

Block Party Flyer Template

The College Bound Organizer-Anna Costaras 2017-11-02 #1 Best Seller in College Guides - College Bound? The College Bound Organizer is your step-by-step comprehensive guide to organize every step of the college application process from college search through college admission. College admissions is tougher than ever: Between now and 2020, about 90 million high schoolers in the U.S. will try to get into college. Each of these students will apply to many schools—5, 10, perhaps as many as 20—and each of those applications has a daunting number of T’s to cross and I’s to dot. With standardized test taking and school visits, the college application essay to write and forms to fill out, there is so much to do. Applying to college is intimidating and overwhelming for both teenagers and parents. “Planning ahead and “getting there first” can do more than help students get into a good college—it can provide them with life skills, a solid education, and lifelong friends.” –Business Insider If you intend to be college bound: The challenge is to be well informed, prepared, focused and organized throughout the multi-step college search and admission process. Your solution is The College Bound Organizer, the ultimate guide to help students effectively navigate this very complicated and stressful process. "Using The College Bound Organizer is one way to help you stay focused on what is really important."--Edward B. Fiske, bestselling author of Fiske Guide to Colleges The College Bound Organizer helps students: Understand what admission officers are looking for in an applicant Prevent common mistakes students make on their applications Build a personal profile Plan an individualized testing schedule Research colleges to identify schools that are a good fit Develop a balanced list of schools Secure letters of recommendation Complete and submit applications accurately and on time Develop the college application essay Apply for financial aid and scholarships Ace interviews Sort and manage application results Make a final decision

iWork: The Missing Manual-Jessica Thornsby 2014-03-18 Apple’s iWork is more versatile than ever now that there are versions for Mac, iOS, and even iCloud. The only thing iWork doesn’t include is its own how-to guide. That’s where this friendly, jargon-free Missing Manual comes in. With complete instructions and helpful examples, you’ll quickly learn how to create stunning documents, slideshows, and spreadsheets with iWork’s Pages, Keynote, and Numbers. The important stuff you need to know: Create elegant files in minutes. Save tons of time by using iWork’s collection of prebuilt templates and themes. Craft a variety of documents. Use Pages to design attractive newsletters, catalogs, brochures, flyers, and posters. Build eye-popping presentations. Turn Keynote’s themes and easy-to-use cinematic effects into beautiful custom slideshows. Organize and clearly convey information. Jazz up your Numbers spreadsheets with charts, images, and videos. Always have your work on hand. Store your files in iCloud and have them sync automatically to your Mac and iOS devices. Work anywhere, any time. Use the web-based iWork for iCloud to create projects on any computer—even a PC. Versions covered: This edition covers Pages for Mac 5.1, Keynote for Mac 6.1, Numbers for Mac 3.1, version 2.1 of each iOS app, and iWork for iCloud.

Excel 2013: The Missing Manual-Matthew MacDonald 2013-04-18 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.

Toddler Time: Big Book of Fun-Katie Saunders 2014-05-01 Capturing all the fun of a toddler's busy world, this collection has something for every occasion. Ideal for dipping into, it has five distinct sections.

Microsoft Publisher 2013: Introductory-Joy L. Starks 2013-06-05 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 PUBLISHER 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 PUBLISHER 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 Publisher 2013: Complete-Joy L. Starks 2013-08-12 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 PUBLISHER 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 PUBLISHER 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 Publisher 2013: Comprehensive-Joy L. Starks 2013-12-12 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 PUBLISHER 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 PUBLISHER 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.

The Leader in Me-Stephen R. Covey 2014-08-19 An introduction to leadership draws on a program developed for an elementary school to show how to apply the principles of "The 7 Habits of Highly Effective People" to help everyone, including young children, identify and use their individual talents.

