

|  |   |  |
|--|---|--|
| Putting the Power in Your PowerPoint with 21 Mistakes to Avoid and 9 PowerPoint Philosophies           | Power Points!: How to Design and Deliver Presentations That Sizzle and Sell                               | A Complete Guide to PivotTables: A Visual Approach   |
| Advanced Excel Essentials  | Android for Work: Productivity for Professionals  | Beginning Microsoft Excel 2010   |
| Beginning Microsoft Office 2010  | Beginning Microsoft Word 2010   | Beginning OpenOffice Calc: From Setting Up Simple Spreadsheets to Business Forecasting             |
| Beginning Windows 8  | BlackBerry Bold Made Simple: For the BlackBerry Bold 9700 and 9650 Series                                 | BlackBerry Curve Made Simple: For the BlackBerry Curve 8520, 8530 and 8500 Series                  |
| BlackBerry Storm2 Made Simple: Written for the Storm 9500 and 9530; and the Storm2 9520;9530; and 9550 | Droids Made Simple: For the Droid; Droid X; Droid 2; and Droid 2 Global                                   | Everyday Computing with Windows 8.1  |
| Excel 2007: Beyond the Manual  | iPhone 4 Made Simple  | iPhone 4s Made Simple: For iPhone 4S and Other iOS 5-Enabled iPhones                               |
| iPhone for Work: Increasing Productivity for Busy Professionals  | iPod Touch Made Simple  | Learn Excel 2011 for Mac   |
| Learn Mac OS X Snow Leopard  | Learn Office 2011 for Mac OS X  | Learn OS X Lion; Second Edition  |
| Mac OS X Lion Made Simple  | Office 2010 Made Simple   | Office 365: Migrating and Managing Your Business in the Cloud                                      |
| Office and SharePoint 2010 User's Guide: Integrating SharePoint with Excel; Outlook; Access and Word   | Outlook 2007: Beyond the Manual   | Pro Office for iPad: How to Be Productive with Office for iPad                                     |
| Pro SharePoint 2010 Development for Office 365   | Rapid Graphs with Tableau 8: The Original Guide for the Accidental Analyst; Fourth Edition                | SharePoint 2003 User's Guide   |
| SharePoint 2007 User's Guide: Learning Microsoft's Collaboration and Productivity Platform             | SharePoint 2010 User's Guide: Learning Microsoft's Business Collaboration Platform; Updated               | SharePoint 2013 User's Guide: Learning Microsoft's Business Collaboration Platform; Fourth Edition |
| Social Networking Spaces: From Facebook to Twitter and Everything In Between                           | Taking Your Android Tablets to the Max  | Taking your iPad 2 to the Max; Second Edition  |
| Taking Your iPad to the Max  | Taking Your iPad to the Max; iOS 5 Edition: Maximize iCloud; Newsstand; Reminders; FaceTime; and iMessage | Taking your iPhone 4 to the Max  |
| Taking Your iPhone 4s to the Max; iOS 5 Edition  | Taking Your iPod touch to the Max   | Taking your iPod Touch to the Max; Second Edition  |
| Taking Your iPod Touch to the Max; Third Edition   | Taking Your OS X Lion to the Max  | Using Mac OS X Mavericks   |
| Using Microsoft Office 2013: With Windows 8  | Using Office 365: With Windows 8  | Using Windows 8.1: Return of the Start Button  |
| Windows 7 Made Simple  | Windows Netbooks: The Path to Low-Cost Computing  | Windows Phone 7 Made Simple  |
| Word 2007: Beyond the Manual   | The Essential Guide to Home Computer Security   | Introduction Guide to Microsoft® Office® 2000  |
| Introduction Guide to Microsoft® Windows® 2000   | Working with Excel: Refreshing Math Skills for Management   | ACT! Fast & Easy; 2nd Edition  |
| Adobe Photoshop CS2 Revealed   | Complete Digital Photography; Eighth Edition  | David Busch's Canon EOS 6D Guide to Digital SLR Photography  |
| David Busch's Canon EOS 70D: Guide to Digital SLR Photography  | David Busch's Canon EOS Rebel SL1/100D Guide to Digital SLR Photography                                   | David Busch's Canon EOS Rebel T5/1200D Guide to Digital SLR Photography                            |
| David Busch's Canon EOS Rebel T5i/700D Guide to Digital SLR Photography                                | David Busch's Canon PowerShot G16 Guide to Digital Photography  | David Busch's Compact Field Guide for the Canon EOS 5D Mark III                                    |
| David Busch's Compact Field Guide for the Canon EOS 6D   | David Busch's Compact Field Guide for the Canon EOS Rebel SL1/100D  | David Busch's Compact Field Guide for the Canon EOS Rebel T5i/700D                                 |
| David Busch's Compact Field Guide for the Nikon D7100  | David Busch's Mastering Digital SLR Photography; Fourth Edition   | David Busch's Nikon D3300 Guide to Digital SLR Photography   |
| David Busch's Nikon D5300: Guide to Digital SLR Photography  | David Busch's Nikon D610: Guide to Digital SLR Photography  | David Busch's Nikon D7100 Guide to Digital SLR Photography   |
| David Busch's Sony Alpha SLT-A58 Guide to Digital Photography  | David Busch's Sony Alpha SLT-A99 Guide to Digital Photography   | Digital Painting Fundamentals with Corel Painter X3  |
| Microsoft Excel 2013 for the Business Analyst  | Microsoft Word 2002 for Law Firms   | Photo Restoration and Retouching Using Corel PaintShop Pro X5; Fourth Edition                      |
| Picture Yourself Learning Corel Paint Shop Pro Photo X2  | Picture Yourself Learning Corel PaintShop Pro X6  | Rock Your iPad: Figure   |
| Rock Your iPad: Thor   | The Microsoft Project Survival Guide: The Go-To Resource for Stumped and Struggling New Users             | David Busch's Mastering Digital SLR Photography; Third Edition                                     |
| Digital Painting Fundamentals with Corel Painter 11  | Digital Painting Fundamentals with Corel Painter 12   | Introducing Fedora: Desktop Linux  |
| iPad for Boomers   | Photo Restoration and Retouching Using Corel PaintShop Pro X4; Third Edition                              | Photoshop CS5 Trickery & FX  |
| Picture Yourself Learning Corel PaintShop Photo Pro X  | Picture Yourself Learning Corel PaintShop Photo Pro X3  | Picture Yourself Learning Corel PaintShop Pro X5   |

|   |  |   |
|---|--|---|
| Picture Yourself Learning Microsoft Excel 2010  | Picture Yourself Learning Microsoft Office 2008 for Mac  | Picture Yourself Learning Microsoft Office 2010   |
| Picture Yourself Learning Microsoft Word 2010   | Secrets of ProShow Experts: The Official Guide to Creating Your Best Slide Shows with ProShow Gold and Producer  | Excel for Accountants   |
