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In the beginning was the Word. Now there's PowerPoint. It's used for weddings, warfare and webinars, for literature, lessons and law. And, of course, to tell everyone that Q4 is going to be a lot more challenging than Q3. PowerPoint is probably the most successful piece of software in history - but do you know who invented it? Or why it's banned in American courtrooms? Or which Pulitzer Prize-winning novel has a chapter entirely in PowerPoint? At its heart, PowerPoint is about presentation, theatre and culture. About how to think, create and persuade. And it's hated and loved in equal measure for reasons that tell us a lot about power and who gets to say what where. All of life is somewhere in a PowerPoint slide. Come inside to find out why. eBook Electrical Wiring Practice, 9th Edition Get up and running with this full-color guide to PowerPoint 2013! PowerPoint, the number one presentation software, has been revised and improved with the introduction of Microsoft Office 2013. With this all-new, full-color book by your side, you will learn how to take full advantage of all of PowerPoint's powerful and dynamic capabilities. Bestselling veteran For Dummies, author Doug Lowe breaks it all down so that you can create a powerful and effective slideshow presentation with the new wide-screen theme and variant that incorporates videos, pictures, and shapes, and allows you to create customized icons using powerful tools. Shows you how to create presentations with pizzazz using the new collection of themes, and then helps you align shapes, text boxes, and graphics Zeroes in on all of PowerPoint's updated features, such as zooming in and out smoothly, switch slides easily (in or out of sequence), and projecting to a second screen Explains how to Place and track comments next to the text you're discussing so everyone can see who replied to whom, and when Highlights ways to work with hyperlinks, create web pages with PowerPoint, video edit, and much more PowerPoint 2013 For Dummies points you to the power of this updated application so that you can create effective and impressive presentations. Exploring AutoCAD Civil 3D 2019 book introduces the users to the powerful Building Information Modeling (BIM) solution, AutoCAD Civil 3D. The BIM solution in AutoCAD Civil 3D helps create and visualize a coordinated data model. This data model can then be used to design and analyze a civil engineering project for its optimum and cost-effective performance. This book has been written considering the needs of the professionals such as engineers, surveyors, watershed and storm water analysts, land developers and CAD technicians, who wish to learn and explore the usage and abilities of AutoCAD Civil 3D in their respective domains. This book consists of 13 chapters covering Points Creations, Surface Creations, Surface Analysis, Corridor Modeling, Pipe Networks, Pressure Networks, and Parcels and so on. The chapters are organized in a pedagogical sequence to help users understand the concepts easily. Each chapter begins with a command section that provides a detailed explanation of the commands in AutoCAD Civil 3D. The chapters in this book cover the basic as well as advanced concepts in AutoCAD Civil 3D such as COGO points, surfaces and surface analysis, alignments, profiles, sections, grading, assemblies, corridor modeling, earthwork calculations, and pipe and pressure networks. Salient Features: Consists of 13 chapters that are arranged in pedagogical sequence. Contains 808 pages, 50 tutorials, about 26 exercises, and more than 770 illustrations. Real-world engineering projects used in tutorials, exercises, and explaining various tools and concepts. Table of Contents Chapter 1: Introduction to AutoCAD Civil 3D 2019 Chapter 2: Working with Points Chapter 3: Working with Surfaces Chapter 4: Surface Volumes and Analysis Chapter 5: Alignments Chapter 6: Working with Profiles Chapter 7: Working with Assemblies and Subassemblies Chapter 8: Working with Corridors and Parcels Chapter 9: Sample Lines, Sections, and Quantity Takeoffs Chapter 10: Feature Lines and Grading Chapter 11: Pipe Networks Chapter 12: Pressure Networks Chapter 13: Working with Plan Production Tools, and Data Shortcuts Index Now in its second edition, this book focuses on practical algorithms for mining data from even the largest datasets. Discovery Practice, Ninth Edition gives you hard-nosed, trial-tested guidance through all the intricacies of what to do, whether to do it, and how to do it -- at every stage of the discovery process. Turn to this trusted guide for thorough, up-to-date clarification of: Insurance discoverability Discovery abuse -- its penalties and sanctions Confidentiality and discovery of trade secrets Use of experts Use of investigation files Use of witness statements Protective orders Invoking Rule 29 powers Tapes and telephones depositions Using the Manual for Complex Litigation Foreign discovery Discovery in administrative hearings Discovery in arbitration. Plus detailed coverage of such cutting edge