



Computing

MIS • Computer Concepts • MAD, Networking
and Security • Computer Science

Higher Education Catalog 2021–22

Crafting unique learning experiences with MindTap

Using MindTap, instructors are free to teach their own way, crafting learning experiences that reflect their unique passion and priorities. Students can then digitally immerse themselves in instructor-curated content that neatly fits into their lifestyles, driving both engagement and content mastery.



Access everything you need in one place



Empower students to reach their potential

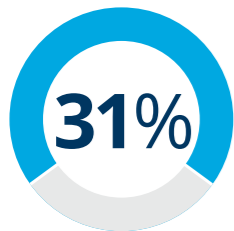


Control your course — and your content



Get a dedicated team, whenever you need them

Accelerate your course and your students' learning with MindTap



increase in homework completion for MindTap students.



of students said MindTap increased their confidence in understanding course materials.



Get the latest news, promotions and events updates here!



SAM 365/2019

A LEGACY OF LEARNING

You need choices for how you build your course—and in the content you teach. As the workforce increasingly demands a more dynamic applicant, students need a flexible learning environment agile to the changing demands of the workforce. That's why we built SAM 365/2019 with choice, flexibility and results at the forefront of our design.



FLEXIBILITY

Your course. Your choice.

Students' ability to adapt to a rapidly changing workforce starts with relevant content in the classroom—and the flexibility to adjust your learning objectives accordingly. SAM 365/2019 helps you bridge the skills gap in your Intro to Computing course by widening the range of curricula with:

- Microsoft Applications modules through the advanced levels
- NEW immersive computer concepts modules that develop critical thinking and problem-solving skills
- NEW and expanded auto-graded projects, including Textbook Projects through advanced levels
- SAM Paths that adapt to the individual learner
- MOS Certification Prep



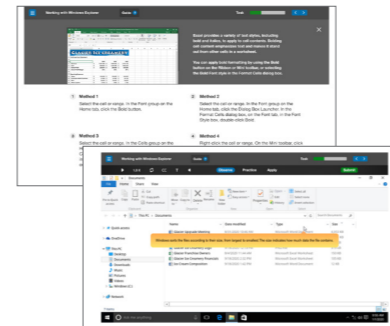
CONVENIENCE

Access to content. Access to possibilities.

With SAM 365/2019 in Cengage, students get all-you-can-learn access to content throughout the digital literacy curriculum. An expansive breadth of subject matter offers more ways for students to build the skills employers seek, and we're giving everything we've got with:

- Access to Microsoft Office 365 software for free download*
- Career Center and Soft Skills resources, study materials like Adaptive Test Prep and more
- All Cengage digital learning platforms like SAM, MindTap and more

* This is the actual Microsoft Office software download, and is not tied to your subscription length.



Trainings

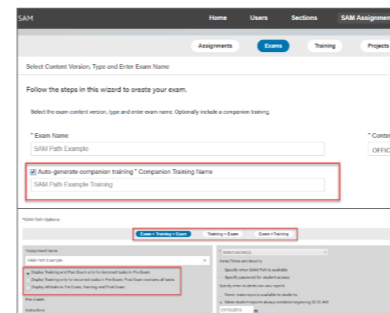
SAM Training Assignments support and engage as students build skills. These visual and interactive walk-throughs empower students to observe, practice and apply skills in simulated Microsoft Office environments. Students will:

- **Observe** the skill with voiceover and on-screen callouts
- **Practice** where they control the keyboard and mouse in a guided walk-through
- **Apply** their skill unaided in a simulated Microsoft Office and computing environment

Our NEW guide delivers instructions for completing tasks and offers alternative paths available from all training modes.

Exams

Empower students to show what they know. With SAM Exams, students master skills step-by-step—so they can perform the higher-stakes assessment. Plus, the amount of attempts, time limit, exportability options, assignment contents—and more—are all in your control.



SAM Paths

Chart a Path Toward Student Success

How do you address the varying skill levels in your course?

With SAM Paths, you can create a personalized student experience that adapts to students' needs by providing training & assessment on the skills and concepts they need to learn. SAM supports students at their unique skill and knowledge level to prepare them for success.

SAM Paths can include a mix of simulated activities and objective style questions from Microsoft Office Applications and Computing Concepts.

SAM offers three flexible options for creating your Path:

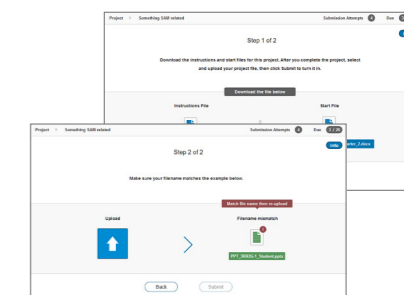
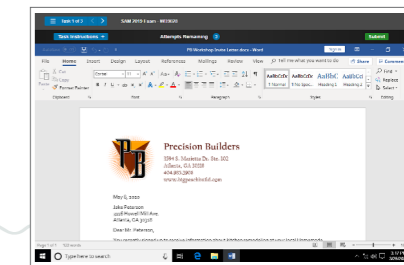
- Pre-Exam > Training > Post Exam (Most Frequently Assigned)
- Pre-Exam > Training
- Training > Post-Exam

Instructors who use SAM Paths report increased student engagement and improved learning outcomes—while students feel their time is well-spent with course materials personalized to their needs and abilities.

Projects

SAM Projects provide students with the hands-on practice they need to develop professional skills—then effectively apply them in real-world settings—live in the Office application. Boost students' academic and professional success with:

- Completely revised Project scenarios driven by Burning Glass market analytics data to develop quality, real-world projects that get students ready for their next step
- NEW Textbook Projects and End-of-Module Projects throughout the advanced modules
- Detailed feedback reports providing students with remediation to the textbook and SAM trainings.



Exposure Options	Task ID	Task Description
Exam_28_71	MO000	Insert a picture into a Word document.
Exam_28_72	MO000	Insert a picture into a Word document.
Exam_28_73	MO001	Use a picture to create a link in a Word document.
Exam_28_74	MO002	For the range B2:C4, create a new conditional format that highlights cells in red if the value is greater than 10.
Exam_28_75	MO003	For the range B2:C4, add a new conditional format that highlights cells in red if the value is greater than 10.
Exam_28_76	MO004	Hide columns.
Exam_28_77	MO005	Add a hyperlink to a title property to the metadata.

Microsoft Office Specialist (MOS) Simulations

MindTap includes prebuilt MOS exam simulations for Excel, Word, Outlook, Access and PowerPoint—designed to acclimate your students to both the certification objectives and testing environment.

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ADOBE CREATIVE SUITE

ADOBE / MACROMEDIA PRODUCT SUITES

THE WEB COLLECTION REVEALED CREATIVE CLOUD

Sherry Bishop, BSBA, MEd (retired), North Arkansas College (Emerita); Jim Shuman, MBA, Bellevue Community College (Emeritus); Sasha Vodnik

© 2016, 816pp, Hardback, 9781305263628

ebook



This invaluable, all-in-one guide provides a thorough introduction to web design and development with Adobe Dreamweaver® CC, Adobe Flash® CC, and—new to this edition—Adobe Edge® CC. In addition to detailed information on the current interface, features, and functionality of each program, the text includes step-by-step tutorials and hands-on projects to help you master industry-leading software while honing practical skills with real-world relevance. The text concludes with a chapter devoted to integration of all three applications to create a dynamic website incorporating Flash and Edge elements. In addition to accurate, up-to-date content, the text features full-color illustrations and an appealing, user-friendly presentation style to facilitate learning and make even complex material easier to master.

CONTENTS

CREATIVE CLOUD. 1. Guide to Using Creative Cloud. DREAMWEAVER. 1. Getting Started with Dreamweaver. 2. Developing a Web Page. 3. Working with Text and Cascading Style Sheets. 4. Adding Images. 5. Working with Links and Navigation. 6. Positioning Objects with CSS and Tables. 7. Managing a Web Server and Files. FLASH. 1.

Getting Started with Flash. 2. Drawing Objects and Working with Symbols and Interactivity. 3. Creating Animations. 4. Developing Mobile Applications. 5. Selecting Options for Publishing Applications. EDGE ANIMATE. 1. Getting Started with Edge Animate. 2. Creating Interactive Animations with Edge Animate. INTEGRATION. 1. Integrating Adobe CC Web Collection.

ADOBE® DREAMWEAVER® CREATIVE CLOUD REVEALED

Sherry Bishop, BSBA, MEd (retired), North Arkansas College (Emerita)

© 2015, 528pp, Hardback, 9781305118713

CENGAGE | MINDTAP ebook



Discover all that Adobe® Dreamweaver® CC has to offer! Whether you're looking for a thorough introduction to Dreamweaver or a reliable reference for web design and development work, this proven resource is an ideal choice. ADOBE

DREAMWEAVER CC REVEALED combines vibrant, full-color illustrations and clear, step-by-step tutorials to help readers master the industry-standard web development software. In addition to detailed information on the current Dreamweaver interface, features, and functionality, the text includes hands-on projects and real-world case studies to help readers hone their skills and appreciate their professional relevance. The text highlights features new to CC and explores cutting-edge web standards and design trends. The author, an experienced design professional and award-winning educator, also emphasizes fundamental web design principles, helping readers develop knowledge and skills that go beyond a specific software package and can serve them well throughout their careers.

CONTENTS

1. Getting Started with Dreamweaver. 2. Developing a Web Page. 3. Working with Text and Cascading Style Sheets. 4. Adding Images. 5. Working with Links and Navigation. 6. Positioning Objects with CSS and Tables. 7. Managing a Web Server and Files. 8. Using Styles and Style Sheets for Design. 9. Collecting Data with Forms. 10. Adding Media and Interactivity.

ADOBE® ILLUSTRATOR CREATIVE CLOUD REVEALED

Chris Botello, Tabor Academy, Marion, Massachusetts

© 2015, 720pp, Hardback, 9781305262614

CENGAGE | MINDTAP ebook



ADOBE ILLUSTRATOR CREATIVE CLOUD REVEALED offers you comprehensive coverage in all areas of Adobe® Illustrator®. Beginning with fundamental concepts and progressing to in-depth exploration of the software's full set of features, these

step-by-step lessons offer you a guided tour of all the program's great features – including an illustrated tutorial on “how to draw with the Pen tool” that you won't find in any other book. This new edition highlights extensive coverage of important and exciting new features, including dramatic improvements to Illustrator's built-in tracing utility and a major upgrade for creating patterns.

CONTENTS

1. Getting to Know Illustrator. 2. Creating Text and Gradients. 3. Drawing and Composing an Illustration. 4. Transforming and Distorting Objects. 5. Working with Layers. 6. Working with Patterns and Brushes. 7. Working with Distortions, Gradient Meshes, Envelopes, and Blends. 8. Recoloring Artwork and Working with Transparency, Effects,

and Graphic Styles. 9. Creating and Designing Graphs. 10. Creating 3D Objects. 11. Preparing a Document for Prepress and Printing. 12. Drawing with Symbols. 13. Preparing Graphics for the Web.

ADOBE® INDESIGN CREATIVE CLOUD REVEALED

Chris Botello, Tabor Academy, Marion, Massachusetts

© 2015, 548pp, Hardback, 9781305262492

CENGAGE | MINDTAP ebook



Graphic design professionals and design students alike have embraced Adobe InDesign as the industry standard for page layout software—and they're mastering it with ADOBE INDESIGN CREATIVE CLOUD. A thorough, in-depth

exploration of the latest release, this highly visual book covers all the fundamental concepts, starting with the workspace and proceeding logically and intuitively to more advanced topics. Chock full of new lessons covering new features, this edition retains its step-by-step tutorials and user-friendly design, resulting in a resource that is comprehensive, clear, and effective.

CONTENTS

1. Getting to Know InDesign. 2. Working with Text. 3. Setting up a Document. 4. Working with Frames. 5. Working with Color. 6. Working with Placed Images. 7. Creating Graphics. 8. Exploring Effects and Advanced Techniques. 9. Working with Tabs and Tables. 10. Making Books, Tables of Contents and Indexes. 11. Preparing, Packaging, and Exporting Documents for Print.

ADOBE® PHOTOSHOP® CREATIVE CLOUD REVEALED

Elizabeth Eisner Reding

© 2015, 696pp, Hardback, 9781305260535

 CENGAGE | MINDTAP **ebook**



Adobe Photoshop has long provided cutting edge technology for sophisticated digital editing, and ADOBE PHOTOSHOP CREATIVE CLOUD REVEALED provides a solid foundation for those looking to learn this industry-standard program. Real-world,

practical examples and step-by-step instruction throughout offer well-rounded, comprehensive coverage of both artistic and technical features. With extensive four-color artwork and screenshots that support and clarify key concepts, ADOBE PHOTOSHOP CREATIVE CLOUD REVEALED is a valuable resource that will give readers the confidence they need to edit and enhance digital images with skill and ease.

CONTENTS

1. Getting Started with Adobe Photoshop CC.
2. Learning Photoshop Basics.
3. Working with Layers.
4. Making Selections.
5. Incorporating Color Techniques.
6. Placing Type in an Image.
7. Using Painting Tools.
8. Working with Special Layer Functions.
9. Creating Special Effects with Filters.
10. Enhancing Specific Selection.
11. Adjusting Colors.
12. Using Clipping Masks, Paths, and Shapes.
13. Transforming Type.
14. Liquifying an Image.
15. Performing Image Surgery.
16. Annotating and Automating an Image.
17. Creating Images for the Web.
18. Working with Animation, Video, and Photography.
- Appendix: Portfolio Projects and Effects.

EXPLORING ADOBE® INDESIGN CREATIVE CLOUD

Terry Rydberg, Waukesha County Technical College

© 2015, 416pp, Paperback, 9781305263642

ebook



With many software guides serving as high-tech “recipe books,” teaching cookie-cutter habits with little relevance to complex, real-world projects, EXPLORING ADOBE INDESIGN Creative Cloud takes a different approach. Emphasizing on

fundamental design principles, critical thinking skills, and practical applications to prepare you for professional success, this unique text features step-by-step tutorials, vibrant illustrations, and realistic exercises to engage your interest while helping you develop essential software skills. Each chapter builds on what you have learned, guiding you from exploring basic operations to creating complex documents with confidence and efficiency. In addition to mastering InDesign—including standard functionality and features new to Creative Cloud—the text prepares you to analyze new design projects, identify potential challenges, develop effective strategies, and apply industry-standard principles and practices to execute your plans successfully.

CONTENTS

1. The InDesign Workspace.
2. Type, Tools, and Terms.
3. The Fine Art of Setting Type.
4. Combining Type and Images.
5. Tabs and Tables.
6. Grids, Guides, and Aligning Objects.
7. Text Wrap, Layers, and Effects.
8. Type Continuity: Applying Styles.
9. Master Pages and Object Styles.
10. Identity Systems.
11. Designing with Type.
12. Color Essentials.
13. Production Essentials.
14. Basic Graphic Elements.

THE DESIGN COLLECTION REVEALED CREATIVE CLOUD

Chris Botello, Tabor Academy, Marion, Massachusetts;
Elizabeth Eisner Reding

© 2015, 912pp, Paperback, 9781305263611

ebook



THE DESIGN COLLECTION REVEALED CREATIVE CLOUD provides comprehensive step-by-step instruction and in-depth explanation for three of today's most widely used design and layout programs: Adobe® InDesign® Creative Cloud, Adobe® Photoshop®

Creative Cloud, and Adobe® Illustrator® Creative Cloud. You will gain practical experience with the software as you work through end-of-chapter learning projects and step-by-step tutorials. An integration chapter demonstrates how to move from one application to the other. Full-color illustrations and a user-friendly design combine to create a robust learning experience that reveals how to master the latest features of Adobe's popular design suite.

CONTENTS

- INDESIGN. 1. Getting to Know InDesign. 2. Working with Text. 3. Setting up a Document 4. Working with Frames. 5. Working with Color. PHOTOSHOP. 1. Getting Started with Adobe Photoshop CC. 2. Learning Photoshop Basics. 3. Working with Layers. 4. Making Selections. 5. Incorporating Color Techniques. 6. Placing Type in an Image. ILLUSTRATOR. 1. Getting to Know Illustrator. 2. Creating Text and Gradients. 3. Drawing and Composing an Illustration. 4. Transforming and Distorting Objects. 5. Working with Layers. INTEGRATION. 1. Integrating Adobe Illustrator, Photoshop, and InDesign.

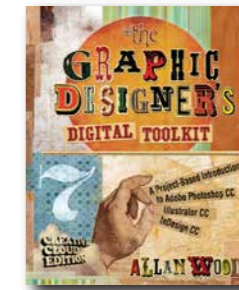
THE GRAPHIC DESIGNER'S DIGITAL TOOLKIT, 7E

A Project-Based Introduction to Adobe® Photoshop® Creative Cloud, Illustrator Creative Cloud & InDesign Creative Cloud

Allan Wood, Great Bay College

© 2015, 884pp, Paperback, 9781305263659

ebook



THE GRAPHIC DESIGNER'S DIGITAL TOOLKIT, 7th Edition not only introduces students to the essential features of industry-standard software applications, but also gives them an understanding of how to integrate these programs into a seamless

whole. Using a highly visual and project-based approach, this fully revised new edition examines Macintosh OS X Maverick®, Windows 7® and Windows 8® operating systems, as well the most up to date Creative Cloud features of the “Big 3” digital design programs used in the graphics industry today: Adobe Illustrator®, Adobe Photoshop®, and Adobe InDesign®. After thoroughly examining the features of each application from the designer's perspective, the author then reveals in practical detail the traditional skills and technology necessary for effective design for print and Web media. Using online project files, students are encouraged to practice what they have learned by tackling design projects throughout the text from concept to completion. Effectively merging theory with practice, THE GRAPHIC DESIGNER'S DIGITAL TOOLKIT, 7th Edition stresses the critical importance of integration in design while meeting design parameters and client expectations. Contact your Learning Consultant to learn more about how CourseMate can enhance the way you teach and your students learn.

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Preface. UNIT I: GETTING READY FOR PRODUCTION. 1. Welcome to the Land of OS. 2. Designing for the Client. UNIT II: DIGITAL IMAGE EDITING: ADOBE PHOTOSHOP CC. 3. Adjusting Images in Photoshop. 4. Working with Selections and Channels. 5. Using Layers. 6. Restoring and Coloring a Black and White Photograph. UNIT III: DIGITAL ILLUSTRATION: ADOBE ILLUSTRATOR CC. 7. Creating Shapes with Illustrator. 8. Working with Brushes, Symbols, and Layers. 9. Precision with the Pen Tool. 10. Integrating Photoshop and Illustrator Files for Web Use. UNIT IV: DIGITAL PUBLISHING: INDESIGN CC. 11. InDesign Fundamentals. 12. Working with Multipage Documents. Appendix A: Completed Projects and Tutorials. Glossary. Index.

THE WEB COLLECTION REVEALED STANDARD EDITION

Adobe Creative Cloud Update (with CourseMate Printed Access Card)

Sherry Bishop, BSBA, MEd (retired), North Arkansas College (Emerita); Jim Shuman, MBA, Bellevue Community College (Emeritus); Barbara M. Waxer, Santa Fe Community College

© 2014, 864pp, Hardback, 9781285843414

ebook



Your Adobe Creative Cloud package includes two components: 1) Online access to Adobe Creative Cloud updates on your CourseMate product, and 2) the CS6 edition of your Adobe book. CourseMate enriches your learning with thorough, chapter-by-

chapter summaries of the new Adobe Creative Cloud release. Author-created video introductions cover each chapter's learning objectives, emphasizing their importance for the contemporary design professional. Flashcards, quizzes, and games are also included. Your printed book covers fundamental concepts, starting with the workspace and proceeding logically and intuitively to more advanced topics. Step-by-step tutorials and user-friendly design result in a resource that is comprehensive, clear, and effective. Contact your Learning Consultant to learn more about how CourseMate can enhance the way you teach and your students learn. The online Creative Cloud content updates are for the June 2013 release of Adobe Creative Cloud.

CONTENTS

ADOBE BRIDGE. 1. Using Adobe Bridge to Manager Assets. DREAMWEAVER. 1. Getting Started with Dreamweaver. 2. Developing a Web Page. 3. Working with Text and Cascading Style Sheets. 4. Adding Images. 5. Working with Links and Navigation. 6. Positioning Objects with CSS and Tables. 7. Managing a Web Server and Files. FLASH. 1. Getting Started with Flash. 2. Drawing

Objects in Adobe Flash. 3. Working with Symbols and Interactivity. 4. Creating Animations. 5. Creating Special Effects. 6. Preparing and Publishing Applications. FIREWORKS. 1. Getting Started with Adobe Fireworks. 2. Working with Objects. 3. Importing, Selecting, and Modifying Graphics. INTEGRATION. 1. Integrating Adobe CS6 Web Standard.

DREAMWEAVER

ADOBE® DREAMWEAVER® CREATIVE CLOUD REVEALED

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PHOTOSHOP

ADOBE® PHOTOSHOP® CREATIVE CLOUD REVEALED

Elizabeth Eisner Reding

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APPLIED MATHEMATICS FOR CAREERS

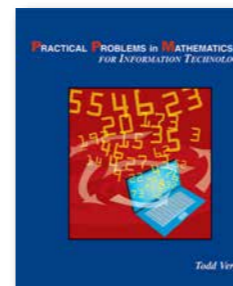
MATH FOR TECHNOLOGY

PRACTICAL PROBLEMS IN MATHEMATICS FOR INFORMATION TECHNOLOGY

Todd Verge

© 2009, 288pp, Paperback, 9781428322004

ebook



Create a new approach to explaining the math and logic fundamentals required in the information technology industry. Practical Problems in Mathematics for Information Technology is an exciting new resource for building a solid

foundation in the mathematical skills that are used in a number of areas, such as networking, systems administration, programming, database management, web programming, and computer repair. By presenting examples, problems, and exercises that are taken directly from these concentration areas, readers will not only build their mathematical know-how, but they will achieve the added benefit of being fully prepared for the types of challenges they are likely to encounter on the job. Real-world examples from the industry are included throughout this new book.

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Section 1 Whole Numbers Section 2 Common Fractions Section 3 Decimal Fractions Section 4 Statistics Section 5 Units and Notation Section 6 Exponential and Logarithms Section 7 Matrices Section 8 Numbering Systems Section 9 Sets

Section 10 Logic Appendix A Using a Calculator Appendix B The Metric System Appendix C Bits and Bytes Appendix D ASCII Table

ARTS

STUDIO COURSES

PHOTO 1

An Introduction to the Art of Photography
Katie Stern, University of Wisconsin-Stevens Point

© 2012, 480pp, Paperback, 9781111036416

ebook



PHOTO 1: AN INTRODUCTION TO THE ART OF PHOTOGRAPHY is the must have book for photographers looking to bridge the gap between traditional and digital photography. This comprehensive introductory text eases the transition

from one system to the other while developing the student's understanding of the scope and importance of this evolution. Not only will students learn how and why to create photographs, but also how to evaluate them from both a technical and aesthetic viewpoint. Through strong visual examples and artist statements from photographers around the world, PHOTO 1 investigates photography as an artistic and visual communication tool. Unique among other introductory photography books, this text also introduces students to copyright law and best business practices for photographers.

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Preface. 1: What is a Photograph? 2: Getting to Know Cameras. 3: What is a Good Photographic Exposure? 4: Film and Film Processing. 5: Traditional Darkroom Printing. 6: Finishing, Mounting and Storing Prints. 7: The Digital Darkroom. 8: Image

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COMPUTER CONCEPTS

COMPUTER CONCEPTS

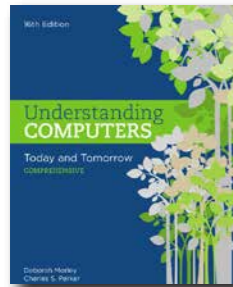
UNDERSTANDING COMPUTERS, 16E

Today and Tomorrow: Comprehensive

Deborah Morley, *College of the Sequoias*; Charles S. Parker, *University of Colorado*

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1. Introduction to the World of Technology. 2. The System Unit, Processing, and Memory 3. Storage. 4. Input and Output. 5. System Software: Operating Systems and Utility Programs. 6. Application Software: Desktop and Mobile Apps. 7. Networks and Communication Devices. 8. The Internet. 9. Security and Privacy. 10. Information Systems and System Development. 11. Program Development and Programming Languages. 12. Databases and Database Management Systems. 13. Intellectual Property Rights, Ethics, Health, Access, and the Environment. References and Resources Guide. Glossary.

COMPUTER LITERACY BASICS, 5E

A Comprehensive Guide to IC3

Connie Morrison; Dolores J. Wells, *Hillsborough Community College*; Lisa Ruffolo

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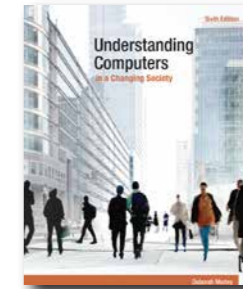
MODULE 1 Computing Fundamentals. LESSON 1: Computers and Operating Systems. LESSON 2: Software and Hardware Interaction. LESSON 3: Windows File Management. LESSON 4: Operating System Customization. LESSON 5: Computer Hardware. LESSON 6: Classifying and Evaluating Computers. LESSON 7: Software Management. LESSON 8: Software Usage. LESSON 9: Computer Troubleshooting. LESSON 10: Data and Hardware Protection. Computing Fundamentals IC3 Pretest. MODULE 2 KEY APPLICATIONS. LESSON 11: Exploring Microsoft Office 2013. LESSON 12: Getting Started with Word essentials. LESSON 13: Editing and Formatting Documents. LESSON 14: Sharing Documents. LESSON 15: Working with tables. LESSON 16: Enhancing Documents. LESSON 17: Working with Graphics. LESSON 18: Getting Started with Excel Essentials. LESSON 19: Organizing and Enhancing Worksheets. LESSON 20: Creating Formulas and Charting Data. LESSON 21: Getting Started with PowerPoint Essentials. LESSON 22: Enhancing Presentations with Multimedia Effects. LESSON 23: Getting Started with Access essentials. LESSON 24: Managing and Reporting Database Information. Key Applications IC3 Pretest. MODULE 3 LIVING ONLINE. LESSON 25: Network Fundamentals. LESSON 26: Communication Services. LESSON 27: Communications and Collaboration. LESSON 28: Using the Internet and the World Wide Web. LESSON 29: Web Content. LESSON 30: Technology and Society. LESSON 31: Computer Safety and Ethics. Living Online IC3 Pretest. APPENDIX A: Using Windows 7. APPENDIX B: A Comprehensive Guide to IC3. GLOSSARY. INDEX.

UNDERSTANDING COMPUTERS IN A CHANGING SOCIETY, 6E

Deborah Morley, *College of the Sequoias*

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Jennifer T. Campbell; Mark Ciampa, Western Kentucky University; Barbara Clemens; Steven M. Freund, University of Central Florida

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Module 1: Impact of Digital Technology. Module 2: The Web. Module 3: Computer Hardware. Module 4: Operating Systems and File Management. Module 5: Software and Apps. Module 6: Security and Safety. Module 7: Digital Media. Module 8: Program and App Use and Development. Module 9: Web Development. Module 10: Networking. Module 11: Digital Communication.

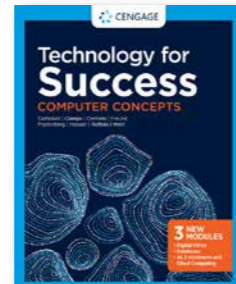
TECHNOLOGY FOR SUCCESS

Computer Concepts

Jennifer T. Campbell; Mark Ciampa, Western Kentucky University; Barbara Clemens; Steven M. Freund, University of Central Florida

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DISCOVERING COMPUTERS ©2018: DIGITAL TECHNOLOGY, DATA, AND DEVICES

Misty E. Vermaat, Purdue University Calumet; Susan L. Sebok, South Suburban College; Steven M. Freund, University of Central Florida; Jennifer T. Campbell

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Extending Capabilities of Computers and Mobile Devices. 8. Digital Storage: Preserving Content Locally and on the Cloud. 9. Operating Systems: Managing, Coordinating, and Monitoring Resources. 10. Communicating Digital Content: Wired and Wireless Networks and Devices. 11. Building Solutions: Database, System, and Application Development Tools. 12. Working in the Enterprise: Systems, Certifications, and Careers. Focus On: Web Development. Appendix A: Technology Acronyms. Appendix B: Troubleshooting Computer and Mobile Device Problems.

DISCOVERING COMPUTERS, ESSENTIALS ©2018: DIGITAL TECHNOLOGY, DATA, AND DEVICES

Misty E. Vermaat, *Purdue University Calumet*; Susan L. Sebok, *South Suburban College*; Steven M. Freund, *University of Central Florida*; Jennifer T. Campbell

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Troubleshooting Computer and Mobile Device Problems.

NEW PERSPECTIVES ON COMPUTER CONCEPTS 2018, 20E

Comprehensive

June Jamrich Parsons

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Technology impacts every aspect of life and choices are endless. As a college student, you need to know how to evaluate devices, choose apps, maintain a compelling online reputation, and lock down digital security. **NEW PERSPECTIVES ON**

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Lab: What's Going on in There? 3. NETWORKS. Network Basics. The Internet. Internet Access. Local Area Networks. File Sharing. Lab: Hack Your Net. 4. THE WEB. Web Basics. Browsers. HTML. HTTP. 270. Search Engines. Lab: Design Your Home Page. 5. SOCIAL MEDIA. Social Networking. Content Communities. Blogs and More. Online Communication. Social Media Values. Lab: Analyze Me. 6. SOFTWARE. Software Basics. Operating Systems. Apps and Applications. Productivity Software. File Management Utilities. Lab: Put Your File Ducks in a Row. 7. DIGITAL SECURITY. Unauthorized Use. Malware. Online Intrusions. Interception. Social Engineering. Lab: Chrome Lockdown. 8. THE ICT INDUSTRY. ICT Industry Basics. The Computer Industry. The Telecom Industry. Tech Careers. ICT Laws and Ethics. Lab: Perfect Your Profile. 9. INFORMATION SYSTEMS. Information System Basics. Enterprise Applications. Systems Analysis. Design and Implementation. System Security. Lab: Decisions. Decisions. 10. DATABASES. Database Basics. Database Tools. Database Design. SQL. Big Data. Lab: SQL. 11. PROGRAMMING. Program Development. Programming Tools. Procedural Programming. Object-Oriented Code. Declarative Programming. Lab: Tunnels and Dragons. E. TRY IT! PROGRAMMING WITH PYTHON™. Hello World Python™ Style. Wacky Word Game. Build Your Own Calculator. Ask the Computer. Race Game. Glossary. Index. Answers.

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TECHNOLOGY NOW, 2E

Your Companion to SAM Computer Concepts, 2nd Edition

Corinne Hoisington, Central Virginia Community College

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COMPUTER LITERACY BASICS, 5E

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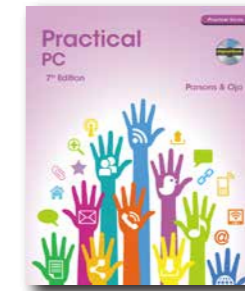
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PRACTICAL PC, 7E

June Jamrich Parsons; Dan Oja

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Recipient of the 2014 TAA Textbook Excellence Award Part of the Practical series, this text offers an engaging, interactive approach to teaching PC concepts. With a Frequently Asked Questions format, this text provides information on concepts, skills, and tips on

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Preface. Before You Begin. PART I: PC BASICS. 1. Getting Started. 2. Looking at Windows. 3. Installing and Using Software. PART II: COMPUTER FILES. 4. File Basics. 5. Organizing Files and Folders. 6. Protecting Files. PART III: THE INTERNET, THE WEB, AND E-MAIL. 7. Connecting to the Internet. 8. Browsing and Searching the Web. 9. Sending E-Mail and Attachments. PART IV: APPLICATION SOFTWARE. 10. Writing and Printing Documents. 11. Working with Spreadsheets. 12. Accessing Databases. 13. Making Presentations. PART V: GRAPHICS, SOUND, AND VIDEO. 14. Recording and Editing Sound. 15. Working with Graphics. 16. Creating Desktop Video and Animation. PART VI: CHIPS AND CODE. 17. Looking "Under the Hood". 18. Computing Programming. Index.

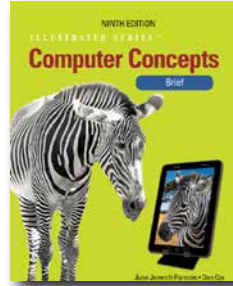
COMPUTER CONCEPTS, 9E

Illustrated Brief

Dan Oja; June Jamrich Parsons

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June Jamrich Parsons; Dan Oja

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WEB 2.0

Concepts and Applications

Gary B. Shelly; Mark Frydenberg, Bentley University

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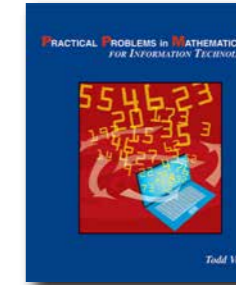
1. The Web Becomes 2.0. 2. Publishing Online. 3. Syndicating Content. 4. Organizing Information. 5. Connecting People. 6. Linking Data.

PRACTICAL PROBLEMS IN MATHEMATICS FOR INFORMATION TECHNOLOGY

Todd Verge

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CONCEPTS PLUS APPLICATIONS

TECHNOLOGY FOR SUCCESS AND SHELLY CASHMAN SERIES MICROSOFT OFFICE 365 & OFFICE 2019

Sandra Cable; Jennifer T. Campbell; Mark Ciampa, Western Kentucky University; Barbara Clemens

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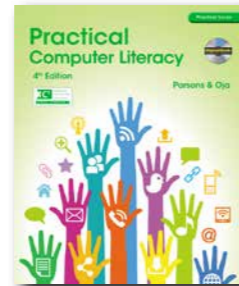
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June Jamrich Parsons; Dan Oja

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COMPUTER SCIENCE

ADVANCED TOPICS - CS

NEW

ARTIFICIAL INTELLIGENCE, ANALYTICS AND DATA SCIENCE (VOL. 1)

Chew Chee Hua

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ASIA TITLE



We are living in an exciting time in which artificial intelligence, analytics and data science are changing the world dramatically. This textbook enables students to gain a clear understanding of — and even lead — some of the changes in the next decade. Focusing on real

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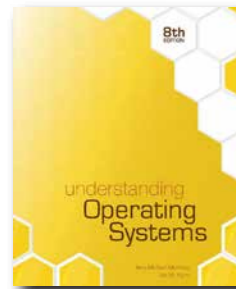
Chapter 1 Introduction and Overview Chapter 2 Fundamental Concepts and Principles Chapter 3 Data Exploration and Summaries Chapter 4 Data Structures and Visualisation Chapter 5 Data Cleaning and Preparation Chapter 6 Linear Regression Chapter 7 Logistic Regression Chapter 8 Classification and Regression Tree (CART) Chapter 9 Neural Network Chapter 10 Strings and Text Mining Ending Thoughts and Volume 2

UNDERSTANDING OPERATING SYSTEMS, 8E

Ann McHoes, Duquesne University; Ida M. Flynn, University of Pittsburgh

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ebook



Discover a clear, straightforward explanation of both current operating system theory and today's practices within UNDERSTANDING OPERATING SYSTEMS, 8E. This leading book's proven approach begins with a valuable discussion of fundamentals before

introducing specific operating systems. Fully updated, timely content offers an expanded analysis of how modern innovations, such as multi-core processing and wireless technologies, have impacted today's operating systems. Revised Research Topics within this edition's practical exercises encourage you to research emerging and influential topics on your own. In addition, updates throughout the final four chapters now highlight information on the most current versions of UNIX (including the latest Macintosh OS), Linux, Windows, and Android to equip you with the contemporary knowledge and skills you need to working most effectively with today's systems.

CONTENTS

1. Introducing Operating Systems. 2. Early Memory Management Systems. 3. Memory Management Includes Virtual Memory. 4. Processor Management. 5. Process Synchronization. 6. Concurrent Processes. 7. Device Management. 8. File Management. 9. Network Organization Concepts. 10. Management of Network Functions. 11. Security and Ethics. 12. System Management. 13. UNIX Operating Systems. 14. Windows Operating Systems. 15. Linux Operating Systems. 16. Android Operating Systems. Appendix A. Algorithms. Appendix B. ACM Code of Ethics and Professional Conduct.

ALGORITHMS SEQUENTIAL & PARALLEL, 3E

A Unified Approach

Russ Miller, SUNY - Buffalo; Laurence Boxer, Niagara University

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ebook



Equip yourself for success with a state-of-the-art approach to algorithms available only in Miller/Boxer's ALGORITHMS SEQUENTIAL AND PARALLEL: A UNIFIED APPROACH, 3E. This unique and functional text gives you an introduction to algorithms and paradigms for modern

computing systems, integrating the study of parallel and sequential algorithms within a focused presentation targeted at a one-semester course. This book prepares you to design, analyze, and implement algorithms for modern computing systems. This edition includes definitions and algorithms for a variety of state-of-the-art computing systems, including clouds, GPGPUs, grids, clusters, and networks of workstations. A wide range of practical exercises and engaging examples drawn from fundamental application domains enable you to develop the analytical and problem solving skills you need to design and implement efficient algorithms for current and future computing systems.

CONTENTS

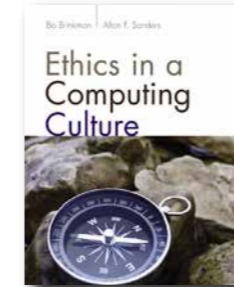
Discrete Mathematics Reference Guide. 1. Asymptotic Analysis. 2. Induction and Recursion. 3. The Master Method. 4. Models of Computation. 5. Combinational Circuits. 6. Matrix Operations. 7. Parallel Prefix. 8. Pointer Jumping. 9. Divide-and-Conquer. 10. Computational Geometry. 11. Image Processing. 12. Graph Algorithms. 13. Numerical Problems. Appendix 1: Proof of Mathematical Induction. Appendix 2: Proof of Master Theorem. Appendix 3: Proof of Expected Running Time of Quicksort. Appendix 4: Expected-Case Running Time of Quicksort.

ETHICS IN A COMPUTING CULTURE

William 'Bo' John Brinkman, II, Miami University; Alton 'Al' F. Sanders, Miami University

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ebook



ETHICS IN A COMPUTING CULTURE introduces key ideas in moral theory and professionalism to explore the hottest topics in computer ethics. With a unique blend of theory, application, and critical thinking exercises, each chapter underscores the

interdisciplinary links between computing and diverse areas of study. Abundant multicultural cases are presented throughout to highlight contrasts and conflicts in ethical perspectives across the globe. ETHICS IN A COMPUTING CULTURE encourages students to continually read, reflect and write to hone sharp critical thinking skills. Students learn that that computing is not a purely technical discipline but one with moral and social implications that affect everyday life.

CONTENTS

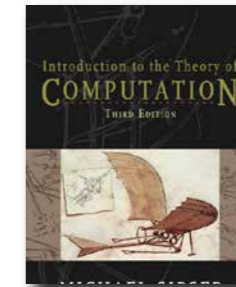
1. Moral Philosophy and Critical Thought. 2. Applied Ethics: Computing Professions and Professional Ethics. 3. Privacy. 4. Intangible Property. 5. Trust and Trustworthy Computing. 6. Human Relationships, Identity, and the Epistemology of Cyberspace. 7. Freedom of Speech and of the Press. 8. Social Justice. 9. Autonomous Computing.

INTRODUCTION TO THE THEORY OF COMPUTATION, 3E

Michael Sipser, Massachusetts Institute of Technology

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Gain a clear understanding of even the most complex, highly theoretical computational theory topics in the approachable presentation found only in the market-leading INTRODUCTION TO THE THEORY OF COMPUTATION, 3E. The

number one choice for today's computational theory course, this revision continues the book's well-know, approachable style with timely revisions, additional practice, and more memorable examples in key areas. A new first-of-its-kind theoretical treatment of deterministic context-free languages is ideal for a better understanding of parsing and LR(k) grammars. You gain a solid understanding of the fundamental mathematical properties of computer hardware, software, and applications with a blend of practical and philosophical coverage and mathematical treatments, including advanced theorems and proofs. INTRODUCTION TO THE THEORY OF COMPUTATION, 3E's comprehensive coverage makes this a valuable reference for your continued studies in theoretical computing.

CONTENTS

Introduction. PART 1: AUTOMATA AND LANGUAGES. 1. Regular Languages. 2. Context-Free Languages. PART 2: COMPUTABILITY THEORY. 3. The Church-Turing Thesis. 4. Decidability. 5. Reducibility. 6. Advanced Topics in Computability Theory. PART 3: COMPLEXITY THEORY. 7. Time Complexity. 8. Space Complexity. 9. Intractability. 10. Advanced Topics in Complexity Theory. Selected Bibliography.

PROGRAMMING LANGUAGES, 3E

Principles and Practices

Kenneth C. Loudon, *San Jose State University*; Kenneth A. Lambert, *Washington and Lee University*

© 2012, 704pp, Paperback, 9780357671351

ebook



Kenneth Loudon and Kenneth Lambert's new edition of PROGRAMMING LANGUAGES: PRINCIPLES AND PRACTICE, 3E gives advanced undergraduate students an overview of programming languages through general principles

combined with details about many modern languages. Major languages used in this edition include C, C++, Smalltalk, Java, Ada, ML, Haskell, Scheme, and Prolog; many other languages are discussed more briefly. The text also contains extensive coverage of implementation issues, the theoretical foundations of programming languages, and a large number of exercises, making it the perfect bridge to compiler courses and to the theoretical study of programming languages.

CONTENTS

1. Introduction. 2. Language Design Criteria. 3. Functional Programming. 4. Logic Programming. 5. Object-Oriented Programming. 6. Syntax. 7. Basic Semantics. 8. Data Types. 9. Control I - Expressions and Statements. 10. Control II - Procedures and Environments. 11. Abstract Data Types and Modules. 12. Formal Semantics. 13. Parallel Programming. Bibliography.

TRANSPARENT COMPUTING

Concepts, Architecture, and Implementation

Zhou Yuezhi, *Tsinghua University*; Zhang Yaoxue, *Tsinghua University*

© 2010, 0pp, Hardback, 9789812658593

Cengage
ASIA TITLE



With the rapid development of computers, the computing paradigms also witness continuous evolutions which have fundamentally changed our work and lifestyles. Today's computer systems still demand too much "attention" from people and thus keep the

vision of "disappearance of technology" only a dream. Reasons for such problems should be analyzed and new computing architectures and paradigms developed. Transparent computing, based on recent developments of computer and network technologies, introduces new ideas and solutions to the blueprint of service-sharing computing. This book offers a systematic discussion on the ideas and concept behind transparent computing based on the analysis of computer evolution and computing paradigms, their problems and related causes of traditional computing paradigms, and the underlying von Neumann architecture. It then proceeds to propose a new spatio-temporally extended von Neumann architecture based upon "network thinking," and a new computing paradigm based on such new architecture—transparent computing. It also further elaborates on the metaoperating system (e.g., 4VP+), the method to realize transparent computing in local area network environments.

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1. Introduction. 2. Ubiquitous/Pervasive Computing and Transparent Computing. 3. Transparent Computing System and Architecture. 4. Meta Operating System. 5. Multi-OS Remote Booting Protocol. 6. Network Service Access Protocol. 7. Virtual Device Management and Virtual I/O

Management. 8. Virtual User Management and Virtual File Management. 9. Transparent Clients. 10. Examples of Realization of Transparent Computing. 11. Future Development.

