Microsoft Project 2002 For Dummies

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Maui For Dummies - Cheryl Farr Leas 2003-05-30
From golden beaches, dramatic cliffs, and waterfalls to great golf, watersports, nightlife, and more, Maui is the ultimate island paradise. But with so much to do, where do you start? This fun and friendly guide covers everything you need to make sure all your tropical dreams come true, including: The best in outdoor sports, including Maui's world-class golf courses A guide to understanding Maui's climate so you know when to go Advice for planning a Hawaiian wedding A special section for exploring Haleakala National Park Maui's best beaches and watersports Side trips to the islands of Molokai and Lanai Like every For Dummies travel guide, Maui For Dummies includes: Down-to-earth trip-planning advice What you shouldn't miss — and what you can skip The best restaurants and hotels for every budget Lots of detailed maps

Marathon Training For Dummies - Tere Stouffer Drenth 2003-03-07
In today's modern world, there's no need for anyone to run twenty-five miles to deliver a message, as Pheidippides did from Marathon to Athens around 500 B.C. However, hundreds of runners each year run 26.2 miles at hundreds of marathons worldwide. To conquer this mountainous challenge, you must know how to properly eat, stretch, identify and treat injuries, and develop a running program that hones your mind and body into a running machine. Marathon Training For Dummies is for everyone who has always thought about running a marathon or half-marathon (13.1 miles) and for seasoned runners who want to tackle the challenge safely and successfully. This quick-read reference helps all runners: Add strength and speed Weight train Improve your technique Eat to maximize endurance Treat injuries Choose your races In just four to six months of dedicated training, any runner can be full y prepared to tackle a marathon. Map out an exercise program, choose shoes, and plan the race strategy that will get you across the finish line. Marathon Training For Dummies also covers the following topics and more: How far how fast? Blazing the best trail Stretching methods Doing LSD (Long, Slow Distance) Tempo-run training The last 24 hours The best tune-up races in North America The week after the marathon With several hundred thousand people finishing marathons each year, you'll meet plenty of interesting people running along with you. There are numerous rewards for conquering the mental and physical challenges of a marathon, and this fun and friendly guide is your road map to achieving them.

The *SAT I For Dummies - Geraldine Woods 2004-11-26
Covers the new writing section and expanded math Get the skills you need to score big on the new exam Scared of the new SAT? Relax! This friendly, easy-to-follow guide arms you with tons of practice questions, detailed answers, and plenty of savvy test-taking techniques, as well as two practice exams. From reading comprehension and sentence completion to math and grammar essentials, you'll be fully prepped to take on the new exam and score your best. Discover how to * Prepare well in advance * Sharpen your reading, writing, and math skills * Stay calm and focused during the exam * Avoid SAT tricks and traps * Decide which questions to double-check

Workouts For Dummies - Tamilee Webb 1998-12-28
Every few months a new diet, wonder drug, or workout machine hitsthe market promising instantaneous results. Unfortunately, none ofthese fads ever seems to work. That's because the secret togood health is based on a balanced workout routine, which consistsof eating a healthy diet, exercising, resting your body, and doingyour best to find balance in all aspects of your life. If you candedicate yourself to this goal and are willing to work for what youwant you can have a healthy and fit body. Workouts For Dummies by Tamilee Webb, whose buffed bodyis the star of the Buns of Steel workout video series, will showyou how to get the most out of your workout routine no matter whatyour current level of fitness. If you're a workout enthusiastthis book will help you shape up with easy workouts you can doanytime, anywhere. Even if you've never exercised,don't worry--this book starts with basic topics such aschoosing

shoes and warming up. Workouts For Dummie s covers everything you'll needto create an effective exercise program, starting with anexplanation of body types (so you don't think you'llend up looking like Cindy Crawford if you don't already) andthe workouts that suit your body type. You'll also finddirections for stretches, aerobic exercises, muscle conditioning(using weights, furniture, exercise bands, and bars), and workoutsfor different locations (home, office, gym), all withillustrations. Workouts For Dummies also deals with thefollowing topics and much more: * Creating a personalized workout * Warming up, cooling down, and stretching * Preventing common injuries * Targeting and toning trouble spots * Evaluating equipment, gear, and gadgets * Determining your fitness level * Working out while traveling Filled with expert tips, techniques, and step-by-step photos thatillustrate over 100 exercises, Workouts For Dummies willhelp you make exercising an enjoyable part of your life.

