

Excel At Excel Part 9 Ultimate Guides To Becoming A Master Of Excel

This enthusiastic introduction provides support for Excel beginners and focuses on using the program immediately for maximum efficiency. With 1,104 screenshots and explicit information on everything from rows, columns, and cells to subtotaling, sorting, and pivot tables, this guide aims to alleviate the frustrations that come with using the program for the first time. This manual offers strategies for avoiding problems and streamlining efficiency and assists readers from start to finish, turning Excel 2010 novices into experts.

Drawing and Detailing with SolidWorks 2014 is written to educate and assist students, designers, engineers, and professionals in the drawing and detailing tools of SolidWorks. Explore the learning process through a series of design situations, industry scenarios, projects, and objectives target towards the beginning to intermediate SolidWorks user. Work through numerous activities to create multiple-view, multiple-sheet, detailed drawings, and assembly drawings. Develop Drawing templates, Sheet formats, and Custom Properties. Construct drawings that incorporate part configurations, assembly configurations, and design tables with equations. Manipulate annotations in parts, drawings, assemblies, Revision tables, Bills of Materials and more. Apply your drawing and detailing knowledge to over thirty exercises. The exercises test your usage competency as well as explore additional topics with industry examples. Advanced exercises require the ability to create parts and assemblies.

Use Microsoft SharePoint Portal Server 2001 as a foundation for building knowledge sharing applications. This book details how IT professionals can plan, design and implement web based solutions using Microsoft's Intranet Portal. Written by experts from Compaq, the world's prime integrator of Exchange systems and Microsoft's Partner of the Year, the book illustrates how easy it is to create sophisticated knowledge based applications using SharePoint Portal Server. It provides an excellent overview of the built-in features and functionality of SharePoint Portal Server, and describes how a Portal coordinator can easily customize the product to fit their business needs. The book blends expert instruction, best practices, and project blueprints, and effectively guides readers through the process of creating a knowledge sharing solution using Microsoft SharePoint Portal Server 2001. Explains Microsoft's strategy for knowledge sharing and its foundation on the Microsoft SharePoint Technologies Details how to build enhanced collaborative applications with SharePoint Portal Server 2001 Shows SharePoint Portal Server 2001 as a tool enabling a rigorous and comprehensive knowledge management strategy Includes music.

Easy to follow, step-by-step lessons enable students to quickly and efficiently learn the features of Microsoft PowerPoint 2003 and how to use them at school, at home, and in the workplace. This Microsoft Official Academic Course offers friendly, straightforward instruction with a focus on real-world business scenarios. Included with the book is a 180-day trial version of Microsoft Office Professional 2003 and dynamic interactive tutorials from the Microsoft eLearning Library. Skills covered in the book correspond to the objectives tested on the Microsoft Office Specialist examination. A complete instructor support program is available with the text.

Discover how to take advantage of the many new features in SharePoint 2010 SharePoint 2010 is a significant leap forward from the 2007 release, and 'you will find that there are a ton of features built into the platform for you to leverage in your solution development. Because SharePoint is a broad platform that covers a lot, this book also covers quite a bit of ground. As a Wrox Beginning book, the goal of Beginning SharePoint 2010 Development is to get you started with many of the fundamentals so that you can continue on to advanced programming beyond this book. The book's goal is to quickly take you from the basics of SharePoint, to installing and configuring a development environment, and then into how you can develop for SharePoint. The book is heavy on coding exercises, but tries to stick to a common set of .NET patterns to ensure you walk away with understanding the different ways in which you can code for SharePoint. Moving from beginning to advanced means that you can expect the walkthroughs and chapters to become increasingly more complex within each chapter and throughout the book. The walkthroughs have been created to be concise and to guide you through all of the steps you must accomplish to complete a coding task. Beginning SharePoint 2010 Development is aimed at the developer who is new to SharePoint. The book assumes you have some programming experience and a passion to learn how to develop for SharePoint. But this book does not assume that you've programmed against SharePoint before. With regard to your general development background, the two assumptions in this book are that you have some familiarity with Web development, and you have an understanding of .NET programming. With regard to Web development, this book assumes that you understand HTML, and may have an understanding of Cascading Style Sheets (CSS), Extensible Markup Language/Extensible Stylesheet Language (XML/XSL), and dynamic languages such as JavaScript. You may have a light understanding of ASP.NET and are looking to apply this knowledge to the SharePoint space. In any case, you have some understanding of the fundamentals of Web and .NET development, and are looking to apply those to the SharePoint space.