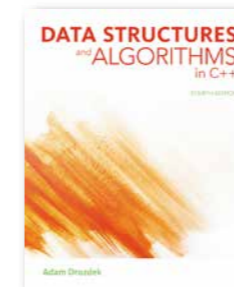
ALGORITHMS

DATA STRUCTURES AND ALGORITHMS IN C++, 4E

Adam Drozdek, *Duquesne University*

© 2013, 784pp, Hardback, 9781133608424

ebook



Strengthen your understanding of data structures and their algorithms to successfully design, implement and maintain virtually any software system. Theoretical yet practical, DATA STRUCTURES AND ALGORITHMS IN C++, 4E

highlights the fundamental connection between data structures and their algorithms, giving equal weight to the practical implementation of data structures and the theoretical analysis of algorithms and their efficiency. This edition provides critical new coverage of treaps, k-d trees and k-d B-trees, generational garbage collection, and other advanced topics such as sorting methods and a new hashing technique. Abundant C++ code examples, diagrams, and tables clearly illustrate the practical importance of data structures. Useful case studies, chosen from disparate areas of computer science, including interpreters, symbolic computation, and file processing, provide valuable insights into a broad range of data structures implementation. DATA STRUCTURES AND ALGORITHMS IN C++ provides the balance of theory and practice to prepare you for a variety of applications in a modern, object-oriented paradigm.

CONTENTS

1. Object-Oriented Programming Using C++. 2. Complexity Analysis. 3. Linked Lists. 4. Stacks and Queues. 5. Recursion. 6. Binary Trees. 7. Multiway Trees. 8. Graphs. 9. Sorting. 10. Hashing. 11. Data Compression. 12. Memory Management. 13. String Matching. Appendix A: Computing BIG-O. Appendix B: Algorithms in the Standard Template Library. Appendix C: NP-Completeness.

COMPUTER ARCHITECTURE

TRANSPARENT COMPUTING

Concepts, Architecture, and Implementation

Zhou Yuezhi, *Tsinghua University*; Zhang Yaoxue, *Tsinghua University*

© 2010, 0pp, Hardback, 9789812658593

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ASIA TITLE



With the rapid development of computers, the computing paradigms also witness continuous evolutions which have fundamentally changed our work and lifestyles. Today's computer systems still demand too much "attention" from people and thus keep the

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new computing paradigm based on such new architecture—transparent computing. It also further elaborates on the metaoperating system (e.g., 4VP+), the method to realize transparent computing in local area network environments.

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1. Introduction. 2. Ubiquitous/Pervasive Computing and Transparent Computing. 3. Transparent Computing System and Architecture. 4. Meta Operating System. 5. Multi-OS Remote Booting Protocol. 6. Network Service Access Protocol. 7. Virtual Device Management and Virtual I/O Management. 8. Virtual User Management and Virtual File Management. 9. Transparent Clients. 10. Examples of Realization of Transparent Computing. 11. Future Development.

CS0 INTRODUCTION TO COMPUTING

INFORMATION TECHNOLOGY AND SYSTEMS

Pong Suk Fun; Low Kok Han

© 2012, Paperback, 9789670357027

Cengage
ASIA TITLE



This book has been written to target students who will be taking an introductory subject in Information Technology and Systems. The birth of this book entitled Information Technology and Systems is a result of the need of a book which is simple to understand and covers only the relevant topics required for students at this level. The main strength of this book is that it has been written with a writing style and use of language which is simple to read and easy to understand. The book has been written for students who use English as a second language. Ample diagrams and photographs have been added to illustrate the theories and concepts covered in the book. This would increase the students' understanding of the subject matter involved. The various theories and concepts are written in an easy to read, simple to understand and remember manner. Individual facts covered in the book are clearly written by use of paragraphs where appropriate. The paragraphs are also generously supplemented with key words and highlights which are distinctive features throughout. Each point is clearly segregated from another by the use of numbers or bullets. Clever use of colours further add to the book's legibility. The book itself and its contents have been specially arranged into topics and sub-topics which are logical and progress smoothly. This arrangement will enhance understanding of the subject matter. Such an arrangement will also assist lecturers using this book in their lessons plans. On the average, each

chapter could be covered in a week. The various topics covered have been carefully discussed and researched to include the most popular and important topics for students taking this subject. The book will provide students with a simple introduction to subjects on 'information technology and systems'. The topics covered include: hardware, software, data management, networks, Internet and WWW, e-commerce, information systems, and computer security.

CONTENTS

CHAPTER 1 Introduction to Information Systems
CHAPTER 2 Computer Hardware – Introduction
CHAPTER 3 Computer Hardware – Peripherals
CHAPTER 4 Computer Software – Application Software
CHAPTER 5 Computer Software – System Software
CHAPTER 6 Data Management
CHAPTER 7 Networks and Communications
CHAPTER 8 Internet and WWW
CHAPTER 9 E-Commerce
CHAPTER 10 Information Systems in an Organisation
CHAPTER 11 Enterprise Systems
CHAPTER 12 Ethics and Computer Security

ALICE 3 IN ACTION Computing Through Animation

Joel Adams

© 2015, 280pp, Paperback, 9781133589228

ebook



Discover the excitement and action of computer programming from the very first day with this dynamic addition to your computer programming course - ALICE 3 IN ACTION: COMPUTING THROUGH ANIMATION, 2E. This brief six-chapter supplementary book uses Alice - a popular 3D virtual reality computer programming system that reduces programming syntax and eliminates many of the common barriers to programming success. Alice and ALICE 3 IN ACTION: COMPUTING THROUGH ANIMATION, 2E make programming both simple and fun. Even if you are a beginning student with no programming experience, you will quickly see the possibilities and fulfilling results of computer programming today.

CONTENTS

1. Getting Started with Alice. 2. Methods. 3. Variables and Expressions. 4. Flow Control. 5. Arrays. 6. Events Appendix A. Alice Standard Methods and Functions. Appendix B. Recursion. Appendix C. NetBeans.

ALICE 3 IN ACTION WITH JAVA™

Joel Adams

© 2015, 640pp, Paperback, 9781133589181

ebook



This 14-chapter text uses a combination of Alice 3 and pure Java to introduce beginning students to object-oriented (OO) programming concepts. Originally developed to eliminate barriers that have traditionally prevented many students from

successfully learning to program, Alice 3, the latest release, makes it easy to build 3D animations using models from the popular Sims™ games, while eliminating syntax errors. The text employs a “spiral” pedagogical approach: the first six chapters use Alice’s innovative drag-and-drop environment to introduce OO concepts through the medium of computer animation, while the final eight chapters use pure Java to revisit and expand on those same concepts. The text introduces core programming topics—including objects, classes, methods, variables, parameters, control structures, inheritance, and data structures—using the visually stimulating context of 3D animation to ensure that students are both motivated and prepared to continue their studies in Computer Science.

CONTENTS

1. Getting Started with Alice. 2. Methods. 3. Variables and Expressions. 4. Flow Control. 5. Arrays. 6. Events. 7. From Alice to Java 8. Types and Expressions 9. Methods 10. Flow Control in Java 11. Files and Exceptions 12. Arrays and Lists in Java 13. Object-Oriented Programming 14. Events and GUIs Appendix A. Alice Standard Methods and Functions. Appendix B. Recursion. Appendix C. NetBeans Appendix D. Java Keywords Appendix E. Unicode Basic Latin Character Set.

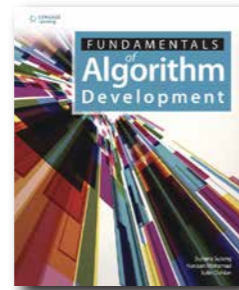
CS1 INTRODUCTION TO PROGRAMMING

FUNDAMENTALS OF ALGORITHM DEVELOPMENT

Suhana Sulong; Norizan Mohamad; Azlin Dahlan

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Cengage
ASIA TITLE



Fundamentals of Algorithm Development is written specifically to guide students to design their programs correctly with clear visual examples. It explains how to design the algorithms using flowcharts and pseudocodes. This book goes deeper into

providing sufficient examples to aid a student’s understanding prior to writing a program. It is suitable to be adopted as the main reference book for students in any computing related program at diploma or degree level.

CONTENTS

Chapter 1: Overview of a Computer System Chapter 2: Problem solving using Computer Chapter 3: Algorithm Design Chapter 4: Basic Elements of Algorithm Chapter 5: Selection Control Structure Chapter 6: Repetition/Loop/Iteration Control Structure Chapter 7: Modules Chapter 8: Array

FUNDAMENTALS OF PYTHON, 2E First Programs

Kenneth A. Lambert, Washington and Lee University

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CENGAGE | MINDTAP ebook



Master today’s required computer science topics while preparing for further study with Lambert’s FUNDAMENTALS OF PYTHON: FIRST PROGRAMS. This book’s easygoing approach is ideal, no matter what your background. The approach

starts with simple algorithmic code and then scales into working with functions, objects, and classes as the problems become more complex and require new abstraction mechanisms. Rather than working only with numeric or text-based applications like other introductory texts, this edition presents graphics, image manipulation, GUIs, and simple networked client/server applications. The author uses Python’s standard Turtle graphics module to introduce graphics and to provide open source frameworks for easy image processing and GUI application development.

CONTENTS

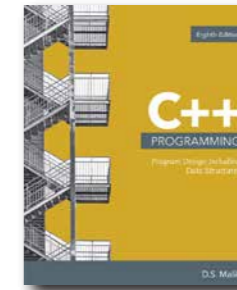
1. Introduction. 2. Data Types and Expressions. 3. Control Statements. 4. Strings and Text Files. 5. Lists and Dictionaries. 6. Design with Functions. 7. Simple Graphics and Image Processing. 8. Graphical User Interfaces. 9. Design with Classes. 10. Network Applications and Client/Server Programming. 11. Searching, Sorting, and Complexity. Appendices. Glossary. Index.

C++ PROGRAMMING, 8E Program Design Including Data Structures

D.S. Malik, Creighton University

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CENGAGE | MINDTAP ebook



Learn how to program with C++ using today’s definitive choice for your first programming language experience -- C++ PROGRAMMING: PROGRAM DESIGN INCLUDING DATA STRUCTURES, 8E. D.S. Malik’s time-tested, student-

centered methodology incorporates a strong focus on problem-solving with full-code examples that vividly demonstrate the hows and whys of applying programming concepts and utilizing C++ to work through a problem. Thoroughly updated end-of-chapter exercises, more than 20 extensive new programming exercises, and numerous new examples drawn from Dr. Malik’s experience further strengthen your understanding of problem solving and program design in this new edition. You review the important features of C++ 14 Standard with timely discussions that ensure this edition equips you to succeed in your CS1 course and beyond.

CONTENTS

1. An Overview of Computers and Programming Languages 2. Basic Elements of C++ 3. Input/Output 4. Control Structures I (Selection) 5. Control Structures II (Repetition) 6. User-Defined Function 7. Namespaces, the class string, and User-Defined Simple Data Types 8. Arrays a. One dimensional arrays b. Sequential search c. Selection sort d. Two and multi-dimensional arrays e. The class vector 9. Records (structs) 10. Classes and Data Abstraction 11. Inheritance and Composition 12. Pointers, Classes, Virtual Functions, and Abstract Classes 13. Operator Overloading and Templates 14. Exception Handling 15. Recursion 16. Linked Lists 17. Stacks and Queue 18. Searching and Sorting Algorithms a. Binary Search b. Bubble Sort

c. Selection Sort d. Insertion Sort e. Quick Sort f. Merge Sort g. Heap Sort 19. Binary Trees 20. Graph Algorithms 21. Standard Template Library

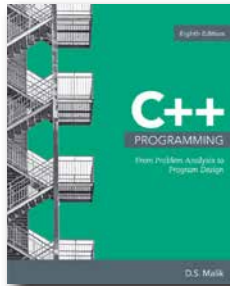
C++ PROGRAMMING, 8E

From Problem Analysis to Program Design

D.S. Malik, Creighton University

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Learn how to program with C++ using today's definitive choice for your first programming language experience -- C++ PROGRAMMING: FROM PROBLEM ANALYSIS TO PROGRAM DESIGN, 8E. D.S. Malik's time-tested, student-centered

methodology incorporates a strong focus on problem-solving with full-code examples that vividly demonstrate the hows and whys of applying programming concepts and utilizing C++ to work through a problem. Thoroughly updated end-of-chapter exercises, more than 20 extensive new programming exercises, and numerous new examples drawn from Dr. Malik's experience further strengthen your understanding of problem solving and program design in this new edition. You review the important features of C++ 14 Standard with timely discussions that ensure this edition equips you to succeed in your CS1 course and beyond.

CONTENTS

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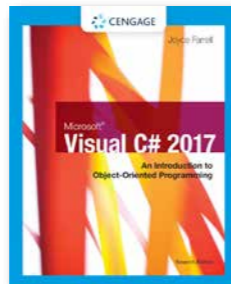
Functions, and Abstract Classes. 13. Overloading and Templates. 14. Exception Handling. 15. Recursion. 16. Searching and Sorting. 17. Linked Lists. 18. Stacks and Queues. Appendices. A. Reserved Words. B. Operator Precedence. C. Character Sets. D. Operators Overloading. E. Additional C++ Topics. F. Header Files. G. Memory Size on a System and Random Number Generators. H. Standard Template Library (STL) I. Answers to Odd Numbered Exercises.

MICROSOFT VISUAL C#: AN INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING, 7E

Joyce Farrell

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CENGAGE | MINDTAP **ebook**



Develop the strong programming skills you need for professional success with Farrell's MICROSOFT® VISUAL C# 2017: AN INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING, 7E. Approachable examples and a clear, straightforward

style help you build a solid understanding of both structured and object-oriented programming concepts. You master critical principles and techniques that easily transfer to other programming languages. This new edition incorporates the most recent versions of both C# and Visual Studio 2017 to ensure you have the contemporary skills required in business today. Short "You Do It" hands-on features; video lessons for each chapter; and a variety of new debugging exercises, programming exercises, and running case studies help prepare you for success in today's programming environment. New MindTap online resource offers coding labs and additional assessment, in addition to a full eReader. Discover the tools and expertise you need for programming success.

CONTENTS

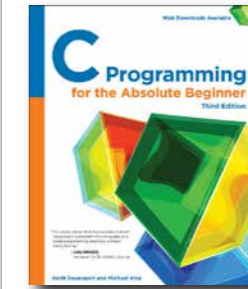
1. A First Program Using C#. 2. Using Data. 3. Using GUI Objects and the Visual Studio IDE. 4. Making Decisions. 5. Looping. 6. Using Arrays. 7. Introduction to Methods. 8. Advanced Method Concepts. 9. Using Classes and Objects. 10. Introduction to Inheritance. 11. Exception Handling. 12. Using Controls. 13. Handling Events. 14. Files and Streams. Appendix A: Operator Precedence and Associativity. Appendix B: Understanding Numbering Systems and Computer Codes. Appendix C: Using the IDE Editor.

C PROGRAMMING FOR THE ABSOLUTE BEGINNER, 3E

Keith Davenport; Michael Vine

© 2015, 352pp, Paperback, 9781305273764

ebook



Many students of C will rightly admit that it's not an easy language to learn, but the professional insight, clear explanations, examples, and pictures in the Cengage Learning for the Absolute Beginner series make learning C easy and fun. Programming

is not a skill you can acquire by reading; you have to write programs to learn. That's why each chapter in this book contains programming challenges, a chapter review, and a complete program that uses chapter-based concepts to construct an easily built application. With the guidance in this book, you'll learn how to create algorithms and pseudocode to think through and design programs; translate your designs and plans into working C programs; write, compile, test, and debug your code; use data types, arrays, pointers, strings, file operations and more to create robust programs.

CONTENTS

1. Getting Started with C Programming. 2. Primary Data Types. 3. Conditions. 4. Looping Structures. 5. Structured Programming. 6. Arrays. 7. Pointers. 8. Strings. 9. Introduction to Data Structures. 10. Dynamic Memory Allocation. 11. File Input and Output. 12. The C Preprocessor. 13. Common UNIX Commands. 14. Vim Quick Guide. 15. Nano Quick Guide. 16. TCC Quick Guide. 17. ASCII Character Codes. 18. Common C Library Functions.

C++ FOR ENGINEERS AND SCIENTISTS, 4E

Gary J. Bronson, Fairleigh Dickinson University

© 2013, 752pp, Paperback, 9781133187844

ebook



Discover the power and practicality of C++ programming in engineering today with the clear, practical presentation in Bronson's C++ FOR ENGINEERS AND SCIENTISTS, 4E. This proven, pragmatic text is designed specifically for

today's first- and second-year engineering and science students with a wealth of new applications and examples taken from real situations involving electrical and structural engineering, fluid mechanics, mathematics, power generation, and heat transfer challenges. The book starts with a solid foundation in procedural programming before moving into a reorganized, clear presentation of object-oriented concepts. Dynamic case studies, career spotlights and engineering-driven applications showcase the relevance of concepts students are learning to their careers. Helpful tips demonstrate how to avoid common C++ programming errors, while updates ensure that students are learning the most recent C++ code standards.

CONTENTS

PART I: FUNDAMENTALS OF C++ PROGRAMMING. 1. Preliminaries. 2. Problem Solving Using C++. 3. Assignment, Formatting, and Interactive Input. 4. Selection Structures. 5. Repetition Statements. 6. Modularity Using Functions. 7. Arrays. 8. I/O File Streams and Data Files. 9. Completing the Basics. 10. Pointers. PART II: OBJECT-ORIENTED PROGRAMMING. 11. Introduction to Classes. 12. Adding Functionality to Your Classes. PART III: ADDITIONAL TOPICS. 13. Structures. 14. Numerical Methods. 15. Bit Operations (Online Chapter). APPENDICES: A. Operator Precedence

Table. B. ASCII Character Codes. C. Floating-Point Number Storage. D. Command-Line Arguments.

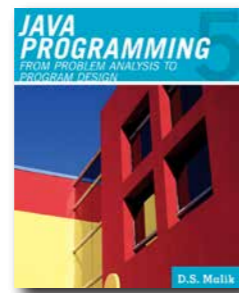
JAVA™ PROGRAMMING, 5E

From Problem Analysis to Program Design

D.S. Malik, Creighton University

© 2012, 1088pp, Paperback, 9781111530532

ebook



Designed for a first Computer Science (CS1) Java course, JAVA PROGRAMMING: FROM PROBLEM ANALYSIS TO PROGRAM DESIGN 5e will motivate you while building a cornerstone for the Computer Science curriculum. With a focus on

your learning, this text approaches programming using the latest version of Java, and includes updated programming exercises and programs. The engaging and clear-cut writing style will help you learn key concepts through concise explanations and practice in this complex and powerful language.

CONTENTS

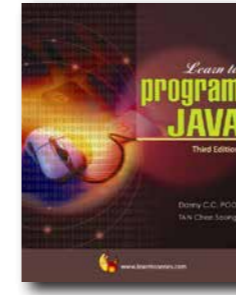
1. An Overview of Computers and Programming Languages. 2. Basic Elements of Java. 3. Introduction to Objects and Input/Output. 4. Control Structures I: Selection. 5. Control Structures II: Repetition. 6. Graphical User Interface (GUI) and Object-Oriented Design (OOD). 7. User-Defined Methods. 8. User-Defined Classes. 9. Arrays. 10. Inheritance and Polymorphism. 11. Handling Exceptions and Events. 12. Advanced GUIs and Graphics. 13. Recursion. 14. Applications of Arrays (Searching and Sorting) and Strings. APPENDICES. A: Java Reserved Words. B: Operator Precedence. C: Character Sets. D: Additional Java Topics. E: Enumeration Types. F: Answers to Odd Numbered Exercises.

LEARN TO PROGRAM JAVA, 3E

Danny C.C. Poo, National University of Singapore; Tan Chee Seong, Singapore Polytechnic

© 2006, 0pp, Paperback, 9789812658807

Cengage
ASIA TITLE



This book is designed for readers with no knowledge of programming. It teaches Java programming through a “fundamentals-first” approach. Fundamental concepts of Java are taught before more difficult concepts are introduced in the later chapters. Programming

concepts are introduced in the later chapters. Programming fundamentals such as variables, data structures, operators, computer program compilation and execution are covered in the initial chapters. The rest of the book builds on the fundamentals to prepare readers for more complex concepts such as: * program structures * data types and declaration * expressions, statements and operators * control flow and arrays * inputs and outputs * methods * object-oriented programming * encapsulation and polymorphism * multiple class inheritance * interface In addition, this book covers the Java Application Programming Interface (API) - a rich Java class library. This book comes with a rich set of exercises beneficial to both students and instructors in the learning process, and is most suitable for anyone keen on Java as a first language in programming.

CONTENTS

1. Computer Programming 2. Basic Building Blocks 3. Expressions, Statements, and Operators 4. Sequence, Selection Iteration, and Array 5. Procedures and Functions 6. Classes and Objects 7. The Java Application Programming Interface 8. Inputs and Outputs 9. Encapsulation and Polymorphism 10. Multiple Inheritance and Interface Appendix A: Programming Objectives Appendix B: Solutions to Exercises Index

CS2 DATA STRUCTURES

DATA STRUCTURES USING C++, 2E

D.S. Malik, Creighton University

© 2010, 976pp, Paperback, 9780324782011

ebook



Now in its second edition, D.S. Malik brings his proven approach to C++ programming to the CS2 course. Clearly written with the student in mind, this text focuses on Data Structures and includes advanced topics in C++ such as Linked Lists and the

Standard Template Library (STL). The text features abundant visual diagrams, examples, and extended Programming Examples, all of which serve to illuminate difficult concepts. Complete programming code and clear display of syntax, explanation, and example are used throughout the text, and each chapter concludes with a robust exercise set.

CONTENTS

1. Software Engineering Principles and C++ Classes. 2. Object-Oriented Design (OOD) and C++. 3. Pointers and Array-Based Lists. 4. Standard Template Library (STL) I. 5. Linked Lists. 6. Recursion. 7. Stacks. 8. Queues. 9. Search Algorithms. 10. Sorting Algorithms. 11. Binary Trees. 12. Graphs Algorithms. 13. Standard Template Library (STL) II. Appendices. A: Reserved Words. B: Operator Precedence. C: Character Sets. D: Operator Overloading. E: Header Files. F: Additional C++ Topics (Inheritance, Pointers, and Virtual Functions). G: Problem Solving Using Object Oriented Methodology. H: C++ for Java Programmers. I: References for Further Study. J: Answers to Odd-Numbered Exercises.

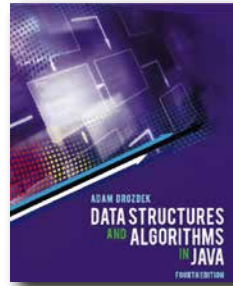
CS7 DATA STRUCTURES AND ALGORITHMS

DATA STRUCTURES AND ALGORITHMS IN JAVA, 4E

Adam Drozdek, Duquesne University

© 2013, 0pp, Paperback, 9789814392785

Cengage
ASIA/TITLE



Data structures serve as a foundation upon which many other computer science fields are built. Thus, some knowledge of data structures is a prerequisite for students who wish to work in the design, implementation, testing, or maintenance of virtually any software systems. The Java language, an object-oriented descendant of C and C++, has gained popularity in industry and academia as an excellent programming language due to widespread use of the Internet. Thus, the use of Java to teach a data and algorithms course is well justified.

CONTENTS

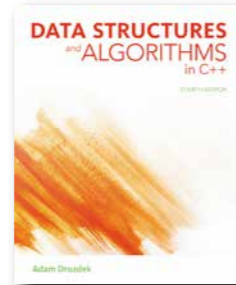
Preface. About the Author. 1. Object-Oriented Programming Using Java. 2. Complexity Analysis. 3. Linked Lists. 4. Stacks and Queues. 5. Recursion. 6. Binary Trees. 7. Multiway Trees. 8. Graphs. 9. Sorting. 10. Hashing. 11. Data Compression. 12. Memory Management. 13. String Matching. Appendix A Computing Big-O. Appendix B NP-Completeness. Name and Subject Indexes.

DATA STRUCTURES AND ALGORITHMS IN C++, 4E

Adam Drozdek, Duquesne University

© 2013, 784pp, Hardback, 9781133608424

ebook



Strengthen your understanding of data structures and their algorithms to successfully design, implement and maintain virtually any software system. Theoretical yet practical, DATA STRUCTURES AND ALGORITHMS IN C++, 4E

highlights the fundamental connection between data structures and their algorithms, giving equal weight to the practical implementation of data structures and their efficiency. This edition provides critical new coverage of treaps, k-d trees and k-d B-trees, generational garbage collection, and other advanced topics such as sorting methods and a new hashing technique. Abundant C++ code examples, diagrams, and tables clearly illustrate the practical importance of data structures. Useful case studies, chosen from disparate areas of computer science, including interpreters, symbolic computation, and file processing, provide valuable insights into a broad range of data structures implementation. DATA STRUCTURES AND ALGORITHMS IN C++ provides the balance of theory and practice to prepare you for a variety of applications in a modern, object-oriented paradigm.

CONTENTS

1. Object-Oriented Programming Using C++. 2. Complexity Analysis. 3. Linked Lists. 4. Stacks and Queues. 5. Recursion. 6. Binary Trees. 7. Multiway Trees. 8. Graphs. 9. Sorting. 10. Hashing. 11. Data Compression. 12. Memory Management. 13. String Matching. Appendix A: Computing BIG-O. Appendix B: Algorithms in the Standard Template Library. Appendix C: NP-Completeness.

NEW

DATA STRUCTURES AND ALGORITHMS IN PYTHON

Adam Drozdek, Duquesne University

© 2021, 752pp, Paperback, 9789814915502

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ASIA/TITLE



Data structures serve as a foundation upon which many other computer science fields are built. Some knowledge of data structures is thus a prerequisite for students who wish to work in the design, implementation, testing, or maintenance of virtually any software system. As a flexible and easy-to-use programming language, Python has made steady gains in popularity in industry and academia. This book will help many students who already know Python learn data structures.

CONTENTS

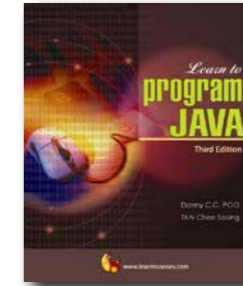
Chapter 1 Object-Oriented Programming Using Python, Chapter 2 Complexity Analysis, Chapter 3 Linked Lists, Chapter 4 Stacks and Queues, Chapter 5 Recursion, Chapter 6 Binary Trees, Chapter 7 Multiway Trees, Chapter 8 Graphs, Chapter 9 Sorting, Chapter 10 Hashing, Chapter 11 Data Compression, Chapter 12 Memory Management, Chapter 13 String Matching, Appendices, Name Index, Subject Index

LEARN TO PROGRAM JAVA, 3E

Danny C.C. Poo, National University of Singapore; Tan Chee Seong, Singapore Polytechnic

© 2006, 0pp, Paperback, 9789812658807

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ASIA/TITLE



This book is designed for readers with no knowledge of programming. It teaches Java programming through a “fundamentals-first” approach. Fundamental concepts of Java are taught before more difficult concepts are introduced in the later chapters. Programming

concepts are introduced in the later chapters. Programming fundamentals such as variables, data structures, operators, computer program compilation and execution are covered in the initial chapters. The rest of the book builds on the fundamentals to prepare readers for more complex concepts such as: * program structures * data types and declaration * expressions, statements and operators * control flow and arrays * inputs and outputs * methods * object-oriented programming * encapsulation and polymorphism * multiple class inheritance * interface In addition, this book covers the Java Application Programming Interface (API) - a rich Java class library. This book comes with a rich set of exercises beneficial to both students and instructors in the learning process, and is most suitable for anyone keen on Java as a first language in programming.

CONTENTS

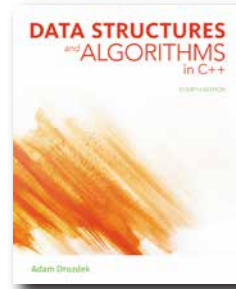
1. Computer Programming 2. Basic Building Blocks 3. Expressions, Statements, and Operators 4. Sequence, Selection Iteration, and Array 5. Procedures and Functions 6. Classes and Objects 7. The Java Application Programming Interface 8. Inputs and Outputs 9. Encapsulation and Polymorphism 10. Multiple Inheritance and Interface Appendix A: Programming Objectives Appendix B: Solutions to Exercises Index

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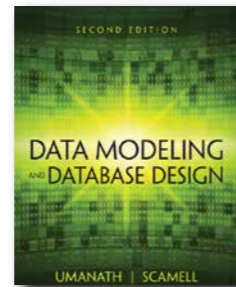
INTRODUCTION TO COMPUTER SCIENCE (CSO)

DATA MODELING AND DATABASE DESIGN, 2E

Dr. Narayan S. Umanath ; Richard Scamell, University of Houston

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ebook



DATA MODELING AND DATABASE DESIGN presents a conceptually complete coverage of indispensable topics that each MIS student should learn if that student takes only one database course. Database design and data modeling encompass the

minimal set of topics addressing the core competency of knowledge students should acquire in the database area. The text, rich examples, and figures work together to cover material with a depth and precision that is not available in more introductory database books.

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1. Database Systems: Architecture and Components. Part I: CONCEPTUAL DATA MODELING. 2. Foundation Concepts. 3. Entity-Relationship Modeling. 4. Enhanced Entity-Relationship (EER) Modeling. 5. Modeling Complex Relationships. Part II: LOGICAL DATA MODELING. 6. The Relational Data Model. Part III: NORMALIZATION. 7. Functional Dependencies. 8. Normal Forms Based on Functional Dependencies. 9. Higher Normal Forms. Part IV: DATABASE IMPLEMENTATION USING THE RELATIONAL DATA MODEL. 10. Database Creation. 11. Relational Algebra. 12. Structured Query Language (SQL). 13. Advanced Data Manipulation Using SQL. Appendix A. Appendix B.

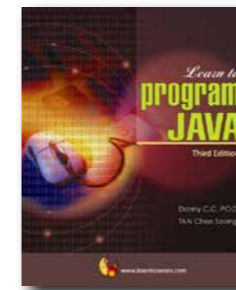
INTRODUCTION TO PROGRAMMING (CSI)

LEARN TO PROGRAM JAVA, 3E

Danny C.C. Poo, National University of Singapore; Tan Chee Seong, Singapore Polytechnic

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Polymorphism 10. Multiple Inheritance and Interface Appendix A: Programming Objectives Appendix B: Solutions to Exercises Index

OPERATING SYSTEMS

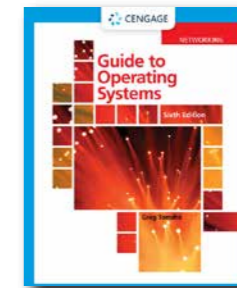
NEW EDITION

GUIDE TO OPERATING SYSTEMS, 6E

Greg Tomsho, Yavapai College

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Master the fundamental concepts of computer operating systems with Tomsho's GUIDE TO OPERATING SYSTEMS, 6th Edition. An excellent resource for training across different operating systems, this practical text equips you with key theory and

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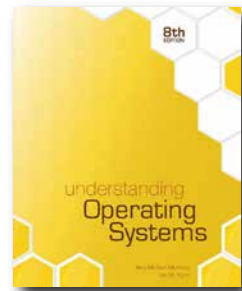
Account and Resource Management. 11. Securing and Maintaining an Operating System. Appendix A: Operating System Command-Line Commands. Glossary. Index.

UNDERSTANDING OPERATING SYSTEMS, 8E

Ann McHoes, Duquesne University; Ida M. Flynn, University of Pittsburgh

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ebook



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1. Introducing Operating Systems. 2. Early Memory Management Systems. 3. Memory Management Includes Virtual Memory. 4. Processor Management. 5. Process Synchronization. 6.

Concurrent Processes. 7. Device Management. 8. File Management. 9. Network Organization Concepts. 10. Management of Network Functions. 11. Security and Ethics. 12. System Management. 13. UNIX Operating Systems. 14. Windows Operating Systems. 15. Linux Operating Systems. 16. Android Operating Systems. Appendix A. Algorithms. Appendix B. ACM Code of Ethics and Professional Conduct.

PROGRAMMING LANGUAGES

PROGRAMMING LANGUAGES, 3E Principles and Practices

Kenneth C. Loudon, San Jose State University; Kenneth A. Lambert, Washington and Lee University

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ebook



Kenneth Loudon and Kenneth Lambert's new edition of PROGRAMMING LANGUAGES: PRINCIPLES AND PRACTICE, 3E gives advanced undergraduate students an overview of programming languages through general principles

combined with details about many modern languages. Major languages used in this edition include C, C++, Smalltalk, Java, Ada, ML, Haskell, Scheme, and Prolog; many other languages are discussed more briefly. The text also contains extensive coverage of implementation issues, the theoretical foundations of programming languages, and a large number of exercises, making it the perfect bridge to compiler courses and to the theoretical study of programming languages.

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1. Introduction. 2. Language Design Criteria. 3. Functional Programming. 4. Logic Programming. 5. Object-Oriented Programming. 6. Syntax. 7. Basic Semantics. 8. Data Types. 9. Control I - Expressions and Statements. 10. Control II - Procedures and Environments. 11. Abstract Data Types and Modules. 12. Formal Semantics. 13. Parallel Programming. Bibliography.

SOFTWARE ENGINEERING

FOUNDATIONS OF SOFTWARE TESTING, 4E

ISTQB Certification

Rex Black; Rex Black; Dorothy Graham

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WEB DESIGN AND PROGRAMMING

WEB DESIGN, 6E

Introductory

Jennifer T. Campbell

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DATABASES

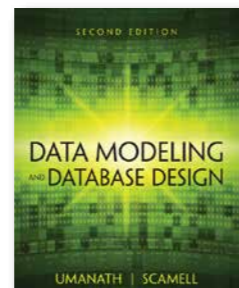
CONCEPTS

DATA MODELING AND DATABASE DESIGN, 2E

Dr. Narayan S. Umanath ; Richard Scamell, University of Houston

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ebook



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DATABASE PRINCIPLES, 3E

Fundamentals of Design, Implementation, and Management

Carlos Coronel, Middle Tennessee State University; Steven Morris, Middle Tennessee State University; Keeley Crockett, Manchester Metropolitan University; Craig Blewett, University of KwaZulu-Natal

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MICROSOFT ACCESS

ILLUSTRATED MICROSOFT OFFICE 365 & ACCESS 2019 COMPREHENSIVE

Lisa Friedrichsen, Johnson County Community College

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NEW PERSPECTIVES MICROSOFT OFFICE 365 & ACCESS 2019 COMPREHENSIVE

Mark Shellman, Gaston College; Sasha Vodnik

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Sandra Cable; Ellen Monk, University of Delaware

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CONTENTS

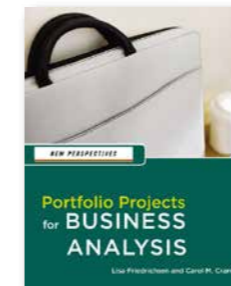
1. Databases and Database Objects: An Introduction. 2. Querying a Database. 3. Maintaining a Database. 4. Creating Reports and Forms. 5. Multiple-Table Forms. 6. Advanced Report Techniques. 7. Advanced Form Techniques. 8. Macros, Navigation Forms, and Control Layouts. 9. Administering a Database System. 10. Using SQL. 11. Database Design. Index.

NEW PERSPECTIVES: PORTFOLIO PROJECTS FOR BUSINESS ANALYSIS

Carol Cram, Capilano College; Lisa Friedrichsen, Johnson County Community College

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Portfolio Projects for Business Analysis is designed to help you practice and perfect technology skills. This companion text is ideal for students taking a variety of different courses from **Communications**, **Marketing**, and **Accounting**

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MICROSOFT® ACCESS 2010 COMPLETE

Pasewark and Pasewark; Sandra Cable; Jessica Evans

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Microsoft Access 2010 Complete, part of the Origins Series, provides a thorough introduction of Microsoft Access 2010 skills to beginning learners. This text includes features that make learning easy and enjoyable, yet challenging for students. Students will

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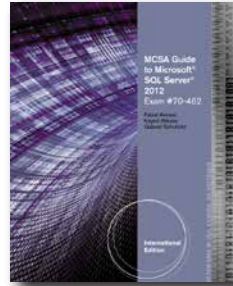
MICROSOFT SQL SERVER

MCSA GUIDE TO MICROSOFT SQL SERVER 2012 (EXAM 70-462)

Faisal Akkawi, Northwestern University School of Continuing Studies; Kayed Akkawi, Robert Morris University; Gabriel J. Schofield, Northwestern University / Financial Services Industry

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ebook



MCSA GUIDE TO MICROSOFT® SQL SERVER® 2012 (Exam #70-462) provides a thorough introduction to essential database administration principles and practices to prepare readers for certification and career success. Ideal for formal

courses, self-study, or professional reference, this detailed text employs a lab-based approach to help users develop the core knowledge and practical skills they need to master Microsoft SQL Server administration in an enterprise environment and pass Microsoft Certified Solutions Associate Exam 70-462. The text opens with information on the latest version of Microsoft SQL Server, offering step-by-step guidance on selecting an edition and completing initial installation and configuration. Several chapters then explore key topics such as database programming, security, performance tuning, backup and recovery, data integration, and system monitoring. Within each chapter, numerous resources and features reinforce teaching and learning, including learning objectives, summaries of key ideas, hands-on activities, discussion questions, definitions of important terms, and case studies to provide real-world context.

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1. Introduction to SQL Server 2012.
2. Deploying SQL Server 2012.
3. Architecture and Configuration.
4. Creating SQL Server 2012 Databases.
5. Transact-SQL Primer.
6. SQL Server Security.

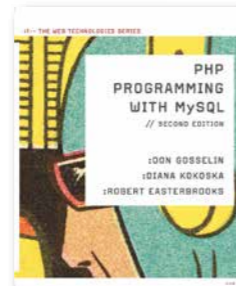
7. Performance Monitoring and Optimization.
 8. Backup and Recovery.
 9. Extracting, Transforming, and Loading Data.
 10. Monitoring SQL Server 2012.
- Appendix. Glossary. Index.

PHP PROGRAMMING WITH MYSQL, 2E The Web Technologies Series

Don Gosselin; Diana Kokoska, University of Maine; Robert Easterbrooks, Maine State Office of Information Technology

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ebook



This book covers the basics of PHP and MySQL along with introductions to advanced topics including object-oriented programming and how to build Web sites that incorporate authentication and security. After you complete this course, you will be able to use PHP and MySQL to build professional quality, database-driven Web sites.

CONTENTS

1. Getting Started with PHP.
 2. Using Functions and Control Structures.
 3. Manipulating Strings.
 4. Handling User Input.
 5. Working with Files and Directories.
 6. Manipulating Arrays.
 7. Working with Databases and MySQL.
 8. Manipulating MySQL Databases with PHP.
 9. Managing State Information.
 10. Developing Object-Oriented PHP.
- Appendix A: Working with XHTML. Appendix B: Building a Web Development Environment. Appendix C: Formatting Strings. Appendix D: Secure Coding with PHP. Appendix E: Advanced Debugging Techniques. Appendix F: Connecting to SQL Server and Oracle Databases. Appendix D: Secure Coding with PHP.

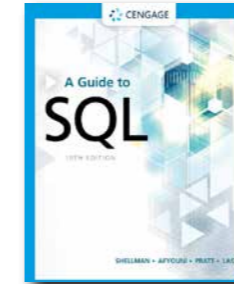
NEW EDITION

A GUIDE TO SQL, 10E

Mark Shellman; Hassan Afyouni, e-con (Chief Information Officer); Philip J. Pratt, Grand Valley State University; Mary Z. Last

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Master today's SQL programming principles and learn how to most effectively apply your SQL skills with Shellman/Afyouni/Pratt/Last's A GUIDE TO SQL, Tenth Edition. This edition's leading approach combines straightforward instruction and extensive hands-on exercises with a strong foundation and emphasis on today's actual business applications. This edition introduces basic SQL commands in the context of an intriguing, ongoing case in which a business uses SQL to manage orders, items, customers and sales reps. This edition emphasizes how to apply fundamental principles and strengthen your programming practices, regardless of the database environment. You work with examples from the latest versions of MySQL, the world's most popular open source, free database, as well as Oracle® and Microsoft® SQL Server. In addition, MindTap digital learning solution is available to help you strengthen your SQL skills.

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Appendix C: The 10 Commandments of Writing Queries

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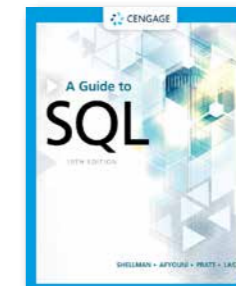
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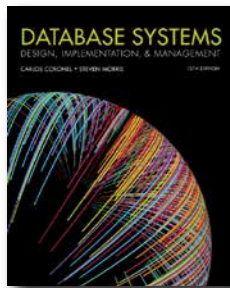
DATABASE SYSTEMS, 13E

Design, Implementation, & Management

Carlos Coronel, *Middle Tennessee State University*; Steven Morris, *Middle Tennessee State University*

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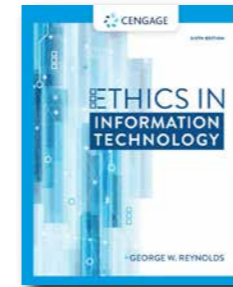
Data Modeling. 6. Normalization of Database Tables. Part III: ADVANCED DESIGN AND IMPLEMENTATION. 7. Introduction to Structured Query Language (SQL). 8. Advanced SQL. 9. Database Design. Part IV: ADVANCED DATABASE CONCEPTS. 10. Transaction Management and Concurrency Control. 11. Database Performance Tuning and Query Optimization. 12. Distributed Database Management Systems. 13. Business Intelligence and Data Warehouses. 14. Big Data Analytics and NoSQL. Part V: DATABASES AND THE INTERNET. 15. Database Connectivity and Web Technologies. Part VI: DATABASE ADMINISTRATION. 16. Database Administration and Security. ONLINE APPENDICES. Appendix Aa: Designing Databases with Visio 2010 Professional: A Tutorial. Appendix Ab: Designing Databases with Visio 2013 Professional: A Tutorial. Appendix B: The University Lab: Conceptual Design. Appendix C: The University Lab: Conceptual Design Verification, Logical Design, and Implementation. Appendix D: Converting the ER Model into a Database Structure. Appendix E: Comparison of ER Model Notations. Appendix F: Client/Server Systems. Appendix G: Object-Oriented Databases. Appendix H: Unified Modeling Language (UML). Appendix I: Databases in Electronic Commerce. Appendix J: Web Database Development with ColdFusion. Appendix K: The Hierarchical Database Model. Appendix L: The Network Database Model. Appendix M: Microsoft Access Tutorial. Appendix N: Creating a New Database Using Oracle 12c. Appendix O: Data Warehouse Implementation Factors. Appendix P: Working with MongoDB. Appendix Q: Working with Neo4j.

ETHICS IN INFORMATION TECHNOLOGY, 6E

George Reynolds, *Strayer University*

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Preparing for a future in IT? ETHICS IN INFORMATION TECHNOLOGY, 6E provides an understanding of the legal, ethical, and societal implications of information technology that you'll need as a successful IT professional. Examine ethical situations in IT and

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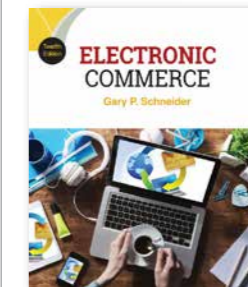
1. An Overview of Ethics. 2. Ethics for IT Professionals and IT Users. 3. Cyberattacks and Cybersecurity. 4. Privacy. 5. Freedom of Expression. 6. Intellectual Property. 7. Ethical Decisions in Software Development. 8. Social Networking. 9. Ethics of IT Organizations. Appendix A: Brief Introduction to Morality.