Microsoft Project 2002 Bible - Elaine Marmel 2002
"The Project Bible is comprehensive, well organized, and appeals to beginners and project managers alike. I heartily recommend it." -Roy Nierenberg, President, Experience In Software, Inc. * Harness new enterprise-class project management functionality * Unleash the power of the new SQL-based Microsoft Project Server 2002 * Empower your project teams with new collaboration tools If Microsoft Project 2002 can do it, you can do it too . . . Microsoft Project 2002 brings new enterprise-class collaboration functionality to the world's leading project management software. Organized the way you work, this comprehensive tutorial and reference delivers all the know-how you need to increase productivity and reduce costs on all your business projects with Project 2002. Special coverage of new features for collaboration, ease of use, and enterprise functionality will help you reap the full benefits of this powerful planning tool. Inside, you'll find complete coverage of Microsoft Project 2002 * Plan your projects for maximum efficiency and cost savings * Connect workgroups with e-mail or Web-based collaboration tools * Organize, track, store, and share project details and documents * Standardize project reporting and analysis across your organization * Manage and allocate enterprise resources and personnel across multiple projects * Gain insight through simulation and analysis tools * Integrate Project with other applications and databases * Develop custom Project applications for greater flexibility Bonus CD-ROM Get ready-to-use Project sample files plus additional project management tools, including trial or demo versions of: * Innate Timesheets and Innate Resource Manager * Project Kickstart * WBS Chart Pro * PERT Chart EXPERT * TimeSheet Professional * Milestones Professional 2002 * MPX Translator

Managing Large Projects - Stephanie Atkins 2005

Aquariums For Dummies - Maddy Hargrove 1999-08-19
Keeping an aquarium adds beauty and grace to your life. That elegant little world in a glass box can be your respite from the cares of the day and even can lower your blood pressure. It can be a great outlet for your artistic impulses, and educational for your kids. And when it comes to pets, you can't go wrong with fish. They eat little, require minimal space, and need no training. They never stray, bay at the moon, or leave surprises on your lawn. They're not prone to rude sniffing, and they won't chase your letter carrier. And fish never get hairballs or scratch your furniture. Aquariums For Dummies answers all your fishy questions about keeping an aquarium and makes it easy to get into the swim of things with your own freshwater, brackish, or marine aquarium. You'll discover how to: Choose the right aquarium for you Select the best fish Create and maintain a healthy aquarium Locate good deals on equipment Design a dazzling underwater environment With humor and without a lot of jargon, expert Maddy and Mic Hargrove cover all the bases. They give you step-by-step instructions on how to select equipment and set up your aquarium. And they explore an array of important and fun topics,

including: Tanks, water sources, substrates and decorations, and water testing Live plants for freshwater and brackish aquariums and invertebrates for marine aquariums Fish anatomy and physiology (plus a guide to dozens of freshwater coldwater, tropical marine, and brackish fish) Choosing a quality dealer and developing a good relationship with them Deciding what the right species for you and selecting fish Fish diet and nutrition Diagnosing and treating diseases in fish Breeding fish for fun and profit A fun and easy guide to creating and maintaining a beautiful aquarium, Aquariums For Dummies is your entrée to the fascinating and rewarding world of fishkeeping.

Paint Shop Pro 8 For Dummies - David C. Kay 2003-05-30
Published in conjunction with the new release of Paint Shop Pro, this book walks readers through image-editing fundamentals as well as more advanced graphics and animation tools Shows photography and animation hobbyists how to create quality, professional-looking graphics Discusses painting, spraying, retouching photos, adding artistic effects, layering, masking layers, adjusting color, moving, reshaping, copying, and printing images Also examines how to create Web images and animated graphics with Jasc's Animation Shop Author has written more than a dozen technology books

Montreal & Quebec City For Dummies - Julie Barlow 2004-05-07
Combining old-world charm with modern convenience and culture, French-Canada's two great cities offer a European flair found nowhere else in North America. With the added convenience of being near the U.S., Montréal and Québec City make great long- or short-term destinations. This handy guide shows travelers how to get the most for their money with: Prices listed in both U.S. and Canadian dollars The basic French you need to get around Great day-trips from both Québec's cities Tips on dealing with Québec's extreme weather Special advice for gay and lesbian visitors, families, senior citizens, and travelers with disabilities Like every For Dummies travel guide, Montréal and Québec City For Dummies includes: Down-to-earth trip-planning advice What you shouldn't miss — and what you can skip The best restaurants and hotels for every budget Lots of detailed maps

Preventing Identity Theft For Dummies - Michael J. Arata, Jr. 2004-07-08
Twenty-seven million Americans have been victims of identity theft in the last five years and the total cost of identity theft approaches $48 billion per year (total costs to businesses are $43 billion and the direct cost to consumers is $5 billion) These staggering statistics have prompted security consultant Michael Arata to provide readers with the resources they need to guard themselves against identity theft In this valuable book, Arata offers easy-to-follow, straightforward advice on understanding identity theft, minimizing risk, maintaining vigilance, choosing who to share personal information with, selecting hard-to-guess PINs, determining victimization, reviewing a credit report, charting a course of action, resolving credit problems, reclaiming good credit, and much more Explains how to recover successfully if identity theft does occur Author Michael Arata, CISSP, CPP, CFE, ACLM, is a veteran of the security industry with more than fifteen years of experience

