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How To Convert A Word Document

Shows readers how to create PDF documents that are far more powerful than simple representations of paper pages, helps them get around common PDF issues, and introduces them to tools that will allow them to manage content in PDF, navigating it and reusing it as necessary. Original. (Intermediate).

Unlock your new Office with this one-of-a-kind learning package! Whether you're meeting Office 2013 for the first time or upgrading your knowledge from an earlier version, this value-packed eLearning kit makes it easy to learn 2013 at

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your own pace. This complete learning package includes a full-color printed book and an access code for one year of online self-paced training. You'll learn the basics of the Office interface, how to navigate it, and how to use the features common to all Office programs. Then you'll get detailed instructions for working with Word, Excel, PowerPoint, and Outlook. Follow the material sequentially or jump in and out as you wish - it's set up so you can learn at your own pace. Throughout, you will benefit from illustrations, animations, voiceover explanations, and the option of closed captioning if you find you learn better when you can read the instructions. Helps self-motivated learners

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get going with Office 2013 and its new features Walk you through creating and formatting a Word document, setting up and working with an Excel spreadsheet, managing e-mail and calendars with Outlook, building a powerful PowerPoint presentation with graphics and sound, and more Includes an easy-to-follow, full-color book and an interactive Dummies eLearning Course that corresponds with book and is unlocked via online access code Allows you to follow the material sequentially or choose separate sections at your own time and pace Office 2013 eLearning Kit For Dummies is the key to unlocking all Office 2013 has to offer.

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Can One Girl Win A War? My name is Kano Murasaki, but everyone calls me Risuko. Squirrel. I am from Serenity Province, though I was not born there. My nation has been at war for a hundred years, Serenity is under attack and my family is in disgrace, but some people think that I can bring victory. That I can be a very special kind of woman. All I want to do is climb. My name is Kano Murasaki, but everyone calls me Squirrel. Risuko. ~*~ Though Japan has been devastated by a century of civil war, Risuko just wants to climb trees. Growing up far from the battlefields and court intrigues, the fatherless girl finds herself pulled into a plot that may reunite Japan — or may destroy it. She is torn from

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her home and what is left of her family, but finds new friends at a school that may not be what it seems. Magical but historical, Risuko follows her along the first dangerous steps to discovering who she truly is. Kano Murasaki, called Risuko (Squirrel) is a young, fatherless girl, more comfortable climbing trees than down on the ground. Yet she finds herself enmeshed in a game where the board is the whole nation of Japan, where the pieces are armies, moved by scheming lords, and a single girl couldn't possibly have the power to change the outcome. Or could she? **YOUNG ADULT HISTORICAL ADVENTURE** As featured in Kirkus, Foreword, and on the cover of Publishers Weekly!

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Tight, exciting, and thoughtful... The characters are nicely varied and all the pieces fit into place deftly. -- Kirkus Reviews
Risuko is an artfully crafted novel that evokes a heavy sense of place and enchantment.... Risuko's development and evolution are fascinating to watch in this powerful and relentless coming-of-age adventure. -- Foreword Reviews (spotlight review)
Vividly portrayed, flush with cultural detail, and smoothly written. -- BookLife
This book offers a highly accessible introduction to natural language processing, the field that supports a variety of language technologies, from predictive text and email filtering to automatic summarization and translation. With

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it, you'll learn how to write Python programs that work with large collections of unstructured text. You'll access richly annotated datasets using a comprehensive range of linguistic data structures, and you'll understand the main algorithms for analyzing the content and structure of written communication. Packed with examples and exercises, Natural Language Processing with Python will help you:

- Extract information from unstructured text, either to guess the topic or identify "named entities"
- Analyze linguistic structure in text, including parsing and semantic analysis
- Access popular linguistic databases, including WordNet and treebanks
- Integrate techniques drawn from fields as diverse

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as linguistics and artificial intelligence This book will help you gain practical skills in natural language processing using the Python programming language and the Natural Language Toolkit (NLTK) open source library. If you're interested in developing web applications, analyzing multilingual news sources, or documenting endangered languages -- or if you're simply curious to have a programmer's perspective on how human language works -- you'll find Natural Language Processing with Python both fascinating and immensely useful.