ELECTRONIC COMMERCE, 12E

Gary Schneider

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Examine the latest developments in online business with cutting-edge coverage, real examples, actual business cases, and hands-on applications found in the market-leading ELECTRONIC COMMERCE, 12E. With comprehensive coverage of

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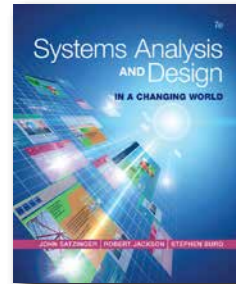
PART I: INTRODUCTION. 1. Introduction to Electronic Commerce. 2. Technology Infrastructure: The Internet and the World Wide Web. PART II: BUSINESS STRATEGIES FOR ELECTRONIC COMMERCE. 3. Selling on the Web. 4. Marketing on the Web. 5. Business-to-Business Activities: Improving Efficiency and Reducing Costs. 6. Social Networking, Mobile Commerce, and Online Auctions. 7. The Environment of Electronic Commerce: Legal, Ethical, and Tax Issues. PART III: TECHNOLOGIES FOR ELECTRONIC COMMERCE. 8. Web Server Hardware and Software. 9. Electronic Commerce Software. 10. Electronic Commerce Security. 11. Payment Systems for Electronic Commerce. PART IV: INTEGRATION. 12. Planning for Electronic Commerce.

SYSTEMS ANALYSIS AND DESIGN IN A CHANGING WORLD, 7E

John W. Satzinger, Missouri State University; Robert B. Jackson, Brigham Young University, Emeritus; Stephen D. Burd, University of New Mexico

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Extremely student friendly, the succinct and streamlined SYSTEMS ANALYSIS AND DESIGN IN A CHANGING WORLD, 7E equips you with the conceptual, technical, and managerial foundations for systems analysis design and implementation as well as

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1. From Beginning to End: An Overview of Systems Analysis and Design. 2. Investigating System Requirements. 3. Identifying Use Cases. 4. Domain Modeling. 5. Use Case Modeling. 6. Foundations for Systems Design. 7. Defining the System Architecture. 8. Designing the User Interface. 9. Designing the Database. 10. Approaches to

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Stephen D. Burd, University of New Mexico

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CONCEPTS IN ENTERPRISE RESOURCE PLANNING, 4E

Ellen Monk, University of Delaware; Bret Wagner, Western Michigan University

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Learn how to master and maximize enterprise resource planning (ERP) software -- which continues to grow in importance in business today -- with the latest edition of Monk/Wagner's successful CONCEPTS IN

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1. Business Functions and Business Processes. 2. The Development of Enterprise Resource Planning Systems. 3. Marketing Information Systems and the Sales Order Process. 4. Production and Supply

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ORACLE® 11G, 2E

PL/SQL Programming

Joan Casteel, Tidewater Community College

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Learn how to most effectively use PL/SQL programming language with one of the most popular and widely used software programs in large companies today: Oracle® 11g. Casteel's ORACLE® 11G: PL/SQL PROGRAMMING &

ORACLE® CD, 2E uses Oracle 11g to provide an overview of the PL/SQL programming language from a developer's perspective. The author begins with a step-by-step expanded introduction to fundamental PL/SQL concepts before progressing to writing and testing PL/SQL code. This edition also covers more advanced topics, such as dynamic SQL and compound triggers, as well as important developments in bulk processing, PL/SQL compiler features, and hiding source code. Updates throughout reflect the latest Oracle 11g release with the most recent figures and examples using the user-friendly SQL Developer tool. A wealth of real-world examples, combined with a straightforward presentation, make this book an invaluable resource, whether you are preparing for the new Oracle Certification exam or simply want to master the PL/SQL programming language with Oracle.

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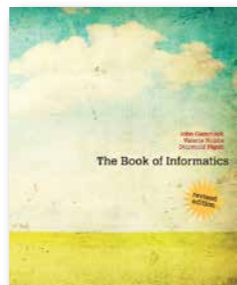
1. Introduction to PL/SQL. 2. Basic PL/SQL Block Structures. 3. Handling Data in PL/SQL Blocks. 4. Cursors and Exception Handling. 5. Procedures. 6. Functions. 7. PL/SQL Packages. 8. Dependencies, Privileges, and Compilation. 9. Database Triggers. 10. Oracle-Supplied Packages, Dynamic SQL, and Hiding Source Code. APPENDIXES. A. Tables for the Brewbean's Database. B. Oracle Installation and Using Oracle SQL Developer. ONLINE APPENDIXES. C. TOAD (Tool for Oracle Application Developers). D. Statement Tuning. E. SQL*Loader Utility. F. An Introduction to Object Technology.

THE BOOK OF INFORMATICS REVISED EDITION

Val Hobbs, Murdoch University; John Gammack, Griffith University; Diarmuid Pigott, Murdoch University

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ebook



This text is an original work that covers the evolving area of Informatics, which looks at the design and use of information in various disciplines such as business, health and science. This text takes a wider view of Informatics than other informatics texts

(such as the US based texts, which are more specifically management information systems oriented) by examining the history, theory and concepts of the field of informatics as well as covering necessary IS content such as information systems practice and supporting technical skills. This text also aims to appeal to a more diverse group of students than just those preparing to work in the area of information systems once they graduate, by introducing enduring themes relevant to future technology developments and new applications and uses within or across disciplines. Whilst fully covering the latest accreditable business informatics (Information systems) content the text's classical and generic treatment of themes also provides students with a grounding in informatics that can be used as a foundation for studies in emerging areas like art informatics, health informatics and bioinformatics.

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GAME DESIGN & DEVELOPMENT

GAME DESIGN

THE OFFICIAL GAMESALAD® GUIDE TO GAME DEVELOPMENT

GameSalad; Jeannie Novak

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ebook



THE OFFICIAL GAMESALAD GUIDE TO GAME DEVELOPMENT teaches readers how to make their own games with the simple, powerful, drag-and-drop GameSalad Creator software. Using techniques based on key game development

concepts, current trends, and established best practices, readers will be able to use GameSalad Creator from concept to prototype--and beyond. The text's wide-ranging coverage encompasses desktop, mobile, online, social, and serious games--as well as key platforms such as iOS, Android, Mac, Windows, and HTML 5. This reader-friendly, highly visual guide is equally suited for formal game development courses and self-paced learning--with a balance of depth and detail that is ideal for both professionals and those working on their first game. Basic tutorials and terminology are available in the book's Appendix. GameSalad has also provided manuals, templates, and a Cookbook containing

video tutorials at <http://gamesalad.com/manuals> and <http://cookbook.gamesalad.com>.

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GAME DEVELOPMENT FUNDAMENTALS

THE OFFICIAL GAMESALAD® GUIDE TO GAME DEVELOPMENT

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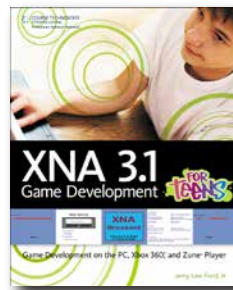
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XNA 3.1 GAME DEVELOPMENT FOR TEENS

Jerry Lee Ford, Jr.

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ebook



XNA 3.0 GAME DEVELOPMENT FOR TEENS is a complete guide to entry level programming and computer game development using XNA 3.0 and the Visual C# 2008 Express programming language for beginners. This book shows readers

how to create and execute computer games on their PC, and then how to port their PC games over to their Xbox 360 or Zune player. This book is for anyone looking to begin creating their own computer games with XNA 3.0 and Visual C# 2008 Express.

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and Methods. Part II Creating Games. Chapter 6 Collecting User Input. Chapter 7 Displaying Images and Text. Chapter 8 Collision Detection. Chapter 9 Adding Sound Effects and Background Music. Chapter 10 2D and 3D Game Development. Chapter 11 Advanced Development Techniques. Chapter 12 Multi-player Games. Part IV Advanced Topics. Chapter 13 The Xbox Creators Club - Porting Games Xbox 360. Chapter 14 Porting Your Games to the Zune Player. Chapter 15 Finding with Program Errors.

GETTING STARTED WITH GAME MAKER

Jerry Lee Ford, Jr, University of California, Santa Cruz

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ebook



Getting Started with Game Maker shows aspiring game developers how to create their very own, professional-quality computer games, no programming knowledge required. Using Game Maker's simple, drag-and-drop environment and following along with the step-

by-step instructions, you'll learn how to create arcade-style 2D and 3D games complete with graphics, sound effects, and music. Game Maker provides everything you need to create, test, debug, and run your games in a Windows environment. Even if you're brand new to game development, you'll be able to make a working game that you can play and share others. And not having to worry about the programming the game allows you to focus on the design and how to make the game more fun and challenging. Along the way you'll learn the basic principles of game development. And if you want to create more complex games you can take advantage of Game Maker's built-in Game maker Language that allows you to develop highly advanced games and applications. So let's get started!

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GAME PRODUCTION

THE OFFICIAL GAMESALAD® GUIDE TO GAME DEVELOPMENT

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THE OFFICIAL GAMESALAD GUIDE TO GAME DEVELOPMENT teaches readers how to make their own games with the simple, powerful, drag-and-drop GameSalad Creator software. Using techniques based on key game development

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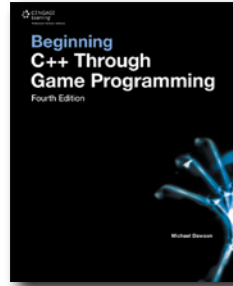
GAME PROGRAMMING

BEGINNING C++ THROUGH GAME PROGRAMMING, 4E

Michael Dawson, UCLA

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ebook



When it comes to game programming, C++ is the name of the game. If you aspire to move from game player to game creator, it all starts with learning the fundamentals of C++ and game-programming basics. With **BEGINNING C++ THROUGH GAME**

PROGRAMMING, FOURTH EDITION, you will find an up-to-date and thorough introduction to everything you need to get started—with no previous programming experience required. In the new fourth edition of this popular guide to learning C++, you will work with a complete program while learning each new concept and a game program at the end of each chapter. A final game project at the end of the book draws together everything you've learned. Written with the beginning programmer in mind, **BEGINNING C++ THROUGH GAME PROGRAMMING, FOURTH EDITION** is a great way to get started in game programming.

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SCRATCH 2.0 PROGRAMMING FOR TEENS, 2E

Jerry Lee Ford, Jr.

© 2015, 336pp, Paperback, 9781305075191

ebook



With Scratch 2.0, getting started in computer programming is easier and more fun than ever. And with this completely updated edition of the popular Scratch Programming for Teens, you'll learn the basics in a fast, friendly way and be sharing your

creations online before you know it. Focused on the fundamentals and using the free Scratch programming language, Scratch 2.0 Programming for Teens will teach you to develop interactive stories, games, animations, and other programs on the web, in your computer's browser, using graphic, customizable code blocks. Written especially for first-time programmers, this book's hands-on approach emphasizes the design and development of programming logic. You'll learn important programming concepts without getting bogged down in complicated details. And the basic principles you learn here will build a foundation from which you can move on to other, more complex, programming languages (like Microsoft Visual Basic, Java, and C++), if you decide to go deeper into software development. Additional material, including helpful appendixes and a complete glossary, is available on this book's companion website. Start programming today with Scratch 2.0 Programming for Teens. Scratch is a project of the Lifelong Kindergarten group at the MIT Media Lab. Scratch, the Scratch logo, and the Scratch Cat are trademarks of the Massachusetts Institute of Technology.

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Mr. Wiggly's Dance - A Quick Scratch Project. 5. Moving Things Around. 6. Sensing Sprite Position and Controlling Environmental Settings. 7. Storing and Retrieving Data. 8. Doing a Little Math. 9. Controlling Script Execution. 10. Changing the Way Sprites Look and Behave. 11. Spicing Things Up with Sounds. 12. Drawing Lines and Shapes. 13. Improving Code Organization. 14. Game Development using Collision Detection. 15. Finding and Fixing Program Errors.

BEGINNING JAVA SE 6 GAME PROGRAMMING, 3E

Jonathan S. Harbour, The University of Advancing Technology

© 2012, 368pp, Paperback, 9781435458086

ebook



BEGINNING JAVA SE 6 GAME PROGRAMMING, THIRD EDITION is perfect for beginner level game programmers with some Java experience who want to quickly and easily learn how to create games using the latest version of the Java SDK, Java 6. Written

in simple language, the book teaches each new skill using engaging tutorials in which you'll write short programs that demonstrate the topics being covered to reinforce what you've just learned. Each chapter builds upon the previous ones, allowing you to repeat and practice the techniques covered. You'll begin with the basics of writing a simple game using vector graphics, move on to utilizing Java's advanced library to add animation and sound effects, and end by creating a professional, sprite-based game full of interesting artwork and details that you can share with others on the web. And you'll be able to use the skills and techniques you've learned to create your own games to play and share. All you need to get started is a basic understanding of Java and your imagination!

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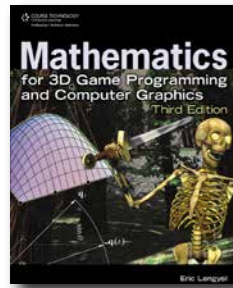
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MATHEMATICS FOR 3D GAME PROGRAMMING AND COMPUTER GRAPHICS, 3E

Eric Lengyel

© 2012, 624pp, Hardback, 9781435458864

ebook



Sooner or later, all game programmers run into coding issues that require an understanding of mathematics or physics concepts such as collision detection, 3D vectors, transformations, game theory, or basic calculus.

Unfortunately, most programmers frequently have a limited understanding of these essential mathematics and physics concepts. **MATHEMATICS AND PHYSICS FOR PROGRAMMERS, THIRD EDITION** provides a simple but thorough grounding in the mathematics and physics topics that programmers require to write algorithms and programs using a non-language-specific approach. Applications and examples from game programming are included throughout, and exercises follow each chapter for additional practice. The book's companion website provides sample code illustrating the mathematical and physics topics discussed in the book.

CONTENTS

Preface. 1. The Rendering Pipeline. 2. Vectors. 3. Matrices. 4. Transforms. 5. 3D Engine Geometry. 6. Ray Tracing. 7. Illumination. 8. Visibility Determination. 9. Collision Detection. 10. Polygonal Techniques. 11. Shadows. 12. Linear Physics. 13. Rotational Physics. 14. Fluid Simulation. 15. Numerical Methods. 16. Curves and Surfaces.

Appendix A: Complex Numbers. Appendix B: Trigonometry Reference. Appendix C: Coordinate Systems. Appendix D: Taylor Series. Appendix E: Answers to Exercises.

VISUAL BASIC GAME PROGRAMMING FOR TEENS, 3E

Jonathan S. Harbour, *The University of Advancing Technology*

© 2011, 400pp, Paperback, 9781435458109

ebook



VISUAL BASIC GAME PROGRAMMING FOR TEENS, THIRD EDITION teaches teens and other beginners how to create their own 2D role-playing game (RPG) using the free-to-download and easy-to-use Visual Basic 2008 Express. You will learn

step-by-step how to construct each part of the game engine using Windows Forms and GDI+, including a tiled scroller, game editors, and scripting. If you like playing RPGs, you'll love learning how to create your own because you have complete control over the game world. You'll gain a basic understanding of Visual Basic, giving you a game programming foundation, and the ability to use the tools and source code you create for other custom games. In each chapter you'll study short examples of code to help you build the different components of the game, including the foundational elements, the game engine, and all the gameplay components. You'll build the sample game from chapter to chapter, adding new elements and features as you learn them. And by the end of the book you'll have created a working RPG from scratch! With the tools, code, and skills you learn you'll be able to start creating your very own game adventures in no time.

CONTENTS

Introduction. PART I: BUILDING BLOCKS. 1. Getting Started. 2. Visual Basic Primer. 3. Forms and Controls. 4. Drawing with GDI. 5. Bitmaps: Our First Building Block. 6. Sprites and Real-Time Animation. 7. Collision Detection. 8. Playing Sound Effects and Music. PART II: GAME WORLD. 9. Designing the Game of Celtic Crusader. 10. Creating the Level Editor. 11. Rendering a Game Level. 12. Adding Objects to the World. 13. Using Portals to Expand the World. PART III: GAMEPLAY. 14. Creating the Character Editor. 15. Dialogue: Talking with NPCs. 16. Fighting, Getting XP, and Leveling Up. 17. Creating the Item Editor. 18. Looting Treasure and Managing Inventory. 19. Creating the Quest Editor. 20. So You Want to Be a Hero? Index.

GAME PROGRAMMING FOR TEENS, 3E

Maneesh Sethi

© 2009, 349pp, Paperback, 9781598635188

ebook



Do you enjoy playing video games and want to learn how to create your own? "Game Programming for Teens, Third Edition" shows you how to design and develop a complete video game from start to finish, no prior programming knowledge required. You'll begin by learning the basics of

BlitzMax, a simple cross-platform game programming language that can be used on Windows, Mac, or Linux operating systems. Once you understand how to write the programming code, you'll begin to incorporate all the graphical elements of games including varying colors, loading and displaying images, and creating scrolling backgrounds. Finally, you'll learn how to add sound and music, use keyboard input codes, and even integrate artificial intelligence. New skills are taught step-by-step, and each chapter builds upon the techniques you learned in the previous, so by the end of the book you'll have built your very own fully functioning video game. And the CD-ROM contains all the source code, art and sound files, and demo versions of BlitzMax and the other programs used in the book. So don't just play video games, build your own, with "Game Programming for Teens, Third Edition!"

CONTENTS

Part I: The Basics of BASIC; 1. Getting Started; 2. Getting to Know BASIC; 3. Loops, Functions, Arrays, and Types; 4. The Style Factor; Part II: Getting Graphical; 5. Beginning Graphics; 6. Page Flipping and Pixel Plotting; 7. Animation; 8. Collision Detection; Part III: Completing the Puzzle; 9. Handling Input; 10. Sounds and Music; 11. Artificial Intelligence; 12. The Final Frontier: Invaderz!!!; Part IV: Appendices; A. Scan Code Reference; B. Useful Links; C. What's on the CD;

GRAPHIC COMMUNICATIONS

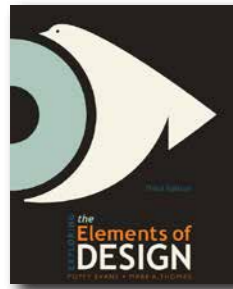
DESIGN CONCEPTS

EXPLORING THE ELEMENTS OF DESIGN, 3E

Poppy Evans, *The Art Academy of Cincinnati*; Mark A. Thomas, *The Art Academy of Cincinnati*

© 2013, 336pp, Paperback, 9781111645489

ebook



Designed to prepare you for success in graphic design, the third edition of **EXPLORING THE ELEMENTS OF DESIGN** has been completely updated to reflect the very latest in graphic design concepts and contemporary design work. With its

straightforward approach and dynamic examples, this richly illustrated full-color text offers clear explanations of the fundamental principles, award-winning examples of professional work, and diagrams that clearly show how these principles operate in successful design solutions. Offering a practical and visual introduction to the world of graphic design, this text provides you with detailed coverage of design concepts, including color, imagery, creative thinking, and visual-problem solving, as well as an overview of the field of graphic design and related career options. In addition, the third edition includes all-new material on digital media, interactive design, and typography to ensure that you have all the information you need to work in the ever-changing world of graphic design.

CONTENTS

Preface. 1. Defining the Language of Design. 2. Design and Typography. 3. Design and Image. 4. Design and Color. 5. Managing Effective Design. 6. Creativity and Visual Research. 7. Media and

Technology for Communication Artists. 8. From Student to Professional. Glossary. Index.

DIGITAL DESIGN

EXPLORING ADOBE® INDESIGN CREATIVE CLOUD

Terry Rydberg, *Waukesha County Technical College*

© 2015, 416pp, Paperback, 9781305263642

ebook



With many software guides serving as high-tech “recipe books,” teaching cookie-cutter habits with little relevance to complex, real-world projects, **EXPLORING ADOBE INDESIGN CREATIVE CLOUD** takes a different approach. Emphasizing on

fundamental design principles, critical thinking skills, and practical applications to prepare you for professional success, this unique text features step-by-step tutorials, vibrant illustrations, and realistic exercises to engage your interest while helping you develop essential software skills. Each chapter builds on what you have learned, guiding you from exploring basic operations to creating complex documents with confidence and efficiency. In addition to mastering InDesign—including standard functionality and features new to Creative Cloud—the text prepares you to analyze new design projects, identify potential challenges, develop effective strategies, and apply industry-standard principles and practices to execute your plans successfully.

CONTENTS

1. The InDesign Workspace. 2. Type, Tools, and Terms. 3. The Fine Art of Setting Type. 4. Combining Type and Images. 5. Tabs and Tables. 6. Grids, Guides, and Aligning Objects. 7. Text Wrap, Layers, and Effects. 8. Type Continuity: Applying Styles.

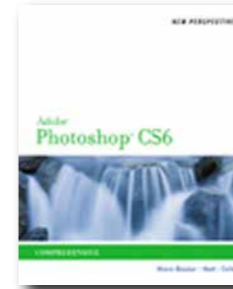
9. Master Pages and Object Styles. 10. Identity Systems. 11. Designing with Type. 12. Color Essentials. 13. Production Essentials. 14. Basic Graphic Elements.

NEW PERSPECTIVES ON ADOBE PHOTOSHOP CS6, COMPREHENSIVE

Jane Hosie-Bounar; Kelly Hart; Mitch Geller

© 2013, 520pp, Paperback, 9781133526315

ebook



NEW PERSPECTIVES ON ADOBE PHOTOSHOP CS6, COMPREHENSIVE offers a critical-thinking approach to teaching Photoshop. This text explains and reinforces design software concepts and skills through the New Perspectives’ signature

case-based, problem-solving pedagogy. Students will transcend point-and-click skills to take full advantage of the software’s utility.

CONTENTS

T1: Getting Started with Adobe Photoshop CS6. T2: Working with Image Files. T3: Layering Content to Compose Images. T4: Adding Content. T5: Selecting and Modifying Content. T6: Designing with Text. T7: Correcting, Adjusting, and Retouching. T8: Advanced Input/Output and Color Management. T9: Planning, Creating, and Delivering a Complete Project. T10: Creating 3D Texts and Objects.

HELP DESK/DESKTOP SUPPORT

HELP DESK

A GUIDE TO COMPUTER USER SUPPORT FOR HELP DESK AND SUPPORT SPECIALISTS, 6E

Fred Beisse, *Lane Community College*

© 2015, 688pp, Paperback, 9781285852683

ebook



Develop the critical people skills and exceptional technical abilities necessary to provide outstanding support with Beisse’s **A GUIDE TO COMPUTER USER SUPPORT FOR HELP DESK AND SUPPORT SPECIALISTS, 6E**. This useful guide

focuses on the information resources and technical tools current and future professionals need most to excel in a user-support position. This book’s clear, balanced coverage helps you develop the skills to handle troubleshooting and problem solving, successfully communicate with clients, determine a client’s specific technology needs, train end-users, and even handle budgeting and other management priorities. You learn to work with the latest developments, from Web and email-based support to Microsoft Windows, cloud computing, and ethical challenges. Special features such as Tips, role-playing scenarios, On the Web Pointers, Discussion Questions, and Case Projects help you actively improve your skillset.

CONTENTS

Preface. Chapter 1: Introduction to Computer User Support. Chapter 2: Customer Service Skills for User Support Agents. Chapter 3: Writing for End Users. Chapter 4: Skills for Troubleshooting Technology Problems. Chapter 5: Common Support

Problems. Chapter 6: Help Desk Operation. Chapter 7: User Support Management. Chapter 8: Product Evaluation Strategies and Support Standard. Chapter 9: End-User Needs Assessment Projects. Chapter 10: Installing and Managing End-User Technology. Chapter 11: Technology Training for Users. Chapter 12: A User Support Utility Tool Kit. Appendix A: Answers to Check Your Understanding Questions. Appendix B: LBE Helpdesk Evaluation Edition. Appendix C: User Support Presentations and Meetings.

A GUIDE TO CUSTOMER SERVICE SKILLS FOR THE SERVICE DESK PROFESSIONAL, 4E

Donna Knapp

© 2015, 544pp, Paperback, 9781285063584

CENGAGE | MINDTAP ebook



A GUIDE TO CUSTOMER SERVICE SKILLS FOR THE SERVICE DESK PROFESSIONAL, the definitive service desk text now available in a fully revised fourth edition, teaches technical professionals the skills and work habits needed to

successfully interact with customers and achieve job satisfaction. Each chapter describes a specific business skill, soft skill, or self-management skill required to deliver effective technical customer support while providing proven, how-to techniques for mastering that skill. Research and references have been updated in each chapter, and the latest ITIL® vocabulary and concepts are reflected throughout the text. The Fourth Edition of A GUIDE TO CUSTOMER SERVICE SKILLS FOR THE SERVICE DESK PROFESSIONAL thoroughly examines the changing role of the service desk professional. An experienced IT professional with a unique industry perspective, author Donna Knapp describes the business and technology trends that

are shaping the direction of the service desk industry and the opportunities available to those pursuing a service desk career. New case studies and case projects provide on-the-job practice, while updated chapters highlight the key transition from reactive to a more strategic, proactive service desk. The text explores how technology trends like cloud computing, virtualization, mobile technology, and bring-your-own-device are impacting the service desk, and new material examines the use of social media and collaboration technologies in a service desk setting.

CONTENTS

1. Achieving High Customer Satisfaction. 2. Developing Strong Listening and Communication Skills. 3. Winning Telephone Skills. 4. Technical Writing Skills for Support Professionals. 5. Handling Difficult Customer Situations. 6. Solving and Preventing Incidents and Problems. 7. Business Skills for Technical Professionals. 8. Teams and Team Players in a Service Desk Setting. 9. Minimizing Stress and Avoiding Burnout. Capstone Project: Service Desk Site Visit. Appendix A: Service Desk Resources. Glossary.

A GUIDE TO SERVICE DESK CONCEPTS, 4E

Donna Knapp

© 2014, 416pp, Paperback, 9781285063454

ebook



Now you can translate your technical expertise into an effective career in computer user support with the help of Knapp's A GUIDE TO SERVICE DESK CONCEPTS, 4E. This trusted, contemporary guide introduces the latest developments, research,

resources and trends as they happen in computer user support. You explore the various types of service desks and gain a solid understanding of the diverse roles and skills required. You also review the processes and technologies that ensure the service desk is operating efficiently and effectively and see how today's leading organizations measure service desk success. The author references the very latest ITIL® 2011 best practices, leading quality and IT service management frameworks and standards to ensure you are learning with the most recent information regarding the role of outsourcing and certification in the service desk. New case studies and case projects provide on-the-job practice, while updated chapters highlight the evolving role of the service desk and how technology trends, such as cloud computing, virtualization, mobile technology and consumerization, are impacting computer user support. New material also examines the current emphasis on self-help and the effects of self-healing capabilities within newer generation technologies. Turn to A GUIDE TO SERVICE DESK CONCEPTS, 4E for a complete understanding of computer user support today.

CONTENTS

1. Introduction to Help Desk Concepts. 2. Service Desk Operations. 3. The People Component: Service Desk Roles and Responsibilities. 4. The Process Component: Service Desk Processes and

Procedures. 5. The Technology Component: Service Desk Tools and Technologies. 6. The Information Component: Service Desk Performance Measures. 7. The Service Desk Setting. 8. Customer Support as a Profession. Appendix A: Job Descriptions for the Service Desk. Appendix B: Service Desk Resources.

INTERNET CONCEPTS

DISCOVERING THE INTERNET, 5E

Brief

Jennifer Campbell

© 2015, 288pp, Paperback, 9781285845418



DISCOVERING THE INTERNET: BRIEF, Fifth Edition provides a hands-on introduction to the latest Internet concepts and skills to help you become digitally literate computer users. Societal coverage makes this book unique, and with content on e-business,

social media, and technologies of the Internet, you will receive both basic and technical coverage of Internet concepts and skills.

CONTENTS

1. Into the Internet. 2. Browsing the Web. 3. Searching the Web. 4. Communicating Online. 5. Getting More Out of the Internet. 6. Understanding Internet Technologies and Security. 7. Understanding E-Business.

DISCOVERING THE INTERNET, 5E Complete

Jennifer Campbell

© 2015, 480pp, Paperback, 9781285845401

ebook



DISCOVERING THE INTERNET: COMPLETE CONCEPTS AND TECHNIQUES, Fifth Edition provides a hands-on introduction to the latest Internet concepts and skills to help students become digitally literate computer users. Societal coverage makes this book unique, and with content on e-business, social media, and technologies of the Internet, students will receive both basic and technical coverage of Internet concepts and skills.

CONTENTS

1. Into the Internet. 2. Browsing the Web. 3. Searching the Web. 4. Communicating Online. 5. Getting More Out of the Internet. 6. Understanding Internet Technologies and Security. 7. Understanding E-Business.

INTERNET RESEARCH ILLUSTRATED, 7E

Donald I. Barker, Spokane Falls Community College; Melissa S. Barker, Spokane Falls Community College

© 2014, 128pp, Paperback, 9781285854120

ebook



Equip yourself with Internet Research knowledge using this practical, user-friendly book by the Illustrated Series. Designed to meet the needs of users from a broad range of experience levels, this book provides essential information about Internet Research, including topics on search toolbars, searching the social web, intelligent search agents, and finding, evaluating, and citing online sources!

CONTENTS

UNIT A: SEARCHING THE INTERNET EFFECTIVELY. Understanding Internet Search Tools. Using a search toolbar. Creating an Internet Research Strategy. Identifying the Right Keywords. Performing a Basic Search. Why do search results vary with different search engines? Adding Keywords Arranging keywords. Using Phrase Searching. Other ways to search using phrases. Analyzing Search. Understanding Evaluative Criteria. Understanding Wikipedia. Evaluating a Web Page. Considering what others say about Web pages. Evaluating bias. Citing Online Resources. Copyright and plagiarism. UNIT B: CONSTRUCTING COMPLEX SEARCHES. Understanding Boolean Operators. Remembering Boolean logic. Narrowing a Search with the AND Operator. Using the plus sign. Keeping a search diary. Expanding a Search with the OR Operator. Restricting a Search with the NOT Operator. Using Multiple Boolean Operators. Using multiple Boolean operators instead of advanced search forms. Searching with Filters. Filtering domains in the URL. Combining Boolean Operators and Filters. Using the search text boxes on an advanced search page. Using Advanced Search Operators.

Using Metasearch. Maximizing metasearching. UNIT C: FINDING SPECIALTY INFORMATION. Understanding Subject Guides. Using a Subject Guide. Understanding distributed subject guides. Understanding the Deep Web. Comparing the visible and invisible Web. Searching Periodical. Finding Places. Finding People and Businesses. Finding personal email addresses and telephone numbers. Using a Specialized Search Engine. Finding a specialized search engine. Finding Online Reference. Finding Government Information. Finding state and provincial government sites. UNIT D: SEARCHING THE SOCIAL WEB. Understanding Social Media Searches. Recognize the wisdom of the crowd. Searching Social Networks. Finding discussion groups or forums. Navigating the Blogosphere. Understanding RSS. Scanning Microblogs. Understanding Enterprise Social Software. Searching Video Sites. Using YouTube's Advanced Filters. Searching Photo Sharing Sites. Understanding copyrights and licenses. Searching Social News Sites and Article Directories. Social bookmarking sites. Finding Answers with Q & A Sites. Understanding a Wiki. Using Social Media Search Engines. Understanding Social Media Dashboards.

WEB 2.0

Concepts and Applications

Gary B. Shelly; Mark Frydenberg, Bentley University

© 2011, 312pp, Paperback, 9781439048023

ebook



Web 2.0 provides dynamic and comprehensive coverage of the most current information available on Web 2.0 today. You will gain a solid understanding of the current trends in technology and concepts associated with interactive information sharing and new web applications. You will gain knowledge of web-based communities, social-networking, video and filing sharing sites as well as blogging, wikis and more.

CONTENTS

1. The Web Becomes 2.0. 2. Publishing Online. 3. Syndicating Content. 4. Organizing Information. 5. Connecting People. 6. Linking Data.

MICROSOFT OUTLOOK

SHELLY CASHMAN SERIES® MICROSOFT® OFFICE 365® & OUTLOOK 2019 COMPREHENSIVE

Corinne Hoisington, Central Virginia Community College

© 2020, 368pp, Paperback, 9780357375396

CENGAGE | MINDTAP **ebook**



Introduce your students to the important new features that the latest version of Microsoft® Office has to offer with the focused approach found in MICROSOFT® Office 365® & WINDOWS 2019: COMPREHENSIVE. Part of the acclaimed Shelly

Cashman Series®, this edition continues the series' strong history of innovation with an enhanced learning approach designed to engage students, improve retention and prepare learners for success with Microsoft® Windows. A trademark step-by-step, screen-by-screen approach encourages students to expand their understanding of the software through experimentation, critical thought and personalization while also engaging them in real-world scenarios to reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

CONTENTS

1. Managing Email Messages with Outlook.
2. Managing Calendars with Outlook.
3. Managing Contacts and Personal Contact Information with Outlook
4. Creating and Managing Tasks with Outlook
5. Customizing Outlook. Index.

MICROSOFT® OUTLOOK 2013

Introductory

Corinne Hoisington, Central Virginia Community College;
Steven M. Freund, University of Central Florida

© 2014, 296pp, Paperback, 9781285168852

ebook



Discover the latest that Microsoft Office has to offer with the new generation of Shelly Cashman Series® books! For the past three decades, the Shelly Cashman Series® has effectively introduced computer skills to millions of students. With Microsoft

Outlook 2013, we're continuing our history of innovation by enhancing our proven pedagogy to reflect the learning styles of today's students. In this text you'll find features that are specifically designed to engage, improve retention, and prepare you for future success. Our trademark step-by-step, screen-by-screen approach now encourages you to expand your understanding of Microsoft Outlook 2013 through experimentation, critical thought, and personalization. With these enhancements and more, the Shelly Cashman Series® continues to help you succeed with the most effective educational materials.

CONTENTS

Office 2013 and Windows 8: Essential Concepts and Skills. Office 365 Essentials. 1. Managing Email Messages with Outlook. 2. Managing Calendars With Outlook. Index. Quick Reference Guide. Important Notes for Windows 7 Users.

WEB SITE CREATION

NEW EDITION

RESPONSIVE WEB DESIGN WITH HTML 5 & CSS, 9E

Jessica Minnick, Pasco-Hernando Community College

© 2021, 640pp, Paperback, 9780357423837

CENGAGE | MINDTAP **ebook**



Equipping you with the most up-to-date tools available, Minnick's RESPONSIVE WEB DESIGN WITH HTML 5 & CSS, 9th edition, teaches you step by step how to design professional quality websites that attract and retain customers. Packed with best practices

and tips from the pros, the text gives you a solid foundation in HTML, CSS and responsive web design. It shows you how to create one website that automatically adapts to mobile, tablet, laptop and desktop devices as well as large monitors. You will learn how to code a webpage to make a phone call from a mobile device, embed a map, use custom fonts, create shortcut navigation menus, integrate social media to promote a business and more. In addition, you will use popular web framework Bootstrap to create a webpage. Also available: MindTap digital learning solution.

CONTENTS

1. Introduction to the Internet and Web Page Design.
2. Building a Webpage Template with HTML 5.
3. Enhancing a Website with Images and Links.
4. Designing Webpages with CSS.
5. Responsive Design Part 1: Designing for Mobile Devices.
6. Responsive Design Part 2: Designing for Tablet and Desktop Devices.
7. Improving Web Design with New Page Layouts.
8. Creating Tables and Forms.
9. Integrating Audio and Video.
10. Creating Interactivity with CSS and JavaScript.
11. Promoting and Publishing a Website.
12. Getting Started with Bootstrap. Appendix A. HTML Quick Reference.

Appendix B. CSS Quick Reference. Appendix C. Symbols and Characters Quick Reference. Appendix D. How to Publish.

WEB DESIGN, 6E

Introductory

Jennifer T. Campbell

© 2018, 256pp, Paperback, 9781337277938

CENGAGE | MINDTAP **ebook**



Wish you had the skills and knowledge to design powerful websites? Gain the expertise you need right now with WEB DESIGN: INTRODUCTORY, 6E. Learn how to balance target audience expectations, sound design principles, and technical considerations

as you create successful, device- and platform-independent websites. Hands-on, interesting, and practical activities in each chapter check your comprehension, help build your web research skills, and develop your design awareness. You learn how to critically evaluate current issues in today's technology as you examine topics such as search engine optimization (SEO), HTML and responsive web design. WEB DESIGN: INTRODUCTORY, 6E equips you with the key skills you need to develop a solid web design plan of your own in no time.

CONTENTS

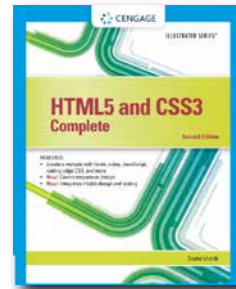
1. The Environment and the Tools.
2. Web Publishing Fundamentals.
3. Planning a Successful Web Site: Part I.
4. Planning a Successful Web Site: Part II.
5. Typography and Images.
6. Multimedia and Interactivity Elements.
7. Promoting and Maintaining a Website. Appendix A: HTML Quick Reference. Appendix B: Cascading Style Sheets (CSS). Appendix C: Designing for Mobile Devices. Appendix D: Search Engine Optimization.

HTML5 AND CSS3, ILLUSTRATED COMPLETE, 2E

Sasha Vodnik

© 2016, 472pp, Paperback, 9781305394049

ebook



Master the latest HTML5 and CSS3 skills you need to create exceptional web design with this practical, user-friendly book from the popular Illustrated Series. HTML5 AND CSS3 ILLUSTRATED COMPLETE, 2E addresses basic to advanced concepts

and skills for developing dynamic web pages and websites using the most current versions of HTML5 and CSS3. Learn to create websites that incorporate forms, videos, JavaScript, cutting-edge CSS3, and more. Updates throughout this new edition introduce key principles of responsive design while integrating mobile design and testing. This edition is designed to meet your needs, whether you're looking for the "nuts-and-bolts" as a beginner or simply need to brush up on the basics and quickly move to more advanced topics as an experienced user. Each two-page spread focuses on a single skill, making the information you need to know easy to follow and absorb.

CONTENTS

UNIT A: GETTING STARTED WITH HTML. Define a Project Plan. Create Wireframes and a Storyboard. Create an HTML Document. Set Up the Document Head and Body. Add Text to a Web Page. Add a Comment to a Web Document. Preview Your Web Page on a Desktop Computer. Configure Web Server Software. Preview Your Web Page on Mobile Devices. Unit B: STRUCTURING CONTENT IN A WEB DOCUMENT. Evaluate Web Accessibility Standards. Incorporate Attributes. Implement the div Element. Add HTML5 Semantic Elements. Use Special Characters. Specify the Viewpoint. Debug Your HTML Code. Validate Your HTML Code. Create an XHTML Document. Unit C: GETTING

STARTED WITH CSS. Assess Style Rules. Create an Embedded Style Sheet. Implement an ID Selector. Implement a Class Selector. Use Multiple Selectors. Create an External Style Sheet. Link to an External Style Sheet. Add a Comment to a Style Sheet. Debug and Validate CSS Code. Unit D: LAYING OUT ELEMENTS WITH CSS. Assess the CSS Box Model. Set Element Width and Borders. Set Margins and Padding. Align Elements with float. Control Page Flow with clear. Implement Fixed Positioning. Implement Relative Positioning. Control Stacking Order. Implement Absolute Positioning. Unit E: FORMATTING TEXT WITH CSS. Assess Web Fonts. Declare a Font Family. Use a Custom Font. Declare Font Size and Line Height. Implement Bold and Italics. Style Pseudo-Elements. Specify Hex and RGB Colors. Add Shadows. Create a Media Query. Unit F: INSERTING AND WORKING WITH LINKS. Understand Links. Create Relative Links. Create Absolute Links. Change CSS Display Type. Style Links with Pseudo-Classes. Style Multiple Link States. Open Links in New Tabs. Create a Link within a Document. Add Navigational Accessibility. Unit G: INSERTING AND WORKING WITH IMAGES. Evaluate Image File Types. Insert Images. Insert a Background Image. Mark Images as Figures. Create a Figure Caption. Use Images as Links. Create an Image Map. Define Additional Hotspots. Insert a Favicon and Touch Icons. Unit H: ORGANIZING CONTENT WITH LISTS AND TABLES. Create an Ordered List. Create an Unordered List. Create a Description List. Create a Nav Bar Bar Using a List. Insert a Table. Debug Tables. Span Columns and Rows. Format a Table with CSS. Apply a Table-Like Structure to Other Elements. Unit I: IMPLEMENTING RESPONSIVE DESIGN. Assess Responsive Design. Construct a Multipart Media Query. Test Layouts with an Emulator. Add a Column with a Media Query. Create a Widescreen Layout. Create a Responsive Navigation. Implement Adaptive Content. Use Progressive Enhancement. Unit J: CREATING AND PROCESSING WEB FORMS. Design a Form. Create a Form. Create Text Fields. Customize Text Fields. Create Check Boxes. Create Option Buttons. Create a Drop-Down Menu. Enable Form Submission. Unit K: CREATING VISUAL EFFECTS

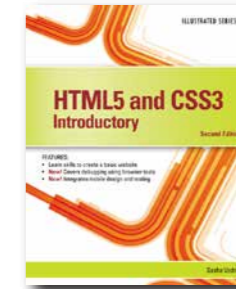
AND ANIMATION. Add Generated Content. Add Visual Form Feedback. Create a Gradient. Create a CSS Shape. Apply Styles Based on Feature Detection. Apply a Transform. Create a Transition. Animate Content. UNIT L: INCORPORATING VIDEO AND AUDIO. Assess Web Video and Audio. Use the Video Element. Control Playback. Incorporate the Source Element. Add Video Support for Older Browsers. Provide Poster and Fallback Images. Make Videos Accessible. Implement the audio Element. Unit M: PROGRAMMING WEB PAGES WITH JAVASCRIPT. Explore the Document Object Model. Access Elements and Properties Using JavaScript. Create Statements. Store and Access Data in Variables. Create a Function. Add an Event Listener. Change CSS with JavaScript. Create an if Statement. UNIT N: INTEGRATING SOCIAL MEDIA. Evaluate Social Media. Add a Facebook Like Button. Add a Twitter Tweet Button. Embed a Tweet. Embed a YouTube Video. Embed an Instagram Image. Integrate a Twitter Account Feed. Add a Twitter Hash Tag Feed. UNIT O: OPTIMIZING YOUR WEBSITE FOR SEARCH ENGINES. Understand Search Engine Optimization (SEO). Write Indexable Content. Add a Description with the Meta Element. Incorporate Microdata. Create a Sitemap File. Create a robots.txt File. Preview and Finalize Your Site. Submit Your Site. UNIT P: TESTING AND IMPROVING PERFORMANCE. Assess Performance. Plan Usability Tests. Perform Browser Test. Test Pager Loading Speed. Incorporate a Spritesheet. Optimize Images. Reduce the Size of CSS Files. Customize Modernizr. Appendix A: HTML. Appendix B: CSS. Appendix C: Uploading Files to a Web Server. (online)

HTML5 AND CSS3, ILLUSTRATED INTRODUCTORY, 2E

Sasha Vodnik

© 2016, 264pp, Paperback, 9781305394056

ebook



Master the HTML5 and CSS3 skills you need to create an outstanding basic website using this practical, user-friendly book from the popular Illustrated Series. HTML5 AND CSS3 ILLUSTRATED INTRODUCTORY, 2E covers today's basic

concepts and must-know skills for developing web pages and websites using the latest HTML5 and CSS3 standards and best practice. Updates throughout this fully revised new edition introduce key principles of website design, while integrating coverage of mobile design and testing. This edition is designed to meet your needs, whether you're looking for the "nuts-and-bolts" as a beginner or simply need to brush up on the basics and then move to more advanced topics. Each two-page spread focuses on a single skill, making the information you need to know easy to follow and to absorb.