101+ Great Ideas for Libraries and Friends-Sally Gardner Reed 2004 FOLUSA's (Friends of Libraries U.S.A.) groups constantly produce new ideas and inventive strategies for helping libraries and their communities. Here are more than 100 simple, innovative, and tested marketing and fundraising ideas collected from friends groups across the country.

Language and Meter- 2018-05-03 In Language and Meter, Dieter Gunkel and Olav Hackstein unite fifteen linguistic studies on a broad variety of poetic traditions, including Homer, the Vedas, and Germanic alliterative verse.

Hide with Me-Sorboni Banerjee 2018-11-06 An Indies Introduce Nominee A SIBA Okra Pick "Outstanding on every level."--Jeff Zentner, Morris Award-winning author of The Serpent King and Goodbye Days "Suspenseful and gritty, Hide With Me is a beautifully written novel that captivates from the very first page." --Robin Roe, author of A List of Cages Debut author Sorboni Banerjee crafts a gripping story about the unbreakable bonds of friendship, the sweeping power of first love, and the courage to fight for a brighter future against all odds. In the dying cornfields of his family's farm, seventeen-year-old Cade finds a girl broken and bleeding. She has one request: hide me. Tucked away in an abandoned barn on the edge of the farm, the mysterious Jane Doe starts to heal and details of her past begin to surface. A foster kid looking for a way out, Jane got caught up in the wrong crowd and barely escaped with her life. Cade has a difficult past of his own. He's been trapped in the border town of Tanner, Texas, his whole life. His dad is a drunk. His mom is gone. Money is running out. Cade is focused on one thing, a football scholarship--his only chance. Cade and Jane spend their nights in the barn planning their escapes, and their days with Cade's friends: sweet, artistic Mateo and his determined sister Jojo who vows to be president one day. But it's not that easy to disappear. Just across the border in a city in Mexico lies the life Jane desperately wants to leave behind--a past filled with drugs and danger, information she never wanted, and a cartel boss who is watching her every move. Jane Doe's past is far from over, and the secret she holds could kill them all.

Angel Crafts- 2004 Easy instructions for 20 crafts projects to decorate a house, clothing, stationery, etc. with an angel theme.

The Thud-Mikael Ross 2021-03-09 This is a YA graphic novel, told from the perspective of a person with a developmental disorder, set in a real village operated by people with special needs. There’s a real village in Germany called Neuerkerode that is operated by people with mental disabilities - the local restaurant, the local bar, the local supermarket. The author spent two years living 3 or 4 days a week there, researching and getting to know its townsfolk, and the result is an empathetic depiction. This graphic novel is told entirely from a developmentally impaired boy’s perspective. Noel had always lived with his mother in Berlin, until one day tragedy strikes and he finds himself alone for the first time. A man with a beard tells him he can’t stay in the apartment anymore and takes him to a place with so many strangers — Who can he trust? Who does he like? Who loves him?

National Strategy for Pandemic Influenza-Homeland Security Council (U.S.) 2006-01 This Implementation Plan clarifies the roles and responsibilities of governmental and non-governmental entities, including Federal, State, local, and tribal authorities and regional, national, and international stakeholders, and provides preparedness guidance for all segments of society.--Preface.

Choosing Glee-Jenna Ushkowitz 2013-05-14 The star of the hit television show Glee shares the lessons she’s learned through the rejections and successes of working in the performing arts and encourages readers to be true to themselves and find their inner self-confidence. Original.

