

Iphone 4s For Dummies For Dummies Lifestyles Paperback

The full-color guide to getting the most out of your iPhone Completely updated and revised to include iOS 5, iCloud, and the latest iPhone features, this full-color book is your guide to all things iPhone. Bestselling veteran authors Edward Baig and Bob "Dr. Mac" LeVitus introduce you to the capabilities of the iPhone for making phone calls, browsing the Internet, sending and receiving e-mails, working with the calendar, watching and recording HD videos, taking and editing great photos, and much more. You'll discover how to set up iTunes, buy music and videos, protect your information, troubleshoot, multitask, and download the hundreds of thousands of apps available from the App Store. Gets you started with your iPhone, and gets you on your way to mastering the multitouch interface, synching with iCloud, making phone and video calls, texting, working with the calendar, and more Explains setting up iTunes, watching videos, taking photos, making FaceTime video calls, and listening to your favorite music Walks you through connecting to the Internet, sending and receiving e-mails, getting directions from GPS maps, working with Siri - your voice-activated virtual assistant, protecting your information, and troubleshooting Addresses the latest updates, iCloud, and new iOS 5 features that make your iPhone even more powerful and easy to use Includes coverage of iPhone 3G, iPhone 3GS, and the iPhone 4 models from all major carriers Presented in the straightforward-but-fun style that defines the Dummies series, iPhone For Dummies, 5th Edition is the just the book you need to get acquainted with your brand new iPhone.

Finding it hard to put your iPhone down, but still haven't figured out how to make the most of its capabilities? Packed with fun instructions, tips, and advice, this guide makes it easy to navigate your way around your new device and unlock all of its state-of-the-art features. The book walks you through surfing the web, staying connected with Facebook and FaceTime, sharing photos and videos, rocking out with music, and much more. The authors share their insights to help you make the most of your iPhone. This hands-on guide quickly gets you up and running on: setting up e-mail; downloading applications from the App Store; getting organized with Reminders; finding your way around with Maps; synching your stuff to iCloud; buying music and movies from the iTunes store. It covers Apple's iPhone hardware and iOS software; provides details on connecting to a Wi-Fi network; includes easy-to-follow instructions on troubleshooting your iPhone. --

Explains how to evaluate digital cameras, compose and capture scenes, adjust color balance, crop out unwanted elements, sharpen focus, apply special effects, and prepare images for printing.

Bring your design vision to life with this full-color guide to AutoCAD 2013! Used by everyone from engineers and architects to interior designers and draftspeople, AutoCAD 2013 is the world's leading 2D and 3D technical drawing program. But,

with so many options and features available, finding your way around AutoCAD can be a challenge, even for experienced CAD professionals. AutoCAD 2013 For Dummies is here to help. You'll learn to build a solid foundation for all your projects, use standard CAD techniques, get familiar with new tools and features, and start sharing your models and designs in no time with this easy-to-follow guide. Covers the latest AutoCAD features and techniques, including creating a basic layout, navigating the AutoCAD Ribbon, drawing and editing, working with dimensions, adding text, creating 3D models, and more Walks readers through setting up a drawing environment, applying visual styles, managing data across several drawings, and showcasing your designs to potential clients and customers Features full-color illustrations that mirror what you'll see on your AutoCAD 2013 screens plus a companion website with downloadable drawing files so you can put your CAD skills to the test Whether you're an AutoCAD amateur or a modeling master, AutoCAD 2013 For Dummies has something for you.

A full-color guide to the iPhone, including the new iPhone 3G S With its new 3G S model, the iPhone is definitely the must-have mobile device. This fully updated guide covers all the cool features of the fastest iPhone ever, including the Spotlight search feature, voice control, and video camera capability. iPhone For Dummies, 3rd Edition also covers the basics of using the multitouch interface, setting up iTunes, browsing the Internet, sending and receiving e-mail, and more. The iPhone 3G S is the fastest and most powerful iPhone yet, with a host of new features Learn to use landscape mode for e-mail, texting, and shooting widescreen video See how to copy or cut and paste text, video, photos, and Web content from one app to another Find out how to make calls, play music, or create new playlists using voice control Locate anything on your iPhone with Spotlight, whether in your calendar, contacts, e-mail, iPod, apps, or even saved Web clips Discover how to create and send messages that include text, video, voice memos, map locations, and more Covering all the features of the much-anticipated iPhone 3G S, iPhone For Dummies, 3rd Edition helps you get every bit of functionality your iPhone offers.