areas as e-mail depositions and FOIA proceedings. Appendices include ready to adapt sample forms. Now, with all the practice tips and valuable strategies packed into Discovery Practice, you can Facilitate early and thorough disclosure of information Quickly determine a core of undisputed facts Intensively promote and pursue a negotiated settlement. Discovery Practice, Ninth Edition gives you hard-nosed, trial-tested guidance through all the intricacies of what to do, what "The purpose of scientific writing," according to Barbara Gastel and Robert A. Day, "is to communicate new scientific findings. Science is simply too important to be communicated in anything other than words of certain meaning." This clear, beautifully written, and often funny text is a must-have for anyone who needs to communicate scientific information, whether they're writing for a professor, other scientists, or the general public. The thoughtfully revised ninth edition retains the most important material—including preparing text and graphics, publishing papers and other types of writing, and plenty of information on writing style—while adding up-to-date advice on copyright, presenting online, identifying authors, creating visual abstracts, and writing in English as a non-native language. A set of valuable appendixes provide ready reference, including words and expressions to avoid, SI prefixes, a list of helpful websites, and a glossary. Students and working scientists will want to keep How to Write and Publish a Scientific Paper at their desks and refer to it at every stage of writing and publication. Exploring Autodesk Revit 2019 for Structure is a comprehensive book that has been written to cater to the needs of the students and the professionals who are involved in the AEC profession. This book enables the users to harness the power of BIM with Autodesk Revit 2019 for Structure for their specific use. In this book, the author emphasizes on physical modeling, analytical modeling, rebar modeling, steel element cutting tools, structural steel connections and quantity scheduling. Also, Revit 2019 for Structure book covers the description of various stages involved in analyzing the model in Robot Structural Analysis software. This book is specially meant for professionals and students in structural engineering, civil engineering, and allied fields in the building industry. In this book, along with the main text, the chapters have been punctuated with tips and notes to give additional information on the concept, thereby enabling you to create your own innovative project. Salient Features: Detailed explanation of structural tools of Autodesk Revit. Real-world structural projects given as tutorials. Tips and Notes throughout the book. 536 pages of heavily illustrated text. Self-Evaluation Tests, Review Questions, and Exercises at the end of each chapter. Table of Contents Chapter 1: Introduction to Autodesk Revit 2019 for Structure Chapter 2: Getting Started with a Structural Project Chapter 3: Setting up a Structural Project Chapter 4: Structural Columns and Walls Chapter 5: Foundations, Beams, Floors, and Open Web Joists Chapter 6: Editing Tools Chapter 7: Documenting Models and Creating Families Chapter 8: Standard Views, Details, and Schedules Chapter 9: 3D Views, Sheets, Analysis, Reinforcements, and Massing Chapter 10: Linking Revit Model with Robot Structural Analysis Student Project Index Free Teaching and Learning Resources CAD/CIM Technologies provides the following free teaching and learning resources with this book: Technical support on contacting techsupport@cadcim.com Part files used in tutorials, illustrations and exercises\*. Customizable PowerPoint Presentations of every chapter. \* Instructor Guide with solution to all review questions and exercises\* Additional learning resources at 'revitxperts.blogspot.in/' and 'youtube.com/cadcimtech' (\* For Faculty Only) Now in its Ninth Edition, this full-color text combines theoretical nursing concepts, step-by-step skills and procedures, and clinical applications to form the foundation of the LPN/LVN course of study. This edition features over 100 new photographs, exciting full-color ancillaries, end-of-unit exercises, and extensively updated chapters on nursing foundations, laws and ethics, recording and reporting, nutrition, fluid and chemical balance, safety, asepsis, infection control, and medication administration. Coverage includes new information on cost-related issues, emerging healthcare settings, concept mapping, malpractice, documentation and reporting, HIPAA, and more. All Gerontologic Considerations sections have been thoroughly updated by renowned experts. Instruction on operating system functionality with examples incorporated for improved learning With the updating of Silberschatz's Operating System Concepts, 10th Edition, students have access to a text that presents both important concepts and real-world applications. Key concepts are reinforced in this global edition through instruction, chapter practice exercises, homework exercises, and suggested readings. Students