| QuickBooks Tips & Tricks: The Best of CPA911  | Running QuickBooks 2005 Premier Editions   | Running QuickBooks 2006 Premier Editions  |
| Running QuickBooks 2007 Premier Editions  | Running QuickBooks 2008 Premier Editions   | Running QuickBooks 2010: Premier Editions   |
| Running QuickBooks 2012 Premier Editions  | Running QuickBooks 2013 Premier Editions   | Running QuickBooks 2014 Premier Editions  |
| 99 Tricks and Traps for Microsoft Office Project Including Microsoft Project 2000 to 2007: The Casual User's "Survival Guide" | 99 Tricks and Traps for Microsoft® Office Project 2013: The Casual User's 'Survival Guide'                       | Planning and Control Using Microsoft Project and PMBOK® Guide; Third Edition  |
| Planning and Control Using Microsoft® Project 2010 & PMBOK Guide®; Fifth Edition  | Planning and Control Using Microsoft® Project 2013 & PMBOK Guide®; Fifth Edition                                 | Planning and Scheduling Using Microsoft Office Project 2007; Revised 2009: Including Microsoft Project 2000 to 2003 |
| Planning and Scheduling Using Microsoft Office Project 2007: Including Microsoft Project 2000 to 2003                         | Planning and Scheduling Using Microsoft Project 2010   | Planning and Scheduling Using Microsoft Project 2010: Updated 2013 with New Workshops                               |
| Planning and Scheduling Using Microsoft Project 2013  | PRINCE 2 Planning and Control Using Microsoft Project: Updated for Microsoft Office Project 2007                 | PRINCE2 2009 Planning and Control Using Microsoft Project 2010  |
| PRINCE2 Planning and Control Using Microsoft Project  | PRINCE2 Planning and Control Using Microsoft Project: Updated for PRINCE2 2009 and Microsoft Office Project 2007 | Broadcasting Your Microsoft PowerPoint Presentation   |
| Ed Bott's Windows 8 Head Start; Consumer Preview Edition  | Ed Bott's Windows 8 Head Start; Developer Edition  | Straight to the Point: Microsoft Access 2010  |
| Adobe Photoshop Elements 8: Unleash the Hidden Performance of Elements  | Advanced Photoshop Elements 6 for Digital Photographers  | Compression for Great Video and Audio   |
| How to Cheat in Photoshop Elements 8: Discover the Magic of Adobe's Best Kept Secret  | Painter 12 for Photographers: Creating Painterly Images Step by Step   | Photoshop CS4: Essential Skills   |
| The Photographer's Eye: Composition and Design for Better Digital Photos  | Foundation Flash CS5 for Designers   | Getting Started with Google Apps  |
| Getting Started with Netbooks   | Getting Started with Windows 7   | Paintshop Pro 8: Zero to Hero   |
| Microsoft Excel 2013 Advanced Essentials  | Microsoft Excel 2013 Core Essentials; Exercise Workbook  | Microsoft Office 2013 Advanced Essentials: Access 2013; Exercise Workbook   |
| Microsoft Office 2013 Advanced Essentials: OneNote 2013; Exercise Workbook  | Microsoft Office 2013 Advanced Essentials: Outlook 2013  | Microsoft Office 2013 Advanced Essentials: PowerPoint 2013; Exercise Workbook                                       |
| Microsoft Office 2013 Advanced Essentials: Project 2013; Exercise Workbook  | Microsoft Office 2013 Advanced Essentials: Publisher 2013; Exercise Workbook                                     | Microsoft Office 2013 Advanced Essentials: Word 2013; Exercise Workbook   |
| Microsoft Office 2013 Core Essentials: Access 2013; Exercise Workbook   | Microsoft Office 2013 Core Essentials: OneNote 2013; Exercise Workbook   | Microsoft Office 2013 Core Essentials: Project 2013; Exercise Workbook  |
| Microsoft Office 2013 Core Essentials: Publisher 2013; Exercise Workbook  | Microsoft Office 2013 Core Essentials: Word 2013   | Microsoft Outlook 2013 Core Essentials; Exercise Workbook   |
| Microsoft PowerPoint 2013 Core Essentials   | Microsoft Visio 2013 Advanced Essentials: Exercise Workbook  | Microsoft Visio 2013 Core Essentials; Exercise Workbook   |
| OOoSwitch: 501 Things You Want to Know About Switching OpenOffice.org from Microsoft Office                                   | The Tiny Guide to OpenOffice.org   | Ctrl+Shift+Enter: Mastering Excel Array Formulas  |
| Dashboarding and Reporting with Power Pivot and Excel   | DAX Formulas for PowerPivot  | Don't Fear the Spreadsheet  |
| Excel 2007 Miracles Made Easy   | Excel 2010 Business Basics and Beyond  | Excel 2013 for Scientists; Revised and Expanded; Third Edition  |
| Excel for Auditors  | Excel for Marketing Managers   | Excel for the CEO   |
| Excel for the CFO   | Excel Gurus Gone Wild: Do the IMPOSSIBLE with Microsoft Excel  | Excel Outside the Box   |
| Excel Simulations   | Excel Tables: A Complete Guide for Creating; Using and Automating Lists and Tables                               | Learn Excel 2007-2010 From Mr Excel: 512 Excel Mysteries Solved   |
| Learn Excel 97 through Excel 2007 From MrExcel: 377 Excel Mysteries Solved  | Learn Excel from Mr. Excel: 277 Excel Mysteries Solved   | Office VBA: Macros You Can Use Today  |
| PowerPivot Alchemy: Patterns and Techniques for Excel   | Rev Up to Excel 2010: Upgraders Guide to Excel 2010  | Slaying Excel Dragons: A Beginners Guide to Conquering Excel's Frustrations and Making Excel Fun                    |
| The Spreadsheet at 25   | Unleash the Power of OneNote   | Unleash the Power of Outlook  |
| VLOOKUP Awesome Quick: From Your First Excel VLOOKUP to Becoming a VLOOKUP Guru   | IBM Lotus Notes and Domino 8 Reviewer's Guide  | Adobe Captivate 7: Beyond the Essentials  |
| Adobe Captivate 7: The Essentials   | Adobe Captivate 8: The Essentials - 'Skills and Drills' Learning   | Editing with Microsoft Word 2010  |
| Editing with Microsoft Word 2011 for the Macintosh  | This isn't Excel; it's Magic!: Tips and Tricks for Getting the Most out of Microsoft Excel                       | Excel 2013  |

|  |   |   |
|--|---|---|
| Internet for Seniors; Fourth Edition   | Office 2013   | Office 2013 for Seniors   |
| Project 2013   | Word 2013   | Access 2002 for Visual Learners   |
| Access 2003 for Visual Learners  | Access 2003 in Pictures   | Access 2007 In Pictures   |
| Access 2010 In Pictures  | Access 2013 In Pictures   | Base 2.0 In Pictures  |
| Calc 2.0 In Pictures   | Excel 2002 for Visual Learners  | Excel 2003 for Visual Learners  |
| Excel 2003 In Pictures   | Excel 2007 In Pictures  | Excel 2010 In Pictures  |
