

Windows 10 In Easy Steps

Windows 10 in Easy Steps, Special Edition, 2nd Edition Mike Mcgrath 2017 A comprehensive, yet concise guide that will walk you through Windows 10 basics so that you're up and running in no time, this book will then gently guide you through advanced features to help you venture further and get more from Windows 10. --

Windows 10 in Easy Steps Mike McGrath 2019-09-30 Windows 10 in easy steps - Special Edition, 3rd Edition builds on Windows 10 in easy steps and Windows 10 for Seniors in easy steps, taking the user to the next level. Written to help non-technical PC-users to make the most of their Windows 10 computer, all in the familiar In Easy Steps style.

Microsoft Word in easy steps Scott Basham 2021-04-16 Microsoft Word in easy steps will get you up and running in no time, and then reveal all the clever features of this popular word processor. Learn all you need to know about: · Creating, structuring and adding styles to your documents; text editing and formatting. · Adding and editing pictures, graphics, videos, hyperlinks; and faster shape formatting. · Working with equations, symbols and tables. · Writing, sharing and collaborating on documents in real time and while on the move using different devices. · Proofing, indexing, adding citations, and creating tables of contents. · Reviewing and protecting your documents. The must-have guide for all Microsoft Word newbies as well as for those needing to take their word processing skills to the next level! Covers MS Word in Microsoft 365 suite. Table of Contents: Finding your way around Basic editing Editing in more depth Structured documents Pictures and graphics Document views Files and settings Sharing features References and mailings Advanced topics

Windows 10 in Easy Steps, Special Edition Mike McGrath 2017 A comprehensive, yet concise guide that will walk you through Windows 10 basics so that you're up and running in no time, this book will then gently guide you through advanced features to help you venture further and get more from Windows 10. --

Windows 10 In Easy Steps Nick Vandome 2018 Providing full-color and comprehensive coverage of the latest Windows operating system, this detailed guide shows you how to get the most out of it, whether you are using a desktop computer or a mobile device. --

Windows 10 David Pogue 2018-07-15 "Microsoft's last Windows version, the April 2018 Update, is a glorious Santa sack full of new features and refinements. What's still not included, though, is a single page of printed instructions. Fortunately, David Pogue is back to help you make sense of it all--with humor, authority, and 500 illustrations."--Page 4 of cover.

Windows 10 For Dummies Andy Rathbone 2015-08-10

Illustrates the new features of Windows 10.

Windows 10 Troubleshooting Mike Halsey 2016-09-08 Learn how to troubleshoot Windows 10 the way the experts do, whatever device or form-factor you're using. Focus on the problems that most commonly plague PC users and fix each one with a step-by-step approach that helps you understand the cause, the solution, and the tools required. Discover the connections between the different hardware and software in your devices, and how their bonds with external hardware, networks, and the Internet are more dependent than you think, and learn how to build resilience into any computer system, network, or device running Windows 10. If you're fed up of those nagging day-to-day issues, want to avoid costly repairs, or just want to learn more about how PCs work, *Windows 10 Troubleshooting* is your ideal one-stop guide to the Windows 10 operating system. What You Will Learn:

Understand your PC's ecosystem and how to connect the dots, so you can successfully track problems to their source Create

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resilient backups of your operating system, files, and documents, and enable quick and easy restore Learn your way around Windows' built-in administration tools, to quickly fix the typical problems that come up Diagnose and repair a wide range of common problems with printers and other essential peripherals Solve complex startup problems that can prevent a PC from booting Make your PC safe and secure for the whole family, and for everybody in your workplace Understand the threat from malware and viruses and a range of approaches to dealing with them, depending on the situation Bomb-proof your PC with advanced security, group policy, and firewall policies Learn the top Tips and tricks for researching difficult problems, including third-party tools and useful web resources Work with the registry, file system, and Sysinternals to troubleshooting PCs in the workplace Who This Book Is For: Anyone using Windows 10 on a desktop, laptop, or hybrid device

Introducing Windows 10 for IT Professionals Ed Bott
2016-02-18 Get a head start evaluating Windows 10--with technical insights from award-winning journalist and Windows expert Ed Bott. This guide introduces new features and capabilities, providing a practical, high-level overview for IT professionals ready to begin deployment planning now. This edition was written after the release of Windows 10 version 1511 in November 2015 and includes all of its enterprise-focused features. The goal of this book is to help you sort out what's new in Windows 10, with a special emphasis on features that are different from the Windows versions you and your organization are using today, starting with an overview of the operating system, describing the many changes to the user experience, and diving deep into deployment and management tools where it's necessary.