Converting Words

Paperback to E-Book

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Mastering VBA for Microsoft Office 365

Cambridge Advanced Learner's Dictionary KLETT
VERSION

Office 2013 eLearning Kit For Dummies

How to Convert Your Word Processor Document to Both
EPUB and MOBI Formats Then Publish to Kindle and
Other Outlets

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.

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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

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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

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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.

Customize and ramp-up Office 365 applications The revised 2019 edition of Mastering VBA Microsoft Office 365

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offers an accessible guide that shows how to extend the capabilities of Office 365 applications with VBA programming. Written in clear terms and understandable language, the book includes systematic tutorials and contains both intermediate and advanced content for experienced VB developers. Designed to be comprehensive, the book addresses not just one Office application, but the entire Office suite. To enhance understanding, the

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content is explored in real-world projects in Word, Excel, Outlook, and PowerPoint. Since the technical programming methods in the Office applications continue to evolve, the updated 2019 edition reviews the changes to the program. Code libraries, the API, and the object model for each Office program have been modified during the three years since the last version of this book. Various elements within VBA have been deprecated or

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replaced, and the surface UI changed as well. The updated 2019 edition covers topics such as:

- Recording macros and getting started with VBA*
- Learning how to work with VBA*
- Using loops and functions*
- Using message boxes, input boxes, and dialog boxes*
- Creating effective code*
- XML-based files, ActiveX, the developer tab, content controls, add-ins, embedded macros, and security*

Written for all levels of Microsoft Office 365 users, Mastering

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VBA Microsoft Office 365: 2019 Edition explains how to customize and automate the Office suite of applications.

"A true benchmark. This work will set a new standard for the conceptualization--let alone the study--of missionization and religious conversion, colonial language policy, and language-oriented social history. Hanks provides a framework for thinking about language history that integrates language ideology, linguistic form

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(from phonology to speech genres), social organization, and the phenomenology of experience that goes so far beyond traditional historical, linguistic, or philological perspectives as to constitute a new paradigm for the field. Converting Words will be a classic work that will stimulate others to emulate Hanks's powerful scholarly example. The field will never be the same after this book appears." --Richard Bauman, author of A

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World of Others' Words: Cross-Cultural Perspectives on Intertextuality

"Hanks's work is utterly original and unprecedented... I don't think historians of the Mesoamerican colonial regimes should write anything until they read this book; it's that important."--Jane H. Hill, author of *A Grammar of Cupeño*

Experience learning made easy—and quickly teach yourself how to create impressive documents with Word 2007.

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With Step By Step, you set the pace—building and practicing the skills you need, just when you need them! Apply styles and themes to your document for a polished look Add graphics and text effects—and see a live preview Organize information with new SmartArt diagrams and charts Insert references, footnotes, indexes, a table of contents Send documents for review and manage revisions Turn your ideas into blogs, Web pages, and more Your

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all-in-one learning experience includes: Files for building skills and practicing the book's lessons Fully searchable eBook Bonus quick reference to the Ribbon, the new Microsoft Office interface Windows Vista Product Guide eBook—plus more resources and extras on CD For customers who purchase an ebook version of this title, instructions for downloading the CD files can be found in the ebook.

Word & HTML Formatting Guide (A Step by

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Step Guide)

Word 2013 For Dummies

Drive Engagement, Conversion, and Retention with Every Word

R Markdown

Google Drive and Docs in 30 Minutes (2nd Edition)

Word 2016 For Dummies

Find a Perl programmer, and you'll find a copy of Perl Cookbook nearby. Perl Cookbook is a comprehensive collection of problems, solutions, and practical examples for anyone programming in Perl. The book

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contains hundreds of rigorously reviewed Perl "recipes" and thousands of examples ranging from brief one-liners to complete applications. The second edition of Perl Cookbook has been fully updated for Perl 5.8, with extensive changes for Unicode support, I/O layers, mod_perl, and new technologies that have emerged since the previous edition of the book. Recipes have been updated to include the latest modules. New recipes have been added to every chapter of the book, and some chapters have almost doubled in size. Covered topic areas include: Manipulating strings, numbers, dates, arrays, and hashes Pattern matching and text substitutions

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*References, data structures, objects, and classes
Signals and exceptions Screen addressing, menus, and graphical applications Managing other processes
Writing secure scripts Client-server programming
Internet applications programming with mail, news, ftp, and telnet CGI and mod_perl programming Web programming
Since its first release in 1998, Perl Cookbook has earned its place in the libraries of serious Perl users of all levels of expertise by providing practical answers, code examples, and mini-tutorials addressing the challenges that programmers face. Now the second edition of this bestselling book is ready to earn its place among the ranks of favorite*

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Perl books as well. Whether you're a novice or veteran Perl programmer, you'll find Perl Cookbook, 2nd Edition to be one of the most useful books on Perl available. Its comfortable discussion style and accurate attention to detail cover just about any topic you'd want to know about. You can get by without having this book in your library, but once you've tried a few of the recipes, you won't want to.