| Excel 2013 In Pictures   | FrontPage 2002 for Visual Learners  | FrontPage 2003 for Visual Learners  |
| FrontPage 2003 In Pictures   | Google Sheets in Pictures   | Google Slides In Pictures   |
| Impress 2.0 In Pictures  | Mac OS X Tiger In Pictures  | Paint Shop Pro 8 for Visual Learners  |
| Palm & Handspring PDAs For Visual Learners   | Palm Devices In Pictures  | Photoshop CS for Visual Learners  |
| Photoshop Elements 4.0 In Pictures   | Photoshop Elements 5.0 In Pictures  | PowerPoint 2002 for Visual Learners   |
| PowerPoint 2003 for Visual Learners  | PowerPoint 2003 In Pictures   | PowerPoint 2007 In Pictures   |
| PowerPoint 2010 In Pictures  | PowerPoint 2013 In Pictures   | Publisher 2003 for Visual Learners  |
| Publisher 2003 in Pictures   | Publisher 2007 In Pictures  | The Visibooks Guide to Access 2007  |
| The Visibooks Guide to Base 2.0  | The Visibooks Guide to Calc 2.0   | The Visibooks Guide to Excel 2007   |
| The Visibooks Guide to Impress 2.0   | The Visibooks Guide to Mac OS X Tiger   | The Visibooks Guide to Palm Devices   |
| The Visibooks Guide to Photoshop CS2   | The Visibooks Guide to Photoshop Elements 3.0   | The Visibooks Guide to Photoshop Elements 4.0   |
| The Visibooks Guide to Photoshop Elements 5.0  | The Visibooks Guide to PowerPoint 2007  | The Visibooks Guide to Publisher 2007   |
| The Visibooks Guide to Word 2007   | The Visibooks Guide to Writer 2.0   | Windows XP for Visual Learners  |
| Windows XP In Pictures   | Word 2002 for Visual Learners   | Word 2003 for Visual Learners   |
| Word 2003 In Pictures  | Word 2007 In Pictures   | Word 2010 In Pictures   |
| Word 2013 In Pictures  | Writer 2.0 In Pictures  | Microsoft Excel Whiz 2002: Official Certification Guide for Microsoft Office Specialist Core Exam                 |
| Microsoft Word Whiz 2002: Official Certification Guide for Microsoft Office Specialist Core Exam | Dynamic Scheduling With Microsoft Office Project 2003: The Book by and for Professionals            | 101 Cool Smartphone Techniques: Covers Series 60 Phones from Nokia; Samsung; Siemens; Panasonic; Sendo; and More! |
| 101 Excel 2013 Tips; Tricks & Timesavers   | 101 Ready-to-Use Excel Macros   | Access 2000 for Windows for Dummies   |
| Access 2007 Bible  | Access 2007 For Dummies   | Access 2007 Forms & Reports For Dummies   |
| Access 2007 VBA Bible: For Data-Centric Microsoft Office Applications                            | Access 2007 VBA Programming for Dummies   | Access 2007: The L Line; The Express Line to Learning   |
| Access 2010 Bible  | Access 2010 For Dummies   | Access 2013 Bible   |
| Access 2013 For Dummies  | ACT! 6 For Dummies  | Adobe Acrobat 6 PDF For Dummies   |
| Adobe Creative Suite All-in-One Desk Reference For Dummies                                       | Adobe Dreamweaver CS5 Bible   | Adobe Flash CS3 Professional Bible  |
| Adobe InDesign CS3 Bible   | Adobe InDesign CS5 Bible  | Advanced Excel Reporting for Management Accountants   |
| Alan Simpson's Windows XP Bible  | Android Fully Loaded  | Android Fully Loaded; Second Edition  |
| Android Phones For Dummies; Second Edition   | Android Tablets For Dummies   | Aperture 3 Portable Genius  |
| Balanced Scorecards & Operational Dashboards with Microsoft Excel; Second Edition                | BlackBerry All-in-One for Dummies   | BlackBerry Bold for Dummies   |
| BlackBerry for Dummies   | BlackBerry For Dummies; 4th Edition   | BlackBerry for Dummies; 5th Edition   |
| BlackBerry For Dummies; Third Edition  | BlackBerry Pearl 3G For Dummies   | BlackBerry Pearl for Dummies  |
| BlackBerry PlayBook for Dummies  | BlackBerry Storm For Dummies  | Blackboard for Dummies  |
| Brilliant BlackBerry Apps For Dummies  | Canon EOS 70D Digital Field Guide   | Canon EOS 70D For Dummies   |
| Capturing Better Photos & Video with your iPhone   | Cleaning Windows Vista For Dummies  | Computers For Seniors For Dummies; 3rd Edition  |
| Crystal Reports 10 For Dummies   | Crystal Reports 2008 For Dummies  | Crystal Reports 8 For Dummies   |
| Crystal Reports 9 for Dummies  | Cutting Edge PowerPoint 2007 For Dummies  | Digital Photography: Top 100 Simplified Tips & Tricks; 3rd Edition  |
| Dreamweaver CS3 Bible  | Dreamweaver CS3 For Dummies   | Dreamweaver CS4 All-in-One For Dummies  |
| Dreamweaver CS4 Bible  | Dreamweaver CS6 Bible   | Droid 2 For Dummies   |
| Droid Bionic For Dummies   | Droid X2 for Dummies  | Excel 2007 Advanced Report Development  |
| Excel 2007 All-In-One Desk Reference For Dummies   | Excel 2007 Bible  | Excel 2007 Data Analysis For Dummies  |
| Excel 2007 For Dummies Quick Reference   | Excel 2007 Formulas   | Excel 2007 Just the Steps For Dummies   |
| Excel 2007 PivotTables and PivotCharts   | Excel 2007 Power Programming with VBA   | Excel 2007 VBA Programming For Dummies  |
| Excel 2010 All-in-One For Dummies  | Excel 2010 Bible  | Excel 2010 eLearning Kit For Dummies  |
| Excel 2010 Formulas  | Excel 2010 Power Programming with VBA   | Excel 2010 Workbook For Dummies   |
| Excel 2013 All-in-One For Dummies  | Excel 2013 Bible  | Excel 2013 eLearning Kit For Dummies  |
| Excel 2013 Formulas  | Excel 2013 Power Programming with VBA   | Excel Dashboards & Reports for Dummies; 2nd Edition   |
| Excel Data Analysis for Dummies; 2nd Edition   | Excel Data Analysis: Your Visual Blueprint for Analyzing Data; Charts; and PivotTables; 4th Edition | Excel Formulas and Functions For Dummies; 2nd Edition   |
| Excel Formulas and Functions For Dummies; 3rd Edition  | Excel VBA Programming For Dummies; 3rd Edition  | Excel Workbook For Dummies  |

|   |  |  |
|---|--|--|
| Exploring iPad for Dummies; 2nd Edition                     | Exploring Windows 8 for Dummies                                      | Facebook All-in-One for Dummies  |
| Fighting Spam For Dummies                                   | Firefox For Dummies  | Flash CS3 For Dummies  |
| Flash CS4 All-in-One For Dummies                            | Flash CS4 Professional Bible   | Flash Professional CS5 Bible   |
| Geeks on Call PCs: 5-Minute Fixes                           | Geeks on Call Windows XP: 5-Minute Fixes                             | Google for Dummies   |
| Google Powered: Productivity with Online Tools              | Google Secrets: Do What You Never Thought Possible with Google       | Google Sites & Chrome For Dummies  |
