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IT HAD TO BE MASON

Ask your brother's best friend nicely, and he'll teach you how to date. He might even teach you how to kiss... Zoe Walsh is the most awkward girl in Beachbreak High. For years, she's admired her crush from afar, but she's NEVER talked to him. What would she even say? She doesn't know the first thing about boys, or dating. The only thing she really knows is dancing. Mason McClellan is the charming, all-star quarterback who gets all the girls. He's also Zoe's brother's best friend. This year, he plans to take the hottest girl in school to Homecoming. But she refuses to be his date unless he can dance. Sadly, Mason has two left feet. When Zoe approaches Mason for dating advice, he cuts her a deal: if she teaches him how to dance, he'll teach her how to date. Lessons include how to get your crush to notice you, how to get asked on a date, and how to kiss. The last thing they expect is to fall for each other. But as Homecoming draws near, Zoe wonders - if dating Mason is just practice, how come it feels so much like the real thing? *It Had to be Mason* is the first book in the Beachbreak High YA sweet romance series. If you like adorable dates, laugh-out-loud moments, and all of the feels, you'll love Emily Lowry's sweet romances.

LORD OF THE FLIES

Penguin Golding's iconic 1954 novel, now with a new foreword by Lois Lowry, remains one of the greatest books ever written for young adults and an unforgettable classic for readers of any age. This edition includes a new *Suggestions for Further Reading* by Jennifer Buehler. At the dawn of the next world war, a plane crashes on an uncharted island, stranding a group of schoolboys. At first, with no adult supervision, their freedom is something to celebrate. This far from civilization they can do anything they want. Anything. But as order collapses, as strange howls echo in the night, as terror begins its reign, the hope of adventure seems as far removed from reality as the hope of being rescued.

PDF WITH ACROBAT 5

Peachpit Press A guide covering both Windows and Macintosh explains how to create PDFs, customize navigation and formatting, and design interactive forms.

INTRODUCTION TO INFORMATION RETRIEVAL

Cambridge University Press Class-tested and coherent, this textbook teaches classical and web information retrieval, including web search and the related areas of text classification and text clustering from basic concepts. It gives an up-to-date treatment of all aspects of the design and implementation of systems for gathering, indexing, and searching documents; methods for evaluating systems; and an introduction to the use of machine learning methods on text collections. All the important ideas are explained using examples and figures, making it perfect for introductory courses in information retrieval for advanced undergraduates and graduate students in computer science. Based on feedback from extensive classroom experience, the book has been carefully structured in order to make teaching more natural and effective. Slides and additional exercises (with solutions for lecturers) are also available through the book's supporting website to help course instructors prepare their lectures.

NINETEEN EIGHTY-FOUR

epubli "Nineteen Eighty-Four: A Novel", often published as "1984", is a dystopian social science fiction novel by English novelist George Orwell. It was published on 8 June 1949 by Secker & Warburg as Orwell's ninth and final book completed in his lifetime. Thematically, "Nineteen Eighty-Four" centres on the consequences of totalitarianism, mass surveillance, and repressive regimentation of persons and behaviours within society. Orwell, himself a democratic socialist, modelled the authoritarian government in the novel after Stalinist Russia. More broadly, the novel examines the role of truth and facts within politics and the ways in which they are manipulated. The story takes place in an imagined future, the year 1984, when much of the world has fallen victim to perpetual war, omnipresent government surveillance, historical negationism, and propaganda. Great Britain, known as Airstrip One, has become a province of a totalitarian superstate named Oceania that is ruled by the Party who employ the Thought Police to persecute individuality and independent thinking. Big Brother, the leader of the Party, enjoys an intense cult of personality despite the fact that he may not even exist. The protagonist, Winston Smith, is a diligent and skillful rank-and-file worker and Outer Party member who secretly hates the Party and dreams of rebellion. He enters into a forbidden relationship with a colleague, Julia, and starts to remember what life was like before the Party came to power.

WEB PUBLISHING WITH ACROBAT/PDF

Springer Science & Business Media Although the World Wide Web is enjoying enormous growth rates, many Web publishers have discovered that HTML is not up to the requirements of

modern corporate communication. For them, Adobe Acrobat offers a wealth of design possibilities. The close integration of Acrobat in the World Wide Web unites the structural advantages of HTML with the comprehensive layout possibilities of Portable Document Format (PDF). On the basis of practical examples and numerous tricks, this book describes how to produce PDF documents efficiently. Numerous tips on integrating Acrobat into CGI, JavaScript, VBScript, Active Server Pages, search engines, and so on make the book a mine of information for all designers and administrators of Web sites.

R MARKDOWN

THE DEFINITIVE GUIDE

CRC Press **R Markdown: The Definitive Guide** is the first official book authored by the core R Markdown developers that provides a comprehensive and accurate reference to the R Markdown ecosystem. With R Markdown, you can easily create reproducible data analysis reports, presentations, dashboards, interactive applications, books, dissertations, websites, and journal articles, while enjoying the simplicity of Markdown and the great power of R and other languages. In this book, you will learn Basics: Syntax of Markdown and R code chunks, how to generate figures and tables, and how to use other computing languages Built-in output formats of R Markdown: PDF/HTML/Word/RTF/Markdown documents and ioslides/Slidy/Beamer/PowerPoint presentations Extensions and applications: Dashboards, Tufte handouts, xaringan/reveal.js presentations, websites, books, journal articles, and interactive tutorials Advanced topics: Parameterized reports, HTML widgets, document templates, custom output formats, and Shiny documents. Yihui Xie is a software engineer at RStudio. He has authored and co-authored several R packages, including knitr, rmarkdown, bookdown, blogdown, shiny, xaringan, and animation. He has published three other books, *Dynamic Documents with R and knitr*, *bookdown: Authoring Books and Technical Documents with R Markdown*, and *blogdown: Creating Websites with R Markdown*. J.J. Allaire is the founder of RStudio and the creator of the RStudio IDE. He is an author of several packages in the R Markdown ecosystem including rmarkdown, flexdashboard, learnr, and radix. Garrett Golemund is the co-author of *R for Data Science* and author of *Hands-On Programming with R*. He wrote the lubridate R package and works for RStudio as an advocate who trains engineers to do data science with R and the Tidyverse.

FAHRENHEIT 451

A NOVEL

Simon and Schuster **A totalitarian regime has ordered all books to be destroyed, but one of the book burners suddenly realizes their merit.**

REAL WORLD ADOBE INDESIGN CC

Pearson Education **Annotation** The definitive InDesign resource allows you to produce great content for print or digital publishing.**InDesign Creative Cloud is an impressive update. This guide provides our most complete coverage of the new features for intermediate and advanced users, whether they're publishing to an iPad, mobile phone, or traditional print publication.*The book that the Adobe InDesign product team uses for their reference.*Authors Kvern/Blatner/Bringhurst are 'the InDesign experts.' All are visible and extremely active in the InDesign community. Sharpen your InDesign skills with this definitive resource created specifically for design professionals who need to layout out, proof, export, and publish pages with Adobe InDesign Creative Cloud.Complete coverage of InDesign CC's new features and enhancements includes: improved epub exporting, new font menus, ability to generate and edit high quality QR code graphics, new document dialog box with preview option, and much more. Real World Adobe InDesign is brimming with insightful advice, illustrations, and shortcuts that will have you quickly and professionally producing your work in no time. This is the book that experts open to find real answers to their questions about InDesign. It's written in a friendly, visual style that offers accurate information and creative inspiration for intermediate to expert users.