The easy way to master a managerial accounting course Are you enrolled in a managerial accounting class and finding yourself struggling? Fear not! Managerial Accounting For Dummies is the go-to study guide to help you easily master the concepts of this challenging course. You'll discover the basic concepts, terminology, and methods to identify, measure, analyze, interpret, and communicate information in the pursuit of an organization's goals. Tracking to a typical managerial accounting course and packed with easy-to-understand explanations and real-life examples, Managerial Accounting For Dummies explores cost behavior, cost analysis, profit planning and control measures, accounting for decentralized operations, capital budgeting decisions, ethical challenges in managerial accounting, and much more. Covers the key concepts and tools needed to communicate accounting information for managerial decision-

making within an organization Plain-English explanations of managerial accounting terminology and methods Tracks to a typical college-level managerial accounting course Managerial Accounting For Dummies makes it fast and easy to grasp the concepts needed to score your highest in a managerial accounting course.

Presents an introduction to the features and functions of the iPhone, covering everything from the gadget's keyboard, built-in GPS, new App store, and MobileMe to its communication, e-mail, and Internet functions.

The easy way to have fun with your iPhone - fully updated for iPhone 6 and iPhone 6 Plus! Are you all about your iPhone? You've come to the right place! iPhone All-in-One For Dummies covers all the basics and beyond to give you hands-on, all-encompassing coverage of your new smartphone. Written in plain English and packed with tons of full-color photographs that help bring the information to life, this friendly guide shows you how to activate the iPhone, control the multi-touch and voice-recognition interfaces, tour the iPhone's built-in apps and settings, set up security features, start sending texts, and configure e-mail. Next, it moves on to tackling the iPhone's more advanced features, like capturing and sharing photos, tapping into maps, acquiring and listening to music, creating and sharing notes and memos, making video calls with FaceTime, and much more. Fully updated to reflect Apple's newest iPhone hardware and iOS software, along with the new iLife and iWork apps, this new edition of iPhone All-in-One For Dummies takes the guesswork out of making the most of your iPhone. If you're using your Apple smartphone at home, at work, or on the go, everything you need to have fun and work smarter with your iPhone is right inside. Covers iPhone 6, iPhone 6 Plus, iPhone 5s, iPhone 5c, and older iPhone models Offers five full-color books of content that add up to nearly 600 pages of material—big bang for your buck Provides steps for setting up your iPhone and synching with iCloud Includes complementary online video course material Walks through troubleshooting and fixing common iPhone problems Whether this is your first iPhone or an upgrade to the latest version, iPhone All-in-One For Dummies helps you unlock all of its incredible capabilities.

If you're looking for a book that focuses on just the most important, most useful, and most fun stuff about your iPhone 5, 4S, or 4—you've found it. There are basically two types of iPhone books out there: (1) The "tell-me-all-about-it" kind, which includes in-depth discussions on everything from wireless network protocols to advanced compression codes. (2) Then there's this book, which instead is a "show-me-how-to-do-it" book that skips all the confusing techno-jargon and just tells you, in plain, simple English, exactly how to use the iPhone features you want to use most. The iPhone Book is from Scott Kelby, the award-winning author of the smash bestseller, The iPod Book, who takes that same highly acclaimed, casual, straight-to-the-point concept and layout and brings it to learning Apple's amazing iPhone. Scott teams up once again with gadget guru and leading iPhone authority Terry White to put together a book that is an awful

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lot like the iPhone itself—simple to use and fun to learn. The book's layout is brilliant, with each page covering just one single topic, so finding the information you need is quick and easy, with a large full-color photo on each page so you can see exactly how it works. Scott and Terry added even more tips and tricks than the previous editions, and made it even easier by focusing on just the most useful and most requested iPhone 5 features, so you can start really using your iPhone today!

This bestselling guide to Microsoft Word is the first and last word on Word 2013. It's a whole new Word, so jump right into this book and learn how to make the most of it. Bestselling For Dummies author Dan Gookin puts his usual fun and friendly candor back to work to show you how to navigate the new features of Word 2013. Completely in tune with the needs of the beginning user, Gookin explains how to use Word 2013 quickly and efficiently so that you can spend more time working on your projects and less time trying to figure it all out. Walks you through the capabilities of Word 2013 without weighing you down with unnecessary technical jargon. Deciphers the user interface and shows you how to take advantage of the file formats. Covers editing documents, working with text, using grammar and spelling tools, formatting, adding images and other design elements, and more. Get the word on the latest Word with Word 2013 For Dummies!