Control Alt Achieve-Eric Curts 2020-05-10 Transform Your Classroom with Tech Tools You Already Know With Control Alt Achieve, educational-technology wizard Eric Curts offers you the keys to revolutionizing classroom learning with the Google tools you already use. Dazzle your students by transforming Google Docs into blackout poetry, fire up creative possibilities by using Google Slides for comic strips, and make math more accessible—and fun—by turning to Google Drawings as an unlikely ally. With Eric as your guide to the technological horizons of Google tools, the possibilities are endless. With the step-by-step and easy-to-follow directions in Control Alt Achieve, you’ll learn how to use common digital tools in unexpected ways. Whether you’re new to technology or have been using Google tools for years, Eric Curts will help you innovate as you educate with ready-to-use activities that will reboot--and transform--your classroom. Reading this book is like sitting in on a presentation from one of educational technology's best presenters. Eric's writing reminds me of his sessions: comfortable and accessible for new tech users, while still valuable for experienced users. Jake Miller, @JakeMillerTech, host of The Educational Duct Tape Podcast Control Alt Achieve provides both practical and pedagogical strategies that go way beyond simple technology integration. This is a great handbook for any teacher looking to go beyond the how-to and shift toward a learning transformation. Ken Shelton, kennethshelton.net In this book, Eric has created a powerful method for meaningfully integrating technology into teaching and learning. His unique way of crafting technology-rich experiences will allow anyone from a novice techie to an edtech expert the ability to control, alt, achieve! Michael Cohen, the Tech Rabbi, creativity instigator and author of Educated by Design

Leading Your HOA-Tom Maletic 2016-03-17 I wrote this book to serve as a "primer" on the basics of what you can do to: â€Make your personal time on the board more satisfying â€Produce value for the homeowners in your HOA â€Encourage other homeowners to volunteer to make their HOA a better place to live. This is a "foundation" book. I want you, as a volunteer board member, to have a foundation of knowledge in what a homeowners association is and how it should work. I have seen too many homeowners associations in which new board members have no basic knowledge in association best practices and they get caught up in the emotions of making decisions for their neighbors. Their volunteer time turns in to a frustrating experience and the existing problems persist with the association. With a good foundation, I believe you will be able to learn more about community associations and the common issues that confront them. With this book, you will have an outline that will help you organize your thoughts, build on a solid framework and make your volunteer time valuable to you and to your neighbors.

Encyclopedia of Ethical Failure-Department of Defense 2009-12-31 The Standards of Conduct Office of the Department of Defense General Counsel's Office has assembled an "encyclopedia" of cases of ethical failure for use as a training tool. These are real examples of Federal employees who have intentionally or unwittingly violated standards of conduct. Some cases are humorous, some sad, and all are real. Some will anger you as a Federal employee and some will anger you as an American taxpayer. Note the multiple jail and probation sentences, fines, employment terminations and other sanctions that were taken as a result of these ethical failures. Violations of many ethical standards involve criminal statutes. This updated (end of 2009) edition is organized by type of violations, including conflicts of interest, misuse of Government equipment, violations of post-employment restrictions, and travel.

Make a Quilt in a Day-Eleanor Burns 1999-02-01 Explains how to make a log cabin pattern quilt in less than sixteen hours

Family Reunion Booklet- 2019-04-25 A Handy Dandy Notebook that helps manage the often chaotic events that are family reunions. Use to keep track of your more obscure relatives!

A First Course in Design and Analysis of Experiments-Gary W. Oehlert 2000-01-19 Oehlert's text is suitable for either a service course for non-statistics graduate students or for statistics majors. Unlike most texts for the one-term grad/upper level course on experimental design, Oehlert's new book offers a superb balance of both analysis and design, presenting three practical themes to students: • when to use various designs • how to analyze the results • how to recognize various design options Also, unlike other older texts, the book is fully oriented toward the use of statistical software in analyzing experiments.

The Best of Brochure Design 10-Perry Chua 2008-12-01 The best-selling series continues! Brochure design is a perennial in the world of marketing and graphic design, yet it can be challenging to execute successfully. This collection of the worldâ€™s best brochure design offers hundreds of ideas, pages of inspiration, and armloads of advice for professional graphic designers and students alike. Using a clean, unfussy presentation, this book is a highly visual collection of ideas for everything from choosing type to photo treatments, and everything in between. Rockportâ€™s Best of Brochure Design series is a best seller the world over. This tenth installment is much like its predecessors: a stunning collection of work from internationally-acclaimed designers.