Easy Windows 10 Mark Edward Soper 2018-02-12 Visual, step-by-step hands-on tutorials for the most common tasks a user needs to perform. Updated for the 2017 Spring and Fall Creator

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releases of Windows 10. See it done. Do it yourself. It's that Easy! Easy Windows 10 teaches you the fundamentals to help you get the most from Windows 10. Fully illustrated steps with simple instructions guide you through each task, building the skills you need to perform the most common tasks with Windows. No need to feel intimidated; we'll hold your hand every step of the way. Learn how to... • Use the improved Windows 10 Fall Creators Update Start menu in Desktop and Tablet mode versions • Discover exciting new 3D and mixed reality apps • Share your wireless Internet connection with smartphones, tablets, and PCs • Use Cortana with more apps and new Cortana-enabled speakers • Use the new OneDrive Files on Demand feature for easy access to files stored in the cloud • Use Windows Ink to enhance your photos and make map directions more powerful • Touchscreen, keyboard, or mouse—use Windows 10 your way!

Exam Ref 70-698 Installing and Configuring Windows 10 Andrew Bettany 2016-08-29 Prepare for Microsoft Exam 70-698—and help demonstrate your real-world mastery of Windows 10 installation and configuration. Designed for experienced IT pros ready to advance their status, this Exam Ref focuses on the critical-thinking and decision-making acumen needed for success at the MCSA level. Focus on the skills measured on the exam: • Prepare for and perform Windows 10 installation • Configure devices and device drivers • Perform post-installation configuration • Implement Windows in the enterprise • Configure and support networking, storage, data access, and usage • Implement apps • Configure remote management • Configure updates, recovery, authorization, authentication, and management tools • Monitor Windows This Microsoft Exam Ref: • Organizes its coverage by the “Skills measured” posted on the exam webpage • Features strategic, what-if scenarios to challenge you • Provides exam preparation tips written by top trainers • Points to in-depth material by topic for exam candidates needing additional review • Assumes you are an IT pro looking to validate your skills in and

knowledge of installing and configuring Windows 10

Windows 11 in Easy Steps Nick Vandome 2022-02-15 Windows

10 in easy steps, 6th edition is updated for the forthcoming Windows 10 Autumn/Fall 2021 (21H2) release, and provides full-color and comprehensive coverage of the latest Windows operating system and shows how to get the most out of it, whether you are using a desktop computer or a mobile device. It details the new features and shows how these integrate with the more traditional elements of the operating system, including: Upgrading to Windows 10 and personalizing it for your needs. Getting to grips with the Windows 10 interface, navigating with the Start menu, the Start button, and the Taskbar. Customizing the live tiles feature, so that you can create your own look and feel. Accessing and downloading apps, and how to work with them and organize them. Working with files and folders, and using OneDrive for free storage and sharing files. Using Cortana, the Personal Digital Assistant, to search your computer or the web or to perform actions like opening apps or documents. Getting online with the web browser, Microsoft Edge, and keeping in touch by email and Skype. Perfecting photos, viewing movies, and playing music and games. Windows 10 is one of the most significant upgrades in Microsoft's history and Windows 10 in easy steps, 6th edition is ideal for newbies and for those wanting to quickly grasp the essentials in the 21H2 update.

Windows 11 For Seniors For Dummies Curt Simmons

2022-01-26 Don't call your tech guru for help—get this book and help yourself! What do you want to do with your Windows computer? Sign up for Facebook to keep up with your friends? Watch a video taken during the latest family trip? Find your latest email messages with a single click of the mouse? Look no further than Windows 11 For Seniors For Dummies to discover how to do these tasks and others that you depend on a daily basis. With this guide to the popular operating system, you find the clear and easy instructions to checking tech tasks off your to-do list. This book

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focuses on giving you the steps—with plenty of helpful illustrations—you need to complete the essential tasks that you perform throughout your day, like connecting with friends on social media, customizing your Windows 11 desktop with personal photos, and emailing the family about weekend plans. You also find out how to navigate Windows 11 and enhance it with the apps and widgets that you use. Other topics include: Adding shortcuts to favorite apps Personalizing your desktop Creating your private Windows account Setting up the email app Having news delivered to your desktop Chasing down lost files Tweaking your digital photos Setting your security and forgetting about it Reach for Windows 11 For Seniors For Dummies whether you need a basic introduction to Windows, want a refresher on Windows 11, or have a question you want answered right away. You can then spend less time looking for help on how your computer works and more time enjoying the fun parts of life.

Easy Windows 10 Mark Edward Soper 2017-02-24 This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. SEE IT DONE. DO IT YOURSELF. It's that Easy! Easy Windows 10 teaches you the fundamentals to help you get the most from Windows 10. Fully illustrated steps with simple instructions guide you through each task, building the skills you need to perform the most common tasks with Windows. No need to feel intimidated; we'll hold your hand every step of the way. Learn how to... · Use the improved Windows 10 Anniversary Edition Start menu in standard and Tablet mode versions · Add extensions to the Microsoft Edge browser to translate foreign-language web pages and much more · Keep your information safe with improved File History and Backup · Use OneDrive® cloud storage to save space on your tablets and computers · Create reminders using Cortana's voice recognition and Sticky Notes integration · Enjoy and shop for your favorite apps, movies, music, and TV shows · Manage and protect your home network ·

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Touchscreen, keyboard, or mouse—use Windows 10 your way!

Windows 10 Tips and Tricks (includes Content Update Program) Guy Hart-Davis 2015-11-06 Book + Content Update Program Easily Unlock the Power of Your New Windows 10 Computer Discover hundreds of tips and tricks you can use right away with your Windows 10 computer to get more done and have more fun. You'll learn how to use your Windows 10 computer both as a powerful communication, organization, and productivity tool and as a feature-packed entertainment device. Guy Hart-Davis shows you strategies for making the most of Microsoft's robust built-in apps, from the new Edge browser to your Cortana personal assistant. Easy to understand and nontechnical, Windows 10 Tips and Tricks is perfect for beginners--and for more experienced users ready to get more productive or move to a new computer. Whether you're running Windows 10 on a desktop, a laptop, or a tablet, get this book and run it better! Here's just a sampling of what this book's tips, tricks, and strategies will help you do: Set up your Windows 10 computer and make it work just the way you want Navigate Windows 10 like a pro Make the most of Windows' resurrected and improved Start menu Explore the web faster, smarter, and more safely with Microsoft Edge Enter text whatever way you like best--including the on-screen keyboard and handwriting panel Communicate via email, Skype, and much more Quickly find whatever you're looking for, wherever you've stored it Share your device with others and still keep it secure Connect to wireless networks more reliably, with better performance--even hidden networks! Use multiple displays at once--even TV screens Give yourself faster access to the apps and files you need the most Protect your privacy and choose which notifications to receive Organize and share your media library Supercharge your productivity with virtual desktops and other shortcuts Improve performance, fix problems, and keep Windows 10 working reliably In addition, this book is part of Que's exciting new Content Update Program. As

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Microsoft updates features of Windows 10, sections of this book will be updated or new sections will be added to match the updates to the software. The updates will be delivered to you via a FREE Web Edition of this book, which can be accessed with any Internet connection. To learn more, visit www.quepublishing.com/CUP. How to access the web edition: Follow the instructions in the book to learn how to register your book to access the FREE Web Edition.