| Hacking BlackBerry: ExtremeTech                             | HTC ThunderBolt For Dummies  | IBM Lotus Symphony For Dummies   |
| iLife '09: Portable Genius                                  | Illustrator 10 For Dummies   | Illustrator CS for Dummies   |
| Illustrator CS3 Bible                                       | Illustrator CS4 Bible  | Illustrator CS4 For Dummies  |
| Illustrator CS5 Bible                                       | iMac For Dummies; 6th Edition  | iMac For Dummies; 7th Edition  |
| iMac For Dummies; 8th Edition                               | iMac Portable Genius; 3rd Edition                                    | Incredible iPad Apps For Dummies   |
| Incredible iPhone Apps for Dummies                          | InDesign CS4 Bible   | InDesign CS4 For Dummies   |
| Internet Explorer 5.5 For Windows For Dummies               | Internet Explorer 6 for Dummies                                      | iPad 2 All-in-One for Dummies; 3rd Edition   |
| iPad 2: Portable Genius                                     | iPad All-in-One for Dummies  | iPad All-in-One for Dummies; 5th Edition   |
| iPad at Work  | iPad for Digital Photographers                                       | iPad For Dummies   |
| iPad for Dummies; 6th Edition                               | iPad For Seniors For Dummies; 4th Edition                            | iPad For Seniors For Dummies; 5th Edition  |
| iPad for Seniors for Dummies; 6th Edition                   | iPad Fully Loaded  | iPad in Education For Dummies  |
| iPad Mini for Dummies; 2nd Edition                          | iPad Portable Genius   | iPad Portable Genius; 2nd Edition  |
| iPhone 3GS: Portable Genius                                 | iPhone 4 Portable Genius   | iPhone 4S All-in-One for Dummies   |
| iPhone 4S For Dummies; 5th Edition                          | iPhone 4S Portable Genius  | iPhone 5 All-in-One for Dummies; 2nd Edition   |
| iPhone 5 For Dummies; 6th Edition                           | iPhone 5 For Seniors For Dummies; 2nd Edition                        | iPhone 5 Portable Genius   |
| iPhone 5s and iPhone 5c: Portable Genius                    | iPhone All-in-One For Dummies; 3rd Edition                           | iPhone for Dummies   |
| iPhone For Dummies; 3rd Edition                             | iPhone for Dummies; 4th Edition                                      | iPhone for Dummies; 7th Edition  |
| iPhone for Seniors for Dummies; 3rd Edition                 | iPhone Fully Loaded  | iPhone Fully Loaded; 3rd Edition   |
| iPhone Portable Genius; Second Edition                      | iPhone SECRETS: Do What You Never Thought Possible with Your iPhone  | iPhoto '11: Portable Genius  |
| iPod & iTunes for Dummies; 10th Edition                     | iPod & iTunes For Dummies; 7th Edition                               | iPod & iTunes for Dummies; 9th Edition   |
| iPod and iTunes Portable Genius; 3rd Edition                | iPod Touch For Dummies   | iPod Touch For Dummies; 3rd Edition  |
| iPod Touch Portable Genius                                  | John Walkenbach's Favorite Excel 2007 Tips & Tricks                  | John Walkenbach's Favorite Excel 2010 Tips and Tricks  |
| Kindle Fire HD For Dummies                                  | Kindle Fire HDX For Dummies  | Kindle Paperwhite For Dummies  |
| Kindle Paperwhite For Dummies; 2nd Edition                  | Laptops All-In-One Desk Reference for Dummies                        | Laptops All-in-One For Dummies; 2nd Edition  |
| Laptops For Dummies Quick Reference                         | Laptops for Dummies; 5th Edition                                     | Laptops for Seniors for Dummies; 3rd Edition   |
| Laptops Simplified  | LinkedIn For Dummies; 2nd Edition                                    | Linux Bible 2011 Edition: Boot up to Ubuntu; Fedora; KNOPPIX; Debian; openSUSE; and 13 Other Distributions |
| Lotus Notes 6 for Dummies                                   | Lotus Notes and Domino 5 Bible                                       | Mac at Work  |
| Mac OS X Tiger for Dummies                                  | Mac OS X for Dummies   | Mac OS X Lion: Portable Genius   |
| Mac OS X Panther Timesaving Techniques For Dummies          | Mac OS X Snow Leopard for Dummies                                    | Mac OS X Snow Leopard Just the Steps for Dummies   |
| Mac OS X Snow Leopard: Portable Genius                      | Mac OS X Tiger All-in-One Desk Reference For Dummies                 | Mac OS X v. 10.3 Panther: Top 100 Simplified Tips & Tricks   |
| MacBook Air Portable Genius; 3rd Edition                    | MacBook Air Portable Genius; 4th Edition                             | MacBook Air: Portable Genius; 2nd Edition  |
| MacBook All-in-One For Dummies                              | MacBook All-in-One for Dummies; Second Edition                       | MacBook for Dummies; 2nd Edition   |
| MacBook For Dummies; 3rd Edition                            | MacBook for Dummies; 4th Edition                                     | MacBook for Dummies; 5th Edition   |
| MacBook Portable Genius; 2nd Edition                        | MacBook Pro Portable Genius  | MacBook Pro Portable Genius; 2nd Edition   |
| MacBook Pro Portable Genius; 3rd Edition                    | MacBook Pro Portable Genius; 4th Edition                             | MacBook Pro Portable Genius; 5th Edition   |
| Macs All-in-One for Dummies; 3rd Edition                    | Macs For Dummies   | Macs For Dummies; 10th Edition   |
| Macs For Dummies; 11th Edition                              | Macs for Dummies; 12th Edition                                       | Macs for Dummies; 13th Edition   |
| Macs Portable Genius  | Making Effective Business Decisions Using Microsoft Project          | Manage Your Life with Outlook For Dummies  |
| Microsoft Access 2007 Data Analysis                         | Microsoft Business Intelligence Tools for Excel Analysts             | Microsoft Excel & Access Integration with Office 2007  |
| Microsoft Excel 2000 Formulas                               | Microsoft Excel 2000 Power Programming with VBA                      | Microsoft FrontPage 2002 for Dummies   |
| Microsoft Office 2000 for Windows For Dummies               | Microsoft Office 2008 for Mac Bible                                  | Microsoft Office 2010 for Dummies eLearning Kit  |
| Microsoft Office 2013 Bible                                 | Microsoft Office 365 For Dummies                                     | Microsoft Office Access 2007 All-in-One Desk Reference For Dummies   |
| Microsoft Office Excel 2007 For Dummies                     | Microsoft Office Excel 2007 Formulas & Functions for Dummies         | Microsoft Office Excel 2007: The L Line; The Express Line to Learning                                      |
| Microsoft Office Home & Student 2013 All-in-One For Dummies | Microsoft Office Live For Dummies                                    | Microsoft Office Project 2003 Bible  |
| Microsoft Office Project 2007 For Dummies                   | Microsoft Office Project 2007: All-in-One Desk Reference For Dummies | Microsoft Office Visio 2007 For Dummies  |
| Microsoft Outlook 2000 for Windows for Dummies              | Microsoft Outlook 2007 Bible   | Microsoft Outlook 2013 For Dummies   |

|   |  |   |
|---|--|---|
| Microsoft PowerPoint 2002 For Dummies   | Microsoft PowerPoint 2010 All-in-One For Dummies     | Microsoft PowerPoint 2010 Bible                                       |
| Microsoft PowerPoint 2013 Bible   | Microsoft Project 2002 Bible                         | Microsoft Project 2002 For Dummies                                    |
| Microsoft Project 2003 For Dummies  | Microsoft Project 2010 For Dummies                   | Microsoft Project 2013 For Dummies                                    |
| Microsoft Sharepoint 2003 for Dummies   | Microsoft SharePoint 2007 For Dummies                | Microsoft SharePoint 2010 For Dummies                                 |
| Microsoft Surface for Dummies; 2nd Edition  | Microsoft Word 2007 Bible                            | Microsoft Word 2010 All-in-One For Dummies                            |
| Microsoft Word 2010 Bible   | Microsoft Word 2013 Bible                            | Migrating to Windows 2000 For Dummies                                 |
| Next Generation Excel: Modeling In Excel For Analysts And MBAs (For MS Windows And Mac OS); 2nd Edition | Nexus 7 For Dummies                                  | Nexus One for Dummies   |
| Nexus Tablets For Dummies   | Nikon D5300 Digital Field Guide                      | Nikon D5300 for Dummies   |
| Office 2003 Timesaving Techniques For Dummies   | Office 2007 All-in-One Desk Reference For Dummies    | Office 2007 Bible   |
| Office 2007 For Dummies   | Office 2008 for Mac For Dummies                      | Office 2010 All-in-One For Dummies                                    |
| Office 2010 Bible   | Office 2010 Web Apps For Dummies                     | Office 2011 for Mac All-in-One For Dummies                            |
| Office 2013 All-In-One for Dummies  | Office 2013 for Dummies eLearning Kit                | Office for Mac 2011: Portable Genius                                  |
| Office Home and Student 2010 All-in-One For Dummies   | Office XP 9 in 1 Desk Reference For Dummies          | OneNote 2013 For Dummies  |
| OpenOffice.org For Dummies  | OS X Mavericks for Dummies                           | OS X Mavericks Portable Genius  |
| OS X Mountain Lion All-in-One For Dummies   | OS X Mountain Lion Bible                             | OS X Mountain Lion Portable Genius                                    |
| OS X Mountain Lion Simplified   | OS X Yosemite All-in-One for Dummies                 | OSx86: Creating a Hackintosh  |
| Outlook 2003 for Dummies  | Outlook 2007 All-in-One Desk Reference For Dummies   | Outlook 2007 Business Contact Manager for Dummies                     |
| Outlook 2007 For Dummies  | Outlook 2010 All-in-One For Dummies                  | Paintshop Pro 8 For Dummies   |
| Palm Pre For Dummies  | PC Magazine Office 2007 Solutions                    | PC Magazine Windows Vista Security Solutions                          |
| PC Magazine Windows Vista Solutions   | PCs All-in-One for Dummies; 5th Edition              | PCs All-in-One For Dummies; 6th Edition                               |
| PCs for Dummies Quick Reference; 4th Edition  | PCs For Dummies; 11th Edition                        | PCs for Dummies; 12th Edition   |
| PCs for Dummies; Windows 7 Edition  | Photoshop CC For Dummies                             | Photoshop CC Top 100 Simplified Tips & Tricks                         |
| Photoshop CS For Dummies  | Photoshop CS Timesaving Techniques For Dummies       | Photoshop CS3 Bible   |
| Photoshop CS3 For Dummies   | Photoshop CS4 All-in-One For Dummies                 | Photoshop CS4 Bible   |
| Photoshop CS4 For Dummies   | Photoshop CS6 All-in-One For Dummies                 | Photoshop Elements 10 All-in-One for Dummies                          |
| Photoshop Elements 11 All-in-One For Dummies  | Photoshop Elements 2 For Dummies                     | Photoshop Elements 7 All-in-One For Dummies                           |
| Photoshop Elements 7 For Dummies  | Photoshop Elements 8 After the Shoot                 | Photoshop Elements 8 for Dummies                                      |
| Photoshop Elements 9 All-in-One For Dummies   | Pocket PC for Dummies; Second Edition                | Podcasting For Dummies  |
| PowerPoint 2007 All-in-One Desk Reference For Dummies   | PowerPoint 2007 Bible                                | PowerPoint 2007 For Dummies   |
| PowerPoint 2007 Just the Steps For Dummies  | PowerPoint 2013 For Dummies                          | PowerPoint Advanced Presentation Techniques                           |
| Prezi for Dummies   | Project 2010 Bible                                   | QuickBooks 2007 All-in-One Desk Reference For Dummies                 |
| QuickBooks 2008 All-in-One Desk Reference For Dummies   | QuickBooks 2009 All-in-One for Dummies               | QuickBooks 2009 for Dummies   |
| QuickBooks 2010 for Dummies   | QuickBooks 2011 All-in-One For Dummies               | QuickBooks 2012 All-in-One for Dummies                                |
| QuickBooks 2012 for Dummies; UK Edition   | QuickBooks 2013 All-in-One For Dummies               | QuickBooks 2013 for Dummies   |
| QuickBooks 2014 All-in-One For Dummies  | QuickBooks 2015 All-in-One For Dummies               | QuickBooks 2015 for Dummies   |
| QuickBooks Online For Dummies   | Quicken 2004 for Dummies                             | Quicken 2007 for Dummies  |
| Quicken 2008 for Dummies  | Quicken 2009 For Dummies                             | Quicken 2010 for Dummies  |