CONTENTS

Unit A: GETTING STARTED WITH HTML. Define a Project Plan. Create Wireframes and a Storyboard. Create an HTML Document. Set Up the Document Head and Body. Add Text to a Web Page. Add a Comment to a Web Document. Preview Your Web Page on a Desktop Computer. Configure Web Server Software. Preview Your Web Page on Mobile Devices. Unit B: STRUCTURING CONTENT IN A WEB DOCUMENT. Evaluate Web Accessibility Standards. Incorporate Attributes. Implement the div Element. Add HTML5 Semantic Elements. Use Special Characters. Specify the Viewpoint. Debug Your HTML Code. Validate Your HTML Code. Create an XHTML Document. Unit C: GETTING STARTED WITH CSS. Assess Style Rules. Create

an Embedded Style Sheet. Implement an ID Selector. Implement a Class Selector. Use Multiple Selectors. Create an External Style Sheet. Link to an External Style Sheet. Add a Comment to a Style Sheet. Debug and Validate CSS Code. . Unit D: LAYING OUT ELEMENTS WITH CSS Assess the CSS Box Model. Set Element Width and Borders. Set Margins and Padding. Align Elements with float. Controlpage flow with clear. Implement Fixed Positioning. Implement Relative Positioning. Control Stacking Order. Implement Absolute Positioning Unit E: FORMATTING TEXT WITH CSS.. Assess Web Fonts. Declare a Font Family. Use a Custom Font. Declare Font Size and Line Height. Implement Bold and Italics. Style Pseudo-Elements. Specify Hex and RGB Colors Colors. Add Shadows. Create a Media Query. Unit F: INSERTING AND WORKING WITH LINKS. Understand Links. Create Relative Links. Create Absolute Links. Change CSS Display Type. Style Links with Pseudo-Classes. Style Multiple Link States. Open Links in New Tabs. Create a Link within a Document. Add Navigational Accessibility. Unit G: INSERTING AND WORKING WITH IMAGES. Evaluate Image File Types. Insert Images. Insert a Background Image. Mark Images as Figures. Create a Figure Caption. Use Images as Links. Create an Image Map. Define Additional Hotspots. Insert a Favicon and Touch Icons. Unit H: ORGANIZING CONTENT WITH LISTS AND TABLES. Create an Ordered List. Create an Unordered List. Create a Description List. Create a Navigation Bar Using a List. Insert a Table. Debug Tables. Span Columns and Rows. Format a Table with CSS. Apply a Table-Like Structure to Other Elements. Appendix A: HTML ELEMENTS. Appendix B: CSS PROPERTIES. Appendix C: UPLOADING FILES TO A WEB SERVER. Practicing Good File Management. Configuring Your FTP Client. Uploading Web Site Files.

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1. Introduction to the Internet and Web Page Design
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3. Enhance a Website with Links and Images
4. Style a Website with CSS
5. Design for Multiplatform Display with Responsive Design
6. Complete Responsive Design for Desktop Display and Add CSS3 Features
7. Discover New Layouts with HTML Tags
8. Create Tables and Forms

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MANAGEMENT

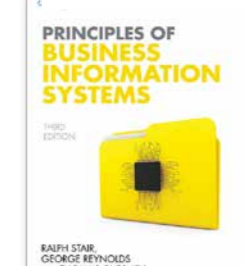
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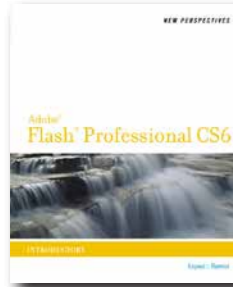
ADOBE/MACROMEDIA PRODUCT SUITES

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Luis A. Lopez, St. Philip's College

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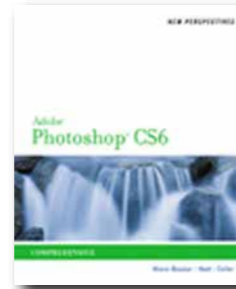
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Jennifer T. Campbell

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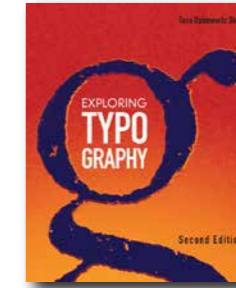
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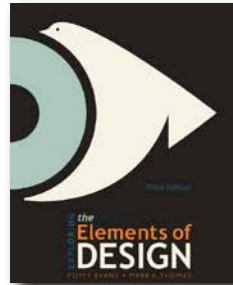
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Poppy Evans, *The Art Academy of Cincinnati*; Mark A. Thomas, *The Art Academy of Cincinnati*

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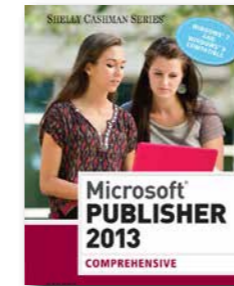
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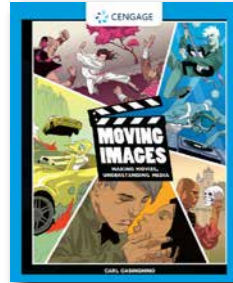
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MIS

DATABASES

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Joan Casteel, Tidewater Community College

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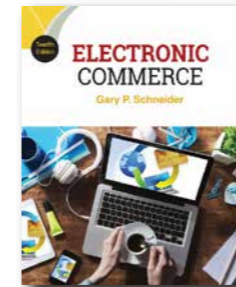
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Gary Schneider

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ELECTIVES

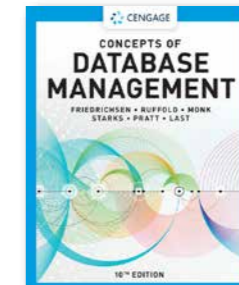
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CONCEPTS OF DATABASE MANAGEMENT, 10E

Philip J. Pratt, Grand Valley State University; Joseph J. Adamski, Grand Valley State University; Ellen Monk, University of Delaware; Joy L. Starks, Indiana University, Purdue University at Indianapolis

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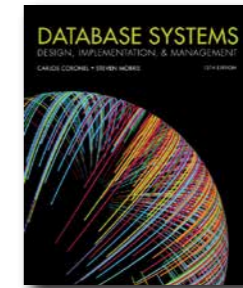
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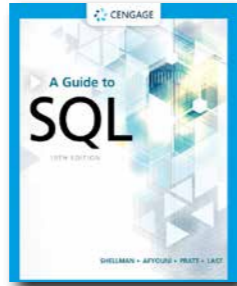
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Mark Shellman; Hassan Afyouni, *e-conn* (Chief Information Officer); Philip J. Pratt, *Grand Valley State University*; Mary Z. Last

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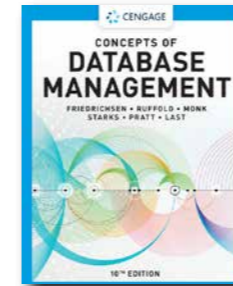
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CONCEPTS OF DATABASE MANAGEMENT, 10E

Philip J. Pratt, *Grand Valley State University*; Joseph J. Adamski, *Grand Valley State University*; Ellen Monk, *University of Delaware*; Joy L. Starks, *Indiana University, Purdue University at Indianapolis*

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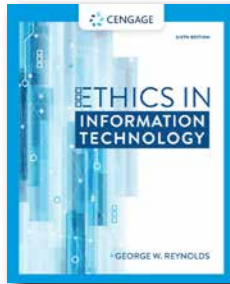
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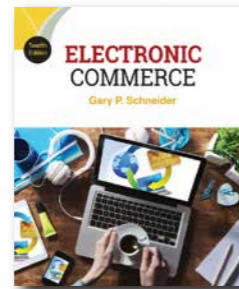
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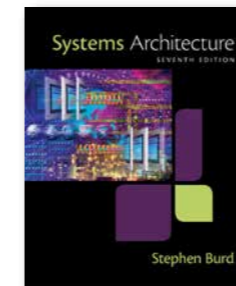
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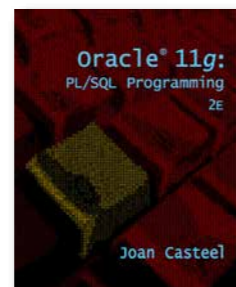
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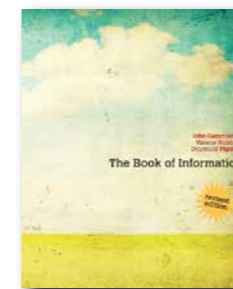
INFORMATICS

THE BOOK OF INFORMATICS REVISED EDITION

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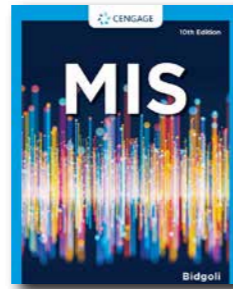
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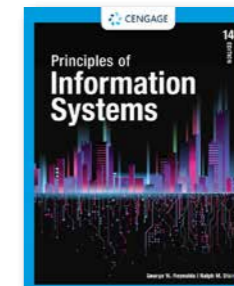
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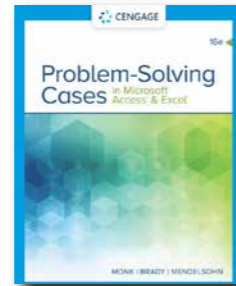
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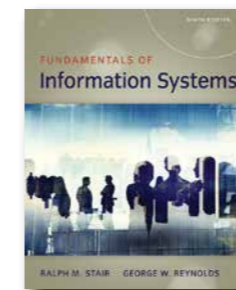
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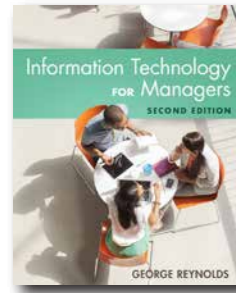
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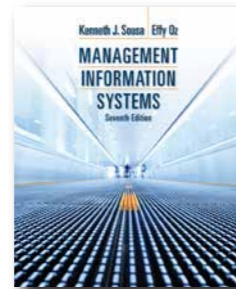
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MANAGEMENT INFORMATION SYSTEMS, 7E

Kenneth J. Sousa, Bryant University; Effy Oz, Penn State University

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WHY NEW SYSTEMS FAIL

An Insider's Guide to Successful IT Projects

Phil Simon

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A Fortune 500 manufacturing company spent millions attempting to implement a new enterprise resource planning (ERP) system. Across the globe, a 150-employee marketing firm built and tried to implement a proprietary customer relationship

management (CRM) system. For two very different companies doing two very different things, the outcomes were identical. In each case, the organization failed to activate and utilize its system as initially conceived by senior management. And these two organizations are hardly alone. On the contrary, research indicates that more than three in five new IT projects fail. Many miss their deadlines. Others exceed their initial budgets, often by ghastly amounts. Even systems activated on time and under budget often fail to produce their expected results and almost immediately experience major problems. Although the statistics are grim, there is at least some good news: these failures can be averted. Organizations often lack the necessary framework to minimize the chance of system failure before, during, and after beginning IT projects. Why New Systems Fail provides such a framework, with specific tools, tips, and insight from the perspective of a seasoned, independent consultant with more than a decade of related experience. The book examines in great detail the root causes of system failures. Detailed case

studies, examples, and lessons from actual system implementations are presented in an informative, straightforward, and very readable manner. More than a theoretical or technical text, this book offers pragmatic advice for organizations both deploying new systems and maintaining existing ones.

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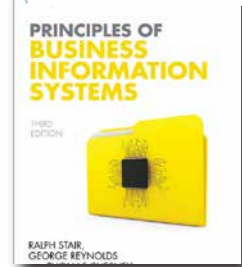
MIS MANAGEMENT

PRINCIPLES OF BUSINESS INFORMATION SYSTEMS, 3E

Thomas Chesney, Nottingham University Business School;
George Reynolds, Strayer University; George Reynolds, Strayer University

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PROJECT MANAGEMENT

AE INFORMATION TECHNOLOGY PROJECT MANAGEMENT, 9E

Kathy Schwalbe, Augsburg College

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Develop a strong understanding of IT project management as you learn to apply today's most effective project management tools and techniques with the unique approach found in Schwalbe's INFORMATION TECHNOLOGY PROJECT

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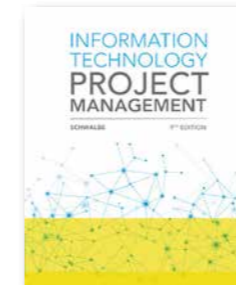
Project Procurement Management. 13. Project Stakeholder Managements. Appendix A: Guide to Using Microsoft® Project 2016.

INFORMATION TECHNOLOGY PROJECT MANAGEMENT, 9E

Kathy Schwalbe, Augsburg College

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SYSTEMS ANALYSIS & DESIGN

SYSTEMS ANALYSIS AND DESIGN

Low Kok Han ; Tan Li Peng

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Great effort has been invested in writing a book which introduces readers to fundamental areas of system analysis and design. This book can be used as a foundation for analysis and design of systems in a programme, Computer Science and IS. It is suitable

for students who are pursuing a basic course in these areas for the very first time. Written in an easy and simple to read manner, this book targets students who may or may not use English as their first language. With this in mind, this book emphasises use of words and phrases which are easy to understand. Jargon, if any, is further explained and elaborated. The design of the content itself is unique. The contents have been carefully and logically grouped into various chapters; each chapter focuses only on a few related topics or sub-topics. The chapters are written in logical sequence. Generally, knowledge gained in a chapter will help to enhance understanding to the following chapter. Such an arrangement will allow readers to acquire knowledge more naturally and smoothly. The content layout, on the other hand, deserves mentioning. Contents are purposefully crafted into main headings and sub-headings. Clever use of highlights, such as italics and bold

characters enhance focus on certain important key words. Points or facts in a topic are carefully broken up with each point described and presented in short paragraphs. Each paragraph may be numbered or preceded with a bullet and/or heading for easy reading and memorising. In order to help students understand the various topics covered, this book has included a number of specially designed questions which students can practise on.

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AE SYSTEMS ANALYSIS AND DESIGN, 12E

Scott Tilley, Florida Institute of Technology

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Introduce information systems development with today's latest practical and streamlined approach in Tilley's SYSTEMS ANALYSIS AND DESIGN, 12E and MindTap digital resources. Students learn even more about emerging technologies and

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V: SYSTEMS SUPPORT AND SECURITY. 12. Managing Systems Support and Security. ONLINE APPENDIX: THE SYSTEMS ANALYST'S TOOLKIT. Toolkit Part A: Communication Tools. Toolkit Part B: CASE Tools. Toolkit Part C: Financial Analysis Tools. Toolkit Part D: Internet Resource Tools.

SYSTEMS ANALYSIS AND DESIGN, 12E

Scott Tilley, Florida Institute of Technology

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Discover a practical, streamlined approach to information systems development that focuses on the latest developments with Tilley's SYSTEMS ANALYSIS AND DESIGN, 12E and MindTap digital resources. Real examples clearly demonstrate both

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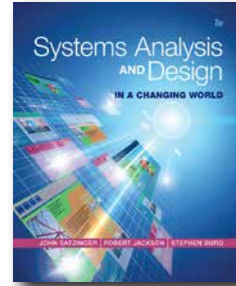
Object Modeling. 7. Development Strategies. PHASE III: SYSTEMS DESIGN. 8. User Interface Design. 9. Data Design. 10. System Architecture. PHASE IV: SYSTEMS IMPLEMENTATION. 11. Managing Systems Implementation. PHASE V: SYSTEMS SUPPORT AND SECURITY. 12. Managing Systems Support and Security. ONLINE APPENDIX: THE SYSTEMS ANALYST'S TOOLKIT. Toolkit Part A: Communication Tools. Toolkit Part B: CASE Tools. Toolkit Part C: Financial Analysis Tools. Toolkit Part D: Internet Resource Tools.

SYSTEMS ANALYSIS AND DESIGN IN A CHANGING WORLD, 7E

John W. Satzinger, Missouri State University; Robert B. Jackson, Brigham Young University, Emeritus; Stephen D. Burd, University of New Mexico

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ebook



Extremely student friendly, the succinct and streamlined SYSTEMS ANALYSIS AND DESIGN IN A CHANGING WORLD, 7E equips you with the conceptual, technical, and managerial foundations for systems analysis design and implementation as well as

project management principles for systems development. Using case driven techniques, the concise 14-chapter text focuses on content that is key to your success in today's market. The book teaches both traditional (structured) and object-oriented (OO) approaches to systems analysis and design. It highlights use cases, use diagrams, and use case descriptions required for a modeling approach, while demonstrating their application to traditional, web development, object-oriented, and service-oriented architecture approaches. The text's running cases are completely up-to-date with the latest technology and include an emphasis on connectivity in applications, enabling you to apply what you learn as you go. In addition, each new copy of the text includes 60-day trial versions of Microsoft® Project 2013 Professional and Microsoft® Visio 2013, giving you hands-on experience with powerful software like the pros use.

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1. From Beginning to End: An Overview of Systems Analysis and Design. 2. Investigating System Requirements. 3. Identifying Use Cases. 4. Domain Modeling. 5. Use Case Modeling. 6. Foundations for Systems Design. 7. Defining the System Architecture. 8. Designing the User Interface. 9. Designing the Database. 10. Approaches to

Systems Development. 11. Project Planning and Project Management. 12. Object-Oriented Design: Principles. 13. Object-Oriented Design: Use Case Realization. 14. Deploying the New System. Online Chapters to Supplement Textbook: A. The Role of the Systems Analyst. B. The Traditional Approach to Requirements. C. Project Management Techniques.

PRACTICAL OBJECTED ORIENTED ANALYSIS

Bhuvan Unhelkar, University of Western Sydney

© 2005, 248pp, Paperback, 9780170122986



This text has been written for a one-semester (13 week) Object Oriented Analysis (OOA) course, aimed at second year undergraduate level software engineering courses. It is assumed that students will have an introductory understanding

of what comprises analysis and design. This book deals with the analysis and modelling of software systems with the Unified Modelling Language (UML 2.0) in the 'problem space' of software development spectrum and presents the topics of analysis and documentation based on the Object Management Groups (OMG) UML 2.0 version. It uses cases, case diagrams, activity diagrams, business-level class diagrams, corresponding interaction diagrams and state machine diagrams.

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1. Fundamentals of object-orientation 2. The Unified Modelling Language in object oriented analysis 3. Process, prioritisation and package diagrams 4. Use case models: Actors, use cases and documentation 5. Use case diagrams and activity diagrams: UMLs extensibility mechanisms 6. Classes and class diagrams 7. Interaction modelling with sequence diagrams; interaction overview diagrams; state

machines 8. Interface specifications; prototyping 9. Quality assurance and acceptance testing 10. Operational requirements in analysis Appendix A - Problem statement for case study Appendix B - Sample mid-term exam with solution Appendix C - Sample final exam with solution Appendix D - Suite of problem statements Appendix E - References/ Websites

MUSIC TECHNOLOGY

MUSIC TECHNOLOGY

PRO TOOLS 101

An Introduction to Pro Tools 11 (with DVD)

Frank D. Cook

© 2014, 336pp, Paperback, 9781285774848

ebook



PRO TOOLS 101 AN INTRODUCTION TO PRO TOOLS 11 takes a comprehensive approach to learning the fundamentals of Pro Tools systems. Now updated for Pro Tools 11 software, this new edition from the definitive authority on Pro Tools covers

everything you need to know to complete a Pro Tools project. Learn to build sessions that include multitrack recordings of live instruments, MIDI sequences, and virtual instruments. Through hands-on tutorials, develop essential techniques for recording, editing, and mixing. The included DVD-ROM provides media files and Pro Tools sessions to accompany the exercises and projects in the text. PRO TOOLS 101 AN INTRODUCTION TO PRO TOOLS 11 is the first of two courses designed to prepare users for the Avid Pro Tools 11 Certified User exam. The second course, Pro Tools 110: Pro Tools Production I, is available exclusively through Avid Learning Partners. To find an Avid Learning Partner, please visit <http://www.avid.com/support/training/find-partner>.

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1. Getting to Know Pro Tools. 2. Getting Inside Pro Tools. 3. Creating Your First Session. 4. Making Your First Audio Recording. 5. Importing and Working with Media in a Session. 6. Making Your First MIDI Recording. 7. Selecting and Navigating. 8. Basic Editing Techniques. 9. Basic Mixing Techniques. 10. Finishing Your Work. 11. Project Introduction and Setup. 12. Music Hands-On Project. 13. Post Hands-On Project. 14. Information for Course Completion.

PRO TOOLS 11 IGNITE!

The Visual Guide for New Users

Andrew Hagerman

© 2014, 450pp, Paperback, 9781285848211

ebook



This popular introductory guide to Avid's flagship audio software, PRO TOOLS 11 IGNITE!: THE VISUAL GUIDE FOR NEW USERS, is a fully updated edition, covering the latest version of Pro Tools, the industry-standard audio recording/editing/mixing

application used around the world. Covering the fundamental features of Pro Tools, including recording and editing audio, using MIDI, and mixing, PRO TOOLS 11 IGNITE! brings you up to speed one step at a time, using a proven method of visual instruction that will have you navigating the Pro Tools interface like a pro in no time. Start building your Pro Tools expertise today with PRO TOOLS 11 IGNITE!: THE VISUAL GUIDE FOR NEW USERS.

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1. Introduction. 2. Welcome to Pro Tools 11. 3. Getting Around in Pro Tools. 4. Recording Audio. 5. Editing. 6. ...and More Editing! 7. Using MIDI. 8. Basic Mixing. 9. Finishing Touches. 10. Moving

to the Next Level: Tips and Tricks. Appendix A. More MIDI Power. Appendix B. Review Questions. Appendix C. Review Questions (Answer Key). Appendix D. Setting up Your Session.

CUBASE 6 POWER!

The Comprehensive Guide

Michael Miller ; Robert Guerin

© 2012, 496pp, Paperback, 9781435460225

ebook



Get ready to dive into Cubase 6! This book provides a thorough look at the most common as well as lesser-known features of this impressive digital audio production software. Beyond describing the features of the program and how they work, CUBASE 6

POWER! tells why to use certain features and when they are most beneficial to your recording project. You'll gain a better understanding of Cubase while learning how to use all the exciting new tools in version 6, including its improved audio editing, redesigned user interface, Lane Tracks and Track Edit Groups, and new VST instruments. Packed with useful tips and detailed explanations, this book is your guide to taking advantage of all that Cubase has to offer and making a powerful difference in your music creation.

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Part I: SETUP. 1. Introducing Basic Concepts. 2. Understanding Cubase Terminology. 3. Setting Up Peripherals. 4. Monitoring Audio. 5. Creating a New Project. Part II: RECORDING. 6. Using the Control Room Mixer. 7. Using VST Sound. 8. Recording Audio. 9. Overdubbing. 10. Using VST and MIDI Instruments. 11. Recording MIDI. 12. Using ReWire. 13. Using Insert Effects. 14. Using the Pool. Part III: NAVIGATION. 15. Navigating

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MUSIC COPYRIGHT LAW

David J. Moser; Cheryl L. Slay, Belmont University

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ebook



Gain an in-depth understanding of a topic that is vital to the success of any student entering the music industry with MUSIC COPYRIGHT LAW. Avoiding the technical jargon and “lawyerspeak” that bogs down other books on the subject, the book

explores the world of copyright law and hones in on how it applies to music. It begins by building a foundational knowledge of the fundamentals of copyright law, what it protects, the benefits of registering a copyright, and what to do when copyright has been infringed. Once the fundamentals are established, coverage expands to include controversies involving copyright and music in the digital age and the debates over online music. Packed with practical examples that bring complex concepts to life, this book is a must-have for any student entering the music business.

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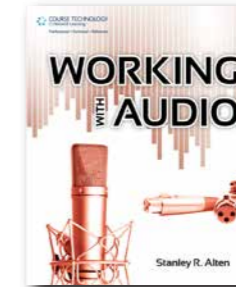
Introduction. 1. What is Copyright? 2. The History of Copyright. 3. What Can Be Protected by Copyright? 4. Ownership of Copyright. 5. The Reproduction Right. 6. The Derivative and Distribution Rights. 7. Public Performance and Display Rights. 8. Duration of Copyright. 9. Copyright Formalities. 10. Infringement of Copyright. 11. Defenses to Infringement. 12. Remedies for Copyright Infringement. 13. International Copyright Protection. 14. Copyright and Digital Technology. 15. The Online Music War. Glossary. Index.

WORKING WITH AUDIO

Stanley R. Alten, Syracuse University

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ebook



Written by highly respected author Stanley R. Alten, WORKING WITH AUDIO provides readers with a fundamental understanding of the principles, technology, and techniques of audio production. This book covers the basics of audio production techniques in

radio, TV, music, and new media, with special emphasis on the fundamentals of sound and recording, acoustics, equipment, editing, mixing, and much more. Because the material is not medium-specific, readers can apply the techniques learned to sound production in any of the major audio and audio/visual media.

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1. Behavior of Sound. 2. The Ear and Hearing. 3. Perception of Sound. 4. Studio and Control Room Design. 5. Monitoring. 6. Microphones. 7. Microphone Techniques. 8. Mixers, Consoles, and Control Surfaces. 9. Recording. 10. Synchronization and Transfers. 11. Signal Processors. 12. Editing. 13. Mixing. 14. Internet Audio. 15. Influences of Sound on Meaning.

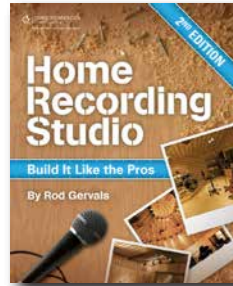
HOME RECORDING STUDIO, 2E

Build It Like the Pros

Rod Gervais

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ebook



With the advances in digital technology, musicians can now produce their own music. But the gear is only part of the equation when it comes to recording and mixing. The next part is finding a soundproof room that you can produce it in.

Unfortunately, any old room

in your house will not suffice for a quality recording. Without a decent room, you'll never be able to record a studio-quality recording you'll be proud of and excited to have other people hear. So how do you go about creating a space in your home that has similar acoustics to that of a world-class studio? How do you soundproof this room to keep your sound in and outside noise out? How do you construct or modify the room so that its size and shape best complement its function? HOME RECORDING STUDIO: BUILD IT LIKE THE PROS, SECOND EDITION teaches you how to do all these things, from building a professional home studio to saving thousands of dollars in the process. This book teaches you how to design and understand your room – how to treat it, wire it, and condition it – while using widely available materials. Each step features visual aids to illustrate underlying concepts, as well as professional tips and examples from actual studios. Everything is covered, from room design to electrical considerations, from room treatments to codes, permits, special needs, and more.

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Design Concepts. 8. Room Testing. 9. Room Treatments. 10. Putting It All Together. 11. Myths and Legends. 12. Codes, Permits, and Special Needs.

COMPOSING WITH FINALE

Mark Johnson

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Finale offers all the notation tools required to craft virtually any composition. Unfortunately, the imaginative ways these tools are used sometimes becomes an elaborate composition in itself! Composing with Finale shows you the essentials

you'll need in order to make the most of this program's incredible power. Studying Finale from a compositional perspective eases the learning curve overall, transforming Finale into an extension of your imagination. Instead of describing procedures most beneficial to copyists and engravers, this book isolates the methods crucial to working with a composition in progress— how to efficiently translate directly from your mind to the score. Far from a “point-and-click” guide, Composing with Finale will help you compose more music with one of the most advanced music-composition tools on the market.

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13: Instrumental Ensembles; Chapter 14: Jazz Band; Chapter 15: Wrapping Up; Chapter 16: Unleashing Your Masterpiece

MUSIC THEORY FOR COMPUTER MUSICIANS

Michael Hewitt

© 2008, 336pp, Paperback, 9781598635034

ebook



Many DJs, gigging musicians, and electronic music producers understand how to play their instruments or make music on the computer, but they lack the basic knowledge of music theory needed to take their music-making to the next level and compose truly

professional tracks. Beneath all the enormously different styles of modern electronic music lie certain fundamentals of the musical language that are exactly the same no matter what kind of music you write. It is very important to acquire an understanding of these fundamentals if you are to develop as a musician and music producer. Put simply, you need to know what you are doing with regard to the music that you are writing. Music Theory for Computer Musicians explains these music theory fundamentals in the most simple and accessible way possible. Concepts are taught using the MIDI keyboard environment and today's computer composing and recording software. By reading this book and following the exercises contained within it, you, the aspiring music producer/computer musician, will find yourself making great progress toward understanding and using these fundamentals of the music language. The result will be a great improvement in your ability to write and produce your own original music!

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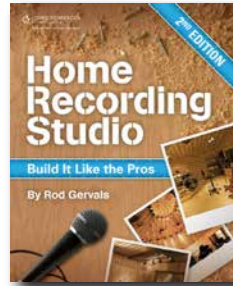
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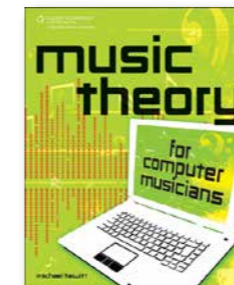
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MUSIC THEORY FOR COMPUTER MUSICIANS

Michael Hewitt

© 2008, 336pp, Paperback, 9781598635034

ebook



Many DJs, gigging musicians, and electronic music producers understand how to play their instruments or make music on the computer, but they lack the basic knowledge of music theory needed to take their music-making to the next level and compose truly

professional tracks. Beneath all the enormously different styles of modern electronic music lie certain fundamentals of the musical language that are exactly the same no matter what kind of music you write. It is very important to acquire an understanding of these fundamentals if you are to develop as a musician and music producer. Put simply, you need to know what you are doing with regard to the music that you are writing. Music Theory for Computer Musicians explains these music theory fundamentals in the most simple and accessible way possible. Concepts are taught using the MIDI keyboard environment and today's computer composing and recording software. By reading this book and following the exercises contained within it, you, the aspiring music producer/computer musician, will find yourself making great progress toward understanding and using these fundamentals of the music language. The result will be a great improvement in your ability to write and produce your own original music!

CONTENTS

Introduction Chapter 1: Musical Sound Chapter 2: The Notes Chapter 3: The Major Scale Chapter 4: Rhythm, Tempo and Note Lengths Chapter 5: Score Editing Chapter 6: Intervals Chapter 7: Meter Chapter 8: Chords Chapter 9: The Natural Minor Scale Chapter 10: Melody and Motives Chapter 11: The Harmonic and Melodic Minor Scales Chapter 12: Augmented and Diminished Intervals and Interval Inversions Chapter 13: Chordal Inversions, Octave Doubling, and Spacing Chapter 14: Additive Rhythms Chapter 15: Expanding Your Knowledge of Keys Chapter 16: the Pentatonic Scale Chapter 17: Major, Minor, Augmented, and Diminished Triads Chapter 18: Chord Progressions and Root Movement Chapter 19: The Cycle of Fifths Chapter 20: The Seven Diatonic Modes Chapter 21: Chords of the Seventh Chapter 22: Exotic Scales Chapter 23: Complex Harmony Chapter 24: Arpeggiation Chapter 25: Intonation Chapter 26: Conclusion Appendix A: Scales Appendix B: Audio CD and Accompanying Text Sidebars

NETWORKING

COMPTIA

NEW EDITION

COMPTIA NETWORK+ GUIDE TO NETWORKS, 9E

Jill West, Georgia Northwestern Technical College

© 2022, Paperback, 9780357508138

CENGAGE | MINDTAP **ebook**



INTRODUCTION TO NETWORKING

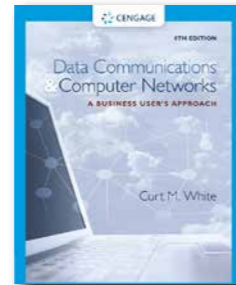
DATA COMMUNICATIONS AND COMPUTER NETWORKS, 8E

A Business User's Approach

Curt White, DePaul University

© 2016, 456pp, Hardback, 9781305116634

ebook



Providing essential information for future business managers, computer programmers, system designers, as well as home computer users, **D A T A B A S E COMMUNICATIONS AND COMPUTER NETWORKS, 8e** balances technical

concepts with everyday issues as it equips you with a solid understanding of the basic features, operations, and limitations of different types of computer networks. Completely up to date, the Eighth Edition reflects the latest trends, developments, and practices from the field. It offers full coverage of wireless technologies, industry convergence, compression techniques, network security, LAN technologies, VoIP, and error detection and correction. New coverage includes near field communications, updated USB interface, lightning interface, and IEEE 802.11 ac and ad wireless standards, firewall updates, router security problems, the Internet of Things, cloud computing, zero-client workstations, and Internet domain names.

CONTENTS

1. Introduction to Computer Networks and Data Communications. 2. Fundamentals of Data and Signals. 3. Conducted and Wireless Media. 4. Making Connections. 5. Making Connections Efficient: Multiplexing and Compression. 6. Errors, Error Detection, and Error Control. 7. Local Area Networks: Part 1. 8. Local Area Networks: Part 2.

9. Introduction to Metropolitan Area Networks and Wide Area Networks. 10. The Internet. 11. Voice and Data Delivery Networks. 12. Network Security. 13. Network Design and Management.

DATA COMMUNICATIONS AND COMPUTER NETWORKS, 8E

A Business User's Approach

Curt White, DePaul University

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ebook



Providing essential information for future business managers, computer programmers, system designers, as well as home computer users, **D A T A B A S E COMMUNICATIONS AND COMPUTER NETWORKS, 8e** balances technical

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NETWORKING

NEW EDITION

DATA COMMUNICATION AND COMPUTER NETWORKS, 9E

A Business User's Approach

Curt White, DePaul University

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ebook



Whether you are preparing for a career as a business manager, computer programmer or system designer, or you simply want to be an informed home computer user, West's **DATA COMMUNICATIONS AND COMPUTER NETWORKS, 9th Edition** provides an

understanding of the essential features, operations and limitations of today's computer networks. You learn about systems both on premises and in the cloud as the author balances technical concepts with practical, everyday issues. Updates address the latest developments and practices in cloud business principles and security techniques, software-defined networking, 5G, the Internet of Things, data analytics and supporting remote workforces. This edition also covers the CompTIA's Cloud Essentials+ exam to help you prepare for this vendor-neutral, business-oriented cloud computing certification. Hands-on learning features and thought-provoking content also guide you through virtual networking technologies, industry convergence and wired and wireless LAN technologies.

CONTENTS

1. Introduction to Computer Networks and Data Communications.
2. Conducted and Radiated Media.
3. Fundamentals of Data and Signals.
4. Connections and Errors.
5. Wired and Wireless Local Area Networks.
6. Network Systems, Services, and Software.
7. Beyond the Local Area Network.
8. Risk, Security, and Compliance.
9. Wide Area Networks.
10. Connecting Networks.
11. Network Design and Management.
12. Business Principles in the Cloud.

NETWORKING & SECURITY

HEALTHCARE INFORMATION TECHNOLOGY

INTRODUCTION TO HEALTHCARE INFORMATION TECHNOLOGY

Mark Ciampa, Western Kentucky University; Mark Revels

© 2013, 320pp, Paperback, 9781133787778

ebook



The healthcare industry is growing at a rapid pace and undergoing some of its most significant changes as the use of electronic health records increase. Designed for technologists or medical practitioners seeking to gain entry into the field of healthcare information

systems, **INTRODUCTION TO HEALTHCARE INFORMATION TECHNOLOGY** teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework. It takes an in-depth and comprehensive view of HIT by examining healthcare regulatory requirements, the functions of a healthcare organization and its medical business operations in addition to IT hardware, software, networking, and security. **INTRODUCTION TO HEALTHCARE INFORMATION TECHNOLOGY** is a valuable resource for those who want to learn about HIT and who desire to enter this growing field by providing the foundation that will help prepare for the CompTIA HIT certificate exam.

CONTENTS

1. Introduction to Healthcare IT.
2. Healthcare Organization and Operations.
3. Desktop IT Operations.
4. Network IT Operations.
5. Medical Business Operations.
6. Document Imaging and Problem Solving.
7. Basic Healthcare Security.
8. Advanced Healthcare Security.
- Appendix A. CompTIA Healthcare IT Technician Certificate Exam Objectives.
- Appendix B. Healthcare Information Technology Web Sites.

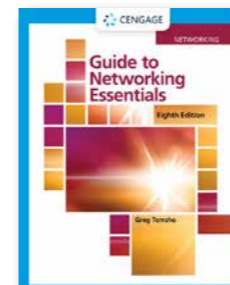
INTRODUCTION TO NETWORKING

GUIDE TO NETWORKING ESSENTIALS, 8E

Greg Tomsho, Yavapai College

© 2020, 638pp, Paperback, 9780357118283

CENGAGE | MINDTAP ebook



Packed with hands-on learning tools, Tomsho's **GUIDE TO NETWORKING ESSENTIALS**, Eighth Edition, equips you with the knowledge and skills to work with network infrastructure devices and network operating systems in a small to medium-size

network environment. Focusing on troubleshooting and computer networking technologies, it delivers a comprehensive introduction to network protocols and network devices, including wireless and cybersecurity technologies. It reflects the latest networking technologies and operating systems, covers new Ethernet standards, includes an Internet of Things (IoT) chapter and adds certification mapping to the Microsoft Technology Associate (MTA Exam 98-366) in Networking Fundamentals. Maximizing your success, virtual labs and the MindTap digital learning solution give you ample opportunities to put what you learn into practice and prep for the certification test.

CONTENTS

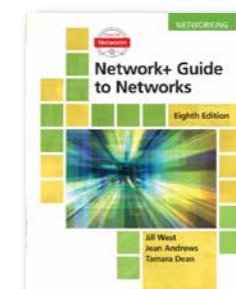
1. Introduction to Computer Networks.
2. Network Hardware Essentials.
3. Network Topologies and Technologies.
4. Network Media.
5. Network Protocols.
6. IP Addressing.
7. Network Reference Models and Standards.
8. Network Hardware in Depth.
9. Introduction to Network Security.
10. Wide Area Networking and Cloud Computing.
11. Operating Systems and Virtualization.
12. Network Management and Administration.
13. The Internet of Things (IoT).
14. Troubleshooting and Support.

NETWORK+ GUIDE TO NETWORKS, 8E

Jill West, Georgia Northwestern Technical College; Tamara Dean; Jean Andrews

© 2019, 816pp, Paperback, 9781337569330

CENGAGE | MINDTAP ebook



Master the technical skills and industry knowledge you need to begin an exciting career installing, configuring and troubleshooting computer networks with West/Dean/Andrews' **NETWORK+ GUIDE TO NETWORKS**, 8th edition. It thoroughly prepares you for

success on CompTIA's Network+ N10-007 certification exam with fully mapped coverage of all objectives, including protocols, topologies, hardware, network design, security and troubleshooting. Virtualization-based projects give you experience working with a wide variety of hardware, software, operating systems and device interactions, while "On the Job" stories, Applying Concepts activities, and Hands-On and Capstone Projects let you explore concepts in more depth. MindTap Networking offers additional practice and certification prep. The text's emphasis on real-world problem solving provides the tools for success in any computing environment.

CONTENTS

Introduction to Networking. Network Equipment. Addressing on Networks. Network Protocols. Network Cabling. Wireless Networking. Virtualization, Storage and Cloud Computing. Subnetting and VLANs. Network Security. Authentication and Access Control. Performance and Recovery. Wide Area Networks. Appendix A: Network+ Examination Objectives Appendix B: CompTIA Acronyms. Appendix C: Visual Guide to Connectors. Appendix D: CompTIA Network+ Practice Exam.

LAB MANUAL FOR DEAN'S NETWORK+ GUIDE TO NETWORKS, 7TH, 7E

Todd Verge

© 2016, 320pp, Paperback, 9781305093096

ebook



The Lab Manual contains more than 70 labs to provide you with additional hands-on experience and to help prepare you for the Network+ Exam. The Lab Manual includes lab activities, objectives, materials lists, step-by-step procedures, illustrations, and review questions.

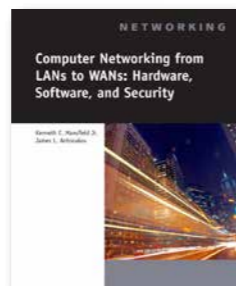
COMPUTER NETWORKING FOR LANS TO WANS

Hardware, Software and Security

Kenneth C. Mansfield, Jr., Broome Community College; James L. Antonakos, Broome Community College in Binghamton, NY

© 2010, 1024pp, Paperback, 9781423903161

ebook



Designed for the beginner yet useful for the expert, **COMPUTER NETWORKING FROM LANS TO WANS: HARDWARE, SOFTWARE, AND SECURITY** covers all aspects of computer networking. Hardware details such as the operation

of Ethernet, network media and devices, including hubs, switches, routers, and physical topology, are provided, with many design and troubleshooting examples. Software details such as the operation of the TCP/IP protocols, routing protocols, and network operating systems are examined. Applications, such as FTP, Telnet, and email are explained in detail, as are the requirements of writing client/server applications, with several working examples provided. Techniques for applying security to networking and computing activities are covered, including network management, secure communication methods such as SSH, TLS, and VPN, and the fundamentals of forensics. A strong pedagogical approach introduces each new topic with practical, real-world examples, and step-by-step Hands-On Projects. A companion CD includes videos and numerous files that allow students to perform important hands-on networking, security, and forensic activities.

CONTENTS

PART I: NETWORK HARDWARE. 1: What Is A Computer Network? 2: Network Topology. 3: Networking Hardware. 4: Ethernet Technology. 5: Token Ring, Fddi, And Other Lan Technologies. 6: Network Design And Troubleshooting Scenarios. PART II: NETWORK PROTOCOLS. 7: Low-

Level Protocols. 8: The Tcp/Ip Protocols. 9: Ipx/Spx, Appletalk, And Other Network Protocols. 10: Switching And Routing. 11: Network Management And Security. PART III: NETWORK APPLICATIONS. 12: Electronic Mail. 13: Ftp And Telnet. 14: Multimedia Networking. 15: The Internet. 16: Writing A Network Application. PART IV: NETWORK OPERATING SYSTEMS. 17: An Introduction To Networking With Windows. 18: Windows Domains. 19: Unix And Linux. 20: Other Network Operating Systems. PART V: SECURITY AND FORENSICS. 21: Cryptography And Security. 22: Security Hardware. 23: Security Software. 24: Forensic Techniques. Glossary: Appendix A: Internet Milestones. Appendix B: Extended Ascii Character Set. Appendix C: Modems. Appendix D: Network, Security, And Forensic Certifications. Appendix E: Telecommunication Technologies. Appendix F: Setting Up A Networking Repair Shop.

NETWORKING

NEW

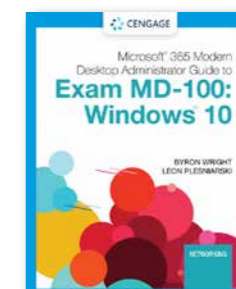
MICROSOFT 365 MODERN DESKTOP ADMINISTRATOR GUIDE TO EXAM MD-100

Windows 10

Byron Wright; Leon Plesniarski

© 2022, 592pp, Paperback, 9780357501757

CENGAGE | MINDTAP ebook



Wright/Plesniarski's **MICROSOFT® SPECIALIST GUIDE TO MICROSOFT EXAM MD-100: WINDOWS 10** ensures you are well prepared for the Microsoft® exam as well as a successful career in system administration. Completely up to date, this student-friendly guide walks you step by step

through all aspects of installing, configuring and maintaining Windows 10 as a client operating system. Engaging exercises throughout enable you to experience the processes involved in Windows 10 configuration and management – with plenty of troubleshooting tips that offer solutions to common problems. Review Questions help you prepare for the Microsoft® certification exam, while Case Projects provide practice in situations that must be managed in a live networking environment. Giving you added flexibility, labs can be completed on physical or virtual machines. Also available: MindTap digital learning solution.

CONTENTS

1. Introduction to Windows 10. 2. Configuring Windows 10. 3. User Management. 4. Networking. 5. Managing Disks and File Systems. 6. Windows 10 Security Features. 7. User Productivity Tools. 8. Application Support. 9. Performance Tuning and System Recovery. 10. Enterprise Computing. 11. Managing Enterprise Clients. 12. Automating Windows 10 Deployment. Appendix: Exam MD-100. Appendix: Preparing for Exams. Appendix: Client Hyper-V.