Windows 11 For Dummies Andy Rathbone 2021-11-24 Need Windows help? Find the latest tips and tricks in this perennial favorite on Windows Windows 11 promises to be the fastest, most secure, and most flexible version of the Microsoft operating system yet. With a promise like that, of course you want to start using it, as quickly as possible! Windows 11 For Dummies gives you that speed, security, and flexibility by getting you up to date with the latest in Windows. Windows expert and bestselling author Andy Rathbone gives you a helping hand by showing you how to get around the newly updated Windows 11 interface, how to use the new Windows tools like Teams and widgets, and how to use Android apps. Your tour of Windows 11 starts with the Start menu and ends with how to troubleshoot when things go wrong. In between you find out how to find files on your hard drive, connect with friends and colleagues on Microsoft Teams, transfer photos from your phone to your hard drive, or switch between your desktop and laptop. Additional topics include: Navigating the Start menu Finding where your files are hiding Adding separate user accounts to keep your kids out of your business Connecting to a WiFi network Customizing your widgets Switching to a laptop or tablet You know what you want to get done. Keep Windows 11 For Dummies by your desktop, laptop, and tablet, and you can open it at any time to find out how to get your Windows computer to do what you need.

Windows 10 for Seniors Visual Steps (Firm) 2015-09-28

"Windows 10 for Seniors is the ideal book for seniors who have

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worked with an earlier version of Windows on a desktop or laptop computer and want to get started right away with Windows 10. All of the most important topics are covered, such as using the Internet safely, sending and receiving email and working with files and folders. You will also learn how to organize and view photos and videos and listen to music in Windows 10. Step by step, in your own tempo, you will get acquainted with the new and renewed programs in Windows 10. You will get familiar with the new Start menu and learn how to adjust the settings to make Windows 10 easier and more comfortable to work with. The book contains additional exercises to repeat and reinforce everything you have learned. Instructional videos are also available on the website that accompanies this book. They explain how to perform specific tasks" --

Windows 10 in easy steps, 5th edition - updated for the November 2019 Update Nick Vandome 2019-12-05 Windows 10 in easy steps, 5th edition provides full-color and comprehensive coverage of the latest Windows operating system and shows how to get the most out of it, whether you are using a desktop computer or a mobile device. It details the new features and shows how these integrate with the more traditional elements of the operating system, including:

- Upgrading to Windows 10 and personalizing it for your needs.
- Getting to grips with the Windows 10 interface, navigating with the Start menu, the Start button, and the Taskbar.
- Customizing the live tiles feature, so that you can create your own look and feel.
- Accessing and downloading apps, and how to work with them and organize them.
- Working with files and folders, and using OneDrive for free storage and sharing files.
- Using Cortana, the Personal Digital Assistant, to search your computer or the web or to perform actions like opening apps or documents.
- Getting online with the web browser, Microsoft Edge, and keeping in touch by email and Skype.
- Perfecting photos, viewing movies, and playing music and games.

It also covers the new features in the

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November 2019 Update, including: · An updated Start menu that consists of one column, making it more streamlined. (This applies to new PCs and laptops with the September 2019 Update, or new user accounts that are created.) · A new Light Theme to give the elements of Windows 10 a crisper look and feel. · A greater range of options for how updates in Windows 10 are handled, giving you more control over the update process. · It is now possible to uninstall a greater range of the built-in Windows 10 apps, if required. · The Search box and the button for Cortana have been separated on the Taskbar. · User accounts can be created so that they can be unlocked without a password, but are just as secure. Windows 10 is one of the most significant upgrades in Microsoft's history and Windows 10 in easy steps, 5th Edition is ideal for newbies and for those wanting to quickly grasp the essentials in the November 2019 Update. Table of Contents: 1. Introducing Windows 10 2. Getting Started 3. Working with Apps 4. Standard Controls 5. Customizing Windows 6. File Explorer 7. Managing Files and Folders 8. Digital Lifestyle 9. Microsoft Edge Browser 10. Keeping in Touch 11. Networking and Sharing 12. System and Security

Windows 10 Step by Step Joan Lambert 2015-10-28 The quick way to learn Windows 10 This is learning made easy. Get more done quickly with Windows 10. Jump in wherever you need answers--brisk lessons and colorful screenshots show you exactly what to do, step by step. Discover fun and functional Windows 10 features! Work with the new, improved Start menu and Start screen Learn about different sign-in methods Put the Cortana personal assistant to work for you Manage your online reading list and annotate articles with the new browser, Microsoft Edge Help safeguard your computer, your information, and your privacy Manage connections to networks, devices, and storage resources

Easy Computer Basics, Windows 10 Edition Michael Miller 2015-09-02 In Full Color! See it done. Do it yourself. It's that