The British National Bibliography - Arthur James Wells 2005

PCs For Dummies - Dan Gookin 2003-10-03
Find out what you need to know about using your computer! The fun and easy way® to get your PC up and running in no time! Want to burn your own CD-R? How about e-mailing digital pictures to friends? Completely updated to cover the latest technologies, this bestselling guide demystifies Windows XP, spam blocking, digital imaging, and much more. Dan Gookin takes you from startup to creating a Web page, helping you get the most out of your PC! Discover how to: Set up your computer – painlessly Understand PC jargon and acronyms (really!) Network your computers Have fun with digital cameras and burn CDs Protect your PC from viruses The Dummies Way Explanations in plain English "Get in, get out" information Icons and other navigational aids Tear-out cheat sheet Top ten lists A dash of humor and fun

Adobe Premiere Pro For Dummies - Keith Underdahl 2003-10-24
Quiet on set! Time to start your moviemaking adventure — here's what you need to know about capturing, editing, and publishing your videos If you're an amateur filmmaker shooting documentaries or a hobbyist putting together a family video, Adobe Premiere Pro For Dummies is the book for you. From setting up a production studio and shooting good footage, to editing clips, adding effects, and working with audio, this user-friendly and comprehensive guide written in plain English can help you create your next video masterpiece and share the finished product. This handy guide starts with the basics, getting you familiar with the Adobe Premiere Pro software and its interface and helping you set up

your dream studio. From there, you'll dive into capturing footage for your videos, learn how to manage multiple movie projects, and edit movies to your liking. You'll learn to: Capture audio and video from your camcorder or video deck (if your computer has the right hardware) Pick and choose scenes to include in a movie, moving frame by frame through video to precisely place edits Add and edit (up to 99) audio soundtracks to your program Create titles and add still graphics to your movie projects Animate titles and graphics Apply one of 73 different transitions to video Modify your movie with 94 video and 22 audio effects Improve and adjust color using an advanced Color Corrector, new to this version of the software Use powerful new audio tools to mix audio, whether it's mono, stereo, or 5.1 channel surround Work with multiple, nestable timelines Preview edits immediately in real time Once you're finalized your movie project, you can export it, save it to DVD, or publish it online. But that's not all! With this helpful guide, you'll learn pro movie-making tips, third-party software add-ons, and additional tools for your production studio. Pick up your copy and start shooting your film today.

Using Microsoft Project 2002 - Tim Pyron 2002
This edition has been thoroughly updated to reflect a new product incorporated in Project called Enterprise Project. Topics covered include scheduling tasks effectively and tracking costs.

Bartending For Dummies - Ray Foley 2003
Now updated and expanded-the bestselling guide to mixing drinks "A must for all the 'do it yourself' bartenders."-Charles Chop, United States Bartenders Guild "Who better to write Bartending For Dummies than America's best known and funniest bartender, Ray Foley."-Bill Samuels Jr., President of Maker's Mark Distillery First published in 1997, Bartending For Dummies has helped hundreds of thousands solve the mysteries of mixology-and remains one of the top-selling bartending guides, week after week. Now, bartender extraordinaire Ray Foley has updated his classic guide, making it even more essential to anyone who entertains. This updated edition now offers recipes for today's trendiest cocktails, such as the Metropolitan and the Apple Martini. It features the latest drinks with flavored vodkas and rums. And it delivers expanded coverage of single-malt Scotch whiskies and wines from around the world. Best of all, the book continues to include all the features that have made it so popular over the years: an A-to-Z recipe guide to nearly 1,000 cocktails and shooters, unbeatable tips on outfitting a home bar and mixing cocktails like a pro, and savvy guidance on selecting liquors, wines, and other libations. It's just what people need to mix up great drinks and have a blast! Ray Foley (Basking Ridge, NJ) has been a bartender for more than 20 years. He is the Publisher and founder of Bartender magazine (150,000 circulation) and Bartender.com (2.5 million hits per month) and is the author of The Ultimate Cocktail Book, The Ultimate Cocktail Book II, The Ultimate Little Shooter Book, and The Ultimate Little Martini Book, among others.

Red Hat Linux 9 For Dummies - Jon Hall 2003-05-23
Red Hat Linux, with its splashy brand name and recognizable logo, is undeniably one of the driving forces behind the Linux revolution—and, by far, the most popular Linux flavor. It's used by businesses, individuals, and governments world wide to cut costs, improve performance, and just plain get the work done. You can use it as a desktop workstation, a network server, an Internet gateway, a firewall, the basis of an embedded system (such as a smart VCR or a robot), or even as a multiprocessor supercomputer. And thanks to the thousands of people who continually refine different parts of Linux, Red Hat Linux keeps getting more flexible and robust with each new release. Ready to put the power of the penguin in your PC? This handy plain-English guide to Red Hat Linux 9 shows you how—no experience required! It gets you up and running with everything you need to know to: Install, configure, customize, and fine-tune Red Hat Linux 9 Get connected to the Internet Work with Word documents Set up a Web server Customize your own flexible, powerful workstation Connect to a wireless network Build a firewall With world-renowned Linux expert and crusader Jon "maddog" Hall and Paul Sery as your guides, you'll quickly master what you need to know about: Connecting to the Internet via broadband DSL and cable modems or old-fashioned dial-up modems Getting connected to your Local Area Network (LAN) Building simple Internet and LAN services, including Web pages and print servers Using Red Hat Linux to play CDs and MP3s and listen to radio stations Using OpenOffice desktop productivity suite, Evolution desktop organizer/and email client, the streaming multimedia player, and other cool applications On the 2 Bonus CD-ROMs you'll find: Publisher's edition of Red Hat Linux 9 Apache Web Server GNU compiler GNOME and KDE Desktop This amazing book/CD package is hands-down the quickest, easiest, and cheapest way to put the

full power of Linux to work for you.

Microsoft Office Project 2003 Bible - Elaine Marmel 2004-01-21
A comprehensive, soup-to-nuts resource that shows business people how to master the latest version of this popular project-management software Begins with an overview of project management basics and moves on to showing how to create a new project, track a project's progress, and work in groups More advanced topics discussed include customizing Project, using macros, and importing and exporting information Includes coverage of building tasks, using views, modifying the appearance of a project, and resolving scheduling and resource problems, plus new sample projects and a new chapter on using Visual Basic for Applications (VBA) and VBScript with Project Provides expanded coverage of Project Server-installation, hardware and software requirements, and software configurations-all needed to ensure that Project Server is administered and used effectively CD-ROM includes sample projects, bonus appendixes, and demo software.

Bioinformatics For Dummies - Jean-Michel Claverie 2003-01-17
Bioinformatics – the process of searching biological databases, comparing sequences, examining protein structures, and researching biological questions with a computer – is one of the marvels of modern technology that can save you months of lab work. And the most amazing part is that, if you know how, you can use highly sophisticated programs over the Internet without paying a dime and sometimes, without installing anything new on your own computer. All you need to know is how to use these technological miracles. That's where Bioinformatics For Dummies comes in. If you want to know what bioinformatics is all about and how to use it without wading through pages of computer gibberish or taking a course full of theory, this book has the answers in plain English. You'll find out how to Use Internet resources Understand bioinformatics jargon Research biological databases Locate the sequences you need Perform specific tasks, step by step Written by two experts who helped develop the science, Bioinformatics For Dummies is all about getting things done. If you're just getting your feet wet, start at the beginning with a quick review of those necessary parts of microbiology and an overview of the tools available. If you already know what you want to do, you can go directly to a chapter that shows you how. Get the lowdown on Researching and analyzing DNA and protein sequences Gathering information from all published sources Searching databases for similar sequences and acquiring information about gene functions through sequence comparisons Producing and editing multiple sequence comparisons for presentation Predicting protein structures and RNA structures Doing phylogenetic analysis With an Internet connection and Bioinformatics For Dummies, you'll discover how to peruse databases that contain virtually everything known about human biology. It's like having access to the world's largest lab, right from your desk. This book is your lab assistant – one that never takes a day off, never argues when you ask it for help, and won't demand a benefits package.

Fertility For Dummies - Jackie Meyers-Thompson 2003-05-09
Birds do it, bees do it, even educated fleas do it. People do it too—have babies, that is—but sometimes they need a little help getting there. Often the problem is simple and can be handled without medical intervention. Unfortunately, in many cases it's more complicated and can lead to a long, costly, and emotionally trying treatment process. Each year, more than 6 million people become fertility patients in the United States, alone. And they're just the ones who can afford treatments which can cost as much as $20,000—with no guarantee of success. Ready for a baby but having a hard time conceiving? In this friendly guide, fertility patient, Jackie Meyers-Thompson and fertility expert Sharon Perkins use humor, heartache, and the real-life experiences of actual patients to cover the complete fertility story. In jargon-free language, they clue you in on the essentials of human reproduction and what can impede it. And they tell you what you need to know to: Take control of your fertility Optimize you chances of conceiving Know why you're not conceiving Understand your treatment options Find the right doctor and work with him or her Navigate the confusing world of fertility treatments From basic life-style changes to in vitro fertilization, Fertility For Dummies covers all the basic and high-tech fertility choices available. You'll discover what you need to know about: The female anatomy, the logistics of getting pregnant, and behaviors you should or shouldn't change before trying to conceive Fine-tuning conception efforts using methods to predict ovulation, best sexual behaviors, diet, vitamins and supplements, and more Tests for diagnosing fertility problems and understanding the effects of various diseases on fertility Choosing a specialist and choosing a treatment, including intrauterine insemination and fertility injections In vitro fertilization, what to expect physically, emotionally, and financially

Third-party reproduction—working with sperm donors, egg donors, embryo adoption, and surrogates Relax, discover your fertility options, and let Fertility For Dummies be your guide to having a baby.

Building a PC For Dummies - Mark L. Chambers 2003
Designed for first-time builders and seasoned veterans this book will help users design and build the system they really want - from determining which parts are needed for troubleshooting when things don?t work right. Covers the main features of building a PC including: building the foundation, adding RAM, adding a video card and a monitor, installing a hard drive and other storage devices, hooking up CD and DVD drives, connecting the sound card, installing a modem, adding a scanner, printer and speakers, and much more.

Digital Photography All-in-One Desk Reference For Dummies - David D. Busch 2005
Explains how to set up a digital photography studio, improve picture-taking techniques, edit images, use Photoshop and Photoshop Elements, restore photographs, and print and distribute digital images.

Colorado & the Rockies For Dummies - Alex Wells 2003-04-25
From spectacular ski mountains to eerie ghost towns, roaring rivers to heavenly hot springs, Colorado and its majestic Rocky Mountains offer incredible scenery and a fantastic range of recreational options to plunge into it headfirst. No matter what your season and reason for a trip to Colorado might be—extreme snowboarding off-piste in Aspen or hiking with the whole family in Rocky Mountain National Park—you'll find all the guidance you need with this friendly travel companion, including: Tips on what's happening in Colorado in each season and each month of the year A candid discussion of your lodging options, from B&B to historic hotel, dude ranches to campgrounds Suggestions for trips based in the cities—and quick, easy ways to branch out to take in the natural wonders surrounding them Fast facts on all the major ski resorts, including elevation, skiable terrain, snowfall, and reservation information Information on how to get the most of the great outdoors in every locale, from hiking and biking to cross-country and downhill skiing Hints on getting maximum bang for your buck in the shops, restaurants, bars, and clubs Ten signature, can't-go-wrong Colorado experiences Like every For Dummies travel guide, Colorado & the Rockies For Dummies includes: Down-to-earth trip-planning advice What you shouldn't miss — and what you can skip The best restaurants and hotels for every budget Lots of detailed maps

Mortgages For Dummies - Eric Tyson 2004-08-27
For typical homeowners, the monthly mortgage payment is either their largest or, after income taxes, second-largest expense item. When you're shopping for a mortgage without the proper knowledge, you could easily waste many hours of your time in addition to the financial losses suffered by not getting the best loan you can. Choosing the right mortgage can help you save money for more important financial goals such as higher education and retirement. Mortgages For Dummies, Second Edition is for anyone who needs a loan to buy their first home, wants to refinance their existing mortgage, or would like to tap into the equity they've built up. Updated to include the very latest on every kind of loan, this friendly, easy-to-understand guide will help you: Shop for the best home-purchase mortgage Overcome loan qualification obstacles Negotiate lower loan fees and closing costs Save by refinancing the house Increase retirement income with a reverse mortgage Once you select the right mortgage for your situation, you can explore, step-by-step, how to get the best possible deal. Mortgages For Dummies, Second Edition also covers the following topics and more: Determining your borrowing power Qualifying for a mortgage Locating and selecting a loan Finding the best lender and options Tackling loan paperwork Refinancing and other money makers For most of us, the mortgage field is jammed with jargon and fraught with fiscal pitfalls. It's up to you to seek the knowledge necessary to make your mortgage process more rewarding. This handy guide shows you everything you need to know to find your way through the home financing jungle and make the best decisions possible.

Walt Disney World & Orlando For Dummies 2004 - Alex Drummond 2003-09-26
More visitors flock to Disney each year than to any other spot on earth, with new rides and hotels sprouting up every season. This complete guide helps singles and families, the young, and the young at heart navigate this perennially popular fantasy mecca. Walt Disney World and Orlando for Dummies includes: Full coverage of all Orlando-area parks, from Disney and Universal Orlando to SeaWorld and Discovery Cove. Information on the latest rides and attractions, including Universal's Shrek 4-D and Jimmy Neutron's Nicktoon Blast, and Disney's Mission: Space. Savvy, time-saving tips on how to escape the endless lines and go

straight to the major attractions Candid opinions about what's a can't miss and what's a waste of time, including a child's perspective on most of the city's theme-park attractions and rides. An honest discussion of the pros and cons of booking accommodations inside or outside the parks

Tablet PCs For Dummies - Nancy Stevenson 2003-03-21
* Tablet PCs, similar in size and thickness to a yellow paper notepad, are essentially modified notebooks that allow a user to take notes using natural handwriting with a digital pen on a touch-sensitive screen instead of typing on a keyboard * All models of Tablet PCs can be attached to standard keyboards, monitors, and mouse devices for easy computing * Geared toward the general user of the Tablet PC, with information about configuration, working with pen computing, Ink, voice recognition, and using the onscreen interface * Covers computing topics such as file management, browsing the Internet, and using Office applications * Includes case study examples of how the Tablet PC can be used in vertical applications such as healthcare and for enhanced productivity throughout an organization