The Autodesk® Inventor® 2018: Design Variations and Representations learning guide contains topics that teach you how to efficiently create and represent designs based on existing geometry. Using this learning guide, you will learn how the iFeature, iPart, and iAssembly tools can be used to leverage existing geometry to quickly and easily create additional or slightly varied geometry, and how iMates can be used to define geometry placement in an assembly. The remaining chapters in the learning guide focus on how you can simplify a model to create positional configurations to evaluate components' range of motion (Positional Representations), create simplified geometry to share with customers while protecting your intellectual property (Shrinkwrap and Assembly Simplification), and how to manage working with large assemblies (Level of Detail Representations). The topics covered in this learning guide are also covered in the following ASCENT learning guides, which include a broader range of advanced topics: - Autodesk® Inventor® 2018: Advanced Assembly Modeling - Autodesk® Inventor® 2018: Advanced Part Modeling Objectives - Create and place an iFeature. - Use the Copy command to duplicate features in a model or between models. - Create a table-driven iFeature. - Edit an iFeature. - Create an iPart that can generate different configurations of a model. - Insert standard or custom iParts into an assembly. - Replace an iPart in an assembly with a new iPart instance. - Modify an iPart factory. - Use a table-driven iPart to create an iFeature. - Build iMate constraints into parts or subassemblies. - Combine multiple iMates into a Composite iMate group. - Manually or automatically match iMates of parts in an assembly. - Control the order in which iMate pairs are previewed by using the Match List functionality. - Vary constraint settings in iParts by including iMates. - Create and place an iAssembly. - Edit an iAssembly Factory. - Create and edit different positional representations of an assembly by overriding the existing settings of an assembly. - Create a Shrinkwrap part that is a simplification of the original component. - Selectively determine which assembly components to include in a simplified view and use that information to create a new part model. - Define bounding box or cylindrical geometry to represent assembly components and use that information to create a new part model. - Combine the use of a simplified view, envelopes, and visibility settings to create a new simplified model. - Display a system-defined Level of Detail (LOD) Representation. - Simplify the display and create user-defined LOD Representations in an assembly. - Replace a complex component for a simpler one using a Substitute Level of Detail Representation. Prerequisites The material covered in this learning guide assumes a mastery of Autodesk Inventor basics as taught in the Autodesk Inventor: Introduction to Solid Modeling learning guide.

Fast answers to frequently asked questions Excel 2007 essentials at your fingertips! If you like your answers quick and your information up-to-date, look no further. With this concise, superbly organized reference, you'll quickly find just what you need to know about navigating the new interface; using the Ribbon and Quick Access toolbar; saving, protecting, and recovering workbook files; entering and editing

data; creating formulas and functions, and much more.

A comprehensive guide to Autodesk Inventor and Inventor LT This detailed reference and tutorial provides straightforward explanations, real-world examples, and practical tutorials that focus squarely on teaching Autodesk Inventor tips, tricks, and techniques. The book also includes a project at the beginning to help those new to Inventor quickly understand key interface conventions and capabilities. In addition, there is more information on Inventor LT, new practice drawings at the end of each chapter to reinforce lessons learned, and thorough coverage of all of Inventor's new features. The author's extensive experience across industries and his expertise enables him to teach the software in the context of real-world workflows and work environments. Mastering Inventor explores all aspects of part design, including sketching, basic and advanced modeling techniques, working with sheet metal, and part editing. Here are just a few of the key topics covered: Assemblies and subassemblies Real-world workflows and offering extensive detail on working with large assemblies Weldment design Functional design using Design Accelerators and Design Calculators Everything from presentation files to simple animations to documentation for exploded views Frame Generator Inventor Studio visualization tools Inventor Professional's dynamic simulation and stress analysis features Routed systems features (piping, tubing, cabling, and harnesses) The book's detailed discussions are reinforced with step-by-step tutorials, and readers can compare their work to the downloadable before-and-after tutorial files. In addition, you'll find an hour of instructional videos with tips and techniques to help you master the software. Mastering Inventor is the ultimate resource for those who want to quickly become proficient with Autodesk's 3D manufacturing software and prepare for the Inventor certification exams.