NEW

COMPTIA CLOUD+ GUIDE TO CLOUD COMPUTING

Jill West, Georgia Northwestern Technical College

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CENGAGE | MINDTAP **ebook**



CONTENTS

Part 1: Getting to the Cloud. 1. Introduction to Cloud Computing. 2. Virtual Hardware. 3. Migration to the Cloud. Part 2: What's in the Cloud. 4. Cloud Infrastructure. 5. Cloud Connectivity and Troubleshooting. 6. Securing Cloud Resources. 7. Identity and Access Management. 8. Cloud Storage. Part 3: Taking Care of Your Cloud. 9. Managing Cloud Capacity and Performance. 10. Cloud Automation.

NEW EDITION

HANDS-ON MICROSOFT® WINDOWS SERVER 2019, 3E

Jason W. Eckert, triOS College

© 2021, 624pp, Paperback, 9780357436158

CENGAGE | MINDTAP **ebook**



Eckert's HANDS-ON MICROSOFT® WINDOWS® SERVER 2019 equips you with a solid foundation in basic server administration -- no prior experience required. It empowers you with the knowledge to manage servers on small to large networks and maximize Windows® Server

2019 administration. Using a logical topic flow and step-by-step exercises, it delivers thorough coverage of core Windows® Server 2019 features. You will learn how to deploy Windows® Server 2019 in a variety of different environments -- including those that rely on virtualization and containers -- and how to configure and manage server storage, troubleshoot performance issues and work with common Windows® Server technologies and network services, such as Active Directory, DNS, DHCP, IPAM, file sharing, printing and remote access. Numerous hands-on projects and MindTap activities enable you to put what you learn into real-world practice.

CONTENTS

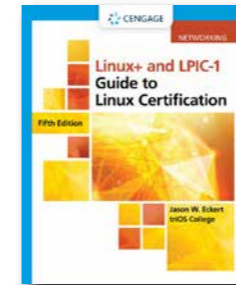
1. Getting Started with Windows® Server 2019. 2. Configuring Windows® Server 2019. 3. Implementing Hyper-V and Automated Server Deployment. 4. Introduction to Active Directory and Account Management. 5. Configuring Resource Access. 6. Configuring Printing Services. 7. Configuring and Managing Data Storage. 8. Implementing Network Services. 9. Configuring Remote Access Services. 10. Configuring Cloud Features. 11. Securing Windows® Server 2019. 12. Monitoring and Troubleshooting Windows® Server 2019.

LINUX+ AND LPIC-1 GUIDE TO LINUX CERTIFICATION, 5E

Jason W. Eckert, triOS College

© 2020, 768pp, Paperback, 9781337569798

CENGAGE | MINDTAP **ebook**



Eckert's LINUX+ and LPIC-1 GUIDE TO LINUX CERTIFICATION, 5th Edition, empowers you with the knowledge and skills you need to succeed on CompTIA's Linux®+ (XKO-004) certification exam and the Linux Professional Institute LPIC-1 (101-500

and 102-500) certification exams, as well as in your network administration career. The book covers the latest Linux® distributions, virtualization, containerization and storage technologies. Comprehensive coverage also addresses key job-related networking and security services, including FTP, NFS, Samba, Apache, DNS, DHCP, NTP, Squid, Postfix, SSH, VNC, Spice, RDP, GPG, PostgreSQL and iptables/firewalld. Hands-on projects give you practice using both modern Linux® distributions (Fedora™ 28 and Ubuntu® Server 18.04) and industry's legacy Linux distributions. And with MindTap's live virtual machine labs, you can explore various solutions in a safe, sandbox environment using real Cisco hardware and virtualized Linux operating systems.

CONTENTS

1. Introduction to Linux®. 2. Linux® Installation and Usage. 3. Exploring Linux® Filesystems. 4. Linux® Filesystem Management. 5. Linux® Filesystem Administration. 6. Linux® Server Deployment and Virtualization. 7. Working with the BASH Shell. 8. System Initialization and X Windows. 9. Managing Linux® Processes. 10. Common Administrative Tasks. 11. Compression, System Backup and Software Installation. 12. Network Configuration. 13. Configuring Network Services. 14. Support, Performance, Security and Cloud Services. Appendix A: Certification. Appendix B: GNU Public

License. Appendix C: Finding Linux Resources on the Internet. Appendix D: Supporting macOS. Appendix E: Configuring the Windows Subsystem for Linux.

AE NETWORK+ GUIDE TO NETWORKS, 8E

Jill West, Georgia Northwestern Technical College; Tamara Dean; Jean Andrews

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CENGAGE | MINDTAP

Cengage **ASIA TITLE**



Completely updated, West/Dean/Andrews' NETWORK+ GUIDE TO NETWORKS, 8th edition, equips your students with the skills and knowledge to begin an exciting career installing, configuring and troubleshooting computer networks. It thoroughly

prepares students for success on CompTIA's Network+ N10-007 certification exam with fully mapped coverage of all objectives, including protocols, topologies, hardware, network design, security and troubleshooting. An all-new structure makes essential information easily accessible and helps students visualize high-level concepts. New virtualization-based projects give students experience working with a wider variety of hardware, software, operating systems and device interactions, while "On the Job" stories, Applying Concepts activities, and Hands-On and Capstone Projects help readers further explore chapter concepts. MindTap Networking is also available.

CONTENTS

Introduction to Networking. Network Equipment. Addressing on Networks. Network Protocols. Network Cabling. Wireless Networking. Virtualization,

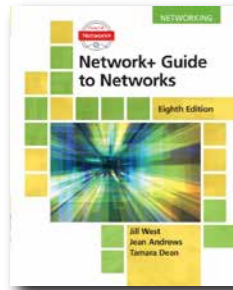
Storage and Cloud Computing. Subnetting and VLANs. Network Security. Authentication and Access Control. Performance and Recovery. Wide Area Networks. Appendix A: Network+ Examination Objectives Appendix B: CompTIA Acronyms. Appendix C: Visual Guide to Connectors. Appendix D: CompTIA Network+ Practice Exam.

NETWORK+ GUIDE TO NETWORKS, 8E

Jill West, Georgia Northwestern Technical College; Tamara Dean; Jean Andrews

© 2019, 816pp, Paperback, 9781337569330

CENGAGE | MINDTAP ebook



Master the technical skills and industry knowledge you need to begin an exciting career installing, configuring and troubleshooting computer networks with West/Dean/Andrews' NETWORK+ GUIDE TO NETWORKS, 8th edition. It thoroughly prepares you for

success on CompTIA's Network+ N10-007 certification exam with fully mapped coverage of all objectives, including protocols, topologies, hardware, network design, security and troubleshooting. Virtualization-based projects give you experience working with a wide variety of hardware, software, operating systems and device interactions, while "On the Job" stories, Applying Concepts activities, and Hands-On and Capstone Projects let you explore concepts in more depth. MindTap Networking offers additional practice and certification prep. The text's emphasis on real-world problem solving provides the tools for success in any computing environment.

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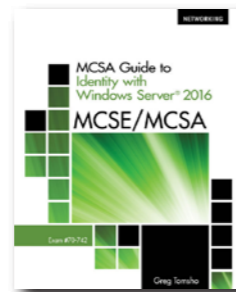
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MCSA GUIDE TO IDENTITY WITH WINDOWS SERVER® 2016, EXAM 70-742

Greg Tomsho, Yavapai College

© 2018, 448pp, Paperback, 9781337400893

CENGAGE | MINDTAP ebook



Packed with a wealth of hands-on activities, MCSA GUIDE TO IDENTITY WITH WINDOWS SERVER® 2016, EXAM 70-742 empowers you to successfully pass the MCSE/MCSA certification exam while also equipping you to face the real-world

challenges of a Microsoft® networking professional. This engaging full-color presentation emphasizes the skills necessary to configure identity management with Windows Server® 2016. Comprehensive coverage highlights advanced Active Directory configuration and management, Group Policy, Certificate Services, Identity federation, Web Application Proxy and Active Directory Rights Management. Hands-on labs and skill-reinforcing case projects give you plenty of opportunity to apply what you learn to real-world practice.

CONTENTS

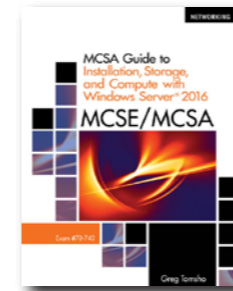
1. Introducing Active Directory. 2. Working with OUs and Active Directory Accounts. 3. User and Service Account Configuration. 4. Configuring Group Policies. 5. Group Policy Settings and Preferences. 6. Managing Group Policies. 7. Domain Controller and Active Directory Management. 8. Configuring Advanced Active Directory. 9. Implementing Active Directory Certificate Services. 10. Implementing Identity Solutions. Appendix A: MCSA Exam 70-742 Objectives. Appendix B: PowerShell Reference.

MCSA GUIDE TO INSTALLATION, STORAGE, AND COMPUTE WITH MICROSOFT WINDOWS SERVER 2016, EXAM 70-740

Greg Tomsho, Yavapai College

© 2018, 624pp, Paperback, 9781337400664

CENGAGE | MINDTAP ebook



Packed with hands-on activities, MCSA GUIDE TO INSTALLATION, STORAGE, AND COMPUTE WITH MICROSOFT® WINDOWS SERVER® 2016, EXAM 70-740 equips you to pass the MCSE/MCSA certification exam while preparing you

to become a successful Microsoft® networking professional. A clear presentation emphasizes the skills to manage a Windows Server 2016 system and focuses on installation, management, and configuration. Extensive coverage of all exam objectives introduces Windows Server 2016 and covers server installation, server configuration and management, storage and file systems, Hyper-V virtualization, high availability, and server maintenance and monitoring. A full chapter highlights new Nano Server and Windows Containers. Unlike many certification books, this edition goes beyond the certification objectives to provide an understanding of the core technologies

built into Windows Server. Hands-on activities focus on virtualization and can be performed in a classroom or within MindTap.

CONTENTS

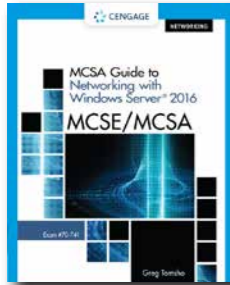
1. Introducing Windows Server 2016. 2. Installing Windows Server 2016. 3. Configuring and Managing Windows Server. 4. Configuring Storage and File Systems. 5. Configuring Advanced Storage Solutions. 6. Implementing Virtualization with Hyper-V: Part 1. 7. Implementing Virtualization with Hyper-V: Part 2. 8. Working with Windows Containers. 9. Implementing High Availability: Server Clusters. 10. Implementing High Availability: Hyper-V and Storage Spaces Direct. 11. Maintaining Windows Server. 12. Monitoring Windows Server. Appendix A: MCSA Exam 70-740 Objectives. Appendix B: PowerShell Reference.

MCSA GUIDE TO NETWORKING WITH WINDOWS SERVER® 2016, EXAM 70-741

Greg Tomsho, Yavapai College

© 2018, 496pp, Paperback, 9781337400787

CENGAGE | MINDTAP **ebook**



Packed with a wealth of hands-on activities, NETWORKING WITH WINDOWS SERVER® 2016, EXAM 70-741 empowers you to successfully pass the MCSE/MCSA certification exam while also equipping you to successfully face the

real challenges that you will encounter as a Microsoft® networking professional. This engaging, full-color presentation emphasizes the key skills necessary to manage and configure a Windows Server 2016 network. Comprehensive coverage addresses TCP/IP configuration, including IPv6, DNS configuration, DHCP implementation and management, deploying remote access, configuring distributed network file services, and high performance network solutions. In addition, hands-on labs and meaningful case projects offer extensive opportunities for you to apply what you've learned in real practice.

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1. Configuring TCP/IP.
2. Configuring DNS Servers.
3. Configuring Advanced DNS.
4. Implementing DHCP.
5. Managing DNS and DHCP with IPAM.
6. Implementing Remote Access.
7. Implementing Network Policy Server.
8. Configuring Distributed File System and BranchOffice.
9. Implementing Advanced Network Solutions.
- Appendix A: MCSA Exam 70-741 Objectives.
- Appendix B: PowerShell Reference.

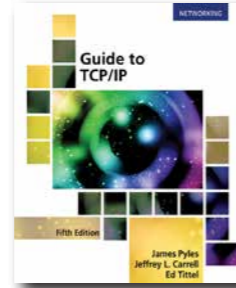
GUIDE TO TCP/IP, 5E

IPv6 and IPv4

James Pyles; Jeffrey L. Carrell ; Ed Tittel

© 2017, 768pp, Paperback, 9781305946958

CENGAGE | MINDTAP **ebook**



Guide to TCP/IP: IPv6 and IPv4 introduces students to the concepts, terminology, protocols, and services that the Transmission Control Protocol/Internet Protocol (TCP/IP) suite uses to make the Internet work. This text stimulates hands-on skills development by not only

describing TCP/IP capabilities, but also by encouraging students to interact with protocols. It provides the troubleshooting knowledge and tools that network administrators and analysts need to keep their systems running smoothly. Guide to TCP/IP covers topics ranging from traffic analysis and characterization, to error detection, security analysis and more. Both IPv6 and IPv4 are covered in detail.

CONTENTS

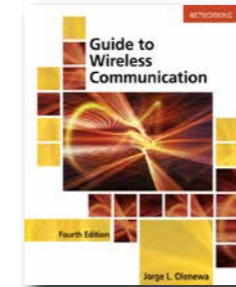
1. Introducing TCP/IP.
2. IP Addressing and Related Topics.
3. Basic IP Packet Structures: Headers and Payloads.
4. Data Link and Network Layer Protocols in TCP/IP.
5. Internet Control Message Protocol.
6. Neighbors Discovery in IPv6.
7. IP Address Auto configuration.
8. Name Resolution on IP Networks.
9. TCP/IP Transport Layer Protocols.
10. Transitioning from IPv4 to IPv6: Interoperation.
11. Deploying IPv6.
12. Securing TCP/IP Environments.
13. [available in MindTap only]: Troubleshooting TCP/IP.
14. [available in MindTap only]: TCP/IP Best Practices and Practical Applications.

GUIDE TO WIRELESS COMMUNICATIONS, 4E

Jorge Olenewa, George Brown College

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ebook



Learn about the most popular wireless data communications technologies in use today as GUIDE TO WIRELESS COMMUNICATIONS, 4E examines Bluetooth, ZigBee, Wi-Fi, cellular and satellite communications while providing a broad

industry perspective. You develop a solid base of knowledge in Wireless Personal Area Networks (WPANs), Wireless Local Area Networks (WLANs), Wireless Metropolitan Area Networks (WMANs), and Wireless Wide Area Networks (WWANs) to help you better understand the most popular wireless communications available today. This book's comprehensive approach to wireless communication technology provides the solid background you need to prepare you for a future career in today's information and communications technology field.

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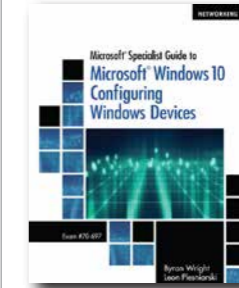
1. Introduction to Wireless Communications.
2. Wireless Data Transmission.
3. Understanding Radio Frequency Communications.
4. How Antennas Work.
5. Wireless Personal Area Networks.
6. Introduction to Wi-Fi WLANs.
7. Enhancing WLAN Performance.
8. Extending WLANs and WLAN Security.
9. WMAN – Wireless Metropolitan Area Networks.
10. WWAN – Wireless Wide Area Networks.
11. RFID – Radio Frequency Identification.
12. Wireless Communication in Business.

MICROSOFT SPECIALIST GUIDE TO MICROSOFT WINDOWS 10 (EXAM 70-697), CONFIGURING WINDOWS DEVICES)

Byron Wright; Leon Plesniarski

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Prepare for a career in network administration using Microsoft Windows 10 with the real-world examples and hands-on activities that reinforce key concepts in MICROSOFT® SPECIALIST GUIDE TO MICROSOFT® WINDOWS 10. This book also features

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CONTENTS

- Introduction to Windows 10.
- Installing Windows 10.
- Using System Utilities.
- Managing Disks and File Systems.
- User Management.
- Windows 10 Security Features.
- Networking.
- User Productivity Tools.
- Application Support.
- Disaster Recovery and Troubleshooting.
- Windows Intune.
- Hyper-V.
- Enterprise Computing.
- Remote Access.
- Appendix: Exam 70-697 Appendix: Objectives Mapping Grid
- Appendix: Cloud Computing.

LAB MANUAL FOR DEAN'S NETWORK+ GUIDE TO NETWORKS, 7TH, 7E

Todd Verge

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The Lab Manual contains more than 70 labs to provide you with additional hands-on experience and to help prepare you for the Network+ Exam. The Lab Manual includes lab activities, objectives, materials lists, step-by-step procedures, illustrations,

and review questions.

GUIDE TO SUPPORTING MICROSOFT® PRIVATE CLOUDS

Ron Carswell, San Antonio College, San Antonio, Texas, Professor Emeritus

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GUIDE TO SUPPORTING MICROSOFT PRIVATE CLOUDS instructs future network administrators how to effectively implement and maintain Microsoft® private clouds with a balance of conceptual expertise and hands-on skills. This text prepares you to work with

large providers, such as Amazon, Microsoft®, and Google, as well as implement smaller scale cloud computing solutions within your own network environment. GUIDE TO SUPPORTING MICROSOFT PRIVATE CLOUDS begins with a conceptual foundation and by the last chapter, you will have completed over 75 lab activities as you learn to put in place a high-availability cluster to support a Microsoft® private cloud. Clear learning objectives, review questions, and case projects further reinforce your understanding of cloud computing. Successive chapters help refine key skills you need to implement private cloud stations using Microsoft® technologies, including Windows® Server 2008 R2, Hyper-V virtualization, Virtual Machine Manager, Self-Service Portal, Virtual Desktop Infrastructure (VDI), Storage Server, Failover Cluster Manager, and Windows® PowerShell. Trust GUIDE TO SUPPORTING MICROSOFT PRIVATE CLOUDS for the private cloud computing skills you need now and into the future. To encourage teamwork, lab activities are designed for three-member teams who share private cloud stations consisting of three network servers. Rely on GUIDE TO SUPPORTING MICROSOFT PRIVATE CLOUDS for the private cloud computing skills you need now and into the future.

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1. Introduction to the Private Cloud.
2. Creating and Managing Virtual Machines.
3. Configuring the Hyper-V Environment.
4. Installing and Using Virtual Machine Manager.
5. Working with Virtual Machines.
6. Installing and Using the Self-Service Portal.
7. Using the Virtual Desktop Infrastructure (VDI).
8. Implementing High Availability in the Private Cloud.
9. Managing High-Availability Clusters.
10. Managing the Private Cloud with PowerShell.

MCSA GUIDE TO MICROSOFT SQL SERVER 2012 (EXAM 70-462)

Faisal Akkawi, Northwestern University School of Continuing Studies; Kayed Akkawi, Robert Morris University; Gabriel J. Schofield, Northwestern University / Financial Services Industry

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ebook



MCSA GUIDE TO MICROSOFT® SQL SERVER® 2012 (Exam #70-462) provides a thorough introduction to essential database administration principles and practices to prepare readers for certification and career success. Ideal for formal

courses, self-study, or professional reference, this detailed text employs a lab-based approach to help users develop the core knowledge and practical skills they need to master Microsoft SQL Server administration in an enterprise environment and pass Microsoft Certified Solutions Associate Exam 70-462. The text opens with information on the latest version of Microsoft SQL Server, offering step-by-step guidance on selecting an edition and completing initial installation and configuration. Several chapters then explore key topics such as database programming, security, performance tuning, backup and recovery, data integration, and system monitoring. Within each chapter, numerous

resources and features reinforce teaching and learning, including learning objectives, summaries of key ideas, hands-on activities, discussion questions, definitions of important terms, and case studies to provide real-world context.

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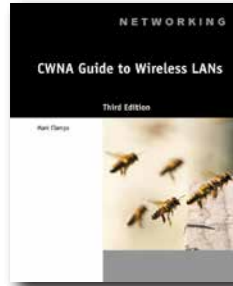
1. Introduction to SQL Server 2012.
 2. Deploying SQL Server 2012.
 3. Architecture and Configuration.
 4. Creating SQL Server 2012 Databases.
 5. Transact-SQL Primer.
 6. SQL Server Security.
 7. Performance Monitoring and Optimization.
 8. Backup and Recovery.
 9. Extracting, Transforming, and Loading Data.
 10. Monitoring SQL Server 2012.
- Appendix. Glossary. Index.

CWNA GUIDE TO WIRELESS LANS, 3E

Mark Ciampa, Western Kentucky University

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ebook



CWNA GUIDE TO WIRELESS LANS, 3rd Edition provides you with the conceptual knowledge and hands-on skills needed to work with wireless technology in a network administration environment as well as pass the Certified Wireless Network

Administrator (CWNA) exam. The text covers fundamental topics, such as planning, designing, installing, securing, and configuring wireless LANs. It also details common wireless LAN uses including maintenance, security, and business applications. The third edition is designed around the latest version of the CWNA exam, as well as the new IEEE 802.11 standard, making CWNA GUIDE TO WIRELESS LANS the practical guide that prepares you for real-world wireless networking.

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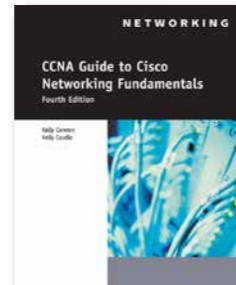
1. The World of Wireless. 2. Wireless Local Area Networks. 3. Radio Frequency Fundamentals. 4. Antennas. 5. Physical Layer Standards. 6. Medium Access Control Layer Standards. 7. Wireless LAN Management and Architectures. 8. Conducting a Site Survey. 9. Wireless LAN Security Vulnerabilities. 10. Implementing Wireless LAN Security. 11. Managing a Wireless LAN. 12. Wireless Network Troubleshooting and Optimization. 13. Other Wireless Networks Appendix A – CWNA Exam Objectives. Appendix B – URLs for Hands-On Projects Appendix C – Web Sites.

CCNA GUIDE TO CISCO NETWORKING FUNDAMENTALS, 4E

Kelly Cannon, Piedmont Virginia Community College; Kelly Caudle, Stanly Community College; Anthony V. Chiarella

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CCNA Guide to Cisco Networking Fundamentals, 4e is a comprehensive guide for anyone wishing to obtain a solid background in basic Cisco networking concepts.

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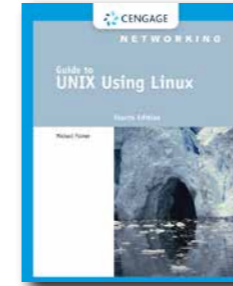
The OSI Model. Network Devices. TCP/IP. IP Addressing. Router and IOS Basics. Router Startup and Configuration. Routing Protocols. Advanced Routing Protocols. Network Services. Access Lists. PPP and Frame Relay. Basic Switching and Switch Configuration. Advanced Switching Concepts. Security.

GUIDE TO UNIX USING LINUX, 4E

Michael Palmer

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ebook



Written with a clear, straightforward writing style and packed with step-by-step projects for direct, hands-on learning, Guide to UNIX Using Linux, 4E is the perfect resource for learning UNIX and Linux from the ground up. Through the use of practical examples, end-

of-chapter reviews, and interactive exercises, novice users are transformed into confident UNIX/Linux users who can employ utilities, master files, manage and query data, create scripts, access a network or the Internet, and navigate popular user interfaces and software. The updated 4th edition incorporates coverage of the latest versions of UNIX and Linux, including new versions of Red Hat, Fedora, SUSE, and Ubuntu Linux. A new chapter has also been added to cover basic networking utilities, and several other chapters have been expanded to include additional information on the KDE and GNOME desktops, as well as coverage of the popular OpenOffice.org office suite. With a strong focus on universal UNIX and Linux commands that are transferable to all versions of Linux, this book is a “must-have” for anyone seeking to develop their knowledge of these systems.

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Chapter 1: The Essence of UNIX and Linux Chapter 2: Exploring the UNIX/Linux File Systems and File Security Chapter 3: Mastering Editors Chapter 4: UNIX/Linux File Processing Chapter 5: Advanced File Processing Chapter 6: Introduction to Shell Script Programming Chapter 7: Advanced Shell Script Programming Chapter 8: Exploring the UNIX/Linux Utilities Chapter 9: Perl and CGI Programming Chapter 10: Developing UNIX/Linux Applications in C and C++ Chapter 11: The X Window System Appendix A: How to Access a UNIX/Linux Operating

System Appendix B: Syntax Guide to UNIX/Linux Commands Appendix C: How to Install Fedora and How to Use the Knoppix CD Appendix D: UNIX/Linux Variants Appendix E: UNIX/Linux Security: Network and Internet Connectivity Glossary

SECURITY

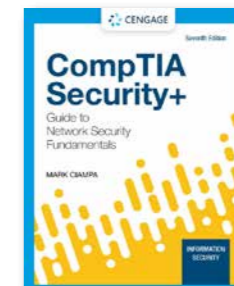
NEW EDITION

COMPTIA SECURITY+ GUIDE TO NETWORK SECURITY FUNDAMENTALS, 7E

Mark Ciampa, Western Kentucky University

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Reflecting the latest developments and emerging trends from the field, COMPTIA SECURITY+ GUIDE TO NETWORK SECURITY FUNDAMENTALS, Seventh Edition, helps you prepare for professional certification -- and career success. The

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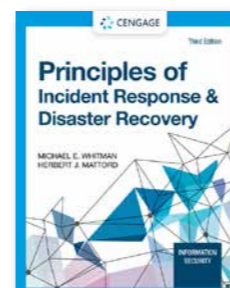
NEW EDITION

PRINCIPLES OF INCIDENT RESPONSE & DISASTER RECOVERY, 3E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

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Learn how to identify vulnerabilities within computer networks and implement countermeasures that mitigate risks and damage with Whitman/Mattord's PRINCIPLES OF INCIDENT RESPONSE & DISASTER RECOVERY, 3rd Edition.

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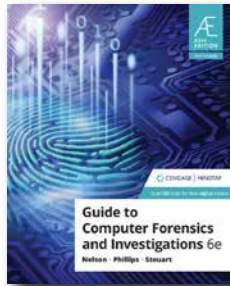
AE GUIDE TO COMPUTER FORENSICS AND INVESTIGATIONS, 6E

Bill Nelson; Amelia Phillips, Highline Community College; Christopher Steuart

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Providing authoritative information, powerful instructor resources and real-world student applications, Nelson/Phillips/Steuart's **GUIDE TO COMPUTER FORENSICS AND INVESTIGATIONS**, Sixth Edition delivers the most

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1. Understanding the Digital Forensics Profession and Investigations. 2. The Investigator's Office and Laboratory. 3. Data Acquisition. 4. Processing Crime and Incident Scenes. 5. Working with Windows and CLI Systems. 6. Current Computer Forensics Tools. 7. Linux Boot Processes and File Systems. 8. Recovering Graphics Files. 9. Digital Forensics Analysis and Validation. 10. Virtual Machine Forensics, Live Acquisitions and Cloud Forensics. 11. Email and Social Media. 12. Mobile Device Forensics and the Internet of Anything. 13.

Cloud Forensics. 14. Report Writing for High-Tech Investigations. 15. Expert Testimony in Digital Forensic Investigations. 16. Ethics for the Digital Forensic Examiner and Expert Witness. Appendix A: Digital Forensics Test References. Appendix B: Digital Forensics References. Appendix C: Digital Forensics Lab Considerations. Appendix D: Digital Forensics Alternative Tools and Methods.

AE MANAGEMENT OF INFORMATION SECURITY, 6E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

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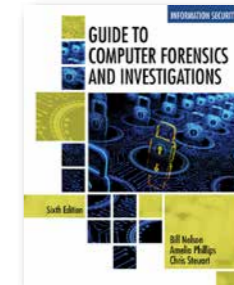
Unit I: FOUNDATIONS OF INFORMATION SECURITY. 1. Introduction to Management of Information Security. 2. Compliance: Law and Ethics. Unit II: STRATEGIC INFORMATION SECURITY MANAGEMENT. 3. Governance and Strategic Planning for Security. 4. Information Security Policy. 5. Developing the Security Program. 6. Risk Management: Identifying and Assessing Risk. 7. Risk Management: Controlling Risk. Unit III: OPERATIONAL INFORMATION SECURITY MANAGEMENT. 8. Security Management Models. 9. Security Management Practices. 10. Planning for Contingencies. 11. Security Maintenance and the Management of Digital Forensics. 12. Protection Mechanisms.

GUIDE TO COMPUTER FORENSICS AND INVESTIGATIONS, 6E

Bill Nelson; Amelia Phillips, Highline Community College; Christopher Steuart

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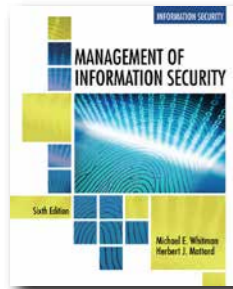
Forensic Investigations. 16. Ethics for the Digital Forensic Examiner and Expert Witness. Appendix A: Digital Forensics Test References. Appendix B: Digital Forensics References. Appendix C: Digital Forensics Lab Considerations. Appendix D: Digital Forensics Alternative Tools and Methods.

MANAGEMENT OF INFORMATION SECURITY, 6E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

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MANAGEMENT OF INFORMATION SECURITY, Sixth Edition prepares you to become an information security management practitioner able to secure systems and networks in a world where continuously emerging threats, ever-present

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Unit I: FOUNDATIONS OF INFORMATION SECURITY. 1. Introduction to Management of Information Security. 2. Compliance: Law and Ethics. Unit II: STRATEGIC INFORMATION SECURITY MANAGEMENT. 3. Governance and Strategic Planning for Security. 4. Information Security Policy. 5. Developing the Security Program. 6. Risk Management: Identifying and Assessing Risk. 7. Risk Management: Controlling Risk. Unit III: OPERATIONAL INFORMATION SECURITY MANAGEMENT. 8. Security Management Models. 9. Security Management Practices. 10. Planning for Contingencies. 11. Security Maintenance and the Management of Digital Forensics. 12. Protection Mechanisms.

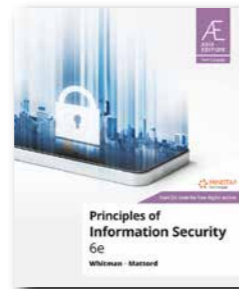
AE PRINCIPLES OF INFORMATION SECURITY, 6E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

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Introduce the latest technology and developments with the book specifically oriented to the needs of information systems students: PRINCIPLES OF INFORMATION SECURITY, 6E. Taking a managerial approach, this market-leading introductory book emphasizes all the aspects of information security -- not just the technical control perspective. Students gain a broad overview of the entire field of information security and related elements with the detail to ensure understanding. Students review terms used in the

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1. Introduction to Information Security. 2. The Need for Security. 3. Legal, Ethical, and Professional Issues in Information Security. 4. Planning for Security. 5. Risk Management. 6. Security Technology: Firewalls, VPNs, and Wireless. 7. Security Technology: Intrusion Detection and Prevention Systems and Other Security Tools. 8. Cryptography. 9. Physical Security. 10. Implementing Information Security. 11. Security and Personnel. 12. Information Security Maintenance and eDiscovery.

PRINCIPLES OF INFORMATION SECURITY, 6E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

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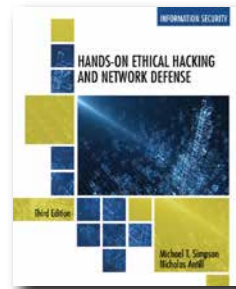
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HANDS-ON ETHICAL HACKING AND NETWORK DEFENSE, 3E

Michael T. Simpson; Nicholas Antill

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Cyber-terrorism and corporate espionage are increasingly common and devastating threats, making trained network security professionals more important than ever. This timely text helps you gain the knowledge and skills to protect networks using the

tools and techniques of an ethical hacker. The authors begin by exploring the concept of ethical hacking and its practitioners, explaining their importance in protecting corporate and government data from cyber attacks. The text then provides an in-depth guide to performing security testing against computer networks, covering current tools and penetration testing methodologies. Updated for today's cyber security environment, the Third Edition of this trusted text features new computer security resources, coverage of emerging vulnerabilities and innovative methods to protect networks, a new discussion of mobile security, and information on current federal and state computer crime laws, including penalties for illegal computer hacking.

CONTENTS

1. Ethical Hacking Overview. 2. TCP/IP Concepts Review. 3. Network and Computer Attacks. 4. Footprinting and Social Engineering. 5. Port Scanning. 6. Enumeration. 7. Programming for Security Professionals. 8. Desktop and Server OS Vulnerabilities. 9. Embedded Operating Systems: The Hidden Threat. 10. Hacking Web Applications. 11. Hacking Wireless Networks. 12. Cryptography. 13. Network Protection Systems. Appendix A: Legal Resources. Appendix B: Resources.

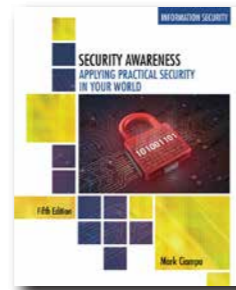
SECURITY AWARENESS, 5E

Applying Practical Security in Your World

Mark Ciampa, Western Kentucky University

© 2017, 256pp, Paperback, 9781305500372

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Designed to provide you with the knowledge needed to protect computers and networks from increasingly sophisticated attacks, SECURITY AWARENESS: APPLYING PRACTICE SECURITY IN YOUR WORLD, Fifth Edition continues to present the

same straightforward, practical information that has made previous editions so popular. For most computer users, practical computer security poses some daunting challenges: What type of attacks will antivirus software prevent? How do I set up a firewall? How can I test my computer to be sure that attackers cannot reach it through the Internet? When and how should I install Windows patches? This text is designed to help you understand the answers to these questions through a series of real-life user experiences. In addition, hands-on projects and case projects give you the opportunity to test your knowledge and apply what you have learned. SECURITY AWARENESS: APPLYING PRACTICE SECURITY IN YOUR WORLD, Fifth Edition contains up-to-date information on relevant topics such as protecting mobile devices and wireless local area networks.

CONTENTS

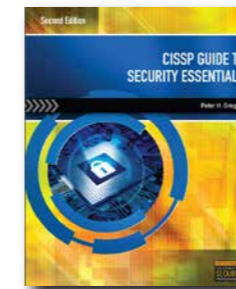
1. Introduction to Security. 2. Personal Security. 3. Computer Security. 4. Internet Security. 5. Mobile Security. 6. Privacy.

CISSP GUIDE TO SECURITY ESSENTIALS, 2E

Peter Gregory

© 2015, 560pp, Paperback, 9781285060422

ebook



CISSP GUIDE TO SECURITY ESSENTIALS, Second Edition, provides complete, focused coverage to prepare students and professionals alike for success on the Certified Information Systems Security Professional (CISSP) certification exam. The text opens with an overview of the

current state of information security, including relevant legislation and standards, before proceeding to explore all ten CISSP domains in great detail, from security architecture and design to access control and cryptography. Each chapter opens with a brief review of relevant theory and concepts, followed by a strong focus on real-world applications and learning tools designed for effective exam preparation, including key terms, chapter summaries, study questions, hands-on exercises, and case projects. Developed by the author of more than 30 books on information security, the Second Edition of this trusted text has been updated to reflect important new developments in technology and industry practices, providing an accurate guide to the entire CISSP common body of knowledge.

CONTENTS

Introduction. 1. Information Security and Risk Management. 2. Access Controls. 3. Software Development Security. 4. Business Continuity and Disaster Recovery. 5. Cryptography. 6. Legal Regulations, Compliance, and Investigations. 7. Security Operations. 8. Physical and Environmental Security. 9. Security Architecture and Design. 10. Telecommunications and Network Security. Appendix A: Ten Domains of CISSP. Appendix B: (ISC)² Code of Ethics. Appendix C: The CISSP Exam. Glossary. Index.

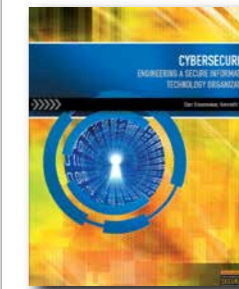
CYBERSECURITY

Engineering a Secure Information Technology Organization

Dan Shoemaker, University of Detroit Mercy; Kenneth Sigler, Oakland Community College

© 2015, 512pp, Paperback, 9781285169903

ebook



Software is essential and pervasive in the modern world, but software acquisition, development, operation, and maintenance can involve substantial risk, allowing attackers to compromise millions of computers every year. This groundbreaking text

provides a uniquely comprehensive guide to software security, ranging far beyond secure coding to outline rigorous processes and practices for managing system and software lifecycle operations. The text opens with a comprehensive guide to the software lifecycle, covering all elements, activities, and practices encompassed by the universally accepted ISO/IEEE 12207-2008 standard. The authors then proceed to document proven management architecture and process framework models for software assurance, such as ISO 21827 (SSE-CMM), CERT-RMM, the Software Assurance Maturity Model, and NIST 800-53. Within these models, the authors present standards and practices related to key activities such as threat and risk evaluation, assurance cases, and adversarial testing. Ideal for new and experienced cybersecurity professionals alike in both the public and private sectors, this one-of-a-kind text prepares readers to create and manage coherent, practical, cost-effective operations to ensure defect-free systems and software.

CONTENTS

1. Lifecycle Management. 2. The Agreement Processes. 3. Organizational Project Enabling Processes. 4. Project Processes. 5. Technical Processes. 6. Software Implementation Process Group. 7. Software Supporting Processes and Software Reuse. 8. Standard Process Models to Secure Information and Communications Technology. 9. The Systems Security Engineering Capability Maturity Model (ISO 21827). 10. Software Assurance Maturity Model. 11. Building Security In Maturity Model. 12. Aligning the ICT Organization with Regulatory Requirements.

COMPUTER SECURITY AND PENETRATION TESTING, 2E

Alfred Basta; Nadine Basta; Mary Brown, Capella University

© 2014, 512pp, Paperback, 9780840020932

ebook



Delivering up-to-the-minute coverage, **COMPUTER SECURITY AND PENETRATION TESTING, Second Edition** offers readers of all backgrounds and experience levels a well-researched and engaging introduction to the fascinating realm of network

security. Spotlighting the latest threats and vulnerabilities, this cutting-edge text is packed with real-world examples that showcase today's most important and relevant security topics. It addresses how and why people attack computers and networks—equipping readers with the knowledge and techniques to successfully combat hackers. This edition also includes new emphasis on ethics and legal issues. The world of information security is changing every day – readers are provided with a clear differentiation between hacking myths and hacking facts. Straightforward in its approach, this comprehensive resource teaches the skills needed to go from hoping a system is secure to knowing that it is.

CONTENTS

1. Ethics of Hacking and Cracking. 2. Reconnaissance. 3. Scanning Tools. 4. Sniffers. 5. TCP/IP Vulnerabilities. 6. Techniques of Password Cracking. 7. Spoofing. 8. Session Hijacking. 9. Hacking Network Devices. 10. Trojan Horses. 11. Denial of Service Attacks. 12. Buffer Overflows. 13. Programming Exploits. 14. Mail Vulnerabilities. 15. Web Application Vulnerabilities. 16. Windows Vulnerabilities. 17. Linux Vulnerabilities. 18. Incident Handling. Glossary. References.

GUIDE TO NETWORK DEFENSE AND COUNTERMEASURES, 3E

Randy Weaver, Everst College, Arizona; Dawn Weaver; Dean Farwood, Heald College, San Francisco

© 2014, 576pp, Paperback, 9781133727941

ebook



GUIDE TO NETWORK DEFENSE AND COUNTERMEASURES provides a thorough guide to perimeter defense fundamentals, including intrusion detection and firewalls. This trusted text also covers more advanced

topics such as security policies, network address translation (NAT), packet filtering and analysis, proxy servers, virtual private networks (VPN), and network traffic signatures. Thoroughly updated, the new third edition reflects the latest technology, trends, and techniques including virtualization, VMware, IPv6, and ICMPv6 structure, making it easier for current and aspiring professionals to stay on the cutting edge and one step ahead of potential security threats. A clear writing style and numerous screenshots and illustrations make even complex technical material easier to understand, while tips, activities, and projects throughout the text allow you to hone your skills by applying what you learn. Perfect for students and professionals alike in this high-demand, fast-growing field, **GUIDE TO NETWORK DEFENSE AND COUNTERMEASURES, Third Edition**, is a must-have resource for success as a network security professional.

CONTENTS

1. Network Security Fundamentals. 2. TCP/IP. 3. Network Traffic Signatures. 4. Routing Fundamentals. 5. Cryptography. 6. Wireless Networking Fundamentals. 7. Understanding Wireless Network Security. 8. Intrusion Detection and Prevention System Concepts. 9. Firewall Concepts. 10. Firewall Design and Management. 11. VPN Concepts. 12. Internet and Web Security.

13. Security Policy Design and Implementation. 14. Ongoing Security Management. Appendix A: Security Resources.

HANDS-ON INFORMATION SECURITY LAB MANUAL, 4E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Andrew Green, M.S.I.S., Michael J. Coles College of Business, Kennesaw State University

© 2014, 592pp, Paperback, 9781285167572

ebook



HANDS-ON INFORMATION SECURITY LAB MANUAL, Fourth Edition, helps you hone essential information security skills by applying your knowledge to detailed, realistic exercises using Microsoft® Windows® 2000, Windows XP, Windows 7, and Linux. This wide-ranging,

non-certification-based lab manual includes coverage of scanning, OS vulnerability analysis and resolution, firewalls, security maintenance, forensics, and more. The Fourth Edition includes new introductory labs focused on virtualization techniques and images, giving you valuable experience with some of the most important trends and practices in information security and networking today. An ideal resource for introductory, technical, and managerial courses or self-study, this versatile manual is a perfect supplement to the **PRINCIPLES OF INFORMATION SECURITY, SECURITY FUNDAMENTALS**, and **MANAGEMENT OF INFORMATION SECURITY** texts.

CONTENTS

1. Information Security Process Flows. 2. Background and Theory for Lab Exercises. 3. Windows Labs. 4. Linux Labs.

GUIDE TO NETWORK SECURITY

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; David Mackey, University of Colorado Boulder; Andrew Green, M.S.I.S., Michael J. Coles College of Business, Kennesaw State University

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GUIDE TO NETWORK SECURITY is a wide-ranging new text that provides a detailed review of the network security field, including essential terminology, the history of the discipline, and practical techniques to manage implementation of network

security solutions. It begins with an overview of information, network, and web security, emphasizing the role of data communications and encryption. The authors then explore network perimeter defense technologies and methods, including access controls, firewalls, VPNs, and intrusion detection systems, as well as applied cryptography in public key infrastructure, wireless security, and web commerce. The final section covers additional topics relevant for information security practitioners, such as assessing network security, professional careers in the field, and contingency planning. Perfect for both aspiring and active IT professionals, **GUIDE TO NETWORK SECURITY** is an ideal resource for readers who want to help organizations protect critical information assets and secure their systems and networks, both by recognizing current threats and vulnerabilities, and by designing and developing the secure systems of the future.

CONTENTS

1. Introduction to Information Security
2. Introduction to Networking
3. Cryptography
4. Firewall Technologies and Administration
5. Access Controls and Remote Access
6. Intrusion Detection and Prevention
7. Wireless Network Security
8. Security of Web Applications
9. Network Vulnerability Assessment
10. Auditing, Monitoring, and Logging
11. Contingency Planning and Networking Incident Response
12. Digital Forensics and eDiscovery

INTRODUCTION TO HEALTHCARE INFORMATION TECHNOLOGY

Mark Ciampa, Western Kentucky University; Mark Revels

© 2013, 320pp, Paperback, 9781133787778

ebook



The healthcare industry is growing at a rapid pace and undergoing some of its most significant changes as the use of electronic health records increase. Designed for technologists or medical practitioners seeking to gain entry into the field of healthcare information

systems, **INTRODUCTION TO HEALTHCARE INFORMATION TECHNOLOGY** teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework. It takes an in-depth and comprehensive view of HIT by examining healthcare regulatory requirements, the functions of a healthcare organization and its medical business operations in addition to IT hardware, software, networking, and security. **INTRODUCTION TO HEALTHCARE INFORMATION TECHNOLOGY** is a valuable resource for those who want to learn about HIT and who desire to enter this growing field by providing the foundation that will help prepare for the CompTIA HIT certificate exam.