ADOBE ACROBAT 8 PDF BIBLE

John Wiley & Sons "The Adobe Acrobat 8 PDF Bible is the comprehensive guide to Acrobat for novices and power users alike. With a concise, easy-to-read format, you will be creating interactive XML forms, enabling streamlined document review processes, and publishing high-impact electronic documents in no time." —Rick Brown, director of product management, Adobe Acrobat The book you need to succeed with Adobe Acrobat! Why do readers turn to the Adobe Acrobat Bible again and again? Because whether you're already experienced with Adobe Acrobat or you're learning to use this powerful tool for the first time, you'll find exactly what you need to know in these well-organized pages. Packed with helpful tips and step-by-step instructions, this latest edition will guide you through both basic and advanced features, enabling you to take full advantage of everything Acrobat 8

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THE ART OF WAR

Lulu.com an ancient military treatise by Sun Tzu on warfare, statesmanship thinking and tactical methods, business tactics, countertactics, negotiation, dialogue, cooperation plans, approach strategies, diplomacy, and diplomatic manoeuvres The Art of War is an ancient Chinese military treatise attributed to Sun Tzu a high-ranking military general, strategist and tactician, and it was believed to have been compiled during the late Spring and Autumn period or early Warring States period. The text is composed of 13 chapters, each of which is devoted to one aspect of warfare. It is commonly known to be the definitive work on military strategy and tactics of its time. It has been the most famous and influential of China's Seven Military Classics, and for the last two thousand years it

ADOBE ACROBAT X CLASSROOM IN A BOOK

Pearson Education Adobe Acrobat X Classroom in a Book is the most thorough and comprehensive way for creative professionals and business users to learn how to deliver high-impact communications with next-generation Adobe Acrobat X. Each chapter in this step-by-step, project-based guide contains a project that builds on your growing knowledge of the program, while end-of-chapter review questions reinforce each lesson. This cross-platform (Mac and Windows) book shows you how to create high-quality PDF documents and fillable forms, combine a wide variety of content into rich media portfolios, collaborate effectively through electronic reviews, easily share your work across multiple platforms and devices, and speed up your production and business task workflow with Acrobat X. In this new version you'll learn how to automate multistep tasks with Action Wizard, streamline document reviews (and include Adobe Reader users), create interactive forms and track responses within Acrobat, create PDF Portfolios and customize them with all-new layouts and color palettes, remove sensitive information with redaction tools, incorporate audio and video into rich media PDFs, search and reuse scanned content with improved optical character recognition (OCR), compare PDF files to avoid version control issues, fix documents to comply with PDF standards, make documents accessible to people with disabilities, share secured files online with Acrobat.com services, and much more. All of Peachpit's eBooks contain the same content as the print edition. You will find a link in the last few pages of your eBook that directs you to the media files. Helpful tips: If you are able to search the book, search for "Where are the lesson files?" Go to the very last page of the book and scroll backwards. You will need a web-enabled device or computer in order to access the media files that accompany this ebook. Entering the URL supplied into a computer with web access will allow you to get to the files. Depending on your device, it is possible that your display settings will cut off part of the URL. To make sure this is not the case, try reducing your font size and turning your device to a landscape view. This should cause the full URL to appear.

ADOBE ACROBAT 6 PDF FOR DUMMIES

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CHARLOTTE'S WEB

HarperCollins Don't miss one of America's top 100 most-loved novels, selected by PBS's The Great American Read. This beloved book by E. B. White, author of Stuart Little and The Trumpet of the Swan, is a classic of children's literature that is "just about perfect." Illustrations in this ebook appear in vibrant full color on a full-color device and in rich black-and-white on all other devices. Some Pig. Humble. Radiant. These are the words in Charlotte's Web, high up in Zuckerman's barn. Charlotte's spiderweb tells of her feelings for a little

pig named Wilbur, who simply wants a friend. They also express the love of a girl named Fern, who saved Wilbur's life when he was born the runt of his litter. E. B. White's Newbery Honor Book is a tender novel of friendship, love, life, and death that will continue to be enjoyed by generations to come. It contains illustrations by Garth Williams, the acclaimed illustrator of E. B. White's *Stuart Little* and Laura Ingalls Wilder's *Little House* series, among many other books. Whether enjoyed in the classroom or for homeschooling or independent reading, *Charlotte's Web* is a proven favorite.

WONDER

Knopf Books for Young Readers "Now a major motion picture! Includes full-color movie photos and exclusive content!"--Dust jacket.