It's all iPad, all the time - at home, at work, and on the go - updated for iOS 6! The iPad was an overnight sensation and now it's simply indispensable. Whether you use it for work, play, or everyday life, the new iPad is packed with even more features and power than ever. In this fun and practical guide, veteran For Dummies author Nancy C. Muir walks you through the latest features and functions, including what the new iOS6 software brings to the table. Go beyond the basics, get serious about using your iPad for all it's worth, and don't miss the ways to have fun with it as well. This book covers it all, and in full color! Covers the third-generation iPad, iPad 2 and original iPad and is fully updated for iOS 6. Packs six minibooks in one full-color guide: iPad Basics, Just for Fun, iPad on the Go, Getting Productive with iWork, Using iPad to Get Organized, and Must-Have iPad Apps. Explores the latest iPad and iOS 6 features, including Siri, Passbook, FaceTime video calls over cellular, a brand new Maps app, Facebook integration, and more. Walks you through enhanced functions, such as improved e-mail with a VIP inbox and new iCloud browsing tabs. Shows you how to use iWork and other productivity apps to dress up your documents, create stellar spreadsheets, add pizzazz to your presentations, and maintain your schedule on the run. Covers the best-of-the-best business, travel, educational, news, weather, and financial apps. Your world is just a touch away with iPad and iPad All-in-One For Dummies, 5th Edition.

Discover the pros of probiotics. Probiotics are beneficial, live microorganisms (in most cases, bacteria) that are similar to those found naturally in the human intestine. Also known as "friendly" or "good" bacteria, probiotics are the

cornerstone of any successful health program because they restore a healthy balance between friendly and bad bacteria in the intestinal tract, a balance that is critical for the health of the entire body. Probiotics are associated with treating everything from IBS to certain forms of cancer, allergies, eczema, and even the effects of aging. Probiotics For Dummies reveals how taking the right probiotics—in the form of food and supplements—as part of a total health program benefits one's overall health, as well as improving specific conditions. This hands-on, essential guide features 20 probiotic recipes and gives you a step-by-step plan for infusing probiotics into your diet to improve the health of the GI tract, alleviate allergies and asthma, restore reproductive and urinary tracts, bolster the immune system against disease, enhance weight loss, and more. Advice on how to ingest the right probiotics 20 probiotic recipes from breakfast to dessert Information on naturally occurring probiotic compounds as well as the effectiveness of supplements Probiotics For Dummies gives you everything you need to make informed decisions about adding probiotics to your daily diet. The core concepts you need to write and speak German Learning a new language is a fun and challenging feat for students at every level. Perfect for those just starting out or returning to German after some time away, German Essentials For Dummies focuses on core concepts taught (and tested on!) in a typical introductory German course. From adjectives and adverbs to understanding tenses and asking questions, you'll skip the suffering and score high marks at exam time with the help of German Essentials For Dummies. Designed for students (and parents) who want the key concepts and a few examples—without the review, ramp-up, and anecdotal content—German Essentials For Dummies is a perfect solution for exam-cramming, homework help, and reference. Focuses on everything from grammar, vocabulary, and pronunciations to verb forms and tenses Perfect for a refresher or a quick reference Aids you in writing assignments, tests, and conversational German If you have some knowledge of German and want to polish your skills, German Essentials For Dummies focuses on just the core concepts you need to communicate effectively.

The fast and easy way to learn to speak Russian With Russia in line to host the World Cup in 2018, the Winter Olympics in 2014, as well as a Formula 1 Grand Prix, interest in Russia is on the rise. Russian For Dummies is an excellent resource for students, tourists, and businesspeople looking for an introduction to this popular and complex language. This updated edition offers new and improved content, more useful exercises and practice opportunities, all new content devoted to the Cyrillic alphabet, and much more. A revamped, user-friendly organization A fully updated and expanded audio CD with real-life conversations by native speakers Expanded coverage of grammar, verb conjugations, and pronunciations A refreshed and expanded mini-dictionary complete with even more essential vocabulary Russian For Dummies provides basic instruction to those seeking to grasp the basics of conversational Russian.