Find the answers to your most important Excel questions with this reference John Walkenbach's name is synonymous with excellence in computer books that decipher complex technical topics. Known as "Mr. Spreadsheet," Walkenbach—along with Excel expert Colin Banfield—answers your most common and important Excel questions in this easy-to-understand reference. You'll learn how to open, save, protect, and recover workbook files; add, copy, and delete worksheets; enter and edit data and text; create formulas and functions; audit, format, and print; and more. Highly organized and free of unnecessary jargon, this essential reference allows you to find the answers you're looking for quickly and easily. Excel gurus Walkenbach and Banfield offer quick and easy answers to common Excel questions Offers information in a highly organized, easy-to-understand format so you can find exactly what you need Includes information on opening, saving, protecting and recovering workbook files; adding, copying, and deleting worksheets; entering and editing data and text; creating formulas and functions; auditing; formatting; printing; and more Covers navigating the user interface; using the Ribbon and Quick Access toolbar; saving, protecting, and recovering workbook files; entering and editing data; creating formulas and functions, and much more Excel 2010 For Dummies Quick Reference enables you to spend more time working on your projects rather than trying to figure how to make Excel work for you!

Excel 2007 Programming by Example with XML and ASP offers a hands-on approach for those looking to extend and customize Excel functionality. From recording a simple macro and writing VBA code to working with XML documents and using ASP to access and display data, this book takes you on a programming journey that will change the way you work with Excel. Learn how to automate spreadsheet tasks with macros; write VBA code to program PivotTables, generate charts, build dialog boxes, and customize the Ribbon; handle errors and debug programs; create hyperlinks and publish HTML files. Retrieve data from the web directly into Excel; develop and manipulate smart tags using XML.

Experience learning made easy-and quickly teach yourself how to organize, analyze, and present data with Excel 2010. With STEP BY STEP, you set the pace-building and practicing the skills you need, just when you need them! Topics include creating formulas, calculating values, and analyzing data; presenting information visually with graphics, charts, and diagrams; building PivotTable dynamic views; using the new Excel Web App; reusing information from databases and other documents; creating macros to automate repetitive tasks and simplify your work; and other core topics.

Dig into formulas, functions, and more to build your Excel skills Whether you're a beginner or an Excel veteran, this friendly guide provides the fundamental techniques to help you create, edit, format, and print your own spreadsheets. You'll start from scratch and quickly progress to manipulating data with formulas and using Excel's extensive formatting options to present your information in the most powerful way. Open the book and find: Ways to navigate Excel's Ribbon interface Data entry tips to start your spreadsheet How to build formulas and edit workbooks Formatting steps to follow Printing basics to present your data

Depuis une décennie, Microsoft ne cesse d'améliorer sa plate-forme collaborative SharePoint® Server. Cet ouvrage permet de découvrir et de mieux appréhender les nouvelles technologies SharePoint® Server 2013, SharePoint® Foundation 2013 et Microsoft® Office® 2013. Cet outil de partage de l'information sans équivalent est couplé à des applications de gestion électronique de documents, d'informatique décisionnelle (BI), de moteurs de recherche (FAST), de réseaux sociaux ainsi qu'à My Site (RSE).

Microsoft® SharePoint® Server 2013 s'adresse aux responsables informatiques, aux DRH, aux DSI, aux chefs de produits ou à tout décideur souhaitant utiliser une solution de portail pour faciliter le travail collaboratif dans l'entreprise. Cet ouvrage présente, de manière didactique, comment piloter Microsoft® SharePoint® Server 2013 en analysant les points suivants : l'architecture et les fonctions avancées, la migration, l'installation, la configuration et les services, la gouvernance et la gestion applicative, l'intégration de réseaux sociaux, My Site, la conservation, SharePoint Designer, PowerShell et des outils tiers.

Gain a thorough understanding of today's tax concepts and current tax law with SOUTH-WESTERN FEDERAL TAXATION 2021: COMPREHENSIVE, 44E. This reader-friendly presentation emphasizes the latest tax law and recent changes impacting individuals, corporations, partnerships, estates and trusts and financial statements. You examine tax

law changes as recent as 2020 with complete coverage of the Tax Cuts and Jobs Act of 2017 and related guidance from the Treasury Department. Clear examples, frequent summaries and interesting tax scenarios clarify concepts and sharpen your critical-thinking, writing and research skills. Discover how an understanding of today's taxes can benefit you as you prepare for the C.P.A. or the Enrolled Agent exam or pursue a career in tax accounting, financial reporting or auditing. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Provides an introduction to Microsoft Excel, covering such topics as managing workbooks, editing worksheets, formatting data, adding graphics, working with charts, using formulas and functions, and using Web features.