also receive an understanding how to apply the content. The book provides example programs written in C and Java for use in programming environments. How do you tailor education to the learning needs of adults? Do they learn differently from children? How does their life experience inform their learning processes? These were the questions at the heart of Malcolm Knowles' pioneering theory of andragogy which transformed education theory in the 1970s. The resulting principles of a self-directed, experiential, problem-centred approach to learning have been hugely influential and are still the basis of the learning practices we use today. Understanding these principles is the cornerstone of increasing motivation and enabling adult learners to achieve. The 9th edition of The Adult Learner has been revised to include: Updates to the book to reflect the very latest advancements in the field. The addition of two new chapters on diversity and inclusion in adult learning, and andragogy and the online adult learner. An updated supporting website. This website for the 9th edition of The Adult Learner will provide basic instructor aids. For each chapter, there will be a PowerPoint presentation, learning exercises, and added study questions. Revisions throughout to make it more readable and relevant to your practices. If you are a researcher, practitioner, or student in education, an adult learning practitioner, training manager, or involved in human resource development, this is the definitive book in adult learning you should not be without. Make PowerPoint the most "power"ful weapon in your Office arsenal and captivate your audience Presentations are your opportunity to stand out from the crowd, impress your colleagues, and be the smartest person in the room. And upping your PowerPoint game is the key to making your next talk one to remember. But where do you start? Luckily, the trusted For Dummies series is here to help you put the umph back in your PowerPoint decks, one compelling slide at a time. Don't worry if you're completely new to PowerPoint, or even Microsoft Office in general. PowerPoint For Dummies, Office 2021 Edition quickly gets you up to speed on the basics of this world-famous presentation software, starting with understanding and using the interface. You'll learn to create a new presentation from scratch, leverage free templates to accelerate the making of your next slide deck, and even import data from other applications. Already know the fundamentals? Then skip straight to the sizzle with step-by-step instructions on integrating charts and graphics into your next presentation. Knock your audience's socks off with attention-grabbing videos, special effects that make it impossible to look away, and seamless slide transitions. Organized for easy and fast reference, this practical guide walks you through the strategies and techniques you'll need to: Keep your presentation audiences engaged from the first slide to the very last Collaborate with team members and colleagues, and share your presentation with others Take advantage of all the latest features in the newest version of PowerPoint that will help you drive your deck past the finish line Your next presentation is your chance to deliver your best ideas with power, dynamism, and enthusiasm. Get the tools you need to engage your audience in PowerPoint For Dummies, Office 2021 Edition. You'll soon discover that creating a slide deck, whether it's your first or your fiftieth, can be fun, easy, and exciting. Services Marketing: People, Technology, Strategy is the ninth edition of the globally leading textbook for Services Marketing by Jochen Wirtz and Christopher Lovelock, extensively updated to feature the latest academic research, industry trends, and technology, social media, and case examples. This book takes on a strong managerial approach presented through a coherent and progressive pedagogical framework rooted in solid academic research. It features cases and examples from all over the world and is suitable for students who want to gain a wider managerial view. Supplementary Material Resources: Resources are available to instructors who adopt this textbook for their courses. These include: (1) Instructor's Manual, (2) Case Teaching Notes, (3) PowerPoint deck, and (4) Test Bank. Please contact sales@wspc.com. Key Features: Readers develop the Microsoft PowerPoint 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 POWERPOINT 2013, COMPREHENSIVE ENHANCED EDITION continues to apply MS PowerPoint 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 PowerPoint 2013 as NEW PERSPECTIVES MICROSOFT POWERPOINT 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. Now in its Ninth Edition, this comprehensive all-in-one textbook covers the basic LPN/LVN curriculum and all content areas of the NCLEX-PN®. Coverage includes anatomy and physiology, nursing process, growth and development, nursing skills, and pharmacology, as well as medical-surgical, maternal-neonatal, pediatric, and psychiatric-mental health nursing. The book is written in a student-friendly