THE RUST PROGRAMMING LANGUAGE (COVERS RUST 2018)

No Starch Press The official book on the Rust programming language, written by the Rust development team at the Mozilla Foundation, fully updated for Rust 2018. The Rust Programming Language is the official book on Rust: an open source systems programming language that helps you write faster, more reliable software. Rust offers control over low-level details (such as memory usage) in combination with high-level ergonomics, eliminating the hassle traditionally associated with low-level languages. The authors of The Rust Programming Language, members of the Rust Core Team, share their knowledge and experience to show you how to take full advantage of Rust's features--from installation to creating robust and scalable programs. You'll begin with basics like creating functions, choosing data types, and binding variables and then move on to more advanced concepts, such as:

- Ownership and borrowing, lifetimes, and traits
- Using Rust's memory safety guarantees to build fast, safe programs
- Testing, error handling, and effective refactoring
- Generics, smart pointers, multithreading, trait objects, and advanced pattern matching
- Using Cargo, Rust's built-in package manager, to build, test, and document your code and manage dependencies
- How best to use Rust's advanced compiler with compiler-led programming techniques

You'll find plenty of code examples throughout the book, as well as three chapters dedicated to building complete projects to test your learning: a number guessing game, a Rust implementation of a command line tool, and a multithreaded server. New to this edition: An extended section on Rust macros, an expanded chapter on modules, and appendixes on Rust development tools and editions.

ANTHEM

POPULAR BOOKS BY AYN RAND : ALL TIMES BESTSELLER DEMANDING BOOKS

BEYOND BOOKS HUB Hailed by The New York Times as "a compelling dystopian look at paranoia from one of the most unique and perceptive writers of our time," this brief, captivating novel offers a cautionary tale. The story unfolds within a society in which all traces of individualism have been eliminated from every aspect of life — use of the word "I" is a capital offense. The hero, a rebel who discovers that man's greatest moral duty is the pursuit of his own happiness, embodies the values the author embraced in her personal philosophy of objectivism: reason, ethics, volition, and individualism. Anthem anticipates the themes Ayn Rand explored in her later masterpieces, *The Fountainhead* and *Atlas Shrugged*. Publisher's Weekly acclaimed it as "a diamond in the rough, often dwarfed by the superstar company it keeps with the author's more popular work, but every bit as gripping, daring, and powerful." Anthem is a dystopian fiction novella by Ayn Rand, written in 1937 and first published in 1938 in England. It takes place at some unspecified future date when mankind has entered another dark age characterized by irrationality, collectivism, and socialistic thinking and economics. Technological advancement is now carefully planned (when it is allowed to occur at all) and the concept of individuality has been eliminated.

HOW TO WIN FRIENDS AND INFLUENCE PEOPLE

DigiCat "How to Win Friends and Influence People" is one of the first best-selling self-help books ever published. It can enable you to make friends quickly and easily, help you to win people to your way of thinking, increase your influence, your prestige, your ability to get things done, as well as enable you to win new clients, new customers.

Twelve Things This Book Will Do For You:

- _x000D_ Get you out of a mental rut, give you new thoughts, new visions, new ambitions.
- _x000D_ Enable you to make friends quickly and easily.
- _x000D_ Increase your popularity.
- _x000D_ Help you to win people to your way of thinking.
- _x000D_ Increase your influence, your prestige, your ability to get things done.
- _x000D_ Enable you to win new clients, new customers.
- _x000D_ Increase your earning power.
- _x000D_ Make you a better salesman, a better executive.
- _x000D_ Help you to handle complaints, avoid arguments, keep your human contacts smooth and pleasant.
- _x000D_ Make you a better speaker, a more entertaining conversationalist.
- _x000D_ Make the principles of psychology easy for you to apply in your daily contacts.
- _x000D_ Help you to arouse enthusiasm among your associates.

x000D Dale Carnegie (1888-1955) was an

American writer and lecturer and the developer of famous courses in self-improvement, salesmanship, corporate training, public speaking, and interpersonal skills. Born into poverty on a farm in Missouri, he was the author of *How to Win Friends and Influence People* (1936), a massive bestseller that remains popular today. _x000D_