| Quicken 2011 For Dummies  | Quicken 2012 For Dummies                             | Quicken 2014 for Dummies  |
| Sage Timeslips For Dummies  | Samsung Galaxy Note 3 for Dummies                    | Samsung Galaxy S 4 For Dummies  |
| Samsung Galaxy Tab 10.1 For Dummies   | Samsung Galaxy Tab for Dummies                       | Samsung Galaxy Tabs For Dummies                                       |
| SharePoint 2007 Collaboration for Dummies   | Simple Computer Security: Disinfect Your PC          | Simple Computer Transfer and Backup: Don't Lose your Music and Photos |
| Simple Computer Tune-up: Speed Up Your PC   | Siri For Dummies                                     | Skype For Dummies   |
| SmartDraw for Dummies   | SmartSuite Millennium Edition Bible                  | Surface for Dummies   |
| SUSE Linux 10 For Dummies   | Switching to a Mac For Dummies; 2nd Edition          | Switching to a Mac for Dummies; Mac OS X Lion Edition                 |
| Switching to a Mac Portable Genius; 2nd Edition   | Switching to a Mac: Portable Genius                  | Teach Yourself VISUALLY Complete Mac Pro                              |
| Teach Yourself VISUALLY Complete OS X Mavericks   | Teach Yourself VISUALLY iMac; 3rd Edition            | Teach Yourself Visually iPad; 2nd Edition                             |
| Teach Yourself VISUALLY iPhone; 2nd Edition   | Teach Yourself VISUALLY MacBook Air                  | Teach Yourself VISUALLY MacBook Pro; 2nd Edition                      |
| Teach Yourself VISUALLY OS X Mavericks  | Teach Yourself Visually Photoshop CC                 | Teach Yourself VISUALLY Windows 8.1                                   |
| Teach Yourself Visually Word 2003; 2nd Edition  | The Art and Style of Product Photography             | The Internet for Dummies; 11th Edition                                |
| The Internet for Dummies; 13th Edition  | The Unofficial Guide to Microsoft Office Access 2007 | The Unofficial Guide to Microsoft Office Excel 2007                   |



|  |  |   |
|--|--|---|
| The Unofficial Guide to Microsoft Office Word 2007   | The Unofficial Guide to Outlook 2007   | The Unofficial Guide to Windows Vista   |
| TI-84 Plus Graphing Calculator For Dummies   | Upgrading & Fixing PCs For Dummies; 7th Edition  | Upgrading and Fixing Computers Do-it-Yourself For Dummies                                       |
| Using Microsoft Office 2007: Tutorials and Projects; 2nd Edition   | Visio 2000 Bible   | Visio 2003 Bible  |
| Visio 2007 Bible   | Windows 2000 Professional for Dummies  | Windows 7 & Office 2010 For Dummies   |
| Windows 7 Bible  | Windows 7 for Dummies  | Windows 7 for Dummies eLearning Kit   |
| Windows 7 for Dummies Quick Reference  | Windows 7 Just the Steps for Dummies   | Windows 8 Five Minutes at a Time  |
| Windows 8 All-in-One For Dummies   | Windows 8 Bible  | Windows 8 For Dummies Quick Reference   |
| Windows 8 For Seniors For Dummies  | Windows 8 for Tablets for Dummies  | Windows 8 Secrets: Do What You Never Thought Possible with Windows 8 and RT                     |
| Windows 8 Simplified   | Windows 8 Tweaks   | Windows 8 Visual Quick Tips   |
| Windows 8.1 Bible  | Windows 8.1 For Dummies  | Windows 8.1 For Seniors For Dummies   |
| Windows 8.1 Simplified   | Windows 98 For Dummies   | Windows Phone 7 Companion   |
| Windows Phone 7 For Dummies  | Windows Vista All-in-One Desk Reference For Dummies  | Windows Vista For Dummies   |
| Windows Vista For Dummies Quick Reference  | Windows Vista Just the Steps for Dummies   | Windows Vista Secrets   |
| Windows Vista Timesaving Techniques for Dummies  | Windows Vista Ultimate Bible   | Windows XP For Dummies  |
| Windows XP Media Center Edition 2004 PC For Dummies  | Word 2000 for Windows for Dummies  | Word 2003 Bible   |
| Word 2007 All-in-One Desk Reference For Dummies  | Word 2007 for Dummies  | Word 2013 eLearning Kit for Dummies   |
| Word 2013 For Dummies  | WordPerfect 11 for Dummies   | WordPerfect 12 for Dummies  |
| WordPerfect Office 2002 for Dummies  | Adventures In Raspberry Pi   | EXCEL 2010: No Problem!   |
| Home Accountz for Dummies  | Hudl for Dummies   | iPad for the Older and Wiser: Get Up and Running with Apple iPad2 and the New iPad; 2nd Edition |
| iPad for the Older and Wiser: Get up and Running with Your Apple iPad; iPad Air and iPad Mini; 4th Edition | Sage Instant Accounts for Dummies  | Windows 7: No Problem!  |
| Windows 8 for the Older and Wiser  | Adobe Captivate 4: The Definitive Guide  | PC Basics with Windows 7 and Office 2010  |
| Straight to the Point: Microsoft Excel 2010  | Straight to the Point: Microsoft Office 2010   | Straight to the Point: Microsoft Word 2010  |
| F1 Get the Most Out of Excel Formulas & Functions: The Ultimate Excel Formulas & Functions Help Guide      | F1 Get the Most out of Excel! The Ultimate Excel Tip Help Guide                                    | Get the Most Out of Excel 2007: The Ultimate Excel 2007 Help Guide                              |
| Microsoft® Office Excel® 2013: Part 1; Second Edition  | Microsoft® Office Excel® 2013: Part 2; Second Edition  | Microsoft® Office Outlook® 2013: Part 1 Student Edition   |
| Microsoft® Office Outlook® 2013: Part 2 (Student Edition)  | Microsoft® Office PowerPoint® 2013: Part 1 (Student Edition)                                       | Microsoft® Office PowerPoint® 2013: Part 2 (Student Edition)                                    |
| Microsoft® Office Word 2013: Part 1  | Microsoft® Office Word 2013: Part 2  | Using Microsoft® Windows® 8.1 (Student Manual)  |
| Access 2000: The Complete Reference  | CorelDRAW X5 The Official Guide  | CorelDRAW X7: The Official Guide  |
| How to Do Everything iPhone 5  | How to Do Everything Mac OS X Mountain Lion  | How to Do Everything Microsoft SharePoint 2013  |
| How to Do Everything Windows 8   | How to Do Everything with Adobe Acrobat 8  | How to Do Everything with Microsoft Office Word 2007  |
| How to Do Everything with Your BlackBerry; Second Edition  | How to Do Everything: Adobe Acrobat X  | How to Do Everything: iCloud; Second Edition  |
| How to Do Everything: Kindle Fire  | How to Do Everything: Microsoft SharePoint 2010  | How to Do Everything: Pages; Keynote & Numbers for OS X and iOS                                 |
| iPad for Seniors QuickSteps  | iPhone 5 Kickstart   | iPhone for Seniors QuickSteps   |