Final Cut Express For Dummies - Helmut Kobler 2003-05-09
Create slick videos with sound effects, moving titles, and more Import video and still pictures, tackle the Timeline, and become a movie-making machine Do you dream of becoming a movie mogul? Dive right in with this friendly guide to low-budget video editing on your Mac! Before you can yell "action," you'll be importing and organizing all types of media, sizing video clips, jazzing up your productions with filters and special effects, and outputting them to DVD, videotape, or the Web. The Dummies Way * Explanations in plain English * "Get in, get out" information * Icons and other navigational aids * Tear-out cheat sheet * Top ten lists * A dash of humor and fun

Implementing Enterprise Portfolio Management with Microsoft Project Server 2002 - Gary L. Chefetz 2003-07-28
Anyone contemplating or actively engaged in implementing and managing Microsoft Project Server should have this book. It takes you through a structured approach to implementation and conveys best practices for using the software. The author provides you with the manual that the software doesn't have as well as the insight necessary to achieve success without the missteps many people make during implementation.

BEA WebLogic Server 8 For Dummies - Jeff Heaton 2003-06-20
Provides an introduction to J2EE using the WebLogic platform, which claims the largest market share-about forty percent-of the Java application server market Features the most comprehensive coverage of the component types of WebLogic in the friendly For Dummies style Covers static resources, JSPs, taglibs and servlets, EJBs, and WebLogic's Web service development and deployment capabilities and tools Teaches readers the basic administration and monitoring capabilities built into WebLogic, using a conversational and example-driven approach Uses real-world analogies all programmers will recognize to introduce the major topics of J2EE Examples will include not only coding, but also step-by-step deployment and troubleshooting tips

Project 2002 - Geraldine Martin 2002
This ILT Series course builds on the fundamentals taught in Project 2002: Basic. In this advanced course, students will learn how to create baseline and interim plans, analyze project statistics, reschedule projects, format a project file, create custom reports. Course activities also cover communicating project schedules by using Microsoft Project Server, saving project data for the Web, and consolidating project files. Students also learn how to integrate Project data with Excel, Access, and Word. Finally, students create a custom Network Diagram view and automate tasks with macros. The manual is designed for quick scanning in the classroom and filled with interactive exercises that help ensure student success.

Microsoft Project 2002 For Dummies - Nancy Stevenson 2002-05-31
Get expert tips on using Project to keep all your projects on track Make the most of Project to manage people, time, and money Microsoft Project is a powerful tool for planning and managing projects. But where do you begin? Don't worry! Filled with plain-English explanations and practical tips, this friendly guide shows you how to put Project to work right away. You'll discover how to define tasks, allocate resources, manage costs, track progress, communicate information - and deliver results on time and within budget. The Dummies Way Explanations in plain English "Get in, get out" information Icons and other navigational aids Tear-out cheat sheet Top ten lists A dash of humor and fun Get smart! @www.dummies.com Find listings of all our books Create your own personalized book with Hungry Minds a la Carte Sign up for daily eTips at www.dummiesdaily.com

Photoshop 5 For Windows For Dummies - Deke McClelland 1998-06-25
Transform ordinary images into breathtaking works of digital art with the advanced power and endless possibilities of Photoshop 5, Adobe's state-of-the-art digital imaging software. Take the grand tour of Version 5 with veteran tour guide Deke McClelland, and then move into new and exciting realms of digital wizardry as you master an array of text effects, image enhancements, and other wondrous things that make Photoshop 5 so hugely popular among the digiterati. Photoshop guru McClelland takes you gently -- and intelligently -- through the world of pixels, paintbrushes, and special effects with friendly, easygoing, down-to-earth tips and tricks to help you master the fine art of digital imagery. Clean up bad scans and poor-quality pictures, learn special painting tricks, create collages, add gradient fills and strange warps, explore new filters, and make your artistic masterpieces publishing-perfect or Web-ready with Photoshop 5. Plus, 16 pages of full-color examples -- and dozens of black-and-white images -- add to the visual content of this great guide for professional image-makers and amateur artists alike.

Windows 2000 Professional For Dummies - Andy Rathbone 2000-02-15
You know you're light years ahead of most computer nerds. For example, you can make conversation with a neighbor without mumbling about the latest "Flash ROM Upgrades." But when it comes to Windows and computers, the fascination just isn't there for you, is it? You just want to get your work done, go home, feed the dog, walk the cat, and relax for a while. You don't want to spend half the night wondering why Windows 2000 keeps giving you an error message that's keeping you from finishing you work. That's where Windows 2000 Professional For Dummies can help. This book may look similar to all those earlier Dummies books on Windows, but it's been completely revamped to describe Windows 2000 Professional, the "business" version of Microsoft Windows – which is probably what you have on your desktop computer or laptop at work. You can get the skinny on all those new features of Windows 2000 Professional, if you've recently upgraded from Windows NT or Windows 98. And experienced Windows 2000 Professional users may be able to fine a tidbit or two that they didn't know. You won't find any fancy computer jargon in this book. Instead, you'll find topics like these, discussed in plain old English: Understanding your computer hardware A review of basic Windows stuff, from double-clicking to opening and closing programs An introduction to those networking things your tech people think you should already know Examining all those Windows buttons, bars, and boxes Getting around on your company's intranet Actually getting something done (imagine that!), such as printing documents, faxing, and setting up e-mail Troubleshooting and deciphering those cryptic error messages Top Ten lists on Windows 2000 Professional's new features and on things that Windows 2000 doesn't do too well (and how to work around them) You know you're no dummy; but you don't appreciate being made to feel like one when you sit down in front of a computer. Windows 2000 Professional For Dummies can ease you through your Windows frustration and help you do the work that you're supposed to do.