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R FOR DATA SCIENCE

IMPORT, TIDY, TRANSFORM, VISUALIZE, AND MODEL DATA

"O'Reilly Media, Inc." Learn how to use R to turn raw data into insight, knowledge, and understanding. This book introduces you to R, RStudio, and the tidyverse, a collection of R packages designed to work together to make data science fast, fluent, and fun. Suitable for readers with no previous programming experience, *R for Data Science* is designed to get you doing data science as quickly as possible. Authors Hadley Wickham and Garrett Grolemund guide you through the steps of importing, wrangling, exploring, and modeling your data and communicating the results. You'll get a complete, big-picture understanding of the data science cycle, along with basic tools you need to manage the details. Each section of the book is paired with exercises to help you practice what you've learned along the way. You'll learn how to: **Wrangle**—transform your datasets into a form convenient for analysis **Program**—learn powerful R tools for solving data problems with greater clarity and ease **Explore**—examine your data, generate hypotheses, and quickly test them **Model**—provide a low-dimensional summary that captures true "signals" in your dataset **Communicate**—learn R Markdown for integrating prose, code, and results

MAPS AND THE INTERNET

Elsevier This book examines a new trend affecting cartography and geographic information science. Presenting the work of over 30 authors from 16 different countries, the book provides an overview of current research in the new area of Internet Cartography. Chapters deal with the growth of this form of map distribution, uses in education, privacy issues, and technical aspects from the point of view of the map provider - including Internet protocols such as XML and SVG. Many see the Internet as a revolution for cartography. Previously tied to the medium of paper and expensive large-format color print technology, maps had a limited distribution and use. The Internet made it possible to not only distribute maps to a much larger audience but also to incorporate interaction and animation in the display. Maps have also become timelier with some maps of traffic and weather being updated every few minutes. In addition, it is now possible to access maps from servers throughout the world. Finally, the Internet has made historic maps available for viewing to the public that were previously only available in map libraries with limited access. * Provides comprehensive coverage of maps and the internet * Delivers a global perspective * Combines theoretical and practical aspects

DEEP LEARNING

MIT Press An introduction to a broad range of topics in deep learning, covering mathematical and conceptual background, deep learning techniques used in industry, and research perspectives. "Written by three experts in the field, *Deep Learning* is the only comprehensive book on the subject." —Elon Musk, cochair of OpenAI; cofounder and CEO of Tesla and SpaceX **Deep learning** is a form of machine learning that enables computers to learn from experience and understand the world in terms of a hierarchy of concepts. Because the computer gathers knowledge from experience, there is no need for a human computer operator to formally specify all the knowledge that the computer needs. The hierarchy of concepts allows the computer to learn complicated concepts by building them out of simpler ones; a graph of these hierarchies would be many layers deep. This book introduces a broad range of topics in deep learning. The text offers mathematical and conceptual background, covering relevant concepts in linear algebra, probability theory and information theory, numerical computation, and machine learning. It describes deep learning techniques used by practitioners in industry, including deep feedforward networks, regularization, optimization algorithms, convolutional networks, sequence modeling, and practical methodology; and it surveys such applications as natural language processing, speech recognition, computer vision, online recommendation systems, bioinformatics, and videogames. Finally, the book offers research perspectives, covering such theoretical topics as linear factor models, autoencoders, representation learning, structured probabilistic models, Monte Carlo methods, the partition function, approximate inference, and deep generative models. *Deep Learning* can be used by undergraduate or graduate students planning careers in either industry or research, and by software engineers who want to begin

using deep learning in their products or platforms. A website offers supplementary material for both readers and instructors.