Students, travelers, and businesspeople with little or no language experience will gain a clearer understanding on how to communicate in Russian.

Your go-to guide on business analysis Business analysis refers to the set of tasks and activities that help companies determine their objectives for meeting certain opportunities or addressing challenges and then help them define solutions to meet those objectives. Those engaged in business analysis are charged with identifying the activities that enable the company to define the business problem or opportunity, define what the solutions looks like, and define how it should behave in the end. As a BA, you lay out the plans for the process ahead. Business Analysis For Dummies is the go to reference on how to make the complex topic of business analysis easy to understand. Whether you are new or have experience with business analysis, this book gives you the tools, techniques, tips and tricks to set your project's expectations and on the path to success. Offers guidance on how to make an impact in your organization by performing business analysis Shows you the tools and techniques to be an effective business analysis professional Provides a number of examples on how to perform business analysis regardless of your role If you're interested in learning about the tools and techniques used by successful business analysis professionals, Business Analysis For Dummies has you covered.

Find out what Siri's got up her sleeve with this fun and friendly guide! Who couldn't use a little extra help these days? Answers, information, reminders, and all sorts of additional help are only a verbal query away with Siri, the artificial intelligence personal assistant. Siri made her debut with the iPhone 4 and is now updated for iOS 6 as well as the third-generation iPad and she is ready to assist! This easy-to-understand guide walks you through the vast array of capabilities that Siri boasts, from creating texts and e-mails from dictation to getting directions to finding a restaurant in the area. You'll discover how to check the weather, get sports scores and schedules, look up a movie review, get Facebook and Twitter updates, make dinner reservations, and much more. Explains how to finesse the perfectly worded questions for Siri in order to get the most helpful and accurate answers Details how to have Siri make phone calls for you, look up information in a dictionary or on the web, or get music Walks you through using Siri to get stock quotes or enter numbers into a calculator and get an answer Shows you how to use Siri to set reminders and alarms, take notes, get turn-by-turn driving directions, and more Just like Siri, the straightforward-but-fun Siri For Dummies is here to help you!

The full-color guide to getting the most out of your iPhone Completely updated and revised to include iOS 6, iCloud, and the latest iPhone 5 features, this full-color book is your guide to all things iPhone. Bestselling veteran authors Edward Baig and Bob "Dr. Mac" LeVitus introduce you to the capabilities of the iPhone for making phone calls, browsing the Internet, sending and receiving e-mails, working with the calendar, watching and recording HD videos, taking and editing great photos, and much more. You'll discover how to set up iTunes, buy music and videos, protect your information, troubleshoot, multitask, and download the hundreds of thousands of apps available from the App Store. Includes coverage of iPhone 5 and iPhone 4S as well as the older iPhone 4 model Gets you started with your iPhone, and introduces you to the multitouch interface, synching with iCloud, making phone and video calls, texting, working with the calendar, and more Explains setting up iTunes, watching your favorite

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movies and TV shows, taking stunning photos, and listening to your favorite music Helps you get organized with the calendar and Reminders features, keep on top of the latest news with Notification Center, and communicate with Siri, your voice-activated virtual assistant Walks you through connecting wirelessly, sending and receiving e-mails, making FaceTime video calls, getting directions from the all new Maps app, protecting your information, and troubleshooting Addresses the latest updates, iCloud, and new iOS 6 features that make your iPhone even more powerful and easy to use iPhone 5 For Dummies, 6th Edition is presented in the straightforward-but-fun style that defines the series. It's just the book you need to get acquainted with your brand-new iPhone.

Designed to provide easy-to-follow guidance on everything a nurse, nurse practitioner, or physician's assistant will need to know for a class on IV therapy, including delivery methods, flow rates, and legal issues.

Align HR practices with your objectives and keep your company competitive A company's ability to grow and stay on top of customer demand has always depended heavily on the quality of its people. Now, more than ever, businesses recognize that finding (and keeping) a highly skilled and motivated workforce is pivotal to success. Maybe you're a business owner and your company is growing, or you're an employee at a small- to midsize-company and management has asked you to take on some—or all—of their HR functions. Either way, knowing how to set up and implement successful HR practices (not to mention navigating the legal minefields in today's increasingly regulated environment) can be tricky. Human Resources Kit For Dummies is your one-stop resource for learning the nuts and bolts of HR. It gives you forms and templates that you can put to immediate and productive use. New information on anti-discrimination legislation; measuring performance; hiring, firing, and retaining employees; and training and development plans The latest info on online and social media policies Updated forms and contracts, from job application forms and sample employee policies to performance appraisals and benefit plan worksheets If you're currently working in Human Resources or are responsible for employees in your business, the tools presented here help you maximize the effectiveness of your own HR program.