A Woman of Fortune-Kellie Coates Gilbert 2020-01-02 You never know what you’re really made of until you lose everything. Texas socialite Claire Massey is living the dream—designer clothes, luxury cars, stunning homes. But everything comes crashing down when her charming cattle broker husband is arrested for fraud. Suddenly she finds herself facing attorneys, a media frenzy, and a trail of broken hearts. Betrayed and humiliated, Claire must maneuver incredible odds to save her family—and discover a life worth living. Author Kellie Coates Gilbert delivers a story both poignant and emotionally gripping that celebrates the kind of fortune that lasts.

CMPTR-Katherine T. Pinard 2016-03-14 4LTR Press solutions give students the option to choose the format that best suits their learning preferences. This option is perfect for those students who focus on the textbook as their main course resource. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

College Level Examination Programme-Research and Education Association 1999 This updated guide is perfect for self-study with 3 full-length practice exams, 3 free-response practice exams, detailed answers to all questions, test-taking strategies, powerhouse drills and study schedule. Exams cover prose, poetry, drama and theater, reading and comprehension, and identifying literary devices. Also features REA's popular software, TESTware, with full-length, timed, computerized practice exams and automatic.

Poster Design-Tom Eckersley 1954

Preventing Tobacco Use Among Youth and Young Adults-United States. Public Health Service. Office of the Surgeon General 2012 This Surgeon General's report details the causes and the consequences of tobacco use among youth and young adults by focusing on the social, environmental, advertising, and marketing influences that encourage youth and young adults to initiate and sustain tobacco use. This is the first time tobacco data on young adults as a discrete population have been explored in detail. The report also highlights successful strategies to prevent young people from using tobacco.

Communication and Channel Systems in Tourism Marketing-Muzafer Uysal 2012-11-12 What sources of information do tourists consult when choosing a travel destination? How can communication channels be used to reach the tourist market for a specific region? This resource provides new insight into these important questions and more on developing tourism marketing strategies using the key factors of communication and channel systems. Communication and Channel Systems in Tourism Marketing features both conceptual and applied research which provides an excellent base for tourism marketers and destination planners to evaluate and improve their overall tourism marketing programs. Tourism and hospitality scholars discuss communication distribution channels, media selection, information needs and sources, importance of travel brochures and slogans, brochure design, and the effectiveness of communication messages in tourism marketing. The advantages and disadvantages of a wide variety of communication channels are explored including word-of-mouth, brochures/pamphlets, travel agents, magazines, radio, television, and slogans. Some of the topics covered in this book that demonstrate the use of communication and channel systems in tourism marketing are: building repeat visitor relationships image formation distribution channels communication messages and their effectiveness design of destination- and attraction-specific brochures communicating unique selling propositions in slogans This groundbreaking book presents original, empirical research that incorporates communications and channels systems as integral components of tourism marketing. The diversity and originality of these tourism research cases will be helpful to destination promoters, tourism decisionmakers, and tourism planners worldwide. Communication and Channel Systems in Tourism Marketing is also a valuable supplementary text for students in courses on leisure, recreation, hospitality, tourism, and marketing.