| Microsoft Excel 2013 QuickSteps  | Microsoft Office 2007 Business Intelligence: Reporting; Analysis; and Measurement from the Desktop | Microsoft Office 2013 QuickSteps  |
| Microsoft Office 97: The Complete Reference  | Microsoft Word 2013 QuickSteps   | QuickBooks 2014: The Guide  |
| QuickBooks 2015: The Best Guide for Small Business   | Quicken 2013: The Official Guide   | Quicken 2014: The Official Guide  |
| Quicken 2015: The Official Guide   | Visio 2000: The Official Guide   | Visualizing Information with Microsoft Office Visio 2007: Smart Diagrams for Business Users     |
| Windows 8 Kickstart  | Windows 8.1 for Seniors: QuickSteps  | Windows 98 Answers! Certified Tech Support  |
| Windows Vista: The Complete Reference  | Word 2000: The Complete Reference  | Microsoft Excel Functions and Formulas; Second Edition  |
| Microsoft Excel Functions and Formulas; Third Edition  | Microsoft Office 2013/365 and Beyond   | Microsoft PowerPoint 2013 Pocket Primer   |
| MS Word/Excel 2013 Pocket Primer   | It's Never Done That Before! A Guide to Troubleshooting Windows XP                                 | Linux Made Easy: The Official Guide to Xandros 3 for Everyday Users                             |
| Master Your Mac: Simple Ways to Tweak; Customize; and Secure OS X  | My New iPad: A User's Guide  | My New iPad: A User's Guide; 2nd Edition  |

|   |  |  |
|---|--|--|
| My New iPad: A User's Guide; 3rd edition  | Ubuntu Made Easy: A Project-Based Introduction to Linux  | Novell GroupWise 6.5 WebAccess Client User Guide   |
| Novell GroupWise 6.5 Windows Client User Guide  | Quick Course in Creating a Web Site Using Microsoft FrontPage 2000                             | Quick Course in Microsoft Access 2000; Education/Training Edition  |
| Quick Course in Microsoft Access 2002; Training Edition   | Quick Course in Microsoft Excel 2000; Education/Training Edition                               | Quick Course in Microsoft Excel 2002; Training Edition   |
| Quick Course in Microsoft Office 2000; Education/Training Edition   | Quick Course in Microsoft Office 2003  | Quick Course in Microsoft Office Access 2003: Fast-Track Training for Busy People; Training Edition            |
| Quick Course in Microsoft Office Access 2007: Fast-Track Training for Busy People; Training Edition                         | Quick Course in Microsoft Office Excel 2003  | Quick Course in Microsoft Office PowerPoint 2003: Fast-Track Training for Busy People; Training Edition        |
| Quick Course in Microsoft Office Publisher 2003   | Quick Course in Microsoft Office Word 2003   | Quick Course in Microsoft Office Word 2007: Fast-Track Training for Busy People; Training Edition              |
| Quick Course in Microsoft Office XP: Training Edition   | Quick Course in Microsoft Outlook 2000; Education/Training Edition                             | Quick Course in Microsoft Outlook 2002; Training Edition   |
| Quick Course in Microsoft PowerPoint 2000; Education/Training Edition   | Quick Course in Microsoft PowerPoint 2002; Training Edition                                    | Quick Course in Microsoft Publisher 2000   |
| Quick Course in Microsoft Publisher 2002: Training Edition  | Quick Course in Microsoft Windows 2000; Training Edition                                       | Quick Course in Microsoft Windows XP: Fast-Track Training for Busy People                                      |
| Quick Course in Microsoft Word 2000   | Quick Course in Microsoft Word 2002; Training Edition  | Quick Course in the Internet Using Microsoft Internet Explorer 5   |
| Clear and to the Point: 8 Psychological Principles for Compelling PowerPoint Presentations                                  | IBM Lotus Notes 8.5 User Guide   | Degunking Linux  |
| Degunking Your Mac; Tiger Edition   | The Mac OS X v.10.2 Jaguar Book  | Better Than Bullet Points: Creating Engaging e-Learning with PowerPoint  |
| Better than Bullet Points: Creating Engaging e-Learning with PowerPoint; Second Edition                                     | Adobe Photoshop 7 Fast & Easy  | Crystal Reports 9 Essentials   |
| Learn Microsoft Windows XP in a Weekend   | Lotus Notes R6 Fast & Easy   | Mac OS X Fast & Easy   |
| Mac OS X and the Digital Lifestyle  | Mac OS X Power User's Guide  | Mac OS X Version 10.2 Jaguar Fast & Easy   |
| Mac OS X Version 10.3 Panther Fast & Easy   | Managing with Microsoft Project 2000   | Managing with Microsoft Project 2002   |
| Microsoft Office Excel 2003 Fast & Easy   | Microsoft Office PowerPoint 2003 Fast & Easy   | Paint Shop Pro 8 Fast & Easy   |
| Set up Your Home Office in a Weekend  | Easy Microsoft Windows 2000 Professional   | Migrating to Microsoft Office 2000   |
| Practical Microsoft Windows 2000 Professional   | Special Edition Using Microsoft PowerPoint 2000  | Effective Executive's Guide to Excel 2002  |
| Effective Executive's Guide to Office XP  | Effective Executive's Guide to Outlook 2002  | Effective Executive's Guide to PowerPoint 2002   |
| Effective Executive's Guide to the Internet: The Seven Core Skills Required to Turn the Internet into a Business Power Tool | How to Use Microsoft Windows 2000 Professional   | Sams Teach Yourself Adobe Illustrator 9 in 24 Hours  |
| Sams Teach Yourself Microsoft Project 2000 in 24 Hours  | Computers: Systems; Terms and Acronyms; 15th Edition   | Computers: Systems; Terms and Acronyms; 16th Edition   |
| Working with Lotus Notes 6.5  | Excel 2010 Made Simple   | Administering Windows Vista Security: The Big Surprises  |
| Adobe Flash Professional CS6 Essentials   | Adobe Photoshop CS6 Essentials   | Dan Gookin's Naked Office  |
| ePublishing with InDesign CS6: Design and Produce Digital Publications for Tablets; Ereaders; Smartphones; and More         | Excel 2000: No Experience Required   | Flash 5 Visual JumpStart   |
| Mastering Access 2002 Premium Edition   | Mastering Access 97 for Windows 95/NT  | Mastering InDesign CS5 for Print Design and Production   |
| Mastering Lotus Notes and Domino 6  | Mastering Lotus Notes and Domino R5 Premium Edition  | Mastering Lotus SmartSuite Millennium Edition Release 9.5  |
| Mastering Lotus SmartSuite Millennium Edition Premium Edition   | Mastering Microsoft Office 2003 for Business Professionals                                     | Mastering Microsoft Office XP; Premium Edition   |