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Easy! Easy Computer Basics, Windows 10 Edition, teaches you the fundamentals to help you get the most from your computer hardware and software. Fully illustrated steps with simple instructions guide you through each task, building the skills you need to perform the most common computer tasks. No need to feel intimidated; we'll hold your hand every step of the way. Learn how to... Set up and configure your new Windows 10 computer Upgrade your system with new hardware and software Use Microsoft Windows 10--and personalize it just for you Connect to the Internet for web browsing, email, Facebook, and listening to digital music View and edit digital photos Watch your favorite movies and TV shows online with Netflix and Hulu Protect your family and your computer from viruses, spam, and spyware Set up a wireless home network and share your Internet connection with multiple computers

Windows 10 In Depth Brian Knittel 2018-02-05 This new edition covers the Fall Creators Update to Windows 10. Do more in less time! Experienced with Windows? Don't let Windows 10 make you feel like a beginner again! This book is packed with intensely useful knowledge, tips, and shortcuts you just won't find anywhere else. It's the fastest, best way to master Windows 10's full power, revamped interface, and new tools—from the reconfigured Start menu to the Cortana personal assistant. This friendly, expert guide will make Windows 10 way more productive, painless, and fun, whether you're running it on a computer or a tablet...at home, at work, on the road, anywhere! · Take a quick guided tour of everything that's new in Windows 10 · Get the most out of Edge, Microsoft's modern web browser · Navigate the Windows 10 interface (and customize it to make yourself more comfortable) · Discover hidden shortcuts and timesavers you'd never find on your own · Quickly locate and use files, media, apps, websites, and management tools · Connect reliably and safely to networks, the Internet, and Wi-Fi hotspots · Increase your efficiency by taking advantage of Windows 10's

virtual desktops · Maximize the performance and reliability of your hardware and storage devices · Set up a safe and effective network for your home or office · Systematically protect yourself from viruses, spyware, snoops, fraud, and spam · Use the most convenient and efficient interface for every task: keyboard, touch, pen, or voice · Discover tweaks and customizations that are actually worth the effort · Get more out of your Windows 10 laptop or tablet on the road · Remotely use your Windows 10 computer and data from anywhere on earth · Access even more power with Windows 10's command-line utilities · Use Hyper-V, the subsystem for Linux, and Windows containers to run other operating systems alongside Windows · Troubleshoot the most common Windows 10 problems—and the toughest ones This book is part of Que's Content Update Program (CUP), which provides content updates to certain books for major technology changes. As Microsoft ® makes significant updates to Windows 10, sections of this book will be updated or new sections will be added to match the updates to the software. The updates will

Windows 10 Tips, Tricks & Shortcuts in easy steps Stuart Yarnold 2015-12-01 Windows 10 Tips, Tricks & Shortcuts in easy steps reveals over 1000 useful tips, tweaks and secrets that'll help you to run your PC more efficiently. You will learn how to: Customize the interface to suit your needs Boost your PC's performance with simple tweaks Quicken Startup and Shutdown times Save time by keeping your files organized Keep your hard drive lean Quickly repair Windows 10 Give your PC a free tune-up Keep net browsing safe, private and efficient Keep tabs on other users' activities Guard your PC against viruses and prying eyes Use a PC to build a home entertainment center With keyboard shortcuts throughout to help you save time, this guide covers Windows 10, released July 2015.

Windows 10 in Easy Steps, 3rd Edition Nick Vandome 2017 Whether you are using a desktop computer or a mobile device, this essential resource provides full-color and comprehensive

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coverage of the latest Windows operating system and shows how to get the most out of it. --