The Middle Kid- 2021-03-23 Charlie & Mouse meets Ramona the Pest in this book about the wonderfully challenging daily realities of being a middle kid in a family. When you're the middle kid, you're never the first nor the last to do anything. You're not the tallest or the smallest; you're babysitting one sibling but teased by the other. Stuck between a bossy older brother and a naive younger sister, Middle Kid feels left out of two worlds. But even if—and maybe especially because—it's always overlooked, this kid's own world is just as big and important as his siblings'. Gently funny and richly detailed, The Middle Kid takes readers through a day in the life of a middle kid, and all the challenges and advantages of a life in-between. • A KID OTHER KIDS WILL RELATE TO: Middle Kid, who is never named, is cranky and sweet, creative and strong-willed—the kind of everykid every kid will relate to. • A FAMILIAR FAMILY SITUATION: Middle children have classically been sandwiched between the achievements of the older sibling and the needs of the younger one. This book gives them a time to shine! • A DAY IN THE LIFE: The book starts in the morning and ends at night, and each chapter is at a different time during one entire day. Kid readers will feel like they really do live "a day in the life" of a Middle Kid. • HELPS KIDS PUT THEMSELVES IN SOMEONE ELSE'S SHOES: Many books about siblings tend to emphasize conflict, but this book creates empathy for different family members' experiences. • PERFECT FOR BEGINNING READERS GETTING USED TO LONGER BOOKS: Simple language, short and easy words, large and readable text, and pictures that help explain the story as well as engaging characters make this an excellent choice for learning to read. • ENCOURAGES CREATIVITY: The main character, our Middle Kid, is doodling during the whole book, constantly drawing what he observes in the real world, and kids reading the book will be inspired to do the same. Perfect for: • Fans of comical books about family • Fans of Jon Scieszka • Fans of Mo Willems's Elephant & Piggie series • Fans of Judy Moody • Parents looking for an empathetic gift for that lets their own middle kids know they are seen • Siblings looking for a gift for their sibling • Teachers, librarians, and booksellers looking to include many different identities on their shelves

Brand by Hand-Jon Contino 2018-10-23 Brand by Hand documents the work, career, and artistic inspiration of graphic designer extraordinaire Jon Contino. Jon is a born-and-bred New Yorker. He talks like one, he acts like one, and most importantly, he designs like one. He is the founder and creative director of Jon Contino Studio, and over the past two decades, he has built a massive collection of award-winning graphic-design work for high-profile clients such as Nike, 20th Century Fox, and Sports Illustrated. Throughout all of this, he has gone to design hell and back, facing obstacles like fear, self-doubt, and bad luck. Brand by Hand documents the work and career of Jon Contino, exploring his lifelong devotion to the guts and grime of New York and cementing his biggest artistic inspirations, from hardcore music to America's favorite pastime. A graphic-design retrospective showcasing his minimalist illustrations and unmistakable hand-lettering, Brand by Hand shares how Contino has taken a passion for pen and ink and turned it into an expanding empire of clients, merchandise, and artwork.

Modern Etiquette Made Easy-Myka Meier 2020-01-21 The founder of The Plaza Hotel's Finishing Program spills her insider knowledge to help you become instantly more polished. In her debut book, Modern Etiquette Made Easy, the Queen of Good Manners Myka Meier takes formal etiquette that she learned while training under a former member of the Queen of England's household and breaks it down into five easy steps to help you feel 100 percent confident in the areas of social, dining, business, and networking etiquette. In this refreshingly entertaining etiquette guide, Myka combines her passion for etiquette and love of humor to share tips that are sure to give you a competitive edge in both your social and professional life. Through easy-to-follow chapters and relatable lessons, you'll learn how to: Create the best first impression Become the most coveted party guest Network like a pro Practice good table manners And much, much more! Perfect for everyone who's ever gone for the cheek kiss as the new acquaintance offered a handshake, or hobbled home from a networking event in stilettos. Fitting for messy-bun millennials who find themselves suddenly adulting without a clue, or mid-career professionals hoping to revamp their image. Or really, for anyone at all—at the end of the day, we could all use some more respect and kindness, and Modern Etiquette Made Easy offers advice and insight like a friend. Pinkies down!