A guide to the Nikon D600 camera provides information on the camera's modes and menus, exposure, lighting, flash, live view and video, focus and color, and in-camera editing.

The fast and easy way to understand and implement Six Sigma The world's largest and most profitable companies—including the likes of GE, Bank of America, Honeywell, DuPont, Samsung, Starwood Hotels, Bechtel, and Motorola—have used Six Sigma to achieve breathtaking improvements in business performance, in everything from products to processes to complex systems and even in work environments. Over the past decade, over \$100 billion in bottom-line performance has been achieved through corporate Six Sigma programs. Yet, despite its astounding effectiveness, few outside of the community of Six Sigma practitioners know what Six Sigma is all about. With this book, Six Sigma is revealed to everyone. You might be in a company that's already implemented Six Sigma, or your organization may be considering it. You may be a student who wants to learn how it works, or you might be a seasoned business professional who needs to get up to speed. In any case, this updated edition of Six

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Sigma For Dummies is the most straightforward, non-intimidating guide on the market. New and updated material, including real-world examples What Six Sigma is all about and how it works The benefits of Six Sigma in organizations and businesses The powerful "DMAIC" problem-solving roadmap Yellow, Green and Black—how the Six Sigma "belt" system works How to select and utilize the right tools and technologies Speaking the language of Six Sigma; knowing the roles and responsibilities; and mastering the statistics skills and analytical methods Six Sigma For Dummies will become everyone's No. 1 resource for discovering and mastering the world's most famous and powerful improvement tool. Stephen Covey is spot-on when he says, "Six Sigma For Dummies is a book to be read by everyone."

The easy way to make the most of your iPhone - updated for iPhone 6 and iPhone 6 Plus! iPhones are a lot of fun but they can be a bit intimidating right out of the box. Whether you're ready to take your first stab at texting, want to reap the benefits of having the Internet at your fingertips, or just want to keep up with family, this hands-on guide gives you easy to follow information with non-technical explanations to get up and running with your new iPhone - fast. The iPhone combines three products—a mobile phone, an iPod, and a portable game console—into one ultraportable device. Boasting a sleek, minimalistic design with a larger screen and keyboard than those tiny phones of yesteryear, it allows you to send and receive e-mails and text messages, make FaceTime video calls, capture, share, and store photos and videos, get directions with GPS maps, listen to your favorite music, watch YouTube videos, store and synch your contacts, play games, and so much more. Covers iPhone 6, iPhone 6 Plus, iPhone 5s, iPhone 5c, and other iPhone models in a straightforward, fun language Large text and drawings make the book accessible and easy to read Full color format provides helpful screenshots that bring the instructions to life Offers guidance on buying and getting started with your first iPhone Provides senior-recommended apps Once you get comfortable with your iPhone, you'll wonder how you ever lived without it!

Unleash the power of your new iPhone 4S or other iOS 5-driven iPhone and take it to the limit using powerful tips and techniques from the Apple experts at TUAW, Erica Sadun, Steve Sande, and Michael Grothaus. Fast and fun to read, Taking Your iPhone 4S to the Max shows you how to get the most out of your iPhone using Apple's new iOS 5. Whether you're using the new iPhone 4S or earlier iPhone that runs the new iOS 5, you'll find all the best undocumented tricks, as well as the most efficient and enjoyable introduction to the iPhone available. Starting with an introduction to iPhone basics, you'll quickly discover the iPhone's hidden potential, like how to connect to a TV, use Voice Control using Siri, have video chats with FaceTime, and call friends overseas with low-cost VoIP. From the unified e-mail inbox and surfing the Web with Mobile Safari, exploring the world of social networking, using the multitasking capabilities of iOS 5, taking and editing photos, shopping for apps, media, and books, or just managing phone calls—you'll find it all in this book. You'll even learn tips on

where to get the best iPhone accessories. Get ready to take your iPhone 4S and earlier running the new iOS 5 to the max!

An easy-to-follow guide to Canon's first touchscreen dSLR Canon calls the EOS Rebel T4i/650D its most consumer-friendly dSLR, but there's still a lot to learn. Expert author and photography instructor Julie Adair King handles the subject in a step-by-step style that will boost your confidence. If this is your first dSLR, you'll find all the information you need to get going with your new camera and start taking great pictures. More than 300 fabulous full-color photos illustrate all the camera features and also show you what you and your Rebel T4i/650D can achieve. Canon's EOS Rebel T4i/650D is a consumer-friendly dSLR with touchscreen controls, expanded autofocus features, and improved low-light shooting capabilities; this friendly guide explains all the controls and helps you gain confidence with the Canon EOS Rebel T4i/650D camera Bestselling author Julie Adair King covers using auto, live view, and playback modes; how to dial in exposure and lighting controls; and how to manipulate focus and color Offers advice on situational shots, explains how to get images onto a computer for editing, and shows how to print photos or post them online Presents professional editing tips and plenty of beautiful full-color images showing what you can achieve Popular author has written more than 15 For Dummies books on Nikon and Canon cameras Canon EOS Rebel T4i/650D For Dummies is the perfect how-to guide for anyone venturing into dSLR photography with this popular new model.

Get the most out of your iPhone X Apple's iPhone X represents such a radical departure from all previous models of the globally known iPhone that it needs its own book to help users navigate the new features. Luckily, iPhone X For Dummies is here to provide the guidance you need to figure out the features of your new iPhone and the software that powers it. Written by the experts who've created all previous editions of iPhone For Dummies, this book takes a deep dive into this fabulous new phone and its unique controls. It then delves into iOS 11 and how it works on the iPhone X. It leaves no stone unturned and offers all the in-depth coverage you need to make your iPhone X work for you—right out of the box! Control your iPhone X with iOS 11 gestures Explore advanced camera tools that produce stunning photos Set up face recognition to access your phone with a smile Charge your iPhone wirelessly If you've invested in this awesome new device, you deserve to get the very most out of it. And this book shows you how! Discover how to style and photograph food like the pros Whether you're taking shots for a foodie blog, advertisements, packaging, menus, or cookbooks, Food Styling & Photography For Dummies shows you how to take the next step in your passion for food and photography. This attractive, informative, and fun guide to the fundamentals of food styling provides information on the tools and techniques used by some of the most successful industry professionals. Food Styling & Photography For Dummies provides you with the fundamentals of food styling and gives you the inside scoop on the tools and techniques used by some of the

most successful industry professionals. Shows you how to translate taste, aroma, and appeal through color, texture, and portion Includes techniques such as extreme close-ups, selective focus, and unique angles to create dramatic effect Detailed coverage on lighting and composition Tips for choosing the proper equipment and mastering the use of camera settings, lenses, and post-production software Advice for creating a professional personality and getting your food photography business off the ground Whether you're an amateur or professional food photographer, *Food Styling & Photography For Dummies* is a fun and informative guide to photographing and arranging culinary subject matter. If you're looking for a book that focuses on just the most important, most useful, and most fun stuff about your iPhone 4S, iPhone 4, or iPhone 3GS—you've found it. There are basically two types of iPhone books out there: (1) The "tell-me-all-about-it" kind, which includes in-depth discussions on everything from wireless network protocols to advanced compression codes. (2) Then there's this book, which instead is a "show-me-how-to-do-it" book that skips all the confusing techno-jargon and just tells you, in plain, simple English, exactly how to use the iPhone features you want to use most. The *iPhone Book* is from Scott Kelby, the award-winning author of the smash bestseller, *The iPod Book*. Scott takes that same highly acclaimed, casual, straight-to-the-point concept and layout and brings it to learning Apple's amazing iPhone. Scott teams up once again with gadget guru and leading iPhone authority Terry White to put together a book that is an awful lot like the iPhone itself—simple to use and fun to learn. The book's layout is brilliant, with each page covering just one single topic, so finding the information you need is quick and easy, with a large full-color photo on each page so you can see exactly how it works. The first edition of this book was named Best Computer Book of 2007 and, since then, Scott and Terry have added even more tips and tricks, and made it even easier by focusing on just the most useful and most requested iPhone 4S, 4, and 3GS features (without all the techno-babble), so you can start really using your iPhone today!