PYTHON DATA SCIENCE HANDBOOK

ESSENTIAL TOOLS FOR WORKING WITH DATA

"O'Reilly Media, Inc." For many researchers, Python is a first-class tool mainly because of its libraries for storing, manipulating, and gaining insight from data. Several resources exist for individual pieces of this data science stack, but only with the Python Data Science Handbook do you get them all—IPython, NumPy, Pandas, Matplotlib, Scikit-Learn, and other related tools. Working scientists and data crunchers familiar with reading and writing Python code will find this comprehensive desk reference ideal for tackling day-to-day issues: manipulating, transforming, and cleaning data; visualizing different types of data; and using data to build statistical or machine learning models. Quite simply, this is the must-have reference for scientific computing in Python. With this handbook, you'll learn how to use: IPython and Jupyter: provide computational environments for data scientists using Python NumPy: includes the ndarray for efficient storage and manipulation of dense data arrays in Python Pandas: features the DataFrame for efficient storage and manipulation of labeled/columnar data in Python Matplotlib: includes capabilities for a flexible range of data visualizations in Python Scikit-Learn: for efficient and clean Python implementations of the most important and established machine learning algorithms

EMERGENCY RESPONSE GUIDEBOOK

A GUIDEBOOK FOR FIRST RESPONDERS DURING THE INITIAL PHASE OF A DANGEROUS GOODS/HAZARDOUS MATERIALS TRANSPORTATION INCIDENT

Simon and Schuster Does the identification number 60 indicate a toxic substance or a flammable solid, in the molten state at an elevated temperature? Does the identification number 1035 indicate ethane or butane? What is the difference between natural gas transmission pipelines and natural gas distribution pipelines? If you came upon an overturned truck on the highway that was leaking, would you be able to identify if it was hazardous and know what steps to take? Questions like these and more are answered in the Emergency Response Guidebook. Learn how to identify symbols for and vehicles carrying toxic, flammable, explosive, radioactive, or otherwise harmful substances and how to respond once an incident involving those substances has been identified. Always be prepared in situations that are unfamiliar and dangerous and know how to rectify them. Keeping this guide around at all times will ensure that, if you were to come upon a transportation situation involving hazardous substances or dangerous goods, you will be able to help keep others and yourself out of danger. With color-coded pages for quick and easy reference, this is the official manual used by first responders in the United States and Canada for transportation incidents involving dangerous goods or hazardous materials.

ADOBE READER 7 REVEALED

WORKING EFFECTIVELY WITH ADOBE PDF FILES

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THE INNER GAME OF TENNIS

THE CLASSIC GUIDE TO THE MENTAL SIDE OF PEAK PERFORMANCE

Random House Master your game from the inside out! With more than 800,000 copies sold since it was first published thirty years ago, this phenomenally successful guide has become a touchstone for hundreds of thousands of people. Not just for tennis players, or even just for athletes in general, this handbook works for anybody who wants to improve his or her performance in any activity, from playing music to getting ahead at work. W. Timothy Gallwey, a leading innovator in sports psychology, reveals how to • focus your mind to overcome nervousness, self-doubt, and distractions • find the state of "relaxed concentration" that allows you to play at your best • build skills by smart practice, then put it all together in match play Whether you're a beginner or a pro, Gallwey's engaging voice, clear examples, and illuminating anecdotes will give you the tools you need to succeed. "Introduced to The Inner Game of Tennis as a graduate student years ago, I recognized the obvious benefits of [W. Timothy] Gallwey's teachings. . . . Whether we are preparing for

an inter-squad scrimmage or the National Championship Game, these principles lie at the foundation of our program.”—from the Foreword by Pete Carroll

AUTOMATE THE BORING STUFF WITH PYTHON, 2ND EDITION

PRACTICAL PROGRAMMING FOR TOTAL BEGINNERS

No Starch Press The second edition of this best-selling Python book (over 500,000 copies sold!) uses Python 3 to teach even the technically uninclined how to write programs that do in minutes what would take hours to do by hand. There is no prior programming experience required and the book is loved by liberal arts majors and geeks alike. If you've ever spent hours renaming files or updating hundreds of spreadsheet cells, you know how tedious tasks like these can be. But what if you could have your computer do them for you? In this fully revised second edition of the best-selling classic Automate the Boring Stuff with Python, you'll learn how to use Python to write programs that do in minutes what would take you hours to do by hand--no prior programming experience required. You'll learn the basics of Python and explore Python's rich library of modules for performing specific tasks, like scraping data off websites, reading PDF and Word documents, and automating clicking and typing tasks. The second edition of this international fan favorite includes a brand-new chapter on input validation, as well as tutorials on automating Gmail and Google Sheets, plus tips on automatically updating CSV files. You'll learn how to create programs that effortlessly perform useful feats of automation to:

- Search for text in a file or across multiple files
- Create, update, move, and rename files and folders
- Search the Web and download online content
- Update and format data in Excel spreadsheets of any size
- Split, merge, watermark, and encrypt PDFs
- Send email responses and text notifications
- Fill out online forms

Step-by-step instructions walk you through each program, and updated practice projects at the end of each chapter challenge you to improve those programs and use your newfound skills to automate similar tasks. Don't spend your time doing work a well-trained monkey could do. Even if you've never written a line of code, you can make your computer do the grunt work. Learn how in Automate the Boring Stuff with Python, 2nd Edition.

GPO ACCESS TRAINING BOOKLET

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ADOBE ACROBAT XI CLASSROOM IN A BOOK

Adobe Press Adobe Acrobat XI Classroom in a Book is the most thorough and comprehensive way for creative professionals and business users to learn how to reliably create, edit, and sign PDF documents and forms with Adobe Acrobat XI. Each chapter in this step-by-step, project-based guide contains a project that builds on your growing knowledge of the program, while end-of-chapter review questions reinforce each lesson. This cross-platform (Mac and Windows) book shows you how to collaborate effectively through electronic reviews, easily share your work across multiple platforms and devices, and speed up your production and business task workflow with Acrobat XI. In this new version you'll learn how to use an integrated Acrobat toolbar (for popular Microsoft and browser apps) so you can easily convert files to PDF and then learn how to directly edit text and images in your PDFs. You'll also learn how to build PDF or web forms with the new built-in Adobe FormsCentral desktop app. We'll show you how to speed up your business workflow by gathering feedback and approval via online document reviews. And you'll learn how to create interactive forms and track responses within Acrobat, how to add signatures and security to your PDF files, and much more.

USING COMPUTERS IN THE LAW OFFICE

Cengage Learning Focusing on how computers can make paralegals and legal professionals more productive on the job, this bestselling guide offers comprehensive coverage of computer concepts, exploring the latest versions of common programs like Microsoft Word, Excel, and PowerPoint, as well as specialized applications including CaseMap, Clio, HotDocs, TimeMap, and TrialDirector. With a clear and engaging writing style, real-life examples, helpful tutorials, ethical considerations, and up-to-date coverage of the most popular software used in all types of legal organizations, this proven resource helps readers develop the knowledge and skills they need for career success. Detailed Hands-on Exercises allow students to apply what they learn and practice using computers to complete realistic legal work. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

HARD LUCK

A NICK CARTER NOVEL

Xlibris Corporation While Kathy was making phone calls and sending photos of the tattoo to several tattoo parlors, I went through my father's cold case logs. When I read the autopsy report from one of the cases, I knew I had a related case. I let Kathy read the report. "What do you think?" I asked. "It's the same MO as your Jane Doe. The victim was a Native American girl, seventeen to nineteen years of age with a new heart-shaped tattoo. The ink was household enamel. The killer thinned it down with turpentine. The killer used bleach to destroy any DNA evidence and killed her by pouring bleach down her throat. An incision to the wrist drained her blood. No sign of a struggle due to morphine. I'd say you have a serial killer."