An Autodesk Official Press guide to the powerful mechanical design software Autodesk Inventor has been used to design everything from cars and airplanes to appliances and furniture. This comprehensive guide to Inventor and Inventor LT features real-world workflows and work environments, and is packed with practical tutorials that focus on teaching Inventor tips, tricks, and techniques. Additionally, you can download datasets to jump in and practice on any exercise. This reference and tutorial explains key interface conventions, capabilities, tools, and techniques, including design concepts and application, parts design, assemblies and subassemblies, weldment design, and the use of Design Accelerators and Design Calculators. There's also detailed coverage of design tactics for large assemblies, effective model design for various industries, strategies for effective data and asset sharing, using 2D and 3D data from other CAD systems, and improving designs by incorporating engineering principles. Uses real-world sample projects so you can quickly grasp the interface, tools, and processes Features detailed documentation on everything from project set up to simple animations and documentation for exploded views, sheet metal flat patterns, plastic part design, and more Covers crucial productivity-boosting tools, iLogic, data exchange, the Frame Generator, Inventor Studio visualization tools, dynamic simulation and stress analysis features, and routed systems features Downloadable datasets let you jump into the step-by-step tutorials anywhere Mastering Autodesk Inventor and Autodesk Inventor LT is the essential, comprehensive training guide for this powerful software.

This book is not available as a print inspection copy. To download an e-version click [here](#) or for more information contact your local sales representative. 'Takes the challenging and makes it understandable. The book contains useful advice on the application of statistics to a variety of contexts and shows how statistics can be used by managers in their work.' - Dr Terri Byers, Assistant Professor, University Of New Brunswick, Canada A book about introductory quantitative analysis, the authors show both how and why quantitative analysis is useful in the context of business and management studies, encouraging readers to not only memorise the content but to apply learning to typical problems. Fully up-to-date with comprehensive coverage of IBM SPSS and Microsoft Excel software, the tailored examples illustrate how the programmes can be used, and include step-by-step figures and tables throughout. A range of 'real world' and fictional examples, including "The Ballad of Eddie the Easily Distracted" and "Esha's Story" help bring the study of statistics alive. A number of in-text boxouts can be found throughout the book aimed at readers at varying levels of study and understanding Back to Basics for those struggling to understand, explain concepts in the most basic way possible - often relating to interesting or humorous examples Above and Beyond for those racing ahead and who want to be introduced to more interesting or advanced concepts that are a little bit outside of what they may need to know Think it over get students to stop, engage and reflect upon the different connections between topics A range of online resources including a set of data files and templates for the reader following in-text examples, downloadable worksheets and instructor materials, answers to in-text exercises and video content compliment the book. An ideal resource for undergraduates taking introductory statistics for business, or for anyone daunted by the prospect of tackling quantitative analysis for the first time.

Microsoft SharePoint now has a 10 percent share of the portal market, and the new release, which features enhanced integration with Office 2007, is sure to give SharePoint a boost Offers clear instructions and soup-to-nuts coverage of this complex product, focusing instead on practical solutions to real-world SharePoint challenges Features tips, tricks, and techniques for administrators who need to install and configure a SharePoint portal as well as ordinary users who need to populate and maintain the portal and use it for collaborative projects Topics covered include setting up a SharePoint portal, matching SharePoint to business needs, managing portal content, branding, collaborating on SharePoint sites, using a portal to improve employee relations and marketing, putting expense reports and other interactive forms on a portal, and monitoring and backing up SharePoint

Slaying Excel DragonsA Beginners Guide to Conquering Excel's Frustrations and Making Excel FunTickling Keys, Inc.

Offering an updated overview of the latest version of the popular spreadsheet program, an informative manual covers the entire gamut of how to build spreadsheets, add and format information, print reports, create charts and graphics, and use basic formulas and functions, and includes helpful tips and step-by-step instruction in using the new user interface and tabbed toolbar. Original. (All Users)

A step-by-step guide to Microsoft Excel 2007 describes the new features of the program, including its new interface, PivotTable, rich data visualization, and enhanced chart and table functions, and provides lessons and practice exercises to master the tools to organize data, manage spreadsheets, and publish to the Web.