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1. Introduction to Healthcare IT.
2. Healthcare Organization and Operations.
3. Desktop IT Operations.
4. Network IT Operations.
5. Medical Business Operations.
6. Document Imaging and Problem Solving.
7. Basic Healthcare Security.
8. Advanced Healthcare Security.
- Appendix A. CompTIA Healthcare IT Technician Certificate Exam Objectives.
- Appendix B. Healthcare Information Technology Web Sites.

CYBERSECURITY

The Essential Body Of Knowledge

Dan Shoemaker, University of Detroit Mercy; Wm. Arthur Conklin, University of Houston

© 2012, 528pp, Paperback, 9781435481695

ebook



CYBERSECURITY: THE ESSENTIAL BODY OF KNOWLEDGE provides a comprehensive, trustworthy framework of practices for assuring information security. This book is organized to help readers understand how the various roles and functions within cybersecurity practice

can be combined and leveraged to produce a secure organization. In this unique book, concepts are not presented as stagnant theory; instead, the content is interwoven in a real world adventure story that runs throughout. In the story, a fictional company experiences numerous pitfalls of cyber security and the reader is immersed in the everyday practice of securing the company through various characters' efforts. This approach will grab your attention and assist you in visualizing the application of the content to real-world issues that you will face in your professional life. Derived from the Department of Homeland Security's Essential Body of Knowledge (EBK) for IT Security, this book is an indispensable resource dedicated to understanding the framework, roles, and competencies involved with information security.

CONTENTS

- Section I: BACKGROUND. 1. The Field of Cyber Security. 2. The DHS EBK Initiative. 3. Applying the EBK. Section II: EBK ROLES AND REQUIRED CAPABILITIES. 4. The Executive role. 5. The Functional role. 6. The Corollary role. Section III: THE 14 AREAS OF INFORMATION SECURITY. 7. Data Security. 8. Digital Forensics. 9. Enterprise Continuity. 10. Incident Management. 11. IT Security Training and Awareness. 12. IT Systems Operations and Maintenance. 13. Network and Telecommunications Security. 14. Personnel Security. 15. Physical and Environmental Security. 16. Procurement. 17. Regulatory and Standards Compliance. 18. Security Risk Management. 19. Strategic Security Management. 20. System and Application Security.

GUIDE TO FIREWALLS AND VPNS, 3E

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Andrew Green, M.S.I.S., Kennesaw State University

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Firewalls are among the best-known network security tools in use today, and their critical role in information security continues to grow. However, firewalls are most effective when backed by thoughtful security planning, well-designed security policies,

and integrated support from anti-virus software, intrusion detection systems, and related tools. **GUIDE TO FIREWALLS AND VPNS, THIRD EDITION** explores firewalls in the context of these critical elements, providing an in-depth guide that focuses on both managerial and technical aspects of security. Coverage includes packet filtering, authentication, proxy servers, encryption, bastion hosts, virtual private networks (VPNs), log file maintenance, and intrusion detection systems. The text also features an abundant selection of realistic projects and cases incorporating cutting-edge technology and current trends, giving you the opportunity to hone and apply the knowledge and skills you will need as a working professional. **GUIDE TO FIREWALLS AND VPNS** includes new and updated cases and projects, enhanced coverage of network security and VPNs, and information on relevant National Institute of Standards and Technology guidelines used by businesses and information technology professionals nationwide.

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Introduction. Part I: INTRODUCTION TO INFORMATION SECURITY. 1. Introduction to Information Security. 2. Network Security Policies and Standards. 3. Authenticating Users. Case

Projects. Part II: FIREWALLS. 4. Introduction to Firewalls. 5. Packet Filtering. 6. Firewall Configuration and Administration. 7. Working with Proxy Servers and Application-Level Firewalls. 8. Selecting and Implementing the Firewall. Part III: VPNS. 9. Encryption and Firewalls. 10. Setting Up a Virtual Private Network.

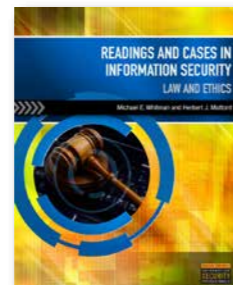
READINGS & CASES IN INFORMATION SECURITY

Law & Ethics

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

© 2011, 352pp, Paperback, 9781435441576

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Readings and Cases in Information Security: Law and Ethics provides a depth of content and analytical viewpoint not found in many other books. Designed for use with any Cengage Learning security text or as a standalone professional reference, this book offers

readers a real-life view of information security management, including the ethical and legal issues associated with various on-the-job experiences. Included are a wide selection of foundational readings and scenarios from a variety of experts to give the reader the most realistic perspective of a career in information security.

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Part I: PREFACE & INTRODUCTION. Part II: RUNNING CASE: INTRODUCTION AND BACKGROUND. Part III: PERSONNEL & PRIVACY. Reading: Data Privacy: Is it Possible? John H. Nugent, Texas Women's University, Case: Technology Department and a Human Resources Department: A Case Study and Analysis. Jeffrey

M. Stanton, Syracuse University. Case: IT Ethics and Security in an IT Certification Project. Jeffrey P. Landry, University of South Alabama. J. Harold Pardue, University of South Alabama. Reading: An Etymological View of Ethical Hacking. Michael Whitman, Kennesaw State University. Running Case. Part IV: RISK MANAGEMENT. Reading: CYBER Insurance and Residual Information Risk Management Tridib Bandyopadhyay, Kennesaw State University. Paper: Rethinking Risk-based Security. Herbert Mattord, Kennesaw State University. Case: Video Maze. Patricia Morrison, Cape Breton University. Running Case. Part V: MANAGEMENT OF SECURITY TECHNOLOGY. Reading: Cryptography Algorithms Standards: A Guideline for Management. Wasim A Al-Hamdani, Kentucky State University. Reading: Cyber Terrorism: Impacts, Vulnerabilities, and U.S. Policy Tridib Bandyopadhyay, Kennesaw State University. Case: Advanced Topologies, Inc. Reading: Web Applications: Vulnerabilities and Remediation Shankar Babu Chebrolu, Cisco Systems Vinay K. Bansal, Cisco Systems. Reading: Managing Secure Database Systems Li Yang, University of Tennessee at Chattanooga. Running Case. Part VI: INFORMATION SECURITY PROGRAM MANAGEMENT. Case: Legal and Ethical Issues in Information Security Metrics Jennifer L. Bayuk, Stevens Institute of Technology, School of Systems and Enterprises. Reading: Impact of Incomplete or Missing Information in a Security Policy Wasim A Al-Hamdani, Kentucky State University Wendy Dixie, Kentucky State University. Case: Using Laws for Federal Agencies to Investigate Legal and Ethical Management of Information Security Jeffrey P. Landry, University of South Alabama. Case: The Law in Information Security Management Katherine H. Winters, University of Tennessee at Chattanooga. Running Case. Part VII: REGULATORY COMPLIANCE MANAGEMENT. Reading: Security Compliance Auditing: Review and Research Directions Guillermo A. Francia, III, Jacksonville State University Jeffrey S. Zanzig, Jacksonville State University. Reading: Global Information Security Regulations, Case Studies and Cultural Issues Guillermo A. Francia, III, Jacksonville State University Andrew P. Ciganek,

Jacksonville State University. Case: Collaboration and Compliance in Healthcare: A Threat Modeling Case Study. Divakaran Liginlal, University of South Alabama, Lara Z. Khansa, Virginia Polytechnic Institute & State University, Jeffrey P. Landry, University of South Alabama. Running Case.

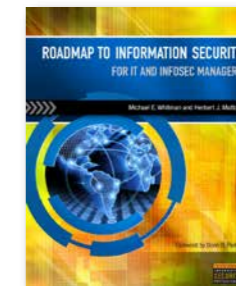
ROADMAP TO INFORMATION SECURITY

For IT and Infosec Managers

Michael E. Whitman - Ph. D., CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University; Herbert J. Mattord - MBA, CISM, CISSP, Michael J. Coles College of Business, Kennesaw State University

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ROADMAP TO INFORMATION SECURITY: FOR IT AND INFOSEC MANAGERS provides a solid overview of information security and its relationship to the information needs of an organization. Content is tailored to the unique needs

of information systems professionals who find themselves brought in to the intricacies of information security responsibilities. The book is written for a wide variety of audiences looking to step up to emerging security challenges, ranging from students to experienced professionals. This book is designed to guide the information technology manager in dealing with the challenges associated with the security aspects of their role, providing concise guidance on assessing and improving an organization's security. The content helps IT managers to handle an assignment to an information security role in ways that conform to expectations and requirements, while supporting the goals of the manager in building and maintaining a solid information security program.

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Part I: OVERVIEW OF THE SECURITY LANDSCAPE. 1. Introduction to the Roadmap to Information Security Roadmap. 2. Threats to Information Assets. 3. Attacks on Information Assets. Part II: STRATEGIC INFORMATION SECURITY: SECURITY GOVERNANCE. 4. Information Technology and Information Security Governance. 5. Information Security Roles and Responsibilities. 6. Positioning the Information Security Function. 7. Conducting an Information Security Assessment. Part III: STRATEGIC INFORMATION SECURITY: RISK MANAGEMENT. 8. Risk Management: Risk Identification. 9. Risk Management: Risk Assessment. 10. Risk Management: Risk Control. 11. Alternate Approaches to Risk Management. PART IV: STRATEGIC INFORMATION SECURITY: STANDARDS, REGULATIONS, LAW AND ETHICS. 12. Standards for Managing the Information Security Program. 13. Emerging Trends in Certification and Accreditation. 14. Dealing with Regulatory Compliance and Key Legal Issues. 15. Other Important Laws for Every IT/Security Manager. 16. Ethics in IT and Information Security. Part V: TACTICAL INFORMATION SECURITY: POLICIES AND PROGRAMS. 17. Information Security Policy: Development and Implementation. 18. Information Security Policy Types: EISP, ISSP, SysSP. 19. Employment Policies and Practices. 20. Implementing Security Education, Training, and Awareness Programs. Part VI: TACTICAL INFORMATION SECURITY: CONTINGENCY PLANNING. 21. Contingency Planning: Planning for the Worst. 22. The Incident Response Plan. 23. The Disaster Recovery Plan. 24. The Business Continuity Plan. Part VII: OPERATIONAL INFORMATION SECURITY: NETWORK SECURITY. 25. Communications and Operations Management. 26. Firewalls. 27. Protecting Remote Access. 28. Intrusion Detection Systems. 29. Scanning and Analysis Tools. Part VIII: OPERATIONAL INFORMATION SECURITY: CRYPTOGRAPHY AND ACCESS CONTROLS. 30. Cryptography in Theory. 31. Cryptography in Practice. 32. Access Controls and Biometrics. 33. Physical Security. Part IX: SUPPLEMENTAL MATERIALS. Appendix A: Information Security Self-Assessment Checklists.

Appendix B: Information Security Certification Guidelines – The CISSP/SSCP. Appendix C: Information Security Certification Guidelines – The CISM.

SECURE SOFTWARE DEVELOPMENT

A Security Programmer's Guide

Jason Grembi

© 2009, 608pp, Paperback, 9781418065478

ebook



Learn the essentials of developing secure software in accordance with the most current industry standards, in this comprehensive instructional guide. *Secure Software Development: A Programmer's Guide* leads readers through the tasks and activities that successful

computer programmers navigate on a daily basis, from reading and analyzing requirements to choosing development tools, to guarding against software vulnerabilities and attacks. Additional coverage includes coding with built-in quality and security measures, and follow-up testing once a project is completed. With clear, straightforward examples and actual code snippets, readers can feel confident that they will gain the skills needed to develop software with all the critical components that ensure quality and security.

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1 WHY YOU NEED TO LEARN SECURE PROGRAMMING 2 CODING: NOT A SOLITARY PRACTICE Software Development Lifecycle Development Team Watching it Unfold 3 QUALITY AND SECURITY: THE FIRST FOCUS Code for Quality Build Security In 4 GOING LIVE: WHAT TO DO ON DAY 1 The Application Guideline Coming to Terms: Defining Your Conventions Agree To Disagree 5 SECURITY REQUIREMENTS

Requirement Gathering Identify Assets Risk Management 6 COLLABORATING AT THE WHITEBOARD: SECURITY AND QUALITY ARE NO ACCIDENT Object Modeling Choose the Language Design quality code 7 DEVELOPMENT TOOLS: HOW TO CHOOSE WISELY IDEs tools Versioning tools Networking tools 8 CODING IN THE CUBE: LETS GET TO WORK Functions, procedures, and code blocks Structuring for Validation Structured Programming Debugging 9 TESTING When your peers are looking Code Reviews Testing when everyone is looking Classification of security defects Measurement of secure performance Managing the overall Testing Process 10 AFTER THE GLORY: MAINTAINING IT 9 TO 5 Were scanning for threats Like networking Startup maintenance How to code during maintenance How to apply security requirements How to advance in maintenance. 11 THE SECURITY CONSULTING COMPANIES: KNOW WHOS OUT THERE Lightweight Processes - Apply CLASP to your process 12 THE HORIZON: MAINTAINING YOUR PROFESSION The impact of outsourcing How you gain knowledge to secure your position What you will need to know for the next project How to be informed

OFFICE SUITES

OFFICE SUITES & APPLICATIONS

ILLUSTRATED MICROSOFT OFFICE 365 & OFFICE 2019 ADVANCED

David Beskeen; Carol M. Cram, Capilano College; Jennifer Duffy; Lisa Friedrichsen, Johnson County Community College

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CENGAGE | MINDTAP ebook



Now students can master the nuances of Microsoft® Office quickly with ILLUSTRATED MICROSOFT® OFFICE 2019 & OFFICE 365 ADVANCED, part of today's popular Illustrated Series. This focused, user-friendly approach uses a proven

two-page layout that allows students to work through an entire task without turning the page. Clear Learning Outcomes outline the skills for each lesson, while large full-color screen images reflect exactly what students see on their own computers. Each module begins with a brief overview of the principles covered in the lesson and introduces a real-world case scenario to engage students and reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

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ILLUSTRATED MICROSOFT OFFICE 365 & OFFICE 2019 INTERMEDIATE

David Beskeen; Carol M. Cram, Capilano College; Jennifer Duffy; Lisa Friedrichsen, Johnson County Community College

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Working with Tables. Excel 6: Managing Workbook Data. Excel 7: Working with Images and Integrating with Other Programs. Excel 8: Analyzing Data with PivotTables. Integration 4: Integrating Word and Excel.. Access 5: Improving Tables and Creating Advanced Queries. Access 6: Creating Forms. Access 7: Creating Reports. Access 8: Importing and Exporting Data. Integration 5: Integrating Word, Excel and Access. PPT 4: Format Master and Slide Background. PPT 5: Working with Advanced Tools and Masters. PPT 6: Enhancing Charts and Tables. PPT 7: Inserting Graphics, Media, and Objects. Integration 6: Integrating Word, Excel, Access, and PowerPoint. Index.

ILLUSTRATED MICROSOFT OFFICE 365 & OFFICE 2019 INTRODUCTORY

David Beskeen; Carol M. Cram, Capilano College; Jennifer Duffy; Lisa Friedrichsen, Johnson County Community College

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proven two-page layout that allows students to work through an entire task without turning the page. Clear Learning Outcomes outline the skills for each lesson, while large full-color screen images reflect exactly what students see on their own computers. Each module begins with a brief overview of the principles covered in the lesson and introduces a real-world case scenario to engage students and reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

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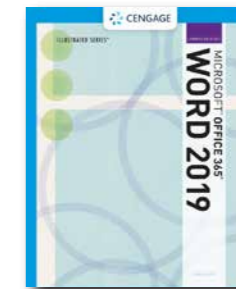
Integrating Word, Excel and Access. MICROSOFT POWERPOINT 2019: Module 1: Creating a Presentation in PowerPoint 2019. Module 2: Modifying a Presentation. Module 3: Inserting Objects into a Presentation. INTEGRATION: Module 3: Integrating Word, Excel, Access, and PowerPoint.

ILLUSTRATED MICROSOFT® OFFICE 365® & WORD 2019 COMPREHENSIVE

Jennifer Duffy; Carol M. Cram, Capilano College

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CONTENTS

1. Creating Documents with Word. 2. Editing and Formatting Documents. 3. Formatting Text and Graphics. 4. Formatting Tables and Documents.

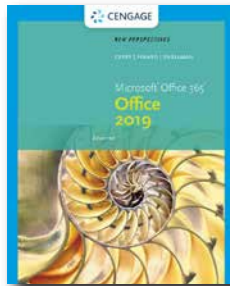
5. Working with Styles, Themes, and Building Blocks. 6. Merging Word Documents. 7. Illustrating Documents with Graphics. 8. Integrating with Other Programs and Collaborating. 9. Developing Multi-page Documents. 10. Building Forms. 11. Automating and Customizing Word.

NEW PERSPECTIVES MICROSOFT OFFICE 365 & OFFICE 2019 ADVANCED

Patrick Carey, Westminster Kingsway College; Katherine T. Pinard; Mark Shellman, Gaston College

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NEW PERSPECTIVES MICROSOFT OFFICE 365 & OFFICE 2019 INTERMEDIATE

Patrick Carey, Westminster Kingsway College; Katherine T. Pinard; Ann Shaffer; Sasha Vodnik

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NEW PERSPECTIVES MICROSOFT OFFICE 365 & OFFICE 2019 INTRODUCTORY

Patrick Carey, Westminster Kingsway College; Katherine T. Pinard; Ann Shaffer; Mark Shellman, Gaston College

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SHELLY CASHMAN SERIES MICROSOFT OFFICE 365 & OFFICE 2019 INTERMEDIATE

Sandra Cable; Steven M. Freund, University of Central Florida; Ellen Monk, University of Delaware; Susan L. Sebok, South Suburban College

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Multiple Worksheets and Workbooks. Excel 6: Creating, Sorting, and Querying a Table. Excel 7: Creating Templates, Importing Data, and Working with SmartArt, Images, and Screenshots. Access 4: Creating Reports and Forms. Access 5: Multiple-Table Forms. Access 6: Advanced Report Techniques. Access 7: Advanced Form Techniques.

SHELLY CASHMAN SERIES MICROSOFT OFFICE 365 & OFFICE 2019 INTRODUCTORY

Sandra Cable; Steven M. Freund, University of Central Florida; Ellen Monk, University of Delaware; Susan L. Sebok, South Suburban College

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SHELLY CASHMAN SERIES® MICROSOFT® OFFICE 365® & OFFICE 2019 ADVANCED

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Word 8: Using Collaboration, Integration, and Charts. Word 9: Creating a Reference Document. Word 10: Creating an Online Form. Word 11: Enhancing an Online Form and Using Macros. PPT 8: Creating Photo Albums and Delivering Presentations. Excel 8: Working with Trendlines, Pivot Table Reports, PivotChart Reports, and Slicers. Excel 9: Formula Auditing, Data Validation, and Complex Problem Solving. Excel 10: Data Analysis with

Power Tools and Creating Macros. Excel 11: User Interfaces, Visual Basic for Applications (VBA), and Collaboration Features in Excel. Access 8: Macros, Navigation Forms, and Control Layouts. Access 9: Administering a Database System. Access 10: Using SQL. Access 11: Database Design. Index.

SHELLY CASHMAN SERIES® MICROSOFT® OFFICE 365® & PUBLISHER 2019® COMPREHENSIVE

Joy L. Starks, Indiana University, Purdue University at
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TECHNOLOGY FOR SUCCESS AND ILLUSTRATED SERIES™ MICROSOFT® OFFICE 365® & OFFICE 2019

David Beskeen; Jennifer T. Campbell; Mark Ciampa, Western
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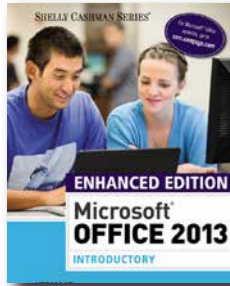
Module 1: Impact of Technology. Module 2: The Web. Module 3: Computer Hardware. Module 4: Operating Systems and File Management. Module 5: Software and Apps. Module 6: Security and Safety. MICROSOFT WORD 2019: Module 1: Creating Documents with Word 2019. Module 2: Editing and Formatting Documents. Module 3: Formatting Text and Graphics. MICROSOFT EXCEL 2019: Module 1: Getting Started with Excel 2019. Module 2: Formatting a Worksheet. Module 3: Analyzing Data Using Formulas. Module 4: Working with Charts. INTEGRATION: Module 1: Integrating Word and Excel. MICROSOFT ACCESS 2019: Module 1: Getting Started with Access 2019. Module 2: Building Tables and Relationships. Module 3: Creating Queries. Module 4: Working with Forms and Reports. INTEGRATION: Module 2: Integrating Word, Excel and Access. MICROSOFT POWERPOINT 2019: Module 1: Creating a Presentation in PowerPoint 2019. Module 2: Modifying a Presentation. Module 3: Inserting Objects into a Presentation. INTEGRATION: Module 3: Integrating Word, Excel, Access, and PowerPoint.

ENHANCED MICROSOFT OFFICE 2013 Introductory

Misty E. Vermaat, Purdue University Calumet

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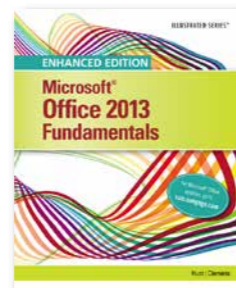
Outlook. Appendix A: SAM Projects. Appendix B: Capstone Projects. Appendix C: MOS Certification. Index. Quick Reference.

ENHANCED MICROSOFT OFFICE 2013 Illustrated Fundamentals, Spiral bound Version

Marjorie S. Hunt; Barbara Clemens

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Praised by instructors for its concise, focused approach and user-friendly format, the Illustrated Series engages both computer rookies and hot shots in mastering Microsoft Office 2013 applications quickly and efficiently. Skills are accessible and easy-to-

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ENHANCED MICROSOFT® OFFICE 2013

Introductory, Spiral-bound Version

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a Letterhead and Table. PowerPoint 2013: 1: Creating and Editing a Presentation with Pictures. 2: Enhancing a Presentation with Pictures, Shapes, and WordArt. 3: Reusing a Presentation and Adding Media and Animation. Excel 2013: 1: Creating a Worksheet and a Chart. 2: Formulas, Functions, and Formatting. 3: Working with Large Worksheets, Charting, and What-If Analysis. Access 2013: 1: Databases and Database Objects: An Introduction. 2: Querying a Database. 3: Maintaining a Database. Outlook 2013: 1: Managing Email Messages with Outlook. 2: Managing Calendars with Outlook. Capstone Projects. SAM Projects Appendix. Integrated Projects Appendix.

MICROSOFT OFFICE 2013 Illustrated, Third Course

Carol Cram, Capilano College; Lisa Friedrichsen, Johnson County Community College; Lynn Wermers, North Shore Community College

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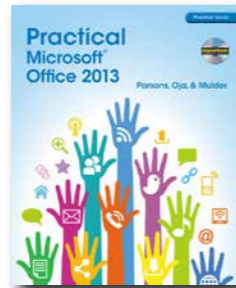
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PRACTICAL MICROSOFT OFFICE 2013 (WITH CD-ROM)

June Jamrich Parsons; Dan Oja

© 2014, 272pp, Paperback, 9781285075990

ebook



Recipient of the 2014 TAA Textbook Excellence Award PRACTICAL MICROSOFT OFFICE 2013 provides clear instruction on the basics of the Microsoft Office 2013 suite. Concise lessons within each chapter, usually one page in length, are presented in an appealing Frequently Asked Questions format and include full-color screenshots or diagrams. This textbook comes with a robust BookOnCD, which is a digital version of the textbook that brings the book to life with videos, animated diagrams, software tours, and assessment opportunities that can be graded and tracked. Students are given the opportunity to get plenty of practice with 30 projects in the back of the book.

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MICROSOFT® OFFICE 2011 FOR MAC Introductory

Gary B. Shelly; Mali B. Jones

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Introduce yourselves to the new generation of Microsoft Office for Mac with the new generation of Shelly Cashman Series® books! For the past three decades, the Shelly Cashman Series® has effectively introduced computer skills to millions of students. With Office 2011

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Outlook 1. Managing E-Mail Messages with Outlook. 13. Outlook 2. Managing Calendars.

MICROSOFT® OFFICE 2010, ADVANCED

Sandra Cable; Connie Morrison

© 2012, 1000pp, Spiral, 9780538481427

ebook



This text includes features that make learning easy and enjoyable yet challenging for students. Covering advanced level Microsoft Office 2010 applications, the text provides a wide range of learning experiences from activities with one or two commands

to simulations and case studies that challenge and sharpen learners' problem-solving skills. Ideal for computer courses with learners who have varying abilities and previous computer experience, the Advanced text will provide students with upper-level application skills. This is a hardcover, spiral-bound text.

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MICROSOFT® OFFICE 2010

Introductory

Pasewark/Pasewark; Robin M. Romer; Jessica Evans; Katherine T. Pinard

© 2011, 1120pp, Hardback, 9780538475396

ebook



This Microsoft Office 2010 Introductory text, part of the Origins Series, includes features that make learning easy and enjoyable, yet challenging for learners. Students receive a wide range of learning experiences from activities with one or two commands

to simulations and case studies that challenge and sharpen learners' problem-solving skills. Hands-on practice facilitates success using the Office 2010 applications. The more you study, the better the results. Make the most of your study time by accessing everything you need to succeed in one place. Read your textbook, take notes, review flashcards, watch videos, and take practice quizzes—online with CourseMate.

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MICROSOFT® OFFICE 2010 WORKBOOK

Gary B. Shelly; David Nuscher, Harvard University

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MICROSOFT® OFFICE 2010, INTRODUCTORY

Pasewark/Pasewark; Robin M. Romer; Jessica Evans; Katherine T. Pinard

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This Microsoft Office 2010 Introductory text, part of the Origins Series, includes features that make learning easy and enjoyable, yet challenging for learners. Students receive a wide range of learning experiences from activities with one or two commands

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OPERATING SYSTEMS CONCEPTS

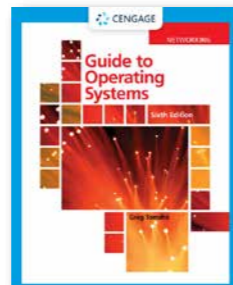
NEW EDITION

GUIDE TO OPERATING SYSTEMS, 6E

Greg Tomsho, Yavapai College

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Master the fundamental concepts of computer operating systems with Tomsho's GUIDE TO OPERATING SYSTEMS, 6th Edition. An excellent resource for training across different operating systems, this practical text equips you with key theory and technical

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FOUNDATIONS OF SOFTWARE TESTING, 4E

ISTQB Certification

Rex Black; Rex Black; Dorothy Graham

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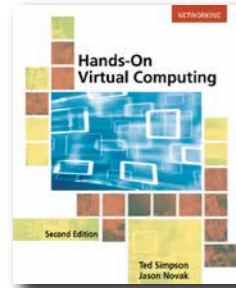
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HANDS ON VIRTUAL COMPUTING, 2E

Ted Simpson, University of Wisconsin Colleges – Barron County Center; Jason Novak, Wisconsin Indianhead Technical College

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CONTENTS

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MODEL-DRIVEN SOFTWARE DEVELOPMENT WITH UML AND JAVA

Kevin Lano, King's College, London

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Aimed at 2nd and 3rd year/MSc courses, Model Driven Software Development using UML and Java introduces MDD, MDA and UML, and shows how UML can be used to specify, design, verify and implement software systems using an MDA approach. Structured

to follow two lecture courses, one intermediate (UML, MDA, specification, design, model transformations) and one advanced (software engineering of web applications and enterprise information systems), difficult concepts are illustrated with numerous examples, and exercises with worked solutions are provided throughout.

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1. Model-Driven Development 2. The Unified Modelling Language 3. Model Constraints 4. Specification Using UML 5. Model Validation 6. Design Techniques 7. Model Transformations 8. Implementation 9. System Evolution 10. Web Application Development 11. Enterprise Information Systems Appendix A Metamodels of UML Appendix B Implementation of Enterprise Information Systems Appendix C Exercise Solutions

LINUX

GUIDE TO PARALLEL OPERATING SYSTEMS WITH WINDOWS® 10 AND LINUX, 3E

Ron Carswell, San Antonio College, San Antonio, Texas, Professor Emeritus; Shen Jiang, San Antonio College, Assistant Professor; Mary Ellen Hardee, San Antonio College, Adjunct Professor; Amita Mahajan, San Antonio College, Adjunct Professor

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Examine two of the most prominent operating systems -- Windows 10 and Linux CentOS7 -- in parallel with the unique approach found only in GUIDE TO PARALLEL OPERATING SYSTEMS WITH WINDOWS 10 AND LINUX, 3E. Rather than using a

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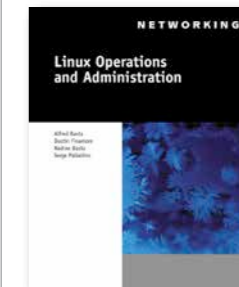
Management. Appendix A: Number Systems and Data Representation. Appendix B: Microsoft Hyper-V Virtualization. Appendix C: Oracle Virtual Box. Appendix D: VMWare Workstation.

LINUX OPERATIONS AND ADMINISTRATION

Alfred Basta; Dustin A. Finamore, Virginia College; Nadine Basta; Serge Palladino

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LINUX OPERATIONS AND ADMINISTRATION introduces readers to Linux operations and system administration through a unified installation, using virtual machines. This text is more effective than those that take a professional approach because it

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Installing Linux. 15. Linux File System Management and Administration. 16. Managing Resources in Linux. 17. Networking in a Linux Environment. 18. Interoperating Linux and Windows. 19. Securing Linux. 20. Linux Kernel. 21. System Monitoring and Performance Tuning. 22. Problem Solving and Troubleshooting in a Linux Network.

MICROSOFT WINDOWS

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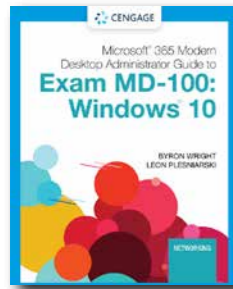
MICROSOFT 365 MODERN DESKTOP ADMINISTRATOR GUIDE TO EXAM MD-100

Windows 10

Byron Wright; Leon Plesniarski

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Wright/Plesniarski's MICROSOFT® SPECIALIST GUIDE TO MICROSOFT EXAM MD-100: WINDOWS 10 ensures you are well prepared for the Microsoft® exam as well as a successful career in system administration. Completely up to date, this student-

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CONTENTS

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GUIDE TO PARALLEL OPERATING SYSTEMS WITH WINDOWS® 10 AND LINUX, 3E

Ron Carswell, San Antonio College, San Antonio, Texas, Professor Emeritus; Shen Jiang, San Antonio College, Assistant Professor; Mary Ellen Hardee, San Antonio College, Adjunct Professor; Amita Mahajan, San Antonio College, Adjunct Professor

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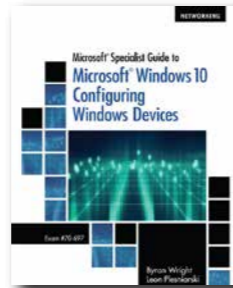
Module 1. Getting Started with Windows 10. Module 2. Understanding File Management.

MICROSOFT SPECIALIST GUIDE TO MICROSOFT WINDOWS 10 (EXAM 70-697, CONFIGURING WINDOWS DEVICES)

Byron Wright; Leon Plesniarski

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Lisa Ruffolo

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Intermediate

Steven M. Freund, University of Central Florida; Eric Schmieder

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NEW PERSPECTIVES MICROSOFT®
WINDOWS 10

Introductory, Wire Stitched

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WINDOWS VISTA

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Jean Andrews; Joy Dark; Jill West, Georgia Northwestern Technical College

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1. Taking a Computer Apart and Putting It Back Together.
2. All About Motherboards.
3. Supporting Processors and Upgrading Memory.
4. Supporting the Power System and Troubleshooting Computers.
5. Supporting Hard Drives and Other Storage Devices.
6. Supporting I/O Devices.
7. Setting Up

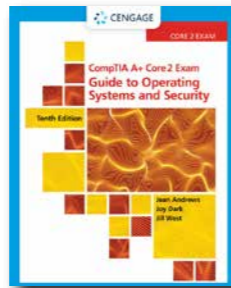
a Local Network. 8. Network Infrastructure and Troubleshooting. 9. Supporting Mobile Devices. 10. Virtualization, Cloud Computing, and Printers. Appendix A: Safety Procedures and Environmental Concerns. Appendix B: Entry Points for Startup Processes. Appendix C: CompTIA Acronyms.

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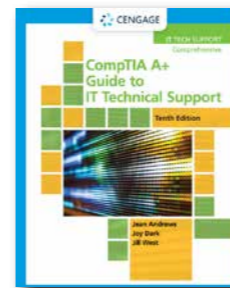
1. Windows Versions and Customer Service.
 2. Installing Windows.
 3. Setting Up a Local Network.
 4. Maintaining Windows.
 5. Troubleshooting Windows After Startup.
 6. Troubleshooting Windows Startup.
 7. Securing and Sharing Windows Resources.
 8. Security Strategies and Documentation.
 9. Supporting Mobile Devices.
 10. macOS, Linux, and Scripting.
- Appendix A. Safety Procedures and Environmental Concerns. Appendix B. Entry Points for Startup Processes. Appendix C. CompTIA Acronyms.

COMPTIA A+ GUIDE TO IT TECHNICAL SUPPORT, 10E

Jean Andrews; Joy Dark; Jill West, Georgia Northwestern Technical College

© 2020, 1164pp, Hardback, 9780357108291

CENGAGE | MINDTAP **ebook**



Master the details of IT technical support as Andrews/Dark/West's comprehensive COMPTIA A+ GUIDE TO IT TECHNICAL SUPPORT, 10E explains how to work with users as well as install, maintain, troubleshoot and network computer hardware

and software. This step-by-step, highly visual, best-selling approach uses CompTIA A+ Exam objectives as a framework to prepare you for 220-1001 and 220-1002 certification exams. Each chapter covers core and advanced topics while emphasizing practical application of the most current technology, techniques and industry standards. You study the latest hardware, security, Active Directory, operational procedures, basics of scripting, virtualization, cloud computing, mobile devices and Windows 10. Lab Manuals, CourseNotes, online labs and optional MindTap online resources provide additional certification test preparation and interactive activities to prepare you for a role as an IT support technician or administrator.

CONTENTS

1. Taking a Computer Apart and Putting It Back Together.
 2. All About Motherboards.
 3. Processors and Memory.
 4. Power Supplies and Troubleshooting Computer Problems.
 5. Hard Drives and Other Storage Devices.
 6. Supporting I/O Devices.
 7. Setting up a Local Network.
 8. Network Infrastructure and Troubleshooting.
 9. Supporting Mobile Devices.
 10. Customizing Systems, Virtualization Networks, and Managing Printers.
 11. Comparing Operating Systems and User Experience.
 12. Installing Operating Systems.
 13. Maintaining Windows.
 14. Optimizing Windows.
 15. Troubleshooting Windows Startup.
 16. Securing Windows Resources.
 17. Security Strategies.
 18. Linux and MacOS.
- Appendix A: Safety Procedures and Environmental Concerns. Appendix B: Entry Points for Startup Processes. Appendix C: CompTIA A+ Acronyms.

LAB MANUAL FOR COMPTIA A+ GUIDE TO IT TECHNICAL SUPPORT, 10E

Jean Andrews; Joy Dark; Jill West, Georgia Northwestern Technical College

© 2020, Paperback, 9780357440780

ebook



The Laboratory Manual is a valuable tool designed to enhance your lab experience. Lab activities, objectives, materials lists, step-by-step procedures, illustrations, and review questions are commonly found in a Lab Manual.

PRESENTATION TOOLS

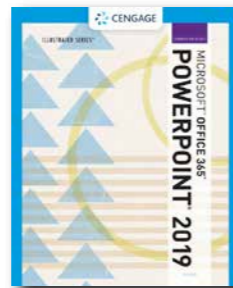
MICROSOFT POWERPOINT

ILLUSTRATED MICROSOFT OFFICE 365 & POWERPOINT 2019 COMPREHENSIVE

David Beskeen

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Now students can master the nuances of Microsoft® Office quickly with ILLUSTRATED MICROSOFT® OFFICE 365 & POWERPOINT 2019 COMPREHENSIVE, part of today's popular Illustrated Series. This focused, user-friendly approach uses a proven two-page layout that allows

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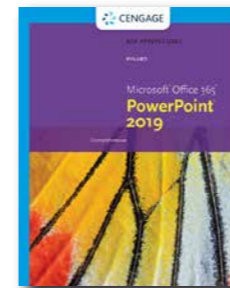
Module 1: Creating a Presentation in PowerPoint®. Module 2: Modifying a Presentation. Module 3: Inserting Objects into a Presentation. Module 4: Format Master and Slide Background. Module 5: Working with Advanced Tools and Masters. Module 6: Enhancing Charts and Tables. Module 7: Inserting Graphics, Media, and Objects. Module 8: Delivering Presentations. Index.

NEW PERSPECTIVES MICROSOFT OFFICE 365 & POWERPOINT 2019 COMPREHENSIVE

Katherine T. Pinard

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Develop the Microsoft® Office 365 and PowerPoint 2019 skills students need to be successful in college and beyond with the emphasis on critical-thinking, problem-solving, and in-depth coverage found in NEW PERSPECTIVES MICROSOFT OFFICE 365

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Presentation Concepts: Planning, Developing, and Giving a Presentation. Module 1: Creating a Presentation. Module 2: Adding Media and Special Effects. Module 3: Applying Advanced Formatting to Objects. Module 4: Advanced Animations and Distributing Presentations. Module 5: Integrating PowerPoint® with Other Programs. Module 6: Customizing Presentations and the PowerPoint® Environment. Index.

SHELLY CASHMAN SERIES® MICROSOFT® OFFICE 365® & POWERPOINT 2019 COMPREHENSIVE

Susan L. Sebok, South Suburban College

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Introduce your students to the important new features that the latest version of Microsoft® PowerPoint has to offer with the focused approach found in Microsoft® Office 365® & PowerPoint® 2019 Comprehensive. Part of the acclaimed Shelly Cashman

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2. Enhancing Presentations with Shapes and SmartArt
3. Inserting WordArt, Charts, and Tables
4. Customizing Slide Masters and Presentations
5. Collaborating and Adding Animations
6. Formatting Tables and Charts
7. Adding Media and Enhancing SmartArt
8. Creating Photo Albums and Delivering Presentations

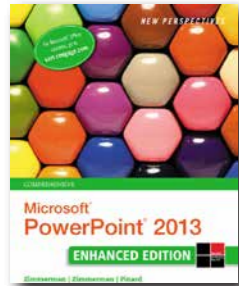
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NEW PERSPECTIVES ON MICROSOFT POWERPOINT 2013, COMPREHENSIVE ENHANCED EDITION

S. Scott Zimmerman, Brigham Young University; Beverly B. Zimmerman, Brigham Young University; Ann Shaffer; Katherine T. Pinard

© 2016, 512pp, Paperback, 9781305507708

CENGAGE | MINDTAP **ebook**



Develop the Microsoft® PowerPoint® 2013 skills you need for success in college and beyond with this latest edition from the popular New Perspectives Series. Updated with all-new case-based tutorials, **NEW PERSPECTIVES MICROSOFT**

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Student Success Guide. Managing Your Files. Presentation Concepts: Planning, Developing, and Giving a Presentation. Tutorial 1: Creating a Presentation. Tutorial 2: Adding Media and Special Effects. Tutorial 3: Applying Advanced Formatting to Objects. Tutorial 4: Advanced Animations and Distributing Presentations. Tutorial 5: Integrating PowerPoint with Other Programs. Tutorial 6: Customizing Presentations and the PowerPoint

Environment. Additional Cases. Appendix A: SAM Projects. Appendix B: Capstone Projects. Appendix C: Microsoft Office Specialist Certification.

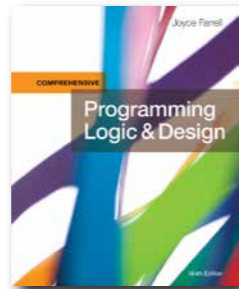
PROGRAMMING CONCEPTS

PROGRAMMING LOGIC & DESIGN, COMPREHENSIVE, 9E

Joyce Farrell

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Prepare for programming success as you learn the fundamental principles of developing structured program logic with Farrell's **fully revised PROGRAMMING LOGIC AND DESIGN, COMPREHENSIVE, 9E**. Ideal for mastering

foundational programming, this popular book takes a unique, language-independent approach to programming with a distinctive emphasis on modern conventions. Noted for its clear writing style and complete coverage, the book eliminates highly technical jargon while introducing you to universal programming concepts and encouraging a strong programming style and logical thinking. Frequent side notes and Quick Reference boxes provide concise explanations of important programming concepts. Each chapter also contains learning objectives, a concise summary, and a helpful list of key terms. End-of-chapter material ensures your comprehension with multiple-choice review, programming and debugging exercises, and a maintenance exercise that encourages you to improve working logic.

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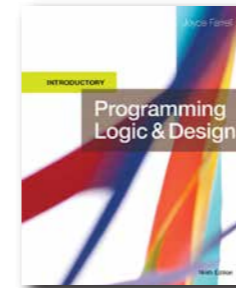
1. An Overview of Computers and Programming. 2. Elements of High-Quality Programs. 3. Understanding Structure. 4. Making Decisions. 5. Looping. 6. Arrays. 7. File Handling and Applications. 8. Advanced Data Handling Concepts. 9. Advanced Modularization Techniques. 10. Object-Oriented Programming. 11. More Object-Oriented Programming Concepts. 12. Event-Driven GUI Programming, Multithreading, and Animation. Appendix A: Understanding Numbering Systems and Computer Codes. Appendix B: Solving Difficult Structuring Problems.

PROGRAMMING LOGIC AND DESIGN, INTRODUCTORY, 9E

Joyce Farrell

© 2018, 384pp, Paperback, 9781337109635

CENGAGE | MINDTAP **ebook**



Prepare for programming success by learning the fundamental principles of developing structured program logic with Farrell's **PROGRAMMING LOGIC AND DESIGN: INTRODUCTORY, 9E**. Widely used in foundational programming courses, this popular book takes a unique, language-independent approach to programming with a distinctive emphasis on modern conventions. Noted for its clear, concise writing style, the book eliminates highly technical jargon while introducing universal programming concepts and encouraging a strong programming style and logical thinking. Frequent side notes and Quick Reference boxes provide concise explanations of important programming concepts. Each chapter also begins with a list of objectives and provides a concise summary and a list of key terms. End-of-chapter practice offers multiple-choice review questions, programming and gaming exercises, debugging exercises, and a

maintenance exercise that challenges you to improve the working logic presented.

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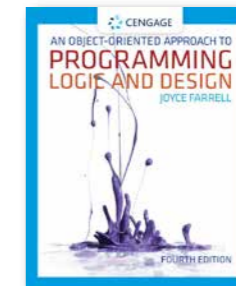
1. An Overview of Computers and Programming. 2. Elements of High-Quality Programs. 3. Understanding Structure. 4. Making Decisions. 5. Looping. 6. Arrays. 7. File Handling and Applications. Appendix A: Understanding Numbering Systems and Computer Codes. Appendix B: Solving Difficult Structuring Problems.