Windows 10 in easy steps - Special Edition, 3rd edition Mike McGrath 2019-09-11 Windows 10 in easy steps - Special Edition, 3rd edition builds on Windows 10 in easy steps and Windows 10 for Seniors in easy steps, taking the user to the next level. Written to help non-technical PC-users to make the most of their Windows 10 computer, all in the familiar In Easy Steps style. Windows 10 in easy steps - Special Edition, 3rd edition is a comprehensive, yet concise guide that will walk you through Windows 10 basics so that you can get up and running in no time. Then, in easy steps, it'll gently guide you through advanced features to help you venture further and get more from Windows 10. · Install/upgrade the right Windows 10 release · Master the new interface, desktop and the Start menu · Learn to use the great new features in the Redstone 4 update · Find, download and use key apps for work and for fun · Utilize internet and cloud facilities such as OneDrive · Enjoy Microsoft Edge, the new innovative web browser · Take control of devices and printers · Save time - use the Search feature and Cortana · Create and monitor a home network · Organize and share files safely · Keep Windows 10 working smoothly & efficiently · Explore Windows Registry, file encryption, Windows PowerShell, and more · This guide also includes a chapter on troubleshooting so it'll serve as a key reference point for the future Table of Contents: 1. Introducing Windows 10 2. Choosing your computer 3. Installing Windows 10 4. The Windows 10 interface 5. Windows 10 apps 6. Desktop and Taskbar 7. Built-in programs 8. Windows downloads 9. Microsoft Store 10. Search techniques 11. Manage files and folders 12. Email and messaging 13. Microsoft Edge 14. Digital images 15. Windows games 16. Music and sound 17. Devices and printers 18. Networking Windows 19. Protection and Ease of Access 20. Troubleshooting 21. Backup and recovery 22. Security and encryption 23. Windows PowerShell 24. Update and maintain 25.

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Windows performance 26. Windows Registry 27. Extending Windows

Windows 10 Ben Alexi 2016-08-05 Windows 10 for beginners (and beyond) ebook provides easy steps and Images to understand and follow Here are some of the tutorial and practical information you will get in this Windows 10 Guide: Clarifying the mystery of how to upgrade to Windows 10 with simple steps to follow How to upgrade your Windows phone to Windows 10 Learn the basic yet essential instructions to use Windows 10 New and Improved Features for Windows 10 and how to utilize them Keyboard Shortcuts in Windows 10 that will make your life just a bit easier and getting things done faster Learn about the Essential Apps for Windows 10 so you can Centralize things in one place for Convenience Frequently Asked Questions about can-be-confusing Windows 10 but not with Windows 10 Guide And other details that you will find to be helpful

Windows 10 Tips, Tricks and Shortcuts in Easy Steps Mike McGrath 2016-01-12 With keyboard shortcuts throughout to help you save time, this handy guide reveals over 1000 useful tips, tweaks and secrets that will help you to run your PC more efficiently. --

Teach Yourself VISUALLY Windows 10 Anniversary Update Paul McFedries 2016-08-22 The ultimate visual learner's guide to Windows 10 Teach Yourself VISUALLY Windows 10 Anniversary Update is the quick and easy way to get up and running with Windows 10 and Windows 10 Update. From setting up to shutting down and everything in between, this book guides you through everything you need to know to start working with Windows 10. Learn how to customize Windows 10, pin an app to the Start menu, work with files and digital media, customize the interface, optimize performance, set up email, go online, and so much more. Two-page spreads, detailed instruction, and expert content walk you through more than 150 Windows tasks. Coverage includes the Windows 10 release, along with the newest features of the

Windows 10 Anniversary Update. This is your visual guide to learning what you can do with Windows 10 and Windows 10 Anniversary Update. Find your way around Windows 10 with full-color screen shots Install programs, set up user accounts, play music and videos, and more Learn basic maintenance that keeps your system running smoothly Set up password protection and troubleshoot basic issues quickly

Introducing Microsoft Power BI Alberto Ferrari 2016-07-07 This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Introducing Microsoft Power BI enables you to evaluate when and how to use Power BI. Get inspired to improve business processes in your company by leveraging the available analytical and collaborative features of this environment. Be sure to watch for the publication of Alberto Ferrari and Marco Russo's upcoming retail book, *Analyzing Data with Power BI and Power Pivot for Excel* (ISBN 9781509302765). Go to the book's page at the Microsoft Press Store here for more details:<http://aka.ms/analyzingdata/details>. Learn more about Power BI at <https://powerbi.microsoft.com/>.