How do you take your data analysis skills beyond Excel to the next level? By learning just enough Python to get stuff done. This hands-on guide shows non-programmers like you how to process information that's initially too messy or difficult to access. You don't need to know a thing about the Python programming language to get started. Through various step-by-step exercises, you'll learn how to acquire, clean, analyze, and present data efficiently. You'll also discover how to automate your data process, schedule file- editing and clean-up tasks, process larger datasets, and create compelling stories with data you obtain. Quickly learn basic Python syntax, data types, and language concepts Work with both machine-readable and human-consumable data Scrape websites and APIs to find a bounty of useful information Clean and format data to eliminate duplicates and errors in your datasets Learn when to standardize data and when to test and script data cleanup Explore and analyze your datasets with new Python libraries and techniques Use Python solutions to automate your entire data-wrangling process Create an inventory system! Calculate loan repayments! Handle a production's limiting factors successfully! Work out customers' profitability! Yes, most of the above and much more can be achieved in Microsoft Excel if you understand some basic concepts of financial modelling and analysis. This book was written to help any users wanting to have a clear understanding of how Excel can help to perform some aspects of financial modelling and analysis using some of its built-in financial and logical functions. It goes further by elaborating detail exercises on the above.

The book introduces the basic concepts of balance sheet, income statement and cash flow and builds the relevant models. Many books have been written on Excel. However, this book explains some advanced techniques for sensitivity analysis and features in a rather simplified manner with plenty of screen captures wherever possible. New users and existing users on Excel will find this book handy.

Taking your spreadsheet skills to the next level, Mayes/Shank's FINANCIAL ANALYSIS WITH MICROSOFT EXCEL 2016, 8E, equips you with a solid foundation in corporate finance while helping you master the tools professionals use every day. It delivers thorough coverage of financial statements, cash budgets, time series forecasting, the Security Market Security Line, pro forma financial statements, cost of capital, VBA programming, Pivot Tables, and Get & Transform tools (formerly known as Power Query). With its unique self-directed learning approach, this reader-friendly book is an ideal resource for independent learning and a valuable reference tool. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The fun and friendly guide to mastering IBM's Statistical Package for the Social Sciences Written by an author team with a combined 55 years of experience using SPSS, this updated guide takes the guesswork out of the subject and helps you get the most out of using the leader in predictive analysis. Covering the latest release and updates to SPSS 27.0, and including more than 150 pages of basic statistical theory, it helps you understand the mechanics behind the calculations, perform predictive analysis, produce informative graphs, and more. You'll even dabble in programming as you expand SPSS functionality to suit your specific needs. Master the fundamental mechanics of SPSS Learn how to get data into and out of the program Graph and analyze your data more accurately and efficiently Program SPSS with Command Syntax Get ready to start handling data like a pro—with step-by-step instruction and expert advice! Have you always wanted to learn EXCEL but are afraid it'll be too difficult for you? What if you had access to an Excel guide who would literally take you step by step through every essential process of learning this application? Excel is one of the most powerful software tools in the world for collecting, analyzing and summarizing data but its incredible power often comes at a cost! Excel is a massive program and it can literally take a beginner months or even years to master it. Research shows that many first time Excel users don't take advantage of all the program's functionality. Beginners continue to manually enter data instead of easily using formulas and functions that could save them a ton of time and skyrocket their productivity. Whether your goal is to use Excel in your day job to enhance your productivity or you would like to use your Excel skills in another profession, I can tell you this - This book is for you This is my step-by-step manual that will literally take you through every essential process of mastering the basics of Excel. ****Bonus Included Inside**** Download your FREE EXCEL Resource Guide! Here's What You'll Discover: The TOP 5 reasons why you should Learn Excel today Walk through the history of spreadsheet software starting from the release of VisiCalc in the late 1970's to the latest version of Excel 2016 Confused about the different terms used in Excel? Worry no more! We will go over the most essential terms you need to get familiar with to start using Excel today. I will walk you through each component in the Excel User Interface. Step by Step guide on how to open and navigate through an Excel worksheet. The 4 Critical guidelines that every Beginner must know when working with Multiple Excel Worksheets In-depth description of Excel Formulas and Functions and when to use each Function. Absolute Vs Relative Cell Reference? Understand the difference between cell references and you are on your way to success! In fact, a recent study showed that majority of Excel users did not understand cell references and how to use these. You will never forget this again once you have gone through the examples describing cell references in this book Step by Step process on how to Import data from different sources into Excel and then Formatting the data What are Excel Macros and how are they useful? One Bonus Macro with complete code to fix a very essential Formatting issue in Excel Excel Tables and how to design these. 5 mistakes that every Beginner should avoid while using tables. Are you ready for the next level? Let's talk about how to create beautiful Charts and Reports. We will go through the most popular types of charts and useful tips. Pivot Tables. Pivot Tables are one of the most powerful features within Excel. Unfortunately, a vast majority of Excel users never take advantage of this feature believing that it is too complicated. We will walk through a step by step process on how to use Pivot Tables to create Reports. We will go over the various Themes and Templates available and how to use those. And much more!! So What Are You Waiting For? The opportunity is there. Will you take it? Click the BUY button now to start learning EXCEL today. Tags: ----- excel 2016, excel, microsoft excel 2016, excel 2016 bible, excel 2016 for dummies, excel 2016 essential skills, excel 2016 vba, excel 2016 formulas and functions, excel 2016 basics, excel for beginners, excel 2016 power programming with vba, excel 2016 for mac