AN OBJECT-ORIENTED APPROACH TO PROGRAMMING LOGIC AND DESIGN, 4E

Joyce Farrell

© 2013, 560pp, Paperback, 9781133188223

ebook



Discover this effective guide to developing object-oriented program logic with **AN OBJECT-ORIENTED APPROACH TO PROGRAMMING LOGIC AND DESIGN, 4E**. This text takes a unique, language-independent approach to ensure you develop a strong

foundation in traditional programming principles and object-oriented concepts before learning the details of a specific programming language. The author presents object-oriented programming terminology without highly technical language, making the book easily understandable even if you have no previous programming experience. Common business examples clearly illustrate key points. The book begins with a strong object-oriented focus that is clearly presented throughout updated carefully crafted chapters. A wealth of updated programming exercises in every chapter provide diverse practice opportunities, while new Video Lessons by the author clarify and expand on key topics. Use this

book alone or with a language-specific companion text that emphasizes C++, Java or Visual Basic for the solid introduction to object-oriented programming logic you need for success.

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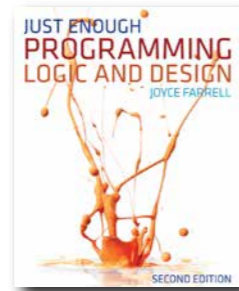
1. An Overview of Computer Programming.
 2. Working with Classes, the Main Method, and Data.
 3. Making Decisions.
 4. Looping.
 5. Arrays.
 6. Using Methods.
 7. Object-Oriented Programming Concepts.
 8. Advanced Array Concepts, Indexed Files, and Linked Lists.
 9. Event-Driven Programming with Graphical User Interfaces.
 10. Exception Handling.
 11. System Modeling with UML.
 12. Manipulating Larger Quantities of Data.
- Appendix A: Conventions in this Book. Appendix B: Flowchart Symbols. Appendix C: Understanding Numbering Systems and Computer Codes. Appendix D: Structure.

JUST ENOUGH PROGRAMMING LOGIC AND DESIGN, 2E

Joyce Farrell

© 2013, 312pp, Paperback, 9781111825959

ebook



Find exactly what you need to master the fundamentals of programming logic with the concise JUST ENOUGH PROGRAMMING LOGIC AND DESIGN, 2E. This unique, language-independent approach provides seven chapters focused on key programming

and logic content in a direct, efficient format that helps you progress through the subject matter quickly. You study introductory concepts, structure, decision-making, looping, array manipulation, and calling methods as well as object-oriented programming. Everyday examples and clear explanations in this edition's streamlined presentation make this a perfect choice even if you have no prior programming experience. Twenty-five brief new videos from the author expand on and clarify topics, while new Debugging Exercises and a wealth of review and programming exercises in each chapter help you hone your skills. You can use this concise approach alone or as a companion book for success in any programming language course.

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1. An Overview of Computers and Logic.
 2. Understanding Structure.
 3. Making Decisions.
 4. Looping.
 5. Arrays.
 6. Using Methods.
 7. Object-Oriented Programming.
- Appendices: A. Understanding Numbering Systems and Computer Codes. B. Two Special Structures—Case and Do-while.

A GUIDE TO WORKING WITH VISUAL LOGIC

Thad Crews; Chip Murphy

© 2009, 140pp, Paperback, 9780324601190

ebook



A GUIDE TO WORKING WITH VISUAL LOGIC helps you maximize today's Visual Logic software. The book clearly introduces Visual Logic -- a simple, but powerful, tool for mastering programming logic and design without traditional high-level programming

language syntax. Visual Logic uses flowcharts to explain essential programming concepts, including variables, input, assignment, output, conditions, loops, procedures, graphics, arrays, and files.

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1. Input, Process, Output.
2. Making Decisions.
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5. Arrays.
6. Graphics and Procedures.

MICROSOFT VISUAL BASIC

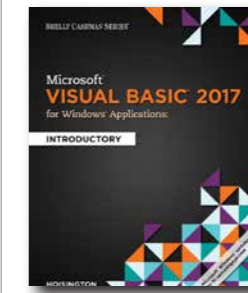
MICROSOFT VISUAL BASIC 2017 FOR WINDOWS APPLICATIONS

Introductory

Corinne Hoisington, Central Virginia Community College

© 2018, 520pp, Paperback, 9781337279208

CENGAGE | MINDTAP ebook



Prepare for the number one job in today's tech sector -- app development -- as you learn the essentials of Microsoft® Visual Basic. The step-by-step, visual approach and professional programming opportunities in MICROSOFT® VISUAL BASIC® 2017 FOR

WINDOWS® APPLICATIONS: INTRODUCTORY lay the initial groundwork for a successful degree in IT programming. You gain a fundamental understanding of Windows® programming for 2017. This edition's innovative approach blends visual demonstrations of professional-quality programs with in-depth discussions of today's most effective programming concepts and techniques. You practice what you've learned with numerous real programming assignments in each chapter that equip you to program independently at your best.

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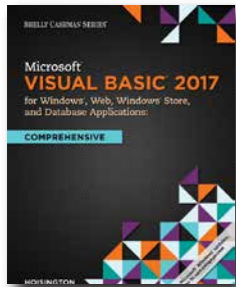
1. Introduction to Visual Basic 2017 Programming.
2. Program and Graphical User Interface Design.
3. Program Design and Coding.
4. Variables and Arithmetic Operations.
5. Decision Structures.
6. Loop Structures. Appendices.

MICROSOFT VISUAL BASIC 2017 FOR WINDOWS, WEB, AND DATABASE APPLICATIONS: COMPREHENSIVE

Corinne Hoisington, Central Virginia Community College

© 2018, 752pp, Paperback, 9781337102117

CENGAGE | MINDTAP **ebook**



Prepare for the number one job in today's tech sector -- app development -- as you learn the essentials of Microsoft® Visual Basic. The step-by-step, visual approach and professional programming opportunities in MICROSOFT® VISUAL BASIC® 2017 FOR

WINDOWS® APPLICATIONS: INTRODUCTORY lay the initial groundwork for a successful degree in IT programming. You gain a fundamental understanding of Windows® programming for 2017. This edition's innovative approach blends visual demonstrations of professional-quality programs with in-depth discussions of today's most effective programming concepts and techniques. You practice what you've learned with numerous real programming assignments in each chapter that equip you to program independently at your best.

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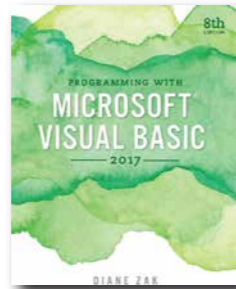
1. Introduction to Visual Basic 2017 Programming. 2. Program and Graphical User Interface Design. 3. Program Design and Coding. 4. Variables and Arithmetic Operations. 5. Decision Structures. 6. Loop Structures. 7. Using Procedures and Exception Handling. 8. Using Arrays and File Handling. 9. Creating Web Applications. 10. Incorporating Databases with ADO.NET. 11. Multiple Classes and Inheritance. Enrichment Chapter (Chapter 12): Windows Store Apps. Appendices

PROGRAMMING WITH MICROSOFT VISUAL BASIC 2017, 8E

Diane Zak

© 2018, 912pp, Paperback, 9781337102124

CENGAGE | MINDTAP **ebook**



Learn to master the fundamentals of effective programming as you work through Visual Basic 2017's latest features with the wealth of hands-on applications in this book's engaging real-world setting. PROGRAMMING WITH MICROSOFT® VISUAL

BASIC® 2017, 8E by best-selling technology author Diane Zak offers you an ideal introduction to programming with a dynamic visual presentation, step-by-step tutorials, and strategically placed activity boxes. New hands-on applications, timely examples, and practical exercises address a variety of learning preferences. Even if you have no prior programming experience, you will learn how to effectively plan and create interactive Visual Basic 2017 applications. To ensure your success, this edition is available with MindTap, the digital learning solution that powers students from memorization to mastery. It gives you complete control of your course—to provide engaging content, to challenge every individual, and to build their programming confidence. Empower students to accelerate their progress with MindTap with an interactive eBook, auto-graded quizzing, study tools, and helpful videos created and narrated by the author.

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Preface. Read This Before You Begin. 1. An Introduction to Visual Studio 2017 and Visual Basic. 2. Planning Applications and Designing Interfaces. 3. Coding with Variables, Named Constants, and Calculations. 4. The Selection Structure. 5. The Repetition Structure. 6. Sub and Function Procedures. 7. String Manipulation. 8. Arrays. 9. Sequential Access Files and Menus. 10. Classes and Objects. 11. SQL Server Databases.

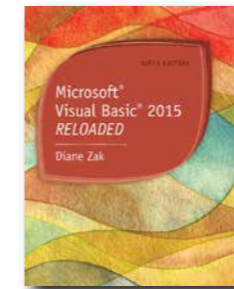
12. Database Queries with SQL 13. Web Site Applications. Appendix A: GUI Design Guidelines. Appendix B: Additional Topics. Appendix C: Finding and Fixing Program Errors. Appendix D: Visual Basic 2017 Cheat Sheet. Appendix E: Case Projects. Index.

MICROSOFT® VISUAL BASIC 2015, 6E RELOADED

Diane Zak

© 2016, 832pp, Paperback, 9781285860190

ebook



Only MICROSOFT® VISUAL BASIC® 2015: RELOADED pairs fundamental programming concepts with both business applications and fun, engaging game applications. This fully revised 6th Edition provides a solid foundation in

programming principles while clearly demonstrating how to most effectively use those principles. The book begins by covering the basics, from creating user interfaces to understanding variables, constants, and calculations. Building on this knowledge, coverage progresses to more advanced topics, such as manipulating and querying a Microsoft® Access database, creating Web applications, and creating classes and objects. This new edition combines powerful, proven learning features from previous editions with the latest content. Clear explanations detail the new features of Visual Basic® 2015 while new examples and applications illustrate how those features can work for you.

CONTENTS

Overview: An Introduction to Programming. 1. An Introduction to Visual Basic 2015. 2. Creating a User Interface. 3. Memory Locations and Calculations.

4. Making Decisions in a Program. 5. More on the Selection Structure. 6. Repeating Program Instructions. 7. More on the Repetition Structure. 8. Sub and Function Procedures. 9. Arrays. 10. String Manipulation and Menus. 11. Structures and Sequential Files. 12. Access Databases and LINQ. 13. Creating Simple Web Applications. 14. Creating Classes and Objects. Appendix A: Answers to Mini-Quizzes. Appendix B: How to Boxes. Appendix C: Most Commonly Used Properties of Objects. Appendix D: Visual Basic Conversion Functions. Appendix E: Finding and Fixing Program Errors.

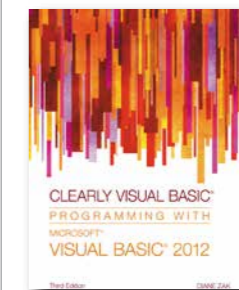
CLEARLY VISUAL BASIC®, 3E

Programming with Microsoft® Visual Basic® 2012

Diane Zak

© 2014, 592pp, Paperback, 9781285084107

ebook



Learning to program with Microsoft® Visual Basic has never been easier! CLEARLY VISUAL BASIC: PROGRAMMING WITH MICROSOFT® VISUAL BASIC 2012, 3E by best-selling programming author Diane Zak uses a simple, proven, step-by-step

approach that's ideal for learning your first programming language. No prior programming experience is required. Clear, brief chapters introduce the latest Visual Basic 2012 -- today's most popular Microsoft® programming language -- in small, manageable segments without cumbersome technical jargon. This easy-to-follow book focuses on the fundamentals to ensure you master essential programming and problem-solving skills that can easily transfer to other languages. This innovative text uses visualization and application to introduce the basics. Engaging figures emphasize important programming concepts, while memorable new examples place concepts into meaningful context. Expanded, new

exercises let you apply what you're learning, while mini-quizzes help you check your understanding. The "Read This Before You Begin" section provides the technical information you need in one place and additional "Want More Info?" PDF files let you view extra examples and further explanations as you need them. Trust CLEARLY VISUAL BASIC: PROGRAMMING WITH MICROSOFT® VISUAL BASIC 2012, 3E for the straight-forward approach to Visual Basic that you need for programming success.

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1. I am Not a Control Freak! (Control Structures).
2. First You Need to Plan the Party (Problem-Solving Process).
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5. The Secret Code (Assignment Statements).
6. Where Can I Store This? (Variables and Constants).
7. What's Wrong With It? (Syntax and Logic Errors).
8. Decisions, Decisions, Decisions (Selection Structure).
9. Time to Leave the Nest (Nested Selection Structures).
10. So Many Paths...So Little Time (Multiple-Path Selection Structures).
11. Testing, Testing...1, 2, 3 (Selecting Test Data).
12. How Long Can This Go On? (Pretest Loops).
13. Do It, Then Ask Permission (Posttest Loops).
14. Let Me Count the Ways (Counter Loops).
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17. Talk to Me (Function Procedures).
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19. Parallel and Dynamic Universes (More on One-Dimensional Arrays).
20. Table Tennis, Anyone? (Two-Dimensional Arrays).
21. Building Your Own Structure (Structures).
22. I'm Saving For the Future (Sequential Access Files).
23. The String Section (String Manipulation).
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27. Getting Web-Ified (Web Applications).
- Appendix A. Data Types.
- Appendix B. Answers to Mini-Quizzes and TRY THIS Exercises.
- Index.

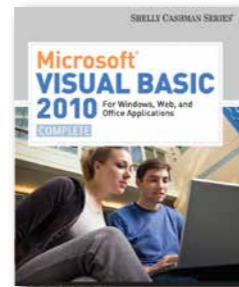
MICROSOFT® VISUAL BASIC 2010 FOR WINDOWS, WEB, AND OFFICE APPLICATIONS

Complete

Gary B. Shelly; Corinne Hoisington, Central Virginia Community College

© 2011, 864pp, Paperback, 9780538468480

ebook



MICROSOFT VISUAL BASIC 2010: COMPLETE teaches you the essentials of computer programming using the latest Visual Basic programming language, Visual Basic 2010. Nine chapters and four appendices cover topics such as designing a Visual

Basic user interface, creating a windows application, variables and arithmetic operations, mobile applications using decision structures, loop structures, Visual Studio tools for Office applications, and function procedures and exception handling. Written in a straight-forward style with the innovative Guided Program Development section in each chapter, this text makes it easy for any novice programmer to understand the core capabilities and fundamental skills and techniques for Visual Basic 2010.

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1. Introduction to Visual Basic 2010 Programming.
2. Program and Graphical User Interface Design.
3. Program Design and Coding.
4. Variables and Arithmetic Operations.
5. Decision Structures.
6. Loop Structures.
7. Creating Web Applications.
8. Using Procedures and Exception Handling.
- Enrichment Chapter: Visual Studio Tools for Office.
- Appendices. A. Unicode. B. The My Namespace. C. Naming Conventions. D. Using LINQ with Visual Basic 2010. E. Using Silverlight with Visual Basic 2010.

OPEN SOURCE

FUNDAMENTALS OF PYTHON, 2E

Data Structures

Kenneth Lambert, Washington and Lee University

© 2019, 448pp, Paperback, 9780357122754

CENGAGE | MINDTAP ebook



Whether you are a computer programming student, hobbyist or professional, Lambert's FUNDAMENTALS OF PYTHON™: DATA STRUCTURES, 2E offers the perfect introduction to object-oriented design and data structures using the

popular Python™ programming language. The level of instruction is ideal if you've had at least one semester of programming experience in an object-oriented language, such as Java™, C++ or Python™. Step-by-step explanations and focused exercises clearly explain the design of collection classes with polymorphism and inheritance and multiple implementations of collection interfaces. This edition also addresses the analysis of the space/time tradeoffs of different collection implementations and, specifically, array-based implementations and link-based implementations. You learn to work with collections, including sets, lists, stacks, queues, trees, dictionaries and graphs. Prepare for success with FUNDAMENTALS OF PYTHON™: DATA STRUCTURES, 2E.

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1. Basic Python Programming.
2. An Overview of Collections.
3. Searching, Sorting, and Complexity Analysis.
4. Arrays and Linked Structures.
5. Interfaces, Implementations, and Polymorphism.
6. Inheritance and Abstract Classes.
7. Stacks.
8. Queues.
9. Lists.
10. Trees.
11. Sets and Dictionaries.
12. Graphs.

PYTHON PROGRAMMING FOR THE ABSOLUTE BEGINNER, THIRD EDITION, 3E

Michael Dawson, UCLA

© 2011, 464pp, Paperback, 9781435455009

ebook



If you are new to programming with Python and are looking for a solid introduction, this is the book for you. Developed by computer science instructors, books in the "for the absolute beginner" series teach the principles of programming through

simple game creation. You will acquire the skills that you need for practical Python programming applications and will learn how these skills can be put to use in real-world scenarios. Throughout the chapters, you will find code samples that illustrate concepts presented. At the end of each chapter, you will find a complete game that demonstrates the key ideas in the chapter, a summary of the chapter, and a set of challenges that tests your newfound knowledge. By the time you finish this book, you'll be well versed in Python and be able to apply the basic programming principles you've learned to the next programming language you tackle.

CONTENTS

- Introduction.
1. Getting Started: The Game Over Program.
2. Types, Variables, and Simple I/O: The Useless Trivia Program.
3. Branching, while Loops, and Program Planning: The Guess My Number Game.
4. for Loops, Strings, and Tuples: The Word Jumble Game.
5. Lists and Dictionaries: The Hangman Game.
6. Functions: Tic-Tac-Toe.
7. Files and Exceptions: The Trivia Challenge Game.
8. Software Objects: The Critter Caretaker Program.
9. Object-Oriented Programming: The Blackjack Game.
10. GUI Development: The Mad Lib Program.

RUBY PROGRAMMING

Jerry Lee Ford, Jr.

© 2011, 480pp, Paperback, 9781111222376

ebook



Ruby is a free and powerful programming language that can be used to develop programs to meet nearly any programming challenge, including scripting, application programming and Web development. This new text teaches Ruby programming through a lively hands-on approach and a focus on game development. Students begin by learning the fundamentals of computer programming and will move on to mastering the concepts and principles involved in Ruby programming. Topics covered include formulating regular expressions, basic debugging techniques, and performing file and folder administration. For those students interested in learning how to do Web development with Ruby using Ruby on Rails, this book also provides the necessary prerequisite foundation and introduction.

CONTENTS

1. Ruby Basics. 2. Interacting with Ruby. 3. Working with Objects, Strings, and Numbers. 4. Implementing Conditional Logic. 5. Working with Loops. 6. Working with Collections of Data. 7. Working with Regular Expressions. 8. Object-Oriented Programming. 9. Systems, File, and Network Administration. 10. Debugging. 11. Ruby on Rails Web Development. Glossary. Index.

PROGRAMMING LANGUAGES

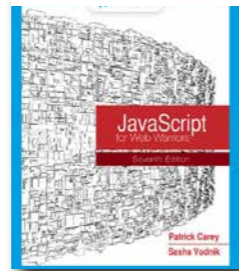
NEW EDITION

JAVASCRIPT FOR WEB WARRIORS, 7E

Cengage Learning; Sasha Vodnik

© 2022, Paperback, 9780357638002

CENGAGE | MINDTAP ebook

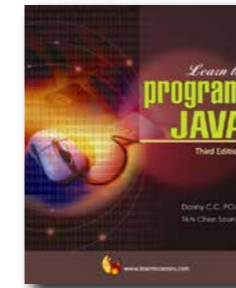


LEARN TO PROGRAM JAVA, 3E

Danny C.C. Poo, National University of Singapore; Tan Chee Seong, Singapore Polytechnic

© 2006, 0pp, Paperback, 9789812658807

Cengage
ASIATITLE



This book is designed for readers with no knowledge of programming. It teaches Java programming through a “fundamentals-first” approach. Fundamental concepts of Java are taught before more difficult concepts are introduced in the later chapters.

Programming concepts are introduced in the later chapters. Programming fundamentals such as variables, data structures, operators, computer program compilation and execution are covered in the initial chapters. The rest of the book builds on the fundamentals to prepare readers for more complex concepts such as: * program structures * data types and declaration * expressions, statements and operators * control flow and arrays * inputs and outputs * methods * object-oriented programming * encapsulation and polymorphism * multiple class inheritance * interface In addition, this book covers the Java Application Programming Interface (API) - a rich Java class library. This book comes with a rich set of exercises beneficial to both students and instructors in the learning process, and is most suitable for anyone keen on Java as a first language in programming.

CONTENTS

1. Computer Programming 2. Basic Building Blocks 3. Expressions, Statements, and Operators 4. Sequence, Selection Iteration, and Array 5. Procedures and Functions 6. Classes and Objects 7. The Java Application Programming Interface 8. Inputs and Outputs 9. Encapsulation and Polymorphism 10. Multiple Inheritance and Interface Appendix A: Programming Objectives Appendix B: Solutions to Exercises Index

AE JAVA PROGRAMMING, 9E

Joyce Farrell

© 2019, 896pp, Paperback, 9789814846264

CENGAGE | MINDTAP

Cengage
ASIATITLE



Introduce your beginning programmers to the power of Java™ for developing applications with the engaging, hands-on approach in Farrell’s JAVA PROGRAMMING, 9E. With this dynamic text, even first-time programmers can quickly develop useful

programs while mastering the basic principles of structured and object-oriented programming. This edition presents reader-friendly explanations and meaningful programming exercises that highlight today’s business applications, game creation, debugging exercises, and case problems. You’ll find additional resources to equip new Java programmers with digital tools within MindTap, including interactive teaching and learning tools and coding IDE (Integrated Development Environment) labs.

CONTENTS

1. Creating Your First Java Classes. 2. Using Data. 3. Using Methods, Classes and Objects. 4. More Object Concepts. 5. Making Decisions. 6. Looping. 7. Characters, Strings and the StringBuilder. 8. Arrays. 9. Advanced Array Concepts. 10. Introduction to Inheritance. 11. Advanced Inheritance Concepts. 12. Exception Handling. 13. File Input and Output. 14. Introduction to Swing Components. 15. Using JavaFX and Scene Builder. Appendix A: Working with the Java Platform. Appendix B: Learning about ASCII and Unicode. Appendix C: Formatting Output. Appendix D: Generating Random Numbers. Appendix E: Javadoc. Glossary. Index.

JAVA PROGRAMMING, 9E

Joyce Farrell

© 2019, 1024pp, Paperback, 9781337397070

CENGAGE | MINDTAP **ebook**



Discover the power of Java™ for developing applications today when you trust the engaging, hands-on approach in Farrell's **JAVA PROGRAMMING, 9E**. Even if you're a first-time programmer, **JAVA PROGRAMMING** can show

you how to quickly start developing useful programs, all while still mastering the basic principles of structured and object-oriented programming. Unique, reader-friendly explanations and meaningful programming exercises emphasize business applications and game creation while useful debugging exercises and contemporary case problems further expand your understanding. Additional digital learning resources within MindTap provide interactive learning tools as well as coding IDE (Integrated Development Environment) labs for practicing and expanding your skills.

CONTENTS

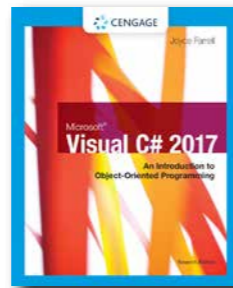
1. Creating Your First Java Classes. 2. Using Data. 3. Using Methods, Classes and Objects. 4. More Object Concepts. 5. Making Decisions. 6. Looping. 7. Characters, Strings and the StringBuilder. 8. Arrays. 9. Advanced Array Concepts. 10. Introduction to Inheritance. 11. Advanced Inheritance Concepts. 12. Exception Handling. 13. File Input and Output. 14. Introduction to Swing Components. 15. Using JavaFX and Scene Builder. Appendix A: Working with the Java Platform. Appendix B: Learning about ASCII and Unicode. Appendix C: Formatting Output. Appendix D: Generating Random Numbers. Appendix E: Javadoc. Glossary. Index.

MICROSOFT VISUAL C#: AN INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING, 7E

Joyce Farrell

© 2018, 784pp, Paperback, 9781337102100

CENGAGE | MINDTAP **ebook**



Develop the strong programming skills you need for professional success with Farrell's **MICROSOFT® VISUAL C# 2017: AN INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING, 7E**. Approachable examples and a clear, straightforward style

help you build a solid understanding of both structured and object-oriented programming concepts. You master critical principles and techniques that easily transfer to other programming languages. This new edition incorporates the most recent versions of both C# and Visual Studio 2017 to ensure you have the contemporary skills required in business today. Short "You Do It" hands-on features; video lessons for each chapter; and a variety of new debugging exercises, programming exercises, and running case studies help prepare you for success in today's programming environment. New MindTap online resource offers coding labs and additional assessment, in addition to a full eReader. Discover the tools and expertise you need for programming success.

CONTENTS

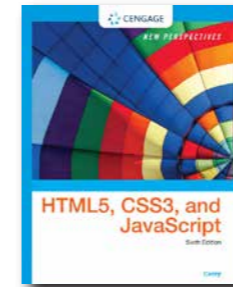
1. A First Program Using C#. 2. Using Data. 3. Using GUI Objects and the Visual Studio IDE. 4. Making Decisions. 5. Looping. 6. Using Arrays. 7. Introduction to Methods. 8. Advanced Method Concepts. 9. Using Classes and Objects. 10. Introduction to Inheritance. 11. Exception Handling. 12. Using Controls. 13. Handling Events. 14. Files and Streams. Appendix A: Operator Precedence and Associativity. Appendix B: Understanding Numbering Systems and Computer Codes. Appendix C: Using the IDE Editor.

NEW PERSPECTIVES ON HTML5, CSS3, AND JAVASCRIPT, 6E

Patrick M. Carey, University of Wisconsin

© 2018, 1336pp, Paperback, 9781305503922

CENGAGE | MINDTAP **ebook**



Discover the thorough instruction you need to build dynamic, interactive Web sites from scratch with **NEW PERSPECTIVES ON HTML5, CSS3, AND JAVASCRIPT, 6E**. This user-friendly book provides comprehensive coverage of HTML, CSS, and JavaScript

with an inviting approach that starts with the basics and does not require any prior knowledge on the subject. Detailed explanations of key concepts and skills make even the most challenging topics clear and accessible. Case scenarios and case problems place the most complex concepts within an understandable and practical context. You develop important problem solving skills as you work through realistic exercises. Proven applications and an interesting approach help you retain the material and apply what you've learned in a professional environment.

CONTENTS

Tutorial 1. Getting Started with HTML5 Tutorial 2. Getting Started with CSS Tutorial 3. Designing a Page Layout Tutorial 4. Graphic Design with CSS Tutorial 5. Designing for the Mobile Web Tutorial 6. Working with Tables and Columns Tutorial 7. Designing a Web Form Tutorial 8. Enhancing a Website with Multimedia Tutorial 9. Getting Started with JavaScript Tutorial 10. Exploring Arrays, Loops, and Conditional Statements Tutorial 11. Working with Events and Styles Tutorial 12. Working with Document Nodes and Style Sheets Tutorial 13. Programming for Web Forms Tutorial 14. Exploring Object-Based Programming Appendix A. Color Names with Color Values, and HTML Character Entities Appendix B. HTML Elements and Attributes Appendix C Cascading Styles and Selectors

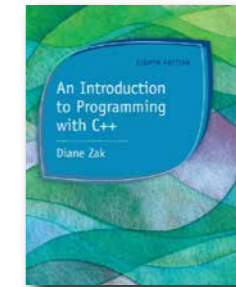
Appendix D Making the Web More Accessible
Appendix E: Designing for the Web Appendix F:
Page Validation with XHTML

AN INTRODUCTION TO PROGRAMMING WITH C++, 8E

Diane Zak

© 2016, 768pp, Paperback, 9781285860114

ebook



Discover the importance of learning C++ with Diane Zak's popular **AN INTRODUCTION TO PROGRAMMING WITH C++, 8E**. This book's distinctive emphasis clarifies how mastering C++ programming skills will benefit you now and

throughout your career. This unique text incorporates a student-focused approach that continually highlights the importance and relevance of the programming concepts you are learning. Memorable new examples portray concepts in action, while abundant new hands-on exercises, including mini-quizzes, Labs, and "Try This" features, guide you in absorbing, practicing, and applying concepts as you progress. Trust **AN INTRODUCTION TO PROGRAMMING WITH C++, 8E** to keep you enthusiastic about learning as you master the skills of C++.

CONTENTS

1. An Introduction to Programming. 2. Beginning the Problem-Solving Process. 3. Variables and Constants. 4. Completing the Problem-Solving Process. 5. The Selection Structure. 6. More on the Selection Structure. 7. The Repetition Structure. 8. More on the Repetition Structure. 9. Value-Returning Functions. 10. Void Functions. 11. One-Dimensional Arrays. 12. Two-Dimensional Arrays. 13. Strings. 14. Sequential Access Files. 15: Classes and

Objects. Appendix A: C++ Keywords. Appendix B: ASCII Codes. Appendix C: Common Syntax Errors. Appendix D: “How To” Boxes.

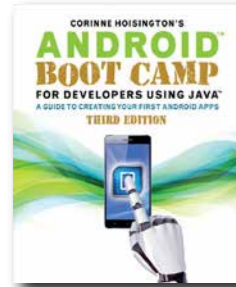
ANDROID BOOT CAMP FOR DEVELOPERS USING JAVA®, 3E

A Guide to Creating Your First Android Apps

Corinne Hoisington, Central Virginia Community College

© 2016, Paperback, 9781305857995

ebook



Gain a strong foundation in Java® programming with the confidence and technical skills to build working mobile applications when you use ANDROID BOOT CAMP FOR DEVELOPERS USING JAVA®: A GUIDE TO CREATING YOUR FIRST ANDROID APPS,

3E. Written by an award-winning technology author, this book provides a thorough introduction to Java® with an emphasis on creating effective mobile applications. This book is ideal whether you have some programming experience or are brand new to Java® and the Android Studio. The book’s hands-on tutorial approach offers step-by-step instruction and numerous screen shots to guide you through tasks. Practical callouts, industry tips, and a variety of cases and assignments reinforce your understanding of programming logic and Java® tools for Android. Instruction is relevant for today and focused on programming principles for the future. Become a competitive programmer equipped to meet the growing demand for mobile apps with this engaging text.

CONTENTS

1. Voila! Meeting the Android using Android Studio.
2. Simplify! The Android Studio User Interface.
3. Engage! Android User Input, Variables, and Operations.
4. Explore! Icons and Decision Making

Controls. 5. Investigate! Android Lists, Arrays, and Web Browsers. 6. Jam! Implementing Audio in Android Apps. 7. Reveal! Displaying Pictures in a GridView. 8. Design! Using a DatePicker on a Tablet. 9. Customize! Navigating with Tabs on a Tablet App. 10. Move! Creating Animation and Graphics. 11. Discover! Persistent Data. 12. Finale! Publishing your Android App.

C# PROGRAMMING, 5E

From Problem Analysis to Program Design

Barbara Doyle, Jacksonville University

© 2016, 1088pp, Paperback, 9781285856872

ebook



Discover an expert blend of the programming principles and concepts and hands-on coding skills you need to create a strong professional foundation as a beginning C# programmer. The latest edition of C# PROGRAMMING: FROM PROBLEM ANALYSIS TO PROGRAM DESIGN from

respected author Dr. Barbara Doyle provides a straightforward approach and understandable vocabulary that make it easy for you to grasp new programming concepts without distraction. This edition introduces a variety of fundamental programming concepts, from data types and expressions to arrays and collections, all using the latest version of today’s popular C# language. New programming exercises and engaging, numbered examples throughout this edition reflect the latest updates in Visual Studio® 2015 and C# 6.0, while learning objectives, case studies, and Coding Standards summaries in each chapter give you the knowledge and tools you need to master each key concept.

CONTENTS

1. Introduction to Computing and Programming.
2. Data Types and Expressions.
3. Methods and Behaviors.
4. Creating Your Own Classes.
5. Making Decisions.
6. Repeating Instructions.
7. Arrays.
8. Advanced Collections.
9. Introduction to Windows Programming.
10. Programming Based on Events.
11. Advanced Object-Oriented Programming Features.
12. Debugging and Handling Exceptions.
13. Working with Files.
14. Working with Databases.
15. Web-Based Applications.
- Appendix A: Visual Studio Configuration.
- Appendix B: Code Editor Tools.
- Appendix C: Character Sets.
- Appendix D: Operator Precedence.
- Appendix E: C# Keywords.
- Glossary.

ALICE 3 IN ACTION

Computing Through Animation

Joel Adams

© 2015, 280pp, Paperback, 9781133589228

ebook



Discover the excitement and action of computer programming from the very first day with this dynamic addition to your computer programming course - ALICE 3 IN ACTION: COMPUTING THROUGH ANIMATION, 2E. This brief six-chapter supplementary

book uses Alice - a popular 3D virtual reality computer programming system that reduces programming syntax and eliminates many of the common barriers to programming success. Alice and ALICE 3 IN ACTION: COMPUTING THROUGH ANIMATION, 2E make programming both simple and fun. Even if you are a beginning student with no programming experience, you will quickly see the possibilities and fulfilling results of computer programming today.

CONTENTS

1. Getting Started with Alice.
 2. Methods.
 3. Variables and Expressions.
 4. Flow Control.
 5. Arrays.
 6. Events
 - Appendix A: Alice Standard Methods and Functions.
 - Appendix B: Recursion.
 - Appendix C: NetBeans.
-

ALICE 3 IN ACTION WITH JAVA™

Joel Adams

© 2015, 640pp, Paperback, 9781133589181

ebook



This 14-chapter text uses a combination of Alice 3 and pure Java to introduce beginning students to object-oriented (OO) programming concepts. Originally developed to eliminate barriers that have traditionally prevented many students from

successfully learning to program, Alice 3, the latest release, makes it easy to build 3D animations using models from the popular Sims™ games, while eliminating syntax errors. The text employs a “spiral” pedagogical approach: the first six chapters use Alice’s innovative drag-and-drop environment to introduce OO concepts through the medium of computer animation, while the final eight chapters use pure Java to revisit and expand on those same concepts. The text introduces core programming topics—including objects, classes, methods, variables, parameters, control structures, inheritance, and data structures—using the visually stimulating context of 3D animation to ensure that students are both motivated and prepared to continue their studies in Computer Science.

CONTENTS

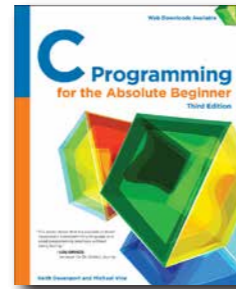
1. Getting Started with Alice.
2. Methods.
3. Variables and Expressions.
4. Flow Control.
5. Arrays.
6. Events.
7. From Alice to Java
8. Types and Expressions
9. Methods
10. Flow Control in Java
11. Files and Exceptions
12. Arrays and Lists in Java
13. Object-Oriented Programming
14. Events and GUIs
- Appendix A. Alice Standard Methods and Functions.
- Appendix B. Recursion.
- Appendix C. NetBeans
- Appendix D. Java Keywords
- Appendix E. Unicode Basic Latin Character Set.

C PROGRAMMING FOR THE ABSOLUTE BEGINNER, 3E

Keith Davenport; Michael Vine

© 2015, 352pp, Paperback, 9781305273764

ebook



Many students of C will rightly admit that it’s not an easy language to learn, but the professional insight, clear explanations, examples, and pictures in the Cengage Learning for the Absolute Beginner series make learning C easy and fun. Programming

is not a skill you can acquire by reading; you have to write programs to learn. That’s why each chapter in this book contains programming challenges, a chapter review, and a complete program that uses chapter-based concepts to construct an easily built application. With the guidance in this book, you’ll learn how to create algorithms and pseudocode to think through and design programs; translate your designs and plans into working C programs; write, compile, test, and debug your code; use data types, arrays, pointers, strings, file operations and more to create robust programs.

CONTENTS

1. Getting Started with C Programming.
2. Primary Data Types.
3. Conditions.
4. Looping Structures.
5. Structured Programming.
6. Arrays.
7. Pointers.
8. Strings.
9. Introduction to Data Structures.
10. Dynamic Memory Allocation.
11. File Input and Output.
12. The C Preprocessor.
13. Common UNIX Commands.
14. Vim Quick Guide.
15. Nano Quick Guide.
16. TCC Quick Guide.
17. ASCII Character Codes.
18. Common C Library Functions.

JAVASCRIPT, 6E

The Web Warrior Series

Sasha Vodnik; Don Gosselin

© 2015, 896pp, Paperback, 9781305078444

ebook



Now in its sixth edition, JAVASCRIPT guides beginning programmers through web application development using the JavaScript programming language. As with previous editions of the book, the authors introduce key web authoring techniques with a

strong focus on industry application. New coverage includes developing for touchscreen and mobile devices, and using the jQuery library. A real-world project, similar to what students would encounter in a professional setting, is developed chapter by chapter. Because professional web development jobs often require programmers to add features to existing sites, each chapter project uses a professionally designed web site. After completing a course using this textbook, students will be able to use JavaScript to build professional quality, dynamic web sites.

CONTENTS

1. Introduction to JavaScript.
2. Working with Functions, Data Types, and Operators.
3. Building Arrays and Controlling Flow.
4. Debugging and Error Handling.
5. Working with the Document Object Model (DOM) and DHTML.
6. Enhancing and Validating Forms.
7. Using Object-Oriented JavaScript.
8. Manipulating Data in Strings and Arrays.
9. Managing State Information and Security.
10. Programming for Touchscreens and Mobile Devices.
11. Updating Web Pages with Ajax.
12. Introduction to jQuery.
- Appendix A: Installing and Configuring a Testing Server.
- Appendix B: Working with HTML and CSS.
- Appendix C: JavaScript Reference.
- Appendix D: Solutions to Short Quizzes.

JAVA™ PROGRAMMING, 5E

From Problem Analysis to Program Design

D.S. Malik, Creighton University

© 2012, 1088pp, Paperback, 9781111530532

ebook



Designed for a first Computer Science (CS1) Java course, JAVA PROGRAMMING: FROM PROBLEM ANALYSIS TO PROGRAM DESIGN 5e will motivate you while building a cornerstone for the Computer Science curriculum. With a focus on

your learning, this text approaches programming using the latest version of Java, and includes updated programming exercises and programs. The engaging and clear-cut writing style will help you learn key concepts through concise explanations and practice in this complex and powerful language.

CONTENTS

1. An Overview of Computers and Programming Languages.
2. Basic Elements of Java.
3. Introduction to Objects and Input/Output.
4. Control Structures I: Selection.
5. Control Structures II: Repetition.
6. Graphical User Interface (GUI) and Object-Oriented Design (OOD).
7. User-Defined Methods.
8. User-Defined Classes.
9. Arrays.
10. Inheritance and Polymorphism.
11. Handling Exceptions and Events.
12. Advanced GUIs and Graphics.
13. Recursion.
14. Applications of Arrays (Searching and Sorting) and Strings.
- APPENDICES. A: Java Reserved Words. B: Operator Precedence. C: Character Sets. D: Additional Java Topics. E: Enumeration Types. F: Answers to Odd Numbered Exercises.

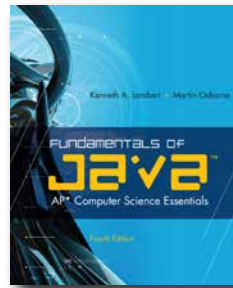
FUNDAMENTALS OF JAVA™, 4E

AP* Computer Science Essentials

Kenneth Lambert, Washington and Lee University; Martin Osborne, Western Washington University

© 2011, 700pp, Hardback, 9780538744928

ebook



Fundamentals of Java™: AP* Computer Science Essentials, Fourth Edition covers all of the AP requirements for Computer Science Exam A. By taking a multilevel approach to teaching Java, this text is suitable for a wide range of students, from beginners to

those ready for advanced data structures. Since it is non-software specific, it can be used with any Java program compiler, including Borland, Sun Microsystems, Symantec and others.

CONTENTS

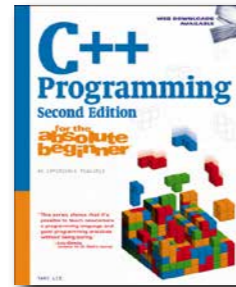
UNIT 1: Getting Started with Java. 1: Background. 2: First Java Programs. 3: Syntax, Errors, and Debugging. 4: Introduction to Control Statements. 5: Using Classes and Objects in Media Computing. UNIT 2: The Next Step with Java. 6: Introduction to Defining Classes. 7: Control Statements Continued. 8: Improving the User Interface. 9: Introduction to HTML and Applets. UNIT 3: Arrays, Recursion, and Complexity. 10: Introduction to Arrays. 11: Classes Continued. 12: Arrays Continued. 13: Recursion, Complexity, and Searching and Sorting. UNIT 4: Advanced Topics. 14: Introduction to Collections. 15: Multithreading, Networks, and Client/Server Programming. Appendix A: Java Resources. Appendix B: Java Language Elements. Appendix C: Operator Precedence. Appendix D: ASCII Character Set. Appendix E: Number Systems. Appendix F: Java Exception Handling. Appendix G: Java Packages and jar Files. Appendix H: Files. Appendix I: The TurtleGraphics Package. Appendix J: AP Correlations. Glossary. Index.

C++ PROGRAMMING FOR THE ABSOLUTE BEGINNER, 2E

Mark Lee

© 2010, 376pp, Paperback, 9781598638752

ebook



If you are new to programming with C++ and are looking for a solid introduction, this is the book for you. Developed by computer science instructors, books in the “For the Absolute Beginner”™ series teach the principles of programming through simple game creation. You will acquire the

skills that you need for more practical C++ programming applications and will learn how these skills can be put to use in real-world scenarios. Throughout the chapters, you will find code samples that illustrate concepts presented. At the end of each chapter, you will find a complete game that demonstrates the key ideas in the chapter, a summary of the chapter, and a set of challenges that tests your newfound knowledge. By the time you finish this book, you’ll be well versed in C++ and be able to apply the basic programming principles you’ve learned to the next programming language you tackle.

CONTENTS

1: Starting the Journey. 2: Descending Deeper into Variables. 3: Making Choices with Control Statements. 4: Structuring Your Code with Functions. 5: Designing Software: Object-Oriented Programming. 6: Managing Memory. 7: Relating Classes 8: Using Templates. 9: Using Streams and Files. 10: Errors and Exception Handling. 11: Creating the Pirate Adventure. Appendix A: Answers to Chapter Challenges. Appendix B: Using the Octal, Hexadecimal, Binary, and Decimal Systems. Appendix C: Working on Mac and Linux Platforms. Appendix D: Where to Go from Here. Appendix E: Glossary.

OBJECT-ORIENTED PROGRAMMING USING C++, 4E

Joyce Farrell

© 2009, 816pp, Paperback, 9781423902577

ebook



Using object-oriented terminology from the start, Object-Oriented Programming Using C++, Fourth Edition, will provide readers with a solid foundation in C++ programming. Like its predecessors, the fourth edition uses clear,

straightforward examples to teach both the syntax of the C++ language and sound programming principles. It begins with an overview of object-oriented programming and C++, and then builds upon this knowledge to teach increasingly complex concepts, such as inheritance, templates, handling exceptions, and advanced input and output. Aimed at providing readers with the most current programming knowledge, this edition has been updated to reflect the latest software, Visual C++ 2008.