Windows 10 Made Easy (2017 edition) James Stables 2017-01-10 Windows 10 Made Easy is the essential guide for all those who want to get to grips with this impressive new operating system from Microsoft. Written in a clear and accessible way, it covers everything from the basics such as setting up, security and using the internet to how it works across multiple devices, using apps, enjoying music, TV and games and organising folders and files. In addition you will learn how to make the most of the new (or newly returned) features of Windows 10 such as the Start menu, Cortana (the voice-activated assistant and search facility familiar to users of Microsoft's mobile phones), a brand new Internet browser called Edge, different experiences of the system adapted to tablet and desktop, Xbox integration and much more. Maintenance and problem-solving tips complete this invaluable

guide. Now updated following 2016's big Windows 10 Anniversary Update.

Windows 8.1 for Seniors in easy steps Michael Price 2014-05-01
Windows 8 was a revolutionary update of the popular operating system from Microsoft. With a brand new interface, new ways of getting around and accessing items and new possibilities for mobile devices, Windows 8 took the computing experience to the next level. However, there were still a few areas for improvement and these have been addressed with Window 8.1. Windows 8.1 for Seniors in easy steps shows you how to get up to speed with this latest version of Windows and begins by detailing how to get to grips with the Windows 8.1 interface. It deals with the basics such as accessing items, personalizing your screen and using additional controls that are available from the sides of the screen. The books includes the new features that have been added since Windows 8: the return of the Start button; options for booting up to the Desktop; viewing up to four apps on screen at the same time; an enhanced SkyDrive feature for online storage and sharing; and a unified search facility that enables you to search over your computer and the Web. A lot of the functionality of Windows 8.1 is aimed at touchscreen devices, whether they are desktop computers, laptops or tablets. This is dealt with in terms of navigating around, as well as showing how everything can still be done with a traditional mouse and keyboard. Apps are at the heart of Windows 8.1 and the newly designed Windows Store has an app for almost everything you could want to do. The book shows how to access and download apps and then how to work with them, and organize them, when you have them. As well as the new features that are covered, all of the old favourites are looked at in detail, such as working with folders and files, accessing the Internet, using email, working with photos and video, networking with Windows and system security. Windows 8.1 will open your eyes to a new way of computing and Windows 8.1 for Seniors in easy steps will help you see clearly so that you

can quickly feel comfortable and confident with this exciting new operating system. It is presented with the Senior reader in mind, using larger type, in the familiar In Easy Steps style. Covers Windows 8.1, Update 1.

Computers for Seniors Chris Ewin 2017-10-17 My Kids Just Gave Me a Computer, What Do I Do Now? *Computers for Seniors* is a step-by-step, full-color guide that will take you all the way from pressing the "On" button on your new computer to being a confident user who can send email to family and friends, shop online safely, read the latest news, watch funny YouTube videos, share cute pictures of your grandkids, check the weather forecast, and much more. You'll learn to: -Plug in, set up, and turn on your computer -Print and share photos of your grandkids, vacations, pets, friends, and special life events -Install helpful tools like a calendar, money manager, and weather tracker - Search the internet for news, recipes, gardening tips, sports updates, and anything else that interests you -Watch entertaining YouTube videos or educational lectures and make video calls to anywhere in the world -Find and listen to new music (or your favorite classics) and read electronic books -Email your friends and family -Stay safe online and keep your private information secure *Computers for Seniors* will show you how to get what you really want from your PC, with the help of full-color illustrations, friendly instructions, and a touch of humor. Each lesson has small exercises to test your skills and help you practice, to make sure you feel comfortable with what you've learned before you move on. It's never too late to have fun and get more out of your PC—*Computers for Seniors* will ease you into the computer generation by guiding you every step of the way.

Windows 10 Plain & Simple Nancy Boysen 2015 Learn the simplest ways to get things done with Windows 10. See it. Learn it. In color. Here's WHAT You'll Learn Navigate Windows 10 quickly, easily, and efficiently Get online with the sleek new Microsoft Edge web browser Make the most of the new Cortana

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personal assistant Efficiently manage your email, calendar, contacts, and more Access your files from anywhere with Microsoft OneDrive Help secure your computer and protect your data Here's HOW You'll Learn It Jump in wherever you need answers Follow easy steps and screenshots to see exactly what to do Get handy tips for new techniques and shortcuts Use Try This! exercises to apply what you learn right away.

Windows 10 for Seniors in Easy Steps Michael Price 2022-07-22
Windows 11 for Seniors in easy steps is written with older citizens in mind and takes you through Windows 11 essentials, a step at a time.

Windows 10 May 2019 Update: The Missing Manual David Pogue 2019-05-10 The Windows 10 May 2019 Update adds a host of new and improved features to Microsoft's flagship operating system—and this jargon-free guide helps you get the most out of every component. This in-depth Missing Manual covers the entire system and introduces you to the latest features in the Windows Professional, Enterprise, Education, and Home editions. You'll learn how to take advantage of improvements to the Game Bar, Edge browser, Windows Online, smartphone features, and a lot more. Written by David Pogue—tech critic for Yahoo Finance and former columnist for The New York Times—this updated edition illuminates its subject with technical insight, plenty of wit, and hardnosed objectivity.

Microsoft 365 in easy steps Michael Price 2021-03-15 Whether you are upgrading to Microsoft 365 from a previous version or using it for the very first time, Microsoft 365 in easy steps will take you through the key features so you can be productive straight away. In bite-size chunks, it shows how to:

- Create reports, newspapers, cards and booklets
- Calculate and manage financial matters
- Perfect presentations and slide shows
- Email, keep in touch and stay organized
- Access notes anywhere on any device
- Collaborate with others to work on documents

Packed with handy tips and time-saving shortcuts, Microsoft 365 in easy

steps is a great investment for all Microsoft 365 users, whether you are new to the Microsoft 365 suite or just upgrading. Covers Microsoft 365 and Office 2019. Table of Contents 1. Introducing Microsoft 365 2. Create Word Documents 3. Complex Documents 4. Calculations 5. Manage Data 6. Presentations 7. Office Extras 8. Email 9. Time Management 10. Manage Files and Fonts 11. Up-to-Date and Secure 12. More Office Apps

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Table of Contents Windows 10 In Easy Steps

1. Understanding the eBook Windows 10 In Easy Steps

- The Rise of Digital Reading Windows 10 In Easy Steps
- Advantages of eBooks Over Traditional Books

2. Identifying Windows 10 In

Easy Steps

- Exploring Different Genres
- Considering Fiction vs. Non-Fiction
- Determining Your Reading Goals

3. Choosing the Right eBook Platform

- Popular eBook Platforms
- Features to Look for in an Windows 10 In Easy Steps
- User-Friendly Interface

4. Exploring eBook Recommendations from Windows 10 In Easy Steps

- Personalized Recommendations
- Windows 10 In Easy Steps User Reviews and Ratings
- Windows 10 In Easy Steps and Bestseller Lists

5. Accessing Windows 10 In Easy Steps Free and Paid eBooks

- Windows 10 In Easy Steps Public Domain eBooks
- Windows 10 In Easy Steps eBook Subscription Services
- Windows 10 In Easy Steps Budget-Friendly Options

6. Navigating Windows 10 In Easy Steps eBook Formats

- ePub, PDF, MOBI, and More
- Windows 10 In Easy Steps Compatibility with Devices
- Windows 10 In Easy Steps Enhanced eBook Features

7. Enhancing Your Reading Experience

- Adjustable Fonts and Text Sizes of Windows 10 In Easy Steps
- Highlighting and Note-Taking Windows 10 In Easy Steps
- Interactive Elements Windows 10 In Easy Steps

8. Staying Engaged with Windows 10 In Easy Steps

- Joining Online Reading Communities
- Participating in Virtual Book Clubs
- Following Authors and Publishers Windows 10 In Easy Steps

9. Balancing eBooks and Physical Books Windows 10 In Easy Steps

- Benefits of a Digital Library
- Creating a Diverse Reading Collection Windows 10 In Easy Steps

10. Overcoming Reading Challenges

- Dealing with Digital Eye Strain
- Minimizing Distractions
- Managing Screen Time

11. Cultivating a Reading Routine Windows 10 In Easy Steps

- Setting Reading Goals
Windows 10 In Easy Steps
- Carving Out Dedicated Reading Time

12. Sourcing Reliable Information of Windows 10 In Easy Steps

- Fact-Checking eBook Content of Windows 10 In Easy Steps
- Distinguishing Credible Sources

13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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