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John Wiley & Sons

IT ENDS WITH US

A NOVEL

Pocket Books In this "brave and heartbreaking novel that digs its claws into you and doesn't let go, long after you've finished it" (Anna Todd, New York Times bestselling author) from the #1 New York Times bestselling author of *All Your Perfects*, a workaholic with a too-good-to-be-true romance can't stop thinking about her first love. Lily hasn't always had it easy, but that's never stopped her from working hard for the life she wants. She's come a long way from the small town where she grew up—she graduated from college, moved to Boston, and started her own business. And when she feels a spark with a gorgeous neurosurgeon named Ryle Kincaid, everything in Lily's life seems too good to be true. Ryle is assertive, stubborn, maybe even a little arrogant. He's also sensitive, brilliant, and has a total soft spot for Lily. And the way he looks in scrubs certainly doesn't hurt. Lily can't get him out of her head. But Ryle's complete aversion to relationships is disturbing. Even as Lily finds herself becoming the exception to his "no dating" rule, she can't help but wonder what made him that way in the first place. As questions about her new relationship overwhelm her, so do thoughts of Atlas Corrigan—her first love and a link to the past she left behind. He was her kindred spirit, her protector. When Atlas suddenly reappears, everything Lily has built with Ryle is threatened. An honest, evocative, and tender novel, *It Ends with Us* is "a glorious and touching read, a forever keeper. The kind of book that gets handed down" (USA TODAY).

EAT PRAY LOVE

ONE WOMAN'S SEARCH FOR EVERYTHING ACROSS ITALY, INDIA AND INDONESIA

Riverhead Books Traces the author's decision to quit her job and travel the world for a year after suffering a midlife crisis and divorce, an endeavor that took her to three places in her quest to explore her own nature, experience fulfillment and learn the art of spiritual balance. (Biography & autobiography). Reissue. A best-selling book. Movie tie-in.

ADOBE ACROBAT DC CLASSROOM IN A BOOK

Adobe Press **Adobe Acrobat DC Classroom in a Book** is the most thorough and comprehensive way for students to learn how to reliably create, edit, and sign PDF documents and forms with Adobe Acrobat DC. Each of the 13 lessons in this step-by-step, project-based guide contains a project that builds on their growing knowledge of the program, while end-of-chapter review questions reinforce each lesson. This cross-platform (Mac and Windows) book shows students how to collaborate effectively through electronic reviews, easily share their work across multiple platforms and devices (including via the new Adobe Document Cloud service), and speed up their production and business task workflow with Acrobat DC. All of the book's screenshots have been updated for the new edition, showing users how to navigate the completely overhauled user interface—a selling point for existing users of the software. Readers will also learn how to use the new Tool pane so they can easily convert files (Microsoft Office documents and graphics) to PDF and then learn how to directly edit text and images in their PDFs. They'll also learn how to use the newly refreshed tools to build PDF or web forms, speed up business workflow by gathering feedback and approval via online document reviews. And they'll learn how to create interactive forms and track responses within Acrobat, how to add signatures and security to

their PDF files, and much more. All of the project files used in the book's lessons are available for readers to download at peachpit.com.

ILLUSTRATOR CS2 FOR WINDOWS AND MACINTOSH

Peachpit Press If you're looking forward to using cool new tools like Illustrator CS2's Live Trace or Live Paint in your vector artwork, or eager to take advantage of its more than 200 professionally designed templates, you'll need to get up to speed on every aspect of Illustrator CS2 now with this Visual QuickStart Guide! As the standard Illustrator text in many design schools, this popular, task-based best seller has taught a generation of users how to make the most out of Adobe's vector-graphics powerhouse. Now it's back--revised and updated--to teach the next. Using simple step-by-step instructions, loads of screen shots, and an array of time-saving tips and tricks, this volume represents the quickest route to Illustrator CS2 proficiency. Clearly marked locators indicate new and improved features (such as enhanced type capabilities, powerful 3D graphics tools, enhanced PDF support, and more), a 24-page color section, and highly readable text create a winning combination for every level of Illustrator user.

GETTING THE MOST FROM ONLINE LEARNING

A LEARNER'S GUIDE

John Wiley & Sons Getting the Most from Online Learning is a must-have resource that helps people, become better e-learners by showing them how to prepare for, participate in, and apply e-learning in all its variations. Written by the leaders in e-learning, this book is filled with practical ideas, suggestions, and information about a wide variety of topics including how to: Participate effectively in on-line learning experiences Contribute to and learn from discussion groups and chatrooms Handle e-learning peer evaluations Participate in online group projects In addition, the expert authors share their personal e-learning experiences and show how they have mastered the discipline of e-learning for themselves.