CONTENTS

Chapter 1 An Overview of Object-Oriented Programming and C++ Chapter 2 Evaluating C++ Expressions Chapter 3 Making Decisions Chapter 4 Performing Loops Chapter 5 Understanding Arrays, Strings, and Pointers Chapter 6 Using C++ Functions Chapter 7 Using Classes Chapter 8 Class Features and Design Issues Chapter 9 Understanding Friends and Overloading Operators Chapter 10 Understanding Inheritance Chapter 11 Using Templates Chapter 12 Handling Exceptions Chapter 13 Advanced Input and Output Chapter 14 Advanced Topics Appendices A: Getting Started with Microsoft Visual Studio 2008 B: Getting Started with Other C++ Compilers C: Operator Precedence and Associativity D: Formatting Output E: Generating Random Numbers

WEB DEVELOPMENT

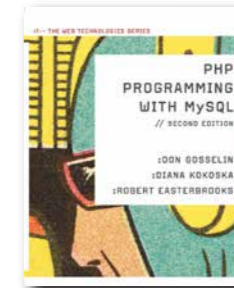
PHP PROGRAMMING WITH MYSQL, 2E

The Web Technologies Series

Don Gosselin; Diana Kokoska, University of Maine; Robert Easterbrooks, Maine State Office of Information Technology

© 2011, 712pp, Paperback, 9780538745840

ebook



This book covers the basics of PHP and MySQL along with introductions to advanced topics including object-oriented programming and how to build Web sites that incorporate authentication and security. After you complete this course, you

will be able to use PHP and MySQL to build professional quality, database-driven Web sites.

CONTENTS

1. Getting Started with PHP. 2. Using Functions and Control Structures. 3. Manipulating Strings. 4. Handling User Input. 5. Working with Files and Directories. 6. Manipulating Arrays. 7. Working with Databases and MySQL. 8. Manipulating MySQL Databases with PHP. 9. Managing State Information. 10. Developing Object-Oriented PHP. Appendix A: Working with XHTML. Appendix B: Building a Web Development Environment. Appendix C: Formatting Strings. Appendix D: Secure Coding with PHP. Appendix E: Advanced Debugging Techniques. Appendix F: Connecting to SQL Server and Oracle Databases. Appendix D: Secure Coding with PHP.

SOFT SKILLS

SOFT SKILLS

NEW PERSPECTIVES PORTFOLIO PROJECTS FOR SOFT SKILLS, 2E

Beverly Amer, Northern Arizona University

© 2017, Paperback, 9781337119306

ebook



NEW PERSPECTIVES PORTFOLIO PROJECTS FOR SOFT SKILLS, 2E helps your students develop the critical soft skills that they need to thrive in academic pursuits, land a dream job, and flourish in the workplace.

CONTENTS

1. Why Soft Skills Matter: Career Preparation. 2. Your Online Brand. 3. Workplace Communication Skills. 4. Team Dynamics. 5. Presentation Skills. Certificate of Completion. Bibliography.

ILLUSTRATED COURSE GUIDES : PROBLEM SOLVING AND DECISION MAKING - SOFT SKILLS FOR A DIGITAL WORKPLACE, 3E

Problem Solving and Decision Making - Soft Skills for a Digital Workplace

Jeff Butterfield, Western Kentucky University

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Give your students a 360-degree education and career advantage with ILLUSTRATED COURSE GUIDES: PROBLEM-SOLVING AND DECISION MAKING - SOFT SKILLS FOR A DIGITAL WORKPLACE. Part of the Illustrated Series Soft Skills,

this book, like all others in the series, makes it easy to teach students the essential soft skills necessary to succeed in today's competitive workplace. Timeless information highlights marketable skills that students need for success in the technological workplace. This book addresses 40 critical skills that equip your students with extensive knowledge they can bring with them into today's real world.

CONTENTS

Unit A: Identifying and Defining Problems. Unit B: Solving the Problem. Unit C: Thinking Critically. Unit D: Group Decision Making. Unit E: Decision Support Tools.

ILLUSTRATED COURSE GUIDES : PROFESSIONALISM - SOFT SKILLS FOR A DIGITAL WORKPLACE, 2E, 2E

Professionalism - Soft Skills for a Digital Workplace

Jeff Butterfield, Western Kentucky University

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Give your students the professional skills needed for success throughout their education and career with ILLUSTRATED COURSE GUIDES : PROFESSIONALISM - SOFT SKILLS FOR A DIGITAL WORKPLACE, 2E. Part of the acclaimed

ILLUSTRATED SOFT SKILLS SERIES, this book, like all others in the series, makes it easy to teach students the essential soft skills necessary to succeed in today's competitive workplace. Each book addresses 40 critical skills, providing your students with extensive knowledge they can bring with them into the professional world.

CONTENTS

A. Presenting Yourself Professionally. B. Developing a Professional Work Ethic. C. Developing Your Interpersonal Skills. D. Understanding Office Protocols and Politics. E. Planning and Managing Your Career.

ILLUSTRATED COURSE GUIDES : TEAMWORK & TEAM BUILDING - SOFT SKILLS FOR A DIGITAL WORKPLACE, 2E, 2E

Teamwork & Team Building - Soft Skills for a Digital Workplace

Jeff Butterfield, Western Kentucky University

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Give your students the teamwork skills needed for success throughout their education and career with ILLUSTRATED COURSE GUIDES: TEAMWORK AND TEAM BUILDING - SOFT SKILLS FOR A DIGITAL WORKPLACE, 2E. Part of the acclaimed

ILLUSTRATED SOFT SKILLS SERIES, this book makes it easy to teach students the essential team building and other soft skills necessary to succeed in today's competitive workplace. Each book addresses 40 critical skills, providing your students with extensive knowledge they can bring with them into the real world.

CONTENTS

A. Working in Groups and Teams. B. Team Roles and Processes. C. Team Building and Development. D. Being a Team Leader. E. Having Successful Meetings.

ILLUSTRATED COURSE GUIDES : VERBAL COMMUNICATION - SOFT SKILLS FOR A DIGITAL WORKPLACE, 3E

Verbal Communication - Soft Skills for a Digital
Workplace

Jeff Butterfield, Western Kentucky University

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 CENGAGE | MINDTAP **ebook**



Give your students the professional communication skills needed for success throughout their education and careers with ILLUSTRATED COURSE GUIDES: VERBAL COMMUNICATION - SOFT SKILLS FOR A DIGITAL WORKPLACE, 3E. Part of

the acclaimed ILLUSTRATED SOFT SKILLS SERIES, this book, like all others in the series, makes it easy to teach students the essential soft skills necessary to succeed in today's competitive workplace. Timeless information highlights marketable verbal skills that students need for success in today's technological business world. This text delves into the importance of effective, professional, and polite verbal communication -- from speaking with clients to everyday dialogue with colleagues.

CONTENTS

Part I: UNDERSTANDING THE BASICS OF VERBAL COMMUNICATION. 1. Organizing Your Messages. 2. Using Vocal Elements Effectively. 3. Understanding Nonverbal Languages. 4. Developing Credibility. 5. Giving and Receiving Feedback. 6. Overcoming Barriers to Communication. 7. Communicating Ethically. 8. Understanding Cross-Cultural Issues. Part II: WORKING WITH CUSTOMERS. 9. Understanding Customer Service Basics. 10. Communicating Empathetically. 11. Adding Questions to Understand Problems. 12. Denying Requests. 13. Coping with Angry Customers. 14. Dealing with the Unexpected. 15.

Working with Customers with Disabilities. Part III: DEVELOPING PROFESSIONAL TELEPHONE SKILLS. 16. Exploring Professional Telephone Communication. 17. Placing Telephone Calls. 18. Receiving Telephone Calls. 19. Using Voice Mail. 20. Leaving Professional Messages. 21. Taking Calls for Other People. 22. Screening, Holding, and Transferring Calls. 23. Developing Cell Phone Etiquette. Part IV: IMPROVING INFORMAL COMMUNICATION. 24. Communicating Informally. 25. Listening Actively. 26. Speaking Persuasively. 27. Negotiating Effectively. 28. Managing Conflict. 29. Participating in Meetings. 30. Dealing with Office Politics. 31. Making Proper Introductions. Part V: MAKING FORMAL PRESENTATIONS. 32. Planning Effective Presentations. 33. Developing Presentation Content. 34. Rehearsing a Presentation. 35. Delivering a Presentation. 36. Building Rapport. 37. Managing Anxiety. 38. Using Appropriate Visuals. 39. Managing Questions and Answers.

ILLUSTRATED COURSE GUIDES : WRITTEN COMMUNICATION - SOFT SKILLS FOR A DIGITAL WORKPLACE, 3E

Written Communication - Soft Skills for a Digital
Workplace

Jeff Butterfield, Western Kentucky University

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Give your students the professional communication skills needed for success throughout their education and careers with ILLUSTRATED COURSE GUIDES: WRITTEN COMMUNICATION - SOFT SKILLS FOR A DIGITAL WORKPLACE, 3E. Part of

the acclaimed ILLUSTRATED SOFT SKILLS SERIES, this book, like all others in the series makes it easy to teach students the written communication and other essential soft skills necessary to succeed in today's competitive workplace. This text delves into the importance of effective and professional written communication -- from creating professional documentation to E-mail correspondence.

CONTENTS

Part I: Communicating with E-Mail and Memos. 1. Understanding E-Mail Messages and Memos. 2. Composing the Main Elements of Messages. 3. Creating Professional E-Mail Messages. 4. Constructing Professional Memos. 5. Writing Request Messages. 6. Writing Response Messages. 7. Writing Bad-News Messages. 8. Writing Documentation Messages. Part II: Uncovering the Secrets of Clear Writing. 9. Clarifying Written Communication. 10. Writing Solid Sentences. 11. Developing Effective Paragraphs. 12. Mastering Punctuation. 13. Laying Out Your Documents. 14. Illustrating Data. 15. Adding Tables and Figures to Documents. 16. Proofreading and Revising. Part III: Developing Reports and Proposals. 17.

Understanding Reports and Proposals. 18. Planning a Report or Proposal. 19. Writing the Beginning. 20. Writing the Body. 21. Creating the End Matter. 22. Writing Short Reports. 23. Writing Proposals. 24. Citing Sources. Part IV: Writing for Employment. 25. Understanding Job Searches. 26. Writing Effective Cover Letters. 27. Planning Resumes. 28. Writing Chronological Resumes. 29. Writing Functional Resumes. 30. Requesting Letters of Reference. 31. Sending Follow-Up Messages. 32. Accepting or Rejecting Job Offers. Part V: Writing Professional Letters. 33. Understanding Professional Letter Writing. 34. Writing Business Letters. 35. Using Salutations. 36. Closing Business Letters. 37. Writing Routine Letters. 38. Answering Request Letters. 39. Writing Persuasive Letters. 40. Writing for Goodwill.

SPREADSHEETS

MICROSOFT EXCEL

ILLUSTRATED MICROSOFT® OFFICE 365® & EXCEL 2019 COMPREHENSIVE

Lynn Wermers, North Shore Community College

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CENGAGE | MINDTAP *ebook*



Now students can master the nuances of Microsoft® Office quickly with ILLUSTRATED MICROSOFT® OFFICE 365 & EXCEL 2019 COMPREHENSIVE, part of today's popular Illustrated Series. This focused, user-friendly approach uses a proven two-page layout that

allows students to work through an entire task without turning the page. Clear Learning Outcomes outline the skills for each lesson, while large full-color screen images reflect exactly what students see on their own computers. Each module begins with a brief overview of the principles covered in the lesson and introduces a real-world case scenario to engage students and reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

CONTENTS

1. Getting Started with Excel. 2. Formatting a Worksheet. 3. Analyzing Data Using Formulas. 4. Working with Charts. 5. Working with Tables. 6. Managing Workbook Data. 7. Working with Images and Integrating with Other Programs. 8. Analyzing Data with PivotTables. 9. Automating Worksheet tasks. 10. Advanced Worksheet Management. 11. Advanced Formulas and Functions. 12. Performing What-if Analysis. Index.

NEW PERSPECTIVES MICROSOFT® OFFICE 365® & EXCEL 2019 COMPREHENSIVE

Patrick Carey, Westminster Kingsway College

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CENGAGE | MINDTAP *ebook*



Develop the Microsoft® Office 365 and Excel 2019 skills students need to be successful in college and beyond with the emphasis on critical-thinking, problem-solving, and in-depth coverage found in NEW PERSPECTIVES MICROSOFT OFFICE 365

& EXCEL 2019 COMPREHENSIVE. Updated with all-new case scenarios, this edition clearly applies the skills students are learning to real-world situations to make concepts even more relevant across the applications and reinforces critical skills to make them successful in their educational and professional careers. NEW PERSPECTIVES MICROSOFT OFFICE 365 & EXCEL 2019 COMPREHENSIVE demonstrates the importance of what students are learning while strengthening your skills and helping students transfer those skills to other applications and disciplines for further success. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

CONTENTS

1. Getting Started with Excel. 2. Formatting Workbook Text and Data. 3. Performing Calculations with Formulas and Functions. 4. Analyzing and Charting Financial Data. 5. Generating Reports from Multiple Worksheets and Workbooks. 6. Managing Data with Data Tools. 7. Summarizing Data with PivotTables. 8. Performing What-If Analyses. 9. Exploring Financial Tools and Functions. 10. Analyzing Data with Business Intelligence Tools. 11. Exploring PivotTable Design. 12. Developing an

Excel Application. Excel Appendix A: Customizing Your Workspace Text and Graphics. (Digital Only). Excel Appendix B: Introducing Power BI (Digital Only). Excel Appendix C: Collaborating with Your Team. (Digital Only). Index.

SHELLY CASHMAN SERIES® MICROSOFT® OFFICE 365® & EXCEL 2019 COMPREHENSIVE

Steven M. Freund, University of Central Florida; Joy L. Starks, Indiana University, Purdue University at Indianapolis

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CENGAGE | MINDTAP *ebook*



Introduce your students to the latest advancements that Microsoft® Office and Excel® have to offer with MICROSOFT® OFFICE 365 & EXCEL 2019 -- new to the acclaimed Shelly Cashman Series®. MICROSOFT® OFFICE 365 & EXCEL 2019 continues the series'

strong history of innovation with a hallmark learning approach enhanced to address the varied learning styles of today's students. A trademark step-by-step, screen-by-screen approach encourages students to expand their understanding of the software through experimentation, critical thought, and personalization. This new edition and accompanying resources are designed to engage readers and improve retention while also engaging them in real-world scenarios to reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

CONTENTS

Excel Module 1: Creating a Worksheet and a Chart. Excel Module 2: Formulas, Functions, and

Formatting. Excel Module 3: Working with Large Worksheets, Charting, and What-If Analysis. Excel Module 4: Financial Functions, Data Tables, and Amortization Schedules. Excel Module 5: Working with Multiple Worksheets and Workbooks. Excel Module 6: Creating, Sorting, and Querying a Table. Excel Module 7: Creating Templates, Importing Data, and Working with SmartArt, Images, and Screenshots. Excel Module 8: Working with Trendlines, Pivot Table Reports, PivotChart Reports, and Slicers. Excel Module 9: Formula Auditing, Data Validation, and Complex Problem Solving. Excel Module 10: Data Analysis with Power Tools and Creating Macros. Excel Module 11: User Interfaces, Visual Basic for Applications (VBA), and Collaboration Features in Excel.

NEW PERSPECTIVES ON MICROSOFT EXCEL 2013, COMPREHENSIVE ENHANCED EDITION

Roy Ageloff, Paradise Valley Community College, Arizona;
Patrick Carey, Westminster Kingsway College; June Jamrich
Parsons; Dan Oja

© 2016, 1016pp, Paperback, 9781305501126

CENGAGE | MINDTAP **ebook**



Develop the Microsoft® Excel 2013 skills you need for success in college and beyond with this latest edition from the popular New Perspectives Series. Updated with all-new case-based tutorials, **NEW PERSPECTIVES MICROSOFT® EXCEL**

2013, COMPREHENSIVE ENHANCED EDITION continues to apply MS Excel 2013 skills to real situations that fully demonstrate the relevance of concepts. A proven learning approach emphasizes critical thinking, problem-solving, and in-depth coverage. A new Troubleshoot case problem enhances analytical skills, while a new tutorial on Managing Your Files helps you navigate Windows 8. A wealth of resources, including MindTap and SAM, provides opportunities to practice skills. Discover success with MS Excel 2013 as **NEW PERSPECTIVES MICROSOFT® EXCEL 2013** helps you fully understand the value and application of what you're learning.

CONTENTS

Student Success Guide. Managing Your Files. Tutorial 1: Getting Started with Excel. Tutorial 2: Formatting Workbook Text and Data. Tutorial 3: Calculating Data with Formulas and Functions. Tutorial 4: Analyzing and Charting Financial Data. Tutorial 5: Working with Excel Tables, PivotTables, and PivotCharts. Tutorial 6: Managing Multiple Worksheets and Workbooks. Tutorial 7: Developing an Excel Application. Tutorial 8: Working with Advanced Functions. Tutorial 9: Exploring Financial Tools and Functions. Tutorial 10: Performing What-If

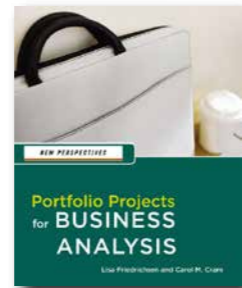
Analyses. Tutorial 11: Connecting to External Data. Tutorial 12: Collaborating on a Shared Workbook. Additional Cases. Appendix A: Working with Text Functions and Creating Custom Formats. Appendix B: Advanced Filters, Database Functions, and Summary IFS Functions. Appendix C: Enhancing Excel with Visual Basic for Applications. Appendix D: Working with Enhanced Formatting Tools. Appendix E: SAM Projects. Appendix F: Capstone Projects. Appendix G: Microsoft Office Specialist Certification.

NEW PERSPECTIVES: PORTFOLIO PROJECTS FOR BUSINESS ANALYSIS

Carol Cram, Capilano College; Lisa Friedrichsen, Johnson County Community College

© 2013, 316pp, Paperback, 9781133274773

ebook



Portfolio Projects for Business Analysis is designed to help you practice and perfect technology skills. This companion text is ideal for students taking a variety of different courses from Communications, Marketing, and Accounting to Introduction to Business

courses. Portfolio Projects for Business Analysis includes 15 projects based on real-world business scenarios, allowing you to compile a comprehensive portfolio of business analysis examples to use during the interview process.

CONTENTS

1. Budgets. 2. Income and Expense Statements. 3. Sales Projections and Scenarios. 4. Planning Tools. 5. Decision Support. 6. List Management. 7. Data Summary. 8. Investment Analysis. 9. Statistical Analysis. 10. Regression Analysis. 11. Trend Analysis. 12. Breakeven Analysis. 13. Cash Flow Analysis. 14. Forms. 15. Exception Analysis. Glossdex.

WEB DESIGN & DEVELOPMENT

ADOBE/MACROMEDIA PRODUCT SUITES

INTERACTIVE MEDIA DESIGN AND DEVELOPMENT WITH ADOBE CS6

Sherry Bishop, BSBA, MEd (retired), North Arkansas College (Emerita); Annesa Hartman, Kaplan University

© 2013, 352pp, Hardback, 9781133693277

ebook



INTERACTIVE MEDIA DESIGN AND DEVELOPMENT WITH ADOBE CS6 is a must-have learning resource for today's generation of digital content creators! Its hands-on approach to interactive media design, development, and process implementation

puts you in charge of an actual interactive media project from start to finish, following a one-person workflow to create rich digital content with the latest principles and processes. Chapter readings support your effort with coverage on text, visuals, animation, audio, and video. Expanded learning opportunities throughout the text include "How We Did It" examples, "It's Your Turn" opportunities, and "More to Explore" feature sections. If you are familiar with Adobe content creation tools and programs (Photoshop, Dreamweaver, Illustrator, Flash, Audition, and Premiere) and want to master the complete interactive project, INTERACTIVE MEDIA DESIGN AND DEVELOPMENT WITH ADOBE CS6 is the right book for you.

CONTENTS

1. Introducing Interactive Media Design and Development. 2. Managing and Planning a Project. 3. Understanding Design and Development

Considerations. 4. Building the Framework. 5. Working with Text. 6. Incorporating Visuals. 7. Adding Animation. 8. Using Audio. 9. Integrating Video. 10. Fine-Tuning and Completing the Project.

NEW PERSPECTIVES ON ADOBE FLASH PROFESSIONAL CS6, INTRODUCTORY

Luis A. Lopez, St. Philip's College

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ebook



NEW PERSPECTIVES ON ADOBE FLASH PROFESSIONAL CS6 offers a critical-thinking approach to learning multimedia. This text explains and reinforces design software concepts and skills through the New Perspectives' signature

case-based, problem-solving pedagogy. You will transcend point-and-click skills to take full advantage of the software's utility.

CONTENTS

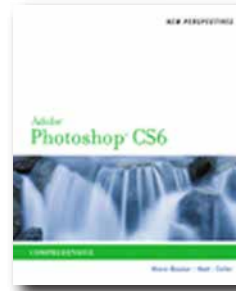
T1: Introducing Adobe Flash Professional CS6. T2: Drawing Shapes, Adding Text and Creating Symbols. T3: Creating Animations. T4: Creating Complex Animations. T5: Making a Document Interactive. T6: Programming with ActionScript 3.0. Additional Cases. Appendix A.

NEW PERSPECTIVES ON ADOBE PHOTOSHOP CS6, COMPREHENSIVE

Jane Hosie-Bounar; Kelly Hart; Mitch Geller

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ebook



NEW PERSPECTIVES ON ADOBE PHOTOSHOP CS6, COMPREHENSIVE offers a critical-thinking approach to teaching Photoshop. This text explains and reinforces design software concepts and skills through the New Perspectives' signature

case-based, problem-solving pedagogy. Students will transcend point-and-click skills to take full advantage of the software's utility.

CONTENTS

T1: Getting Started with Adobe Photoshop CS6. T2: Working with Image Files. T3: Layering Content to Compose Images. T4: Adding Content. T5: Selecting and Modifying Content. T6: Designing with Text. T7: Correcting, Adjusting, and Retouching. T8: Advanced Input/Output and Color Management. T9: Planning, Creating, and Delivering a Complete Project. T10: Creating 3D Texts and Objects.

INTERACTIVE MEDIA DESIGN

NEW EDITION

NEW PERSPECTIVES ON HTML 5 AND CSS: COMPREHENSIVE, 8E

Comprehensive

Patrick M. Carey, University of Wisconsin

© 2021, 936pp, Paperback, 9780357107140

CENGAGE | MINDTAP ebook



Develop the skills you need to compete successfully in today's high-tech workforce with Carey's NEW PERSPECTIVES ON HTML5 AND CSS3: COMPREHENSIVE, 8E and MindTap digital resources. You learn fundamental design

concepts as you build websites based on real-world case scenarios. Specially designed activities help you strengthen your logic, design, troubleshooting and creativity. The projects you complete can even become part of your professional portfolio. You progress from hands-on labs focused on code snippets and debugging to completing assessments and a capstone project. Short Coding Challenges check your understanding of key concepts, while Debugging Challenges teach you how to fix syntax errors in an existing web page. In addition, MindTap's educational integrated development environment (IDE) provides immediate feedback with tutorials, based on realistic case problems, that help you refine problem-solving skills as you develop websites in a professional environment.

CONTENTS

Tutorial 1: Getting Started with HTML5. Tutorial 2: Getting Started with CSS. Tutorial 3: Designing a Page Layout. Tutorial 4: Graphic Design with CSS. Tutorial 5: Designing for the Mobile Web. Tutorial 6: Working with Tables and Columns. Tutorial 7: Designing a Web Form. Tutorial 8: Enhancing a Website with Multimedia. Tutorial 9: Getting

Started with JavaScript. Tutorial 10: Exploring Arrays, Loops, and Conditional Statements. Appendix A: Color Names with Color Values, and HTML Character. Appendix B: HTML Elements and Attributes. Appendix C: Cascading Styles and Selectors. Appendix D: Making the Web More Accessible. Appendix E: Designing for the Web. Appendix F: Page Validation with XHTML.

NEW EDITION

RESPONSIVE WEB DESIGN WITH HTML 5 & CSS, 9E

Jessica Minnick, Pasco-Hernando Community College

© 2021, 640pp, Paperback, 9780357423837

CENGAGE | MINDTAP ebook



Equipping you with the most up-to-date tools available, Minnick's RESPONSIVE WEB DESIGN WITH HTML 5 & CSS, 9th edition, teaches you step by step how to design professional quality websites that attract and retain customers. Packed with best practices

and tips from the pros, the text gives you a solid foundation in HTML, CSS and responsive web design. It shows you how to create one website that automatically adapts to mobile, tablet, laptop and desktop devices as well as large monitors. You will learn how to code a webpage to make a phone call from a mobile device, embed a map, use custom fonts, create shortcut navigation menus, integrate social media to promote a business and more. In addition, you will use popular web framework Bootstrap to create a webpage. Also available: MindTap digital learning solution.

CONTENTS

1. Introduction to the Internet and Web Page Design. 2. Building a Webpage Template with HTML 5. 3. Enhancing a Website with Images and Links. 4.

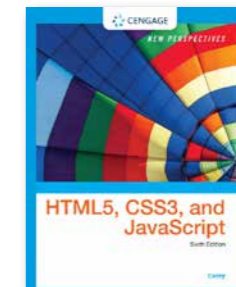
Designing Webpages with CSS. 5. Responsive Design Part 1: Designing for Mobile Devices. 6. Responsive Design Part 2: Designing for Tablet and Desktop Devices. 7. Improving Web Design with New Page Layouts. 8. Creating Tables and Forms. 9. Integrating Audio and Video. 10. Creating Interactivity with CSS and JavaScript. 11. Promoting and Publishing a Website. 12. Getting Started with Bootstrap. Appendix A. HTML Quick Reference. Appendix B. CSS Quick Reference. Appendix C. Symbols and Characters Quick Reference. Appendix D. How to Publish.

NEW PERSPECTIVES ON HTML5, CSS3, AND JAVASCRIPT, 6E

Patrick M. Carey, University of Wisconsin

© 2018, 1336pp, Paperback, 9781305503922

CENGAGE | MINDTAP ebook



Discover the thorough instruction you need to build dynamic, interactive Web sites from scratch with NEW PERSPECTIVES ON HTML5, CSS3, AND JAVASCRIPT, 6E. This user-friendly book provides comprehensive coverage of HTML, CSS, and JavaScript

with an inviting approach that starts with the basics and does not require any prior knowledge on the subject. Detailed explanations of key concepts and skills make even the most challenging topics clear and accessible. Case scenarios and case problems place the most complex concepts within an understandable and practical context. You develop important problem solving skills as you work through realistic exercises. Proven applications and an interesting approach help you retain the material and apply what you've learned in a professional environment.

CONTENTS

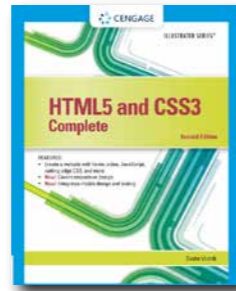
Tutorial 1. Getting Started with HTML5 Tutorial 2. Getting Started with CSS Tutorial 3. Designing a Page Layout Tutorial 4. Graphic Design with CSS Tutorial 5. Designing for the Mobile Web Tutorial 6. Working with Tables and Columns Tutorial 7. Designing a Web Form Tutorial 8. Enhancing a Website with Multimedia Tutorial 9. Getting Started with JavaScript Tutorial 10. Exploring Arrays, Loops, and Conditional Statements Tutorial 11. Working with Events and Styles Tutorial 12. Working with Document Nodes and Style Sheets Tutorial 13. Programming for Web Forms Tutorial 14. Exploring Object-Based Programming Appendix A. Color Names with Color Values, and HTML Character Entities Appendix B. HTML Elements and Attributes Appendix C Cascading Styles and Selectors Appendix D Making the Web More Accessible Appendix E: Designing for the Web Appendix F: Page Validation with XHTML

HTML5 AND CSS3, ILLUSTRATED COMPLETE, 2E

Sasha Vodnik

© 2016, 472pp, Paperback, 9781305394049

ebook



Master the latest HTML5 and CSS3 skills you need to create exceptional web design with this practical, user-friendly book from the popular Illustrated Series. **HTML5 AND CSS3 ILLUSTRATED COMPLETE, 2E** addresses basic to advanced concepts

and skills for developing dynamic web pages and websites using the most current versions of HTML5 and CSS3. Learn to create websites that incorporate forms, videos, JavaScript, cutting-edge CSS3, and more. Updates throughout this new edition introduce key principles of responsive design while integrating mobile design and testing. This edition is designed to meet your needs, whether you're looking for the "nuts-and-bolts" as a beginner or simply need to brush up on the basics and quickly move to more advanced topics as an experienced user. Each two-page spread focuses on a single skill, making the information you need to know easy to follow and absorb.

CONTENTS

UNIT A: GETTING STARTED WITH HTML. Define a Project Plan. Create Wireframes and a Storyboard. Create an HTML Document. Set Up the Document Head and Body. Add Text to a Web Page. Add a Comment to a Web Document. Preview Your Web Page on a Desktop Computer. Configure Web Server Software. Preview Your Web Page on Mobile Devices. Unit B: STRUCTURING CONTENT IN A WEB DOCUMENT. Evaluate Web Accessibility Standards. Incorporate Attributes. Implement the div Element. Add HTML5 Semantic Elements. Use Special Characters. Specify the Viewpoint. Debug Your HTML Code. Validate Your HTML Code. Create an XHTML Document. Unit C: GETTING

STARTED WITH CSS. Assess Style Rules. Create an Embedded Style Sheet. Implement an ID Selector. Implement a Class Selector. Use Multiple Selectors. Create an External Style Sheet. Link to an External Style Sheet. Add a Comment to a Style Sheet. Debug and Validate CSS Code. Unit D: LAYING OUT ELEMENTS WITH CSS Assess the CSS Box Model. Set Element Width and Borders. Set Margins and Padding. Align Elements with float. Control Page Flow with clear. Implement Fixed Positioning. Implement Relative Positioning. Control Stacking Order. Implement Absolute Positioning Unit E: FORMATTING TEXT WITH CSS. Assess Web Fonts. Declare a Font Family. Use a Custom Font. Declare Font Size and Line Height. Implement Bold and Italics. Style Pseudo-Elements. Specify Hex and RGB Colors. Add Shadows. Create a Media Query. Unit F: INSERTING AND WORKING WITH LINKS. Understand Links. Create Relative Links. Create Absolute Links. Change CSS Display Type. Style Links with Pseudo-Classes. Style Multiple Link States. Open Links in New Tabs. Create a Link within a Document. Add Navigational Accessibility. Unit G: INSERTING AND WORKING WITH IMAGES. Evaluate Image File Types. Insert Images. Insert a Background Image. Mark Images as Figures. Create a Figure Caption. Use Images as Links. Create an Image Map. Define Additional Hotspots. Insert a Favicon and Touch Icons. Unit H: ORGANIZING CONTENT WITH LISTS AND TABLES. Create an Ordered List. Create an Unordered List. Create a Description List. Create a Nav Bar Bar Using a List. Insert a Table. Debug Tables. Span Columns and Rows. Format a Table with CSS. Apply a Table-Like Structure to Other Elements. Unit I: IMPLEMENTING RESPONSIVE DESIGN. Assess Responsive Design. Construct a Multipart Media Query. Test Layouts with an Emulator. Add a Column with a Media Query. Create a Widescreen Layout. Create a Responsive Navigation. Implement Adaptive Content. Use Progressive Enhancement. Unit J: CREATING AND PROCESSING WEB FORMS. Design a Form. Create a Form. Create Text Fields. Customize Text Fields. Create Check Boxes. Create Option Buttons. Create a Drop-Down Menu. Enable Form Submission. Unit K: CREATING VISUAL EFFECTS

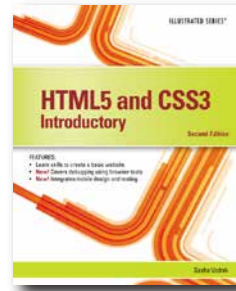
AND ANIMATION. Add Generated Content. Add Visual Form Feedback. Create a Gradient. Create a CSS Shape. Apply Styles Based on Feature Detection. Apply a Transform. Create a Transition. Animate Content. UNIT L: INCORPORATING VIDEO AND AUDIO. Assess Web Video and Audio. Use the Video Element. Control Playback. Incorporate the Source Element. Add Video Support for Older Browsers. Provide Poster and Fallback Images. Make Videos Accessible. Implement the audio Element. Unit M: PROGRAMMING WEB PAGES WITH JAVASCRIPT. Explore the Document Object Model. Access Elements and Properties Using JavaScript. Create Statements. Store and Access Data in Variables. Create a Function. Add an Event Listener. Change CSS with JavaScript. Create an if Statement. UNIT N: INTEGRATING SOCIAL MEDIA Evaluate Social Media. Add a Facebook Like Button. Add a Twitter Tweet Button. Embed a Tweet. Embed a YouTube Video. Embed an Instagram Image. Integrate a Twitter Account Feed. Add a Twitter Hash Tag Feed UNIT O: OPTIMIZING YOUR WEBSITE FOR SEARCH ENGINES. Understand Search Engine Optimization (SEO). Write Indexable Content. Add a Description with the Meta Element. Incorporate Microdata. Create a Sitemap File. Create a robots.txt File. Preview and Finalize Your Site. Submit Your Site. UNIT P: TESTING AND IMPROVING PERFORMANCE. Assess Performance. Plan Usability Tests. Perform Browser Test. Test Pager Loading Speed. Incorporate a Spritesheet. Optimize Images. Reduce the Size of CSS Files. Customize Modernizr. Appendix A: HTML. Appendix B: CSS. Appendix C: Uploading Files to a Web Server. (online)

HTML5 AND CSS3, ILLUSTRATED INTRODUCTORY, 2E

Sasha Vodnik

© 2016, 264pp, Paperback, 9781305394056

ebook



Master the HTML5 and CSS3 skills you need to create an outstanding basic website using this practical, user-friendly book from the popular Illustrated Series. HTML5 AND CSS3 ILLUSTRATED INTRODUCTORY, 2E covers today's basic

concepts and must-know skills for developing web pages and websites using the latest HTML5 and CSS3 standards and best practice. Updates throughout this fully revised new edition introduce key principles of website design, while integrating coverage of mobile design and testing. This edition is designed to meet your needs, whether you're looking for the "nuts-and-bolts" as a beginner or simply need to brush up on the basics and then move to more advanced topics. Each two-page spread focuses on a single skill, making the information you need to know easy to follow and to absorb.

CONTENTS

Unit A: GETTING STARTED WITH HTML. Define a Project Plan. Create Wireframes and a Storyboard. Create an HTML Document. Set Up the Document Head and Body. Add Text to a Web Page. Add a Comment to a Web Document. Preview Your Web Page on a Desktop Computer. Configure Web Server Software. Preview Your Web Page on Mobile Devices. Unit B: STRUCTURING CONTENT IN A WEB DOCUMENT. Evaluate Web Accessibility Standards. Incorporate Attributes. Implement the div Element. Add HTML5 Semantic Elements. Use Special Characters. Specify the Viewpoint. Debug Your HTML Code. Validate Your HTML Code. Create an XHTML Document. Unit C: GETTING STARTED WITH CSS. Assess Style Rules. Create

an Embedded Style Sheet. Implement an ID Selector. Implement a Class Selector. Use Multiple Selectors. Create an External Style Sheet. Link to an External Style Sheet. Add a Comment to a Style Sheet. Debug and Validate CSS Code. . Unit D: LAYING OUT ELEMENTS WITH CSS Assess the CSS Box Model. Set Element Width and Borders. Set Margins and Padding. Align Elements with float. Controlpage flow with clear. Implement Fixed Positioning. Implement Relative Positioning. Control Stacking Order. Implement Absolute Positioning Unit E: FORMATTING TEXT WITH CSS.. Assess Web Fonts. Declare a Font Family. Use a Custom Font. Declare Font Size and Line Height. Implement Bold and Italics. Style Pseudo-Elements. Specify Hex and RGB Colors Colors. Add Shadows. Create a Media Query. Unit F: INSERTING AND WORKING WITH LINKS. Understand Links. Create Relative Links. Create Absolute Links. Change CSS Display Type. Style Links with Pseudo-Classes. Style Multiple Link States. Open Links in New Tabs. Create a Link within a Document. Add Navigational Accessibility. Unit G: INSERTING AND WORKING WITH IMAGES. Evaluate Image File Types. Insert Images. Insert a Background Image. Mark Images as Figures. Create a Figure Caption. Use Images as Links. Create an Image Map. Define Additional Hotspots. Insert a Favicon and Touch Icons. Unit H: ORGANIZING CONTENT WITH LISTS AND TABLES. Create an Ordered List. Create an Unordered List. Create a Description List. Create a Navigation Bar Using a List. Insert a Table. Debug Tables. Span Columns and Rows. Format a Table with CSS. Apply a Table-Like Structure to Other Elements. Appendix A: HTML ELEMENTS. Appendix B: CSS PROPERTIES. Appendix C: UPLOADING FILES TO A WEB SERVER. Practicing Good File Management. Configuring Your FTP Client. Uploading Web Site Files.

NEW PERSPECTIVES HTML5 AND CSS3, 7E

Introductory

Patrick M. Carey, University of Wisconsin

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New Perspectives on HTML and CSS 7th Edition delivers a hands-on approach to learning Web page design. In each tutorial, you'll put into practice the concepts you have learned. Each tutorial includes a basic statement of the problem, the goals to be achieved, and a demonstration of how to complete the task, creating a fully functional website in the process. You will develop problem-solving skills which will help retain the material and apply what you've learned in a professional environment. Successful completion of the tutorial cases and case problems can act a springboard to develop your own portfolio to showcase your abilities in website design.

CONTENTS

1. Getting Started with HTML5. 2. Getting Started with CSS3. 3. Designing a Page Layout. 4. Graphic Design with CSS. 5. Designing for the Mobile Web. Appendix A: Color Names, Color Values, and Character Codes. Appendix B: HTML5 Elements and Attributes. Appendix C: CSS3 Styles and Selectors. Appendix D: Making the Web more Accessible. Appendix E: Storyboarding a Website. Appendix F: Validation with XHTML.

WEB DESIGN WITH HTML & CSS3, 8E Complete

Jessica Minnick, Pasco-Hernando Community College

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Explore the latest, industry-leading, website development practices with the newest book in the popular Shelly Cashman Series®. For more than three decades, Shelly Cashman Series® books have effectively introduced computer skills to millions of students. Now, HTML5 AND CSS3: COMPLETE, 8E brings today's best practices in website development into focus with meaningful applications. HTML5and CSS3 provide the cornerstone technologies you need to pursue a broad range of careers in today's field of computer science. This edition clearly and logically presents these technologies as you learn how to write professional HTML5 and CSS3 code using state-of-the-art webpage development strategies. You learn the language of today's web developers as a treasure trove of hands-on exercises helps you create and complete exceptional professional projects that will stand apart in your electronic portfolio.

CONTENTS

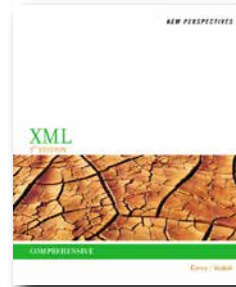
1. Introduction to the Internet and Web Page Design 2. Build a Website with HTML5 3. Enhance a Website with Links and Images 4. Style a Website with CSS 5. Design for Multiplatform Display with Responsive Design 6. Complete Responsive Design for Desktop Display and Add CSS3 Features 7. Discover New Layouts with HTML Tags 8. Create Tables and Forms

NEW PERSPECTIVES ON XML, COMPREHENSIVE, 3E

Patrick Carey, Westminster Kingsway College; Sasha Vodnik

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Updated to teach the most current XML standards, this book uses real-world case studies and a practical, step-by-step approach to teach XML.

CONTENTS

Tutorial 1: Creating an XML Document. Tutorial 2: Validating an XML Document. Tutorial 3: Working with Basic Schemas. Tutorial 4: Working with Advanced Schemas. Tutorial 5: Working with XSLT and XPath. Tutorial 6: Working with XSLT Functional Programming. Tutorial 7: Creating Element Groups. Tutorial 8: Combining XML and PHP. Tutorial 9: Working with XML and Databases. Tutorial 10: Using XML with Mobile Devices. Appendix A: Installing Exchanger Lite. Appendix B: XSLT Elements and Attributes. Appendix C: XPath Reference. Appendix D: DTD Reference. Appendix E: XML Schema Reference. Appendix F: Regular Expressions Reference. Appendix G: XML and CSS. Appendix H: Installing XAMPP.

PRINCIPLES OF WEB DESIGN, 6E

The Web Warrior Series

Joel Sklar

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Joel Sklar has written the definitive text for web site design, PRINCIPLES OF WEB DESIGN, Sixth Edition guiding you through the entire web site creation process, while developing and enhancing your HTML, CSS, and visual design skills along the way. Now

updated to include the latest Web design technologies and trends, this Sixth Edition features all-new sections on HTML5, CSS3 and responsive page design as well as technical updates and new screen shots throughout. Beginning with the web design environment and the principles of sound web design, you will continue to planning site layout and navigation, and progress to web typography, colors and images, and more. Learning from real-life examples and plenty of hands-on activities, you will gain a solid foundation of designing successful, standards-based responsive web sites that are portable across different operating systems, browsers, and Web devices.

CONTENTS

1. HTML5. 2. Web Site Design Principles. 3. Site Planning. 4. Cascading Style Sheets. 5. Web Typography. 6. Box Properties. 7. Page Layouts. 8. Graphics and Color. 9. Site Navigation. 10. Data Tables. 11. Web Forms. 12. Responsive Web Design. Appendix A: HTML Reference. Appendix B: CSS Reference.

NEW PERSPECTIVES ON BLENDED HTML AND CSS FUNDAMENTALS, 3E

Introductory

Henry Bojack, Farmingdale State College; Sharon Scollard, Mohawk College

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New Perspectives on Blended HTML and CSS Fundamentals provides you with in-depth coverage of CSS and its use with HTML5. With the New Perspectives proven pedagogy, you will think critically and understand WHY you're learning WHAT

you're learning.

CONTENTS

Tutorial 1: Using XHTML to Create Web Pages. Tutorial 2: Creating Links. Tutorial 3: Introducing Cascading Style Sheets. Tutorial 4: Formatting Text and Hyperlinks. Tutorial 5: Working with the Box Model. Tutorial 6: Creating Fixed-Width Layouts. Tutorial 7: Creating Liquid Layouts. Tutorial 8: Creating Data Tables. Tutorial 9: Creating Forms. Appendix A: Color Names, Color Values, and HTML Character Entities. Appendix B: HTML Elements. Appendix C: CSS Styles and Selectors. Glossary/Index.

WORD PROCESSING

MICROSOFT WORD

NEW PERSPECTIVES MICROSOFT OFFICE 365 & WORD 2019 COMPREHENSIVE

Ann Shaffer; Katherine T. Pinard

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& WORD 2019 COMPREHENSIVE. Updated with all-new case scenarios, this edition clearly applies the skills students are learning to real-world situations to make concepts even more relevant across the applications and reinforces critical skills to make them successful in their educational and professional careers. NEW PERSPECTIVES MICROSOFT OFFICE 365 & WORD 2019 COMPREHENSIVE demonstrates the importance of what students are learning while strengthening your skills and helping students transfer those skills to other applications and disciplines for further success. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results.

CONTENTS

1. Creating and Editing a Document. 2. Navigating and Formatting a Document. 3. Creating Tables and a Multipage Report. 4. Enhancing Page Layout and Design. 5. Working with Templates, Themes, and Styles. 6. Using Mail Merge. 7. Collaborating with Others and Integrating Data. 8. Customizing Word and Automating Your Work. 9. Creating Online Forms Using Advanced Table Techniques. 10. Managing Long Documents.

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CONTENTS

Word 1: Creating and Modifying a Flyer. Word 2: Creating a Research Paper. Word 3: Creating a Business Letter. Word 4: Creating a Multipage Document. Word 5: Creating a Resume and Sharing Documents. Word 6: Using Mail Merge. Word 7: Creating a Newsletter. Word 8: Using Collaboration, Integration, and Charts. Word 9: Creating a Reference Document. Word 10: Creating an Online Form. Word 11: Enhancing an Online Form and Using Macros.

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Cengage Learning Asia Pte Ltd

151 Lorong Chuan #02-08
New Tech Park (Lobby H)
Singapore 556741

T (65) 6410 1200

F (65) 6410 1208

E asia.info@cengage.com

URL www.cengageasia.com