Remember when feminism happened, and tons of scholars banded together and rewrote the history books to include the accomplishments thousands of women whose badassery had been ignored for thousands of years? JK, JK. The representation of

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women is still super bad! With their trademark irreverence and penchant for storytelling, the team from Museum Hack has united to present: Museum Hack's Guide to History's Fiercest Females. Because the future is female and guess what? The past was hella female, too! Enclosed in this one-of-a-kind book are 26 stories of amazing women from all corners of the earth who probably weren't included in your high school history book... but definitely should have been! Get ready to join the revolution! (Or, keep revolutionizing! We support your journey wherever you are). Learning a language--any language--involves a process wherein you learn to rely less and less on instruction

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and more increasingly on the aspects of the language you've mastered. Whether you're learning French, Java, or C, at some point you'll set aside the tutorial and attempt to converse on your own. It's not necessary to know every subtle facet of French in order to speak it well, especially if there's a good dictionary available. Likewise, C programmers don't need to memorize every detail of C in order to write good programs. What they need instead is a reliable, comprehensive reference that they can keep nearby. C in a Nutshell is that reference. This long-awaited book is a complete reference to the C programming language and C runtime library. Its purpose is to serve

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as a convenient, reliable companion in your day-to-day work as a C programmer. C in a Nutshell covers virtually everything you need to program in C, describing all the elements of the language and illustrating their use with numerous examples. The book is divided into three distinct parts. The first part is a fast-paced description, reminiscent of the classic Kernighan & Ritchie text on which many C programmers cut their teeth. It focuses specifically on the C language and preprocessor directives, including extensions introduced to the ANSI standard in 1999. These topics and others are covered: Numeric constants Implicit and explicit type conversions

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Expressions and operators Functions Fixed-length and variable-length arrays Pointers Dynamic memory management Input and output The second part of the book is a comprehensive reference to the C runtime library; it includes an overview of the contents of the standard headers and a description of each standard library function. Part III provides the necessary knowledge of the C programmer's basic tools: the compiler, the make utility, and the debugger. The tools described here are those in the GNU software collection. C in a Nutshell is the perfect companion to K&R, and destined to be the most reached-for reference on your desk.

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Haunted by dreams of a powerful red tide, Odd Thomas, accompanied by two otherworldly sidekicks, is drawn to a small California coastal town, where nothing is as it appears and where he confronts overwhelming and sinister forces out to stop his quest.

Word 2016 For Professionals For Dummies

Enabling Language-Aware Data Products with Machine Learning

Microsoft Office 2019 Step by Step

Solutions & Examples for Perl Programmers

C in a Nutshell

Self Publishing Your Kindle Book with Microsoft Word, Or Tips on Formatting Your Document So Your Ebook

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Won't Look Terrible

The Smashwords Style Guide has helped indie authors produce and publish over 65,000 high-quality ebooks. Over 100,000 copies downloaded in three years!

Word Tutorials complete guide for beginners

Updated in 2018! The top-selling guide to Google's free online office suite is now available in a revised and expanded second edition. Thirty minutes is all you'll need to get up to speed with Google Drive, Google Docs, Google Sheets, and Google

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Slides, the free online productivity suite and alternative to Microsoft Office.