Breast Cancer For Dummies - Ronit Elk 2003-08-01
If you or someone you love has been diagnosed with breast cancer, you're probably confused, afraid, shocked, or even angry. Or you may be all of the above. Let this book become your trusted manual. Discover more about the cancer, explore treatment options, find ways to make this part of your life easier. Let shared experiences serve as your knowledgeable guide and anchor to help you make wise and confident choices. Think of breast cancer as a journey and this book as your roadmap. Have you already been diagnosed? In that case, this book can help you explore these important truths: Breast cancer is not a death sentence. Most women diagnosed with early stage breast cancer can look forward to enjoying a healthy, full life. Not only are you unique as a person, but so, too, is your particular form of cancer, your treatment options, and your prognosis. Every day more is discovered about how to prevent, detect earlier, and more effectively treat breast cancer. You are not alone. More than two million women in the United States today are breast cancer survivors. Thousands of groups and programs across the country offer support, and chances are, one is close to your neighborhood. All the information in this book is based on the most recent research findings, the clinical expertise of oncologists, and the invaluable experiences of the women who have walked this road before. Breast Cancer For Dummies covers all of the following topics and more in simple, easy-to-understand terms: Coming to grips with breast cancer Decoding your pathology report Finding the right treatment for you

Rekindling intimacy after treatment Health Insurance and money woes Talking to children about breast cancer This book can help you feel like you have a sister who's a doctor, a sister who tells you what to expect every step of the way, who gives you the best advice she can, and guides you along the way. (Of course, there is absolutely no replacement for advice about you from your own doctor.) You'll feel empowered to know and understand what's going on in your body, so that you can become a part of your own treatment team and make decisions along with your doctors and your family.

Marketing Kit for Dummies - Alexander Hiam 2004-11-26
In his bestselling book Marketing For Dummies, Alexander Hiam revealed the secrets of effective marketing for every kind of business. In the first edition of Marketing Kit For Dummies, he presented a wealth of practical and effective tools and tactics for implementing effective campaigns quickly and cheaply. This new edition of Marketing For Dummies offers all the proven advice as the first edition, but with new information and state-of-the-art Internet marketing techniques. Whether your business is large or small, staffed by a few people, a few hundred, or thousands, Marketing Kit For Dummies, 2nd Edition offers everything you need to know — and all the tools you need to implement — for marketing campaigns that drive business results. Straight to the point and full of common wisdom on what works and what doesn't, this book covers all the bases: Tap into the power of the Internet Create buzz with publicity Research, plan, and budget effectively Set up winning sales promotions Generate sales with action ads Launch winning Web campaigns Expert author Alexander Hiam — marketing specialist, business professor, and operator of an independent consulting firm — gives you the handy specialized tools that make marketing a breeze. The accompanying CD-ROM is packed with practical tools from marketing plans, to advertising objective worksheet, to proven and effective Web page templates, and even free stock photography! With this marketing toolkit in hand, you'll learn how to: Master the five Ps of marketing Evaluate the effectiveness of your marketing plans Design a marketing plan that works Perform customer research Improve your creative skills — and your campaigns Write winning marketing copy Develop a campaign budget and stick to it Brand your business Develop promotional campaigns Design brochures, catalogs, and newsletters Bring customers back with great customer service In a world of mass media and global business, getting your business noticed is imperative to your success. After all, it doesn't matter how great your product or service is if your customers don't know about it. With Marketing Kit For Dummies, 2nd Edition, you'll have no trouble bringing in new business — and more dollars.

Microsoft Project Server 2002 - Qimao Zhang 2002
⬜ Supports collaborative planning with Microsoft Project ⬜ Distributes project documents with SharePoint Team Services ⬜ Provides projects over intranet or internet ⬜ Communicates using real-time data ⬜ Involves all project stakeholders in the planning process

CD and DVD Recording For Dummies - Mark L. Chambers 2004-03-05
Most new PCs and Macs today are equipped with the latest in recording and storage equipment: CD-RW and DVD-R/RW drives. Even if your computer is a little older, you can still join the revolution with add-on hardware and software. You can record music and movies, store photos and data, and organize things you want to preserve for posterity, safely and easily. CD and DVD Recording For Dummies®, Second Edition, takes the frustration out of choosing and using these cool recording systems. This easy-to-follow guide will help you find what you need and use it efficiently, and it covers all the newest equipment. You'll discover how to Choose and install a CD or DVD recorder Pick the best software for your needs Store large data files safely on CD Use EasyCD and DVD Creator and Toast Record mixed media disks Create electronic photo albums, baby books, genealogies, and more Once upon a time, videotape, vinyl record albums, and floppy disks were state of the art for preserving movies, music, and data. The superior durability and capacity of CDs and DVDs have made these tools as obsolete as the washboard, but never fear. CD and DVD Recording For Dummies®, Second Edition, makes it easy to Transfer your favorite VHS movies to DVD Preserve those classic LPs on CD Archive records and data files, and safely store treasured family photos Ask the right questions when shopping for CD or DVD recording hardware and software Record original material, copy and erase rewriteable disks, and make backups of important data Add menus to your disks, label them, and care for them properly Record a bootable CD-ROM Today's CD and DVD recorders can produce everything from superb sound quality to original movies you can play on your DVD player. CD and DVD Recording For Dummies® will get your recording career

going in a jiffy.
Outlook?2003 For Dummies - Bill Dyszel 2003-10-03
Do you have more email accounts and messages than you can possibly manage? Do you often forget important details? How many times have you misplaced an important email address? Guess what? You can solve all these problems with Microsoft Outlook 2003, a component of Microsoft Office, and Outlook 2003 For Dummies will show you how! Over 100 million people use Outlook, but many only utilize a few features. Outlook is extremely versatile and can perform a wide range of functions like: E-mail organization Calendars and to-do lists Personal directories Journal-keeping With Outlook 2003 For Dummies, regarded as the #1 bestselling book on the subject, you will be able to get the most out of Outlook and finally organize your busy life. Whether you're in your home or office, Outlook can make your day go smoothly and more efficiently. This comprehensive guide explores: How to manage, organize, and get on top of your e-mails How to create your own virtual little black book Calendar features and how to manage and assign tasks Recording your activities with Outlook Notes and journal entries Outlook Express and how to get news e-mails from newsgroups Security features to keep your life private and safe Customizing Outlook with accessories Advanced functions and useful tips and shortcuts Written by Bill Dyszel, the award-winning author of Microsoft Outlook 2000 for Dummies, Treo Visor For Dummies, and Palm For Dummies, this book offers expert advice in a down-to-earth kind of manner. Outlook 2003 For Dummies offers a quick and easy way to get the hang of this useful program and start managing your daily tasks with efficiency.

Project 2002 - Stephen L. Nelson 2002
More than simply a reference to the Microsoft Project software program, this book amounts to a hybrid business/computer book. Not only are the Project software or a subset of the software features documented but also business managers are taught how to organize and manage a project using either Project 2002 Standard or Project 2002 Professional.

ACT! 6 For Dummies - Karen S. Fredricks 2003-03-28
ACT! organizes customer information in one place, providing instant access to names, phone numbers, addresses, appointments, call histories, follow-up activities, and more Explores ACT!'s features, including a ready-to-use contact database with search capabilities; Internet links; mail, fax, and e-mail merge; synchronization with Palm OS handhelds; integration with Outlook and other popular products; report generation; and a customizable database Latest edition of this successful title shows business professionals how to use ACT!'s new e-mail features, new active libraries, and improved Internet services and Outlook integration

Incorporating Your Business For Dummies - The Company Corporation 2001-03-26
If you're a business owner, incorporation can help you protect your personal assets and cut down your tax bill. But all the paperwork and legalese can make incorporation seem like more trouble than it's worth. Incorporating Your Business For Dummies offers all the savvy tips you need to get incorporated — starting today! Whether your business is big or small, incorporating isn't as simple as it could be. This handy reference makes incorporation make sense, and guides you through the process step by step. From handling the mountain of paperwork to getting back to business once you're finished, Incorporating Your Business For Dummies offers a wealth of helpful advice on these and many more topics: Knowing whether or not incorporation can help you Choosing the type of entity that will work best for your business Dealing with shareholders and shareholder agreements Transferring money and assets in or out of the corporation Documenting corporate actions and maintaining compliance Finding the right attorney, accountant, tax advisor, and other professionals Written by the experts at The Company Corporation, who handle more than 100,000 incorporations every year, this helpful book offers the kind of advice you can only get from professionals — but in a user-friendly, lingo-free format. Whether you just want a little help with the paperwork, or don't even know what a corporation is, you'll find everything you need to know: What limited liability means Corporate statutes, bylaws, and articles Choosing directors and assigning duties The benefits of S corporation status Deciding where to incorporate Registering corporate names and domain names Balancing equity versus debt Understanding shareholder rights Getting your financial information in order Hiring a professional to help with corporate compliance If you want step-by-step help on setting up your corporation, dealing with the paperwork, and getting off on the right foot, Incorporating Your Business For Dummies is the only resource you need. Packed with the kind of tips and advice you'll find nowhere

else, it's the uncomplicated way to get incorporated.