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.

You're beyond the basics, so dive in and really put your spreadsheet skills to work! This supremely organized reference is packed with hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts tackle Excel 2010-and challenge yourself to new levels of mastery! Learn expert techniques for designing powerful spreadsheets Apply built-in functions-or write your own-and carry out complex calculations Use rich charting and graphic capabilities to visualize data Perform sophisticated data analysis: financial, statistical, and "what-if" Design PivotTable reports to dynamically analyze data Share and collaborate with others-while managing sensitive data Link and embed Excel data into other documents Create macros with Microsoft Visual Basic for Applications Sample spreadsheets from inside the book Add-ins and other resources to help you extend Microsoft Office programs Links to demos, user communities, and product support

Your real-world introduction to mechanical design with Autodesk Inventor 2016 Mastering Autodesk Inventor 2016 and Autodesk Inventor LT 2016 is a complete real-world reference and

tutorial for those learning this mechanical design software. With straightforward explanations and practical tutorials, this guide brings you up to speed with Inventor in the context of real-world workflows and environments. You'll begin designing right away as you become acquainted with the interface and conventions, and then move into more complex projects as you learn sketching, modeling, assemblies, weldment design, functional design, documentation, visualization, simulation and analysis, and much more. Detailed discussions are reinforced with step-by-step tutorials, and the companion website provides downloadable project files that allow you to compare your work to the pros. Whether you're teaching yourself, teaching a class, or preparing for the Inventor certification exam, this is the guide you need to quickly gain confidence and real-world ability. Inventor's 2D and 3D design features integrate with process automation tools to help manufacturers create, manage, and share data. This detailed guide shows you the ins and outs of all aspects of the program, so you can jump right in and start designing with confidence. Sketch, model, and edit parts, then use them to build assemblies Create exploded views, flat sheet metal patterns, and more Boost productivity with data exchange and visualization tools Perform simulations and stress analysis before the prototyping stage This complete reference includes topics not covered elsewhere, including large assemblies, integrating other CAD data, effective modeling by industry, effective data sharing, and more. For a comprehensive, real-world guide to Inventor from a professional perspective, Mastering Autodesk Inventor 2016 and Autodesk Inventor LT 2016 is the easy-to-follow hands-on training you've been looking for.

An introduction to the Microsoft Office 2003 suite describes the latest features and functions of the various applications--Word, Excel, Access, PowerPoint, Exchange, FrontPage and Publisher.

A comprehensive reference to Word and Excel covers the intermediate and advanced features of each program with a brief introduction to the basics of Office 97. Original. (Intermediate) Millions of users create and share Excel spreadsheets every day, but few go deeply enough to learn the techniques that will make their work much easier. There are many ways to take advantage of Excel's advanced capabilities without spending hours on advanced study. Excel Hacks provides more than 130 hacks -- clever tools, tips and techniques -- that will leapfrog your work beyond the ordinary. Now expanded to include Excel 2007, this resourceful, roll-up-your-sleeves guide gives you little known "backdoor" tricks for several Excel versions using different platforms and external applications. Think of this book as a toolbox. When a need arises or a problem occurs, you can simply use the right tool for the job. Hacks are grouped into chapters so you can find what you need quickly, including ways to: Reduce workbook and worksheet frustration -- manage how users interact with worksheets, find and highlight information, and deal with debris and corruption. Analyze and manage data -- extend and automate these features, moving beyond the limited tasks they were designed to perform. Hack names -- learn not only how to name cells and ranges, but also how to create names that adapt to the data in your spreadsheet. Get the most out of PivotTables -- avoid the problems that make them frustrating and learn how to extend them. Create customized charts -- tweak and combine Excel's built-in charting capabilities. Hack formulas and functions -- subjects range from moving formulas around to dealing with datatype issues to improving recalculation time. Make the most of macros -- including ways to manage them and use them to extend other features. Use the enhanced capabilities of Microsoft Office 2007 to combine Excel with Word, Access, and Outlook. You can either browse through the book or read it from cover to cover, studying the procedures and scripts to learn more about Excel. However you use it, Excel Hacks will help you increase productivity and give you hours of "hacking" enjoyment along the way. & • Simple, easy to follow step-by-step guide for the beginner on adding data, audio and digital video to CDs and DVDs. & • While the book as a whole is general, with many how-to tips and hints, it focuses on major software programs to illustrate these concepts. & • Includes coverage of audio and video CD creation as well as authoring and outputting DVDs.