The Whole Hole Story-Vivian McNerny 2021 "Zia imagines what might happen if the hole in her pocket became big enough to fall right through"--

Sons of Encouragement-Francine Rivers 2011-04-18 The complete biblical historical fiction compilation by the New York Times bestselling author of Redeeming Love and A Voice in the Wind. The Bible is filled with inspiring stories of unlikely candidates God chose to quietly change eternity. This bestselling compilation in one volume contains five novellas about such peoplemen who stood behind heroes of the faith. Aaron. Caleb. Jonathan. Amos. Silas. Each faithfully sought God in the shadows of His chosen leaders. They answered Gods call to serve without recognition or fame. And they gave everything, knowing their reward might not come until the next life. Be challenged by these faithful men whose stories we must never forget. Aaronthe priest who stood in Moses shadow but had the courage to cover his brothers fears. Calebthe warrior whose words stirred mens hearts and brought Gods people to the Promised Land. Jonathanthe prince whose humility led him to befriend the man who would become king in his place. Amosthe prophet who heard when God called and spoke to a nation unwilling to listen. Silasthe scribe who surrendered his wealth to record Gods Word, even as those around him were silenced. Each novella includes an in-depth Bible study perfect for personal reflection or group discussion.

The Safe Space Kit-Gay, Lesbian & Straight Education Network 2009-10

The Afterlives-Thomas Pierce 2019 "Ridiculously good" (The New York Times) author Thomas Pierce's debut novel is a funny, poignant love story that answers the question: What happens after we die? (Lots of stuff, it turns out). Jim Byrd died. Technically. For a few minutes. The diagnosis: heart attack at age thirty. Revived with no memory of any tunnels, lights, or angels, Jim wonders what—if anything--awaits us on the other side. Then a ghost shows up. Maybe. Jim and his new wife, Annie, find themselves tangling with holograms, psychics, messages from the beyond, and a machine that connects the living and the dead. As Jim and Annie journey through history and fumble through faith, they confront the specter of loss that looms for anyone who dares to fall in love. Funny, fiercely original, and gracefully moving, The Afterlives will haunt you. In a good way.

Genograms-Monica McGoldrick 1999 Widely used by both family therapists and family physicians, the genogram is a graphic way of organizing the mass of information gathered during a family assessment and finding patterns in the family system. This popular text, now updated and expanded, provides a standard method for constructing a genogram, doing a genogram interview, and interpreting the results. Both entertaining and instructive, Genograms is an ideal way to introduce all those involved in family treatment - family therapists, physicians, nurses, social workers, pastoral counselors, and trainees in these fields - to this essential assessment and intervention tool.

The Memory Police-Yoko Ogawa 2020-07-28 Finalist for the International Booker Prize and the National Book Award A haunting Orwellian novel about the terrors of state surveillance, from the acclaimed author of The Housekeeper and the Professor. On an unnamed island, objects are disappearing: first hats, then ribbons, birds, roses. . . . Most of the inhabitants are oblivious to these changes, while those few able to recall the lost objects live in fear of the draconian Memory Police, who are committed to ensuring that what has disappeared remains forgotten. When a young writer discovers that her editor is in danger, she concocts a plan to hide him beneath her floorboards, and together they cling to her writing as the last way of preserving the past. Powerful and provocative, The Memory Police is a stunning novel about the trauma of loss. ONE OF THE BEST BOOKS OF THE YEAR THE NEW YORK TIMES * THE WASHINGTON POST * TIME * CHICAGO TRIBUNE * THE GUARDIAN * ESQUIRE * THE DALLAS MORNING NEWS * FINANCIAL TIMES * LIBRARY JOURNAL * THE A.V. CLUB * KIRKUS REVIEWS * LITERARY HUB

Change Management Toolkit-Prosci Research Staff 1999-04

New Perspectives on Microsoft Word 2013, Introductory-S. Scott Zimmerman 2013-07-29 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 Word 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 Word 2013, Comprehensive Enhanced Edition-S. Scott Zimmerman 2015-04-13 Readers develop the Microsoft Word 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 WORD 2013, COMPREHENSIVE ENHANCED EDITION continues to apply MS Word 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 Word 2013 as NEW PERSPECTIVES MICROSOFT WORD 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.

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