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Peter Weverka

Author of Office 2010 All-in-One For Dummies



Office 2010 Web Apps For Dummies

Göran Husman,Christian Ståhl



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Office 2010 Web Apps For Dummies Peter Weverka, 2010-09-29 Enhance your Microsoft Office 2010 experience with Office 2010 Web Apps. Office Web Apps complement Office making it easy to access and edit files from anywhere. It also simplifies collaboration with those who don't have Microsoft Office on their computers. This helpful book shows you the optimum ways you can use Office Web Apps to save time and streamline your work. Veteran For Dummies author Peter Weverka begins with an introduction to Office Web Apps and then goes on to clearly explain how Office Web Apps provide you with easier, faster, more flexible ways to get things done. Walks you through Office 2010 Web Apps and shows you the many ways they can save you time and help streamline your work. Separates the individual elements of Office Web Apps to provide you with a look at each: Word Web App, PowerPoint Web App, Excel Web App, OneNote Web App, and managing your files on SharePoint 2010 or Windows Live. Shows you the ways in which Office 2010 Web Apps complements Office by allowing you to access and edit files from anywhere. Office 2010 Web Apps For Dummies helps you discover how to save time and effort when you use Office Web Apps.

Office 2010 All-in-One For Dummies Peter Weverka, 2010-04-07 The leading book on Microsoft Office now fully updated for Office 2010. Microsoft Office, the world's leading productivity suite, has been updated with new tools. Veteran Office users as well as newcomers will need the comprehensive information in this bestselling All in One guide. With a self-contained minibook devoted to each Office application plus minibooks on how Office works together and how you can expand its usefulness. Office 2010 All in One For Dummies gets you up to speed and answers the questions you'll have down the road. Microsoft Office is the office productivity suite used around the globe; nearly every business worker encounters it daily. The 2010 revision will affect all applications in the suite. Eight minibooks cover Word, Excel, PowerPoint, Outlook, Access, Publisher, common Office tools, and ways to expand Office productivity. Also covers the new online versions of Word, Excel, and PowerPoint as well as changes to the interface and new tools and techniques. Office 2010 All in One For Dummies makes it easy to learn to use Office and gets you up and running on all the changes and enhancements in Office 2010.

Office 365 For Dummies Ken Withee, Jennifer Reed, 2012-01-09 The information you need to create a virtual office that can be accessed anywhere. Microsoft Office 365 is a revolutionary technology that allows individuals and companies of all sizes to create and maintain a virtual office in the cloud. Featuring familiar Office Professional applications, web apps, Exchange Online, and Lync Online, Office 365 offers business professionals added flexibility and an easy way to work on the go. This friendly guide explains the cloud, how Office 365 takes advantage of it, how to use the various components, and the many possibilities offered by Office 365. It provides just what you need to know to get up and running with this exciting new technology. Examines how Microsoft Office 365 allows individual users and businesses to create a virtual office in the cloud, enabling workers to access its components anytime and from anywhere. Explains the cