonstrates the relevance of anthropological enquiries to an audience outside her immediate academic circle. She offers an approach to understanding rules of purity by examining what is considered unclean in various cultures. She sheds light on the symbolism of what is considered clean and dirty in relation to order in secular and religious, modern and primitive life.*

## The Fourth Paradigm

### Data-intensive Scientific Discovery

*Microsoft Press Foreword. A transformed scientific method. Earth and environment. Health and wellbeing. Scientific infrastructure. Scholarly communication.*

## Shelly Cashman Series

### Custom Edition

### Mastering Visual Studio .NET

*"O'Reilly Media, Inc." A detailed handbook for experienced developers explains how to get the most out of Microsoft's Visual Studio .NET, offering helpful guidelines on how to use its integrated development environment, start-up templates, and other features and tools to create a variety of applications, including Web services. Original. (Advanced)*

### Microsoft Office 2016 Step by Step

*Microsoft Press The quick way to get started with Microsoft Office 2016! This is learning made easy. Get more done quickly with Microsoft Word, Excel, PowerPoint, and Outlook. Jump in wherever you need answers--brisk lessons and colorful screenshots show you exactly what to do, step by step. Covers Word, Excel, PowerPoint and Outlook Format documents for visual impact Quickly prepare personalized email messages and labels Build powerful workbooks for analysis and reporting Analyze alternative data sets with Quick Analysis Lens, Goal Seek, and Solver Prepare highly effective presentations Strengthen your presentations by adding tables and graphics Organize your email, scheduling, and contacts Look up just the tasks and lessons you need*

## Concepts of Database Management

*Cengage Learning Delivering concise, cutting-edge coverage, CONCEPTS OF DATABASE MANAGEMENT, 8e uses real-world cases, examples, and illustrations to give readers a thorough understanding of such critical issues as database design, data integrity, concurrent updates, data security, and more. Completely updated to Microsoft Access 2013 standards, the text presents SQL in a database-neutral environment and covers all major topics, including E-R diagrams, normalization, and database design. It provides detailed coverage of the relational model (including QBE and SQL), normalization and views, database administration and management, and more. Advanced topics include distributed databases, data warehouses, stored procedures, triggers, data macros, and Web databases. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

## Mastering Microsoft Exchange Server 2013

*John Wiley & Sons The bestselling guide to Exchange Server, fully updated for the newest version Microsoft Exchange Server 2013 is touted as a solution for lowering the total cost of ownership, whether deployed on-premises or in the cloud. Like the earlier editions, this comprehensive guide covers every aspect of installing, configuring, and managing this multifaceted collaboration system. It offers Windows systems administrators and consultants a complete tutorial and reference, ideal for anyone installing Exchange Server for the first time or those migrating from an earlier Exchange Server version. Microsoft Exchange Server 2013 is a messaging system that allows for access to e-mail, voicemail, and calendars from a variety of devices and any location, making it ideal for the enterprise. With more than 21,000 copies of earlier editions sold, this comprehensive guide offers systems administrators and consultants both a tutorial and a reference guide for installing and managing Exchange Server 2013. A team of Microsoft Certified Masters walks you step by step through planning and design, installation, administration and management, maintenance, and more. Mastering Microsoft Exchange Server 2013 is the complete reference for planning, installing, and maintaining the most popular e-mail server product available.*

## Microsoft Outlook 2013 Step by Step

*Pearson Education Experience learning made easy—and quickly teach yourself how to stay organized and stay connected using Outlook 2013. With Step by Step, you set the pace—building and practicing the skills you need, just when you need them! Includes downloadable practice files and a companion eBook. Set up your email and social media accounts Send, search, filter, and organize messages Manage one or more calendars, and share your schedule Help protect your inbox and outbox Create and track tasks, to-do lists, and appointments*

## Sharepoint 2010

*Quickstudy SharePoint 2010 is among the many cutting-edge applications to be found within Microsoft's Office Suite software—our newest 3-panel guide will help you get the most out of this handy tool. The fluff-free content includes important definitions, tips, and step-by-step instructions on how to perform each key function within SharePoint; full-color screen shots are also provided for ease of use.*