Millions of people use the software every day. You can use Drive, Docs, Sheets, and

Slides to perform the following tasks: •

Write letters and reports • Crunch numbers

and create online data entry forms • Give

presentations • Collaborate online with

classmates and colleagues • Convert

Microsoft Office documents to Google

formats, and vice versa • Print documents,

drawings, and spreadsheets • Export PDFs •

Make pie charts, bar charts, and simple

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tables • Publish documents and spreadsheets online using the new Google Sites After covering registration, file creation and other basics, Google Drive and Docs In 30 Minutes (2nd Edition) zeroes in on the most important time-saving tips and productivity tools. Highlights include: • Converting files between Microsoft Office and Google formats. • Best practices for organizing files in Google Drive. • What to expect with collaboration and sharing. • The pros and cons of Google's mobile apps for

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Drive, Docs, Sheets, and Slides. • Accessing older versions of files. • How to publish your documents to the Web for colleagues or members of the public to view. • Functions, sorting and filtering in Google Sheets (with examples). • Using Google Forms to gather data. • Google Slides: Is it a suitable alternative to Microsoft PowerPoint? • Working with offline files. • Downloading third-party apps. The tone of Google Drive and Docs In 30 Minutes is friendly and easy to understand, with lots of step-by-step

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instructions, screenshots, and examples. The guide can be used by anyone with a PC, Mac, or Chromebook. It also includes instructions for using Drive, Docs, Sheets, and Slides on Android and iOS phones and tablets. Google Drive and Docs In 30 Minutes, 2nd Edition is authored by Ian Lamont, an award-winning technology and business journalist. He has written several books in the "In 30 Minutes" series, including Dropbox In 30 Minutes, Twitter In 30 Minutes, and Excel Basics In 30 Minutes. Here's what readers are saying

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about Google Drive & Docs In 30 Minutes:

“I am so glad this was made! I've been using Google Docs for a while now and have been encouraging my teacher colleagues to do so as well to facilitate collaboration. It has become my go-to text book to help new users understand quickly. If you're new to Google Drive or Google Documents, this will help you. If you're experienced, and want something to help those who come to you with questions, this is a nice tool to help them remember what you show them. I highly recommend it.” “I just got a new

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position that requires record keeping. Having used Google Docs in the past, I decided to update my knowledge. I googled "Docs for dummies" and this was one of the results. I liked the concept that the title implies - a concise guide that will distill what I need and allow me to complete a task quickly" "A clear and concise explanation of how to navigate your way through google docs." "Excellent introduction to Google drive. Well researched, easy to read, nicely organized."

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This bestselling guide to Microsoft Word is the first and last word on Word 2013. It's a whole new Word, so jump right into this book and learn how to make the most of it. Bestselling For Dummies author Dan Gookin puts his usual fun and friendly candor back to work to show you how to navigate the new features of Word 2013. Completely in tune with the needs of the beginning user, Gookin explains how to use Word 2013 quickly and efficiently so that you can spend more time working on your projects and less time trying to figure it

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all out. Walks you through the capabilities of Word 2013 without weighing you down with unnecessary technical jargon Deciphers the user interface and shows you how to take advantage of the file formats Covers editing documents, working with text, using grammar and spelling tools, formatting, adding images and other design elements, and more Get the word on the latest Word with Word 2013 For Dummies! InkShard: A Compendium of Essays PDF Hacks

Word for Windows 95

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A Guide for Scholarly Authors

Natural Language Processing with Python

Applied Text Analysis with Python

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see how Word works instead of hear a long-winded explanation? Teach Yourself Visually Word offers you a straightforward 'show me, don't tell me' approach to working with the newest version of the top-selling application in the Microsoft Office suite. Packed with visually rich tutorials and step-by-step instructions that will help you come to grips with all of Word's capabilities, this accessible resource will quickly and easily get you up and running on using

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the world's most widely used word processing program. With Teach Yourself Visually Word, you'll learn how to perform dozens of tasks, including how to set up and format documents and text in Word; work with diagrams, charts, and pictures; use Mail Merge; post documents online; and much more. Covering the newest additions and changes to the latest version of Word, a series of easy-to-follow, full-color tutorials helps you to quickly get up and

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**running with Word like a warrior!
Tutorials and step-by-step screenshots
make lessons easy to follow and
understand Helps you grasp the basic
functions of Word—and beyond Walks
you through Word's new features
Demonstrates how to set up, format, and
edit Word documents If you're new to the
world of Word and want a highly visual
roadmap to help you put it to use for you,
Teach Yourself Visually Word has you
covered.**

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This funny titled blank urban dictionary is perfect for any millennial to record words and thoughts, Makes great gag gift idea for Christmas and Birthdays. The Cambridge Advanced Learner's Dictionary gives the vital support which advanced students need, especially with the essential skills: reading, writing, listening and speaking. In the book: * 170,000 words, phrases and examples * New words: so your English stays up-to-date * Colour headwords: so you can find