| Mastering Microsoft Outlook 2002  | Mastering Microsoft Windows Vista Home Premium and Basic                                       | Mastering Photoshop 6  |
| Mastering PowerPoint 2000   | Mastering PowerPoint 97  | Mastering VBA for Microsoft Office 2013  |
| Mastering VBA for Office 2010   | Microsoft FrontPage 2000: No Experience Required   | Microsoft FrontPage 2003 Savvy   |
| Microsoft Office 2000: No Experience Required   | Microsoft Office 97: No Experience Required  | Microsoft Office Excel 2007 for Project Managers   |
| Microsoft Office Specialist: Excel 2003 Study Guide   | Microsoft Outlook 2000: No Experience Required   | MOUS: Office XP Study Guide  |
| Photoshop 7 at Your Fingertips: Get In; Get Out; Get Exactly What You Need  | Photoshop CS3 for Forensics Professionals: A Complete Digital Imaging Course for Investigators | Skin: The Complete Guide to Digitally Lighting; Photographing; and Retouching Faces and Bodies; Second Edition |
| The ABCs of Excel 97 for Windows 95/NT  | The ABCs of Outlook 97   | The ABCs of Word 97  |

|   |  |   |
|---|--|---|
| Windows 2000 Professional In Record Time  | Word 2000: No Experience Required                          | #EXPERT EXCEL PROJECTS tweet Book01: Taking Your Excel Project from Start to Finish Like an Expert  |
| The Legal Protection of Databases   | Essential Articulate Studio '09                            | Learn Google  |
| Learn Microsoft Visio 2002 for the Advanced User  | Learn Visio 2000 for the Advanced User                     | Macintosh Switcher's Guide  |
| Microsoft Excel Functions & Formulas  | Microsoft SharePoint 2007 for Office 2007 Users            | David Busch's Nikon® D810 Guide to Digital SLR Photography  |
| Picture Yourself Learning Corel PaintShop Pro X7  | Safe & Secure: Protecting Your Kids in the Digital Age     | Shooting Models: Tips; Techniques; and Testimony from Both Sides of the Camera  |
| Your Photos Stink!: David Busch's Lessons in Elevating Your Photography from Awful to Awesome | Guerrilla Data Analysis Using Microsoft excel; 2nd Edition | Learn Excel 2007 through Excel 2010 from Mr. Excel: Master Pivot Tables; Subtotals; Charts; VLOOKUP; IF; Data Analysis and Much More - 512 Excel Mysteries Solved |
| Power Excel with MrExcel: PowerExcelBook  | A Parent's Guide to the iPad; 3rd Edition (iOS 7)          | Android Tablets for Seniors   |
| Clever Stuff you can do with your Digital Camera  | Computing for Seniors û Windows 7 International Edition    | Computing for Seniors; 5th Ed û Windows 8.1 & Update 1  |
| Excel 2010  | Get to No 1 on Google; 3rd Edition                         | iMac; 5th Edition (OS X Yosemite)   |
| iPad for Seniors; 3rd Edition (covers iOS 7)  | iPad for Seniors; 4th Edition (covers iOS 8)               | iPad; 4th Edition (covers iOS 6; 3rd & 4th gen and iPad 2)  |
| iPad; 6th Edition (covers iOS 8)  | iPhone for Seniors in easy steps û covers iPhone 6 & iOS 8 | iPhone; 2nd Edition (covers iPhone 4)   |
| iPhone; 5th Edition (covers iOS 8)  | Laptops for Seniors -;? Windows 7 ed                       | Laptops for Seniors û Windows 8.1 ed  |
| Mac Basics; 3rd Edition (OS X Yosemite)   | Mac Computing for Seniors; 3rd Edition (OS X Mountain)     | Mac Computing for Seniors; 4th Edition (OS X Yosemite)  |
| Mac Tips; Tricks & Shortcuts; 2nd Edition (OS X Yosemite)                                     | MacBook; 4th Edition (OS X Yosemite)                       | Office 2010   |
| Office 2010 for Seniors   | OS X Yosemite  | Photoshop Elements 13   |
| PowerPoint 2010   | PowerPoint 2013  | Project 2010  |
| Social Networking for Seniors   | Tablet PCs for Seniors û covers Windows RT & Windows 8     | Windows 7 for Seniors   |
| Windows 8.1 for Seniors   | Word 2010  | 101 Ready-to-Use Excel Formulas   |
| Android Tablets For Dummies; 2nd Edition  | Canon EOS 7D Mark II For Dummies                           | Chromebook For Dummies  |
| Digital Literacy For Dummies  | Excel Macros For Dummies                                   | Exploring iPad For Dummies  |
| Fire Tablets For Dummies  | iPad All-in-One For Dummies; 7th Edition                   | iPad and iPhone For Musicians For Dummies   |
| iPad For Seniors For Dummies; 7th Edition   | iPhone All-in-One For Dummies; 4th Edition                 | iPhone For Seniors For Dummies; 4th Edition   |
| iWork Portable Genius   | Nikon D5500 For Dummies                                    | Office for iPad and Mac For Dummies   |
| Quicken 2015 For Dummies  | Samsung Galaxy S5 For Dummies                              | Teach Yourself VISUALLY iPad  |
| Teach Yourself VISUALLY iPhone 5s and iPhone 5c   | Teach Yourself VISUALLY Kindle Fire X                      | Teach Yourself VISUALLY OS X Yosemite   |
| Teach Yourself VISUALLY Photoshop Elements 13   | Teach Yourself VISUALLY Quickbooks X                       | Teach Yourself VISUALLY Samsung Galaxy S5   |
| The Internet For Dummies; 14th Edition  | Windows 8.1 For Dummies Book + DVD Bundle                  | Microsoft Office 2010: Productivity Strategies for Today and Tomorrow   |
| Microsoft Project 2010 The Complete Reference   |  |   |



Stick to three or four points about your topic and expound on them. The audience will be more likely to retain the information. 04. You found all the really cool animations and sounds and used 85 percent of them in your presentation to impress everyone with your flair. Except the audience doesn't know where to look and have therefore lost the message of your presentation. Animations and sounds, used well, can heighten interest but don't distract the audience with too much of a good thing. Design your presentation with the "less is more" philosophy. Don't let your audience suffer from animation overload, 10. Newer versions of PowerPoint, especially beginning with PowerPoint 2010, have marvelous tools for helping even the "artistically challenged" among us get beyond bullet points and create effective, graphically appealing, downright professional-looking visual slides. That's fantastic! Now the question is how should we use those tools? Where most PowerPoint designers get into trouble is combining colors across the warm/cool boundary. Absolutely NEVER do what is depicted in Figures 5 and 6. If you stare at either of these images for very long, your eyes begin screaming. They have trouble distinguishing interactions between the color wavelengths, resulting in fatigue and discomfort.