style and has an attractive full-color design, with numerous illustrations, tables, and boxes. Bound-in multimedia CD-ROMs include audio pronunciations, clinical simulations, videos, animations, and a simulated NCLEX-PN® exam. This edition's comprehensive ancillary package includes curriculum materials, PowerPoint slides, lesson plans, and a test generator of NCLEX-PN®-style questions. Features SA text consolidating its position as most appropriate local text on general management principles Focus on the development of management competencies Updated with reference to the 9th edition of the Hellriegel book (first edition based on 8th edition) Consistent use of an SA insight at the beginning of each chapter (= the Hellriegel previews) In-text examples revised Experiential exercises and questions sections revisited for relevance and usefulness Learning objectives renewed and clearly linked to the experiential exercises and competencies developed One case study per part included A set of Powerpoint slides is available to lecturers, to accompany the text. Renowned for its clarity and accessibility of writing style, this popular volume explains the fundamental principles of human anatomy and physiology while exploring the factors that contribute to disease process. Rich with helpful learning features such as Mechanisms of Disease, Health Matters, Diagnostic Study, and Sport and Fitness, this volume has been fully updated to make full reference to European healthcare systems, including drugs, relevant investigations and local treatment protocols. The also book comes with an extensive website facility (which includes a wide array of helpful lecturer resources) and accompanying Brief Atlas of the Human Body and Quick Guide to the Language of Science and Medicine. Anatomy and Physiology, Adapted International Edition, will be ideal for students of nursing and allied health professions, biomedical and paramedical science, operating department practice, complementary therapy and massage therapy, as well as anyone studying BTEC (or equivalent) human biology. Unique 'Clear View of the Human Body' allows the reader to build up a view of the body layer by layer Clear, conversational writing style helps demystify the complexities of human biology Content presented in digestible 'chunks' to aid

reading and retention of facts Consistent unifying themes, such as the 'Big Picture' and 'Cycle of Life' features, help readers understand the interrelation of body systems and how they are influenced by age and development Accompanying Brief Atlas of the Human Body offers more than 100 full-colour transparencies and supplemental images that cover body parts, organs, cross sections, radiography images, and histology slides Quick Guide to the Language of Science and Medicine contains medical terminology and scientific terms, along with pronunciations, definitions, and word part breakdowns for terms highlighted in the text Numerous feature boxes such as Language of Science and Language of Medicine, Mechanisms of Disease, Health Matters, Diagnostic Study, FYI, and Sport and Fitness provide interesting and important side considerations to the main text More than 1,400 full-colour photographs and spectacular drawings illustrate the most current scientific knowledge and help bring difficult concepts to life Quick Check Questions within each chapter help reinforce learning by prompting readers to review what they just read Chapter outlines, chapter objectives and study tips begin each chapter Outline summaries, review questions, critical thinking questions, and case studies are included at the end of each chapter Study Hints found throughout the text give practical advice to students about mnemonics or other helpful means of understanding or recall Connect IT! features link to additional content online to facilitate wider study Helpful Glossary and Anatomical Directions Ideal for students who are new to the subject, or returning to study after a period of absence, and for anyone whose first language is not English Start creating dynamite presentations with PowerPoint 2010 PowerPoint, the number one presentation software, has been revised and improved with the introduction of Microsoft Office 2010. 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Extensive range of ancillaries provides instructors with a wide range of remediation, teaching, and assessment options. Distance Learning options are also available through Glencoe\_Online\_Learning's WebCT and Blackboard. This book discusses a comprehensive spectrum of software engineering techniques and shows how they can be applied in practical software projects. This edition features updated chapters on critical systems, project management and software requirements. The ultimate reference guide for network administrators Network administrators now have a single, convenient place to turn for all the information they need. Networking All-in-One For Dummies, 4th Edition is like ten books in one, covering such topics as networking basics, network security, setting up TCP/IP and connecting to the Internet, handling mobile devices, and much more. This valuable book covers all the newest updates and trends, including Windows 7 and Windows Server 2008 R2. 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Written in an objective and user-friendly manner, this best-selling text continues to captivate students by incorporating personal drug use and abuse experiences and perspectives throughout. Statistics and chapter content have been revised to include the latest information on current topics. Donald School Textbook of Power Point Presentation on Advanced Ultrasound in Obstetrics & Gynecology is an extensive, highly illustrated guide to the essentials of and recent developments in ultrasound in obstetrics and gynaecology. The textbook is divided into 42 chapters, each with a corresponding powerpoint presentation on the accompanying DVD. Each chapter contains fully updated information on a range of ultrasound applications, including developments in 3D and 4D ultrasound. Beginning with an overview of sonoembryology, the book covers ultrasound in diagnosis of foetal tumour, high definition 3D ultrasound, and ultrasound in labour, amongst many other topics. 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Topics in this edition include: platform-based competition and ecosystems of related industries; the role of strategy making processes; mergers, acquisitions and alliances; and strategy implementation. Within the twenty case studies, students will find leading companies that are familiar to them. This strategy analysis text is suitable for MBA and advanced undergraduate students. The AutoCAD Electrical 2018 for Electrical Control Designers book has been written to assist the engineering students and the practicing designers who are new to AutoCAD Electrical. Using this book, the readers can learn the application of basic tools required for creating professional electrical control drawings with the help of AutoCAD Electrical. Keeping in view the varied requirements of the users, this book covers a wide range of tools and features such as schematic drawings, Circuit Builder, panel drawings, parametric and nonparametric PLC modules, stand-alone PLC I/O modules, ladder diagrams, point-to-point wiring diagrams, report generation, creation of symbols, and so on. This will help the readers to create electrical drawings easily and effectively. Special emphasis has been laid on the introduction of concepts, which have been explained using text and supported with graphical examples. The examples and tutorials used in this book ensure that the users can relate the information provided in this book with the practical industry designs. Salient Features: Consists of 13 chapters and 2 projects that are organized in a pedagogical sequence. Comprehensive coverage of AutoCAD Electrical 2018 concepts and techniques. Tutorial approach to explain the concepts of AutoCAD Electrical 2018. Detailed explanation of all commands and tools. Summarized content on the first page of the topics that are covered in the chapter. Hundreds of illustrations for easy understanding of concepts. Step-by-step instructions to guide the users through the learning process. Emphasis on Why and How with explanation. More than 45 tutorials and projects. Additional information throughout the book in the form of notes and tips. Self-Evaluation Tests and Review Questions at the end of each chapter to help the users assess their knowledge. Technical support by contacting 'techsupport@cadcim.com'. Table of Contents Chapter 1: Introduction to AutoCAD Electrical 2018 Chapter 2: Working with Projects and Drawings Chapter 3: Working with Wires Chapter 4: Creating Ladders Chapter 5: Schematic Components Chapter 6: Schematic Editing Chapter 7: Connectors, Point-to-Point Wiring Diagrams, and Circuits Chapter 8: Panel Layouts Chapter 9: Schematic and Panel Reports Chapter 10: PLC Modules Chapter 11: Terminals Chapter 12: Settings, Configurations, Templates, and Plotting Chapter 13: Creating Symbols Project 1 Project 2 Index This book arms engineers with the tools to apply key physics concepts in the field. A number of the key figures in the new edition are revised to provide a more inviting and informative treatment. The figures are broken into component parts with supporting commentary so that they can more readily see the key ideas. Material from The Flying Circus is incorporated into the chapter opener puzzlers, sample problems, examples and end-of-chapter problems to make the subject more engaging. Checkpoints enable them to check their understanding of a question with some reasoning based on the narrative or sample problem they just read. Sample Problems also demonstrate how engineers can solve problems with reasoned solutions. INCLUDES PARTS 1-4 PART 5 IN FUNDAMENTALS OF PHYSICS, EXTENDED COMPARATIVE POLITICS uses a unique theme-Domestic Responses to Global Challenges-to introduce key concepts and examine the growing interdependence of strong and weak states. 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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