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Error' notes show how to avoid common
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pictures: 16 full page colour pictures On
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pronunciation * UNIQUE! Smart
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word * QUICKfind looks up words for you**

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them in the trash, or send a standard, cold rejection letter. Now you can take control of your publishing career. In this book, you will learn simple techniques to produce a professional looking print book or ebook. Take advantage of the author's years of experience producing professional book files for satisfied clients. Her tips and tricks to mastering the technical details of publishing a book are presented in a simple, step-by-step format that anyone can understand. Dozens of accompanying illustrations make learning the steps even easier. If you own Microsoft Word and Adobe Acrobat Pro (version 7 or later), you can publish your book now.* With a well-written book, a

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book to Amazon's "Look Inside" program. And much, much more... Jennette Green is a multi-published, international author of both fiction and nonfiction. She has helped numerous authors and publishers prepare their books for publication. She provides technical support, book and ebook formatting, as well as her specialty of building and converting covers to meet Lightning Source and CreateSpace requirements. Her passion is to empower others to achieve their publishing dreams. * Adobe Photoshop (or Scribus) is also needed in order to produce a cover file for Lightning Source. If you would like to apply advanced Kindle formatting to your book, please

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note that this how-to manual does not cover the use of CSS, html, KindleGen, NCX files, or other advanced Kindle formatting issues. If this area is of interest to you, the purchase of a separate book covering these topics is recommended. As well, this manual is best suited for fiction novels, or general nonfiction books. If your print nonfiction book requires a great deal of specialized formatting, you may consider using a professional page layout program, such as Adobe InDesign. The use of InDesign is not covered in this book. For Windows/PC; Tips for Mac on FormatABook.com website
A short reference that visually presents the most essential

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Word for Windows 95 tasks along with the most efficient way to accomplish each of those tasks. Coded by task category that is organized alphabetically, the reference makes it easy to locate information. Tasks are also listed alphabetically within common topic areas.

When you depend on users to perform specific actions—like buying tickets, playing a game, or riding public transit—well-placed words are most effective. But how do you choose the right words? And how do you know if they work? With this practical book, you'll learn how to write strategically for UX, using tools to build foundational pieces for UI text and UX voice strategy. UX

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content strategist Torrey Podmajersky provides strategies for converting, engaging, supporting, and re-attracting users. You'll use frameworks and patterns for content, methods to measure the content's effectiveness, and processes to create the collaboration necessary for success. You'll also structure your voice throughout so that the brand is easily recognizable to its audience. Learn how UX content works with the software development lifecycle Use a framework to align the UX content with product principles Explore content-first design to root UX text in conversation Learn how UX text patterns work with different voices Produce text that's purposeful,

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concise, conversational, and clear

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

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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

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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

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your computer do the grunt work. Learn how in Automate the Boring Stuff with Python, 2nd Edition.

The Business of Being a Writer

The Missing Manual

Word 2007

A Kunoichi Tale

The Book Proposal Book

Making God's Word Real

Writers talk about their work in many ways: as an art, as a calling, as a lifestyle. Too often missing from these conversations is the fact that writing is also a business. The reality is, those who want

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to make a full- or part-time job out of writing are going to have a more positive and productive career if they understand the basic business principles underlying the industry. The Business of Being a Writer offers the business education writers need but so rarely receive. It is meant for early-career writers looking to develop a realistic set of expectations about making money from their work or for working writers who want a better understanding of the industry. Writers will gain a comprehensive picture of how the publishing world works—from queries and agents

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to blogging and advertising—and will learn how they can best position themselves for success over the long term. Jane Friedman has more than twenty years of experience in the publishing industry, with an emphasis on digital media strategy for authors and publishers. She is encouraging without sugarcoating, blending years of research with practical advice that will help writers market themselves and maximize their writing-related income. It will leave them empowered, confident, and ready to turn their craft into a career.

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The most comprehensive guide to Microsoft Word 2016 If you're a professional who uses Word, but aren't aware of its many features or get confused about how they work best, Word 2016 For Professionals For Dummies answers all your burning questions about the world's number-one word processing software. Offering in-depth coverage of topics you won't find in Word 2016 For Dummies, this guide focuses on the professional's needs, giving you all you need to know not only do your job well, but to do it even better. As Microsoft continues to hone

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