Drawing and Detailing with SolidWorks 2012 is written to educate and assist students, designers, engineers, and professionals in the drawing and detailing tools of SolidWorks. Explore the learning process through a series of design situations, industry scenarios, projects, and objectives target towards the beginning to intermediate SolidWorks user. Work through numerous activities to create multiple-view, multiple-sheet, detailed drawings, and assembly drawings. Develop Drawing templates, Sheet formats, and Custom Properties. Construct drawings that incorporate part configurations, assembly configurations, and design tables with equations. Manipulate annotations in parts, drawings, assemblies, Revision tables, Bills of Materials and more. Apply your drawing and detailing knowledge to over thirty exercises. The exercises test your usage competency as well as explore additional topics with industry examples. Advanced exercises require the ability to create parts and assemblies. Drawing and Detailing with SolidWorks 2012 is not a reference book for all drafting and drawing techniques and tools. The book provides information and examples in the following areas: History of engineering graphics, manual sketching techniques, orthographic projection, isometric projection, multi-view drawings, dimensioning practices, fasteners in general, tolerance and fit and the history of CAD leading to the development of SolidWorks. Start a SolidWorks 2012 session and to understand the following interfaces: Menu bar toolbar, Menu bar menu, Drop-down menus, Context toolbars, Consolidated drop-down toolbars, System feedback icons, Confirmation Corner, Heads-up View toolbar, Document Properties and more. Apply Document Properties to reflect the ASME Y14 Engineering Drawing and related Drawing Practices. Import an AutoCAD file as a Sheet format. Insert SolidWorks System Properties and Custom Properties. Create new SolidWorks Document tabs. Create multi-sheet drawings from various part configurations and develop the following drawing views: Standard, Isometric, Auxiliary, Section, Broken Section, Detail, Half Section (Cut-away), Crop, Projected Back, with a Bill of Materials and a Revision Table and Revisions. Insert and edit: Dimensions, Feature Control Frames, Datums, Geometric Tolerancing, Surface Finishes, and Weld Symbols using DimXpert and manual techniques. Create, apply, and save Blocks and Parametric Notes in a drawing. Chapter 10 provides a bonus section on the Certified SolidWorks Associate CSWA program with sample exam questions and initial and final SolidWorks models. The book is designed to compliment the SolidWorks Users Guide, SolidWorks Reference Guide, Standards, Engineering Drawing/Design and Graphics Communications reference books. The authors recognize that companies utilize additional drawing standards. The authors developed the industry scenarios by combining industry experience with their knowledge of engineers, sales, vendors and manufacturers. These professionals are directly involved with SolidWorks everyday. Their work goes far beyond a simple drawing with a few dimensions. They create detailed drawings, assembly drawings, marketing drawings and customer drawings. SolidWorks users work between drawings, parts, assemblies and many other documents to complete a project on time.

Pro SQL Server 2008 Analytics provides everything you need to know to develop sophisticated and visually appealing sales and marketing dashboards using SQL Server 2008 and to integrate those dashboards with SharePoint, PerformancePoint, and other key Microsoft technologies. The book begins by addressing the many misconceptions that surround the use of key performance indicators (KPIs) and giving a brief overview of the business intelligence (BI) and reporting tools that can be combined on the Microsoft platform to help you generate the results that you need. The focus of the book is to help you implement a successful business intelligence project of your own. The text discusses many of the required project planning components, provides overviews and examples associated with Microsoft's BI tools, and gives detailed examples of successful dashboard implementations.

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