Provides information for seniors on how to use the phone to make and receive calls; set up iTunes and the iPod; take photographs; send and receive e-mail; browse the Internet; and play podcasts, music, and videos.

The easy way to score high in Environmental Science Environmental science is a fascinating subject, but some students have a hard time grasping the interrelationships of the natural world and the role that humans play within the environment. Presented in a straightforward format, *Environmental Science For Dummies* gives you plain-English, easy-to-understand explanations of the concepts and material you'll encounter in your introductory-level course. Here, you get discussions of the earth's natural resources and the problems that arise when resources like air, water, and soil are contaminated by manmade pollutants. Sustainability is also examined, including the latest advancements in recycling and energy production technology. *Environmental Science For Dummies* is the most accessible book on the market for anyone who needs to get

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a handle on the topic, whether you're looking to supplement classroom learning or simply interested in learning more about our environment and the problems we face. Presents straightforward information on complex concepts Tracks to a typical introductory level Environmental Science course Serves as an excellent supplement to classroom learning If you're enrolled in an introductory Environmental Science course or studying for the AP Environmental Science exam, this hands-on, friendly guide has you covered.

Get to know your iPhone with this colorful and easy-to-use guide So you just purchased your first iPhone? Although it seems like everyone has an iPhone these days, it's not a given that you'll instantly know how to use one. And that's where this handy book comes in. Written in the friendly For Dummies style and sporting senior-friendly larger type and full-color illustrations, this book clearly shows you how to use your iPhone, even if it's your first-ever smartphone. Make calls, send e-mail, download videos, read e-books, FaceTime video chat, and discover the wonderful world of apps. It's all here and much more! Covers the iPhone 5, iPhone 4S, and iPhone 4 Includes senior-friendly larger type and full-color illustrations Explains how to use the iPhone in the clear, friendly, easy-to-follow language that has defined the series for two decades Covers iPhone accessibility features, using maps, browsing the web, buying apps, playing music, shooting and sharing video and pictures, texting with iMessage, using Reminders and Newsstand, and of course, making calls iPhone 5 For Seniors For Dummies, 2nd Edition helps you discover the wonders of your smartphone and take advantage of all it has to offer!

Score your highest in Operations Management Operations management is an important skill for current and aspiring business leaders to develop and master. It deals with the design and management of products, processes, services, and supply chains. Operations management is a growing field and a required course for most undergraduate business majors and MBA candidates. Now, Operations Management For Dummies serves as an extremely resourceful aid for this difficult subject. Tracks to a typical course in operations management or operations strategy, and covers topics such as evaluating and measuring existing systems' performance and efficiency, materials management and product development, using tools like Six Sigma and Lean production, designing new, improved processes, and defining, planning, and controlling costs of projects. Clearly organizes and explains complex topics Serves as a supplement to your Operations Management textbooks Helps you score your highest in your Operations Management course Whether your aim is to earn an undergraduate degree in business or an MBA, Operations Management For Dummies is indispensable supplemental reading for your operations management course. Provides instructions and advice for new users of the iPad computer, including getting it ready to use, Internet searches, e-mail, applications, audio, video, photographs, electronic books, settings, troubleshooting, and accessories. A fun and practical guide for adopting Paleo diet principles into your daily life The

human body survived for more than 2 million years with the food found in nature: game meat, fish, vegetables, wild fruits, eggs, and nuts. Humans were thriving on this diet high in animal fat and proteins and low in carbohydrates, but things changed when we introduced unnatural and processed foods to our bodies. The Paleo movement is one of today's hottest diet and healthy-eating approaches. Its appeal comes from the fact that it is a sustainable alternative to more restrictive diets that often lead to burnout and failed weight loss efforts. The Paleo diet is about using natural foods to achieve great health and a perfect physique. Living Paleo For Dummies shows you how to adopt the Paleo lifestyle and improve your health and longevity. Offering more than 40 recipes for every meal of the day, and providing tips for getting around common roadblocks such as eating out, this essential guide to adopting a primal diet also provides the latest, cutting edge research from genetics, biochemistry, and anthropology to help you look, feel, and perform your best. The details of eating the foods that our bodies were designed to eat A complete introductory plan to kick start the Paleo journey Tricks to save on the food bill while adhering to a primal meal plan Living Paleo For Dummies is for anyone looking for a fun and informative guide that simplifies the complexities of the Paleo Diet while outlining and explaining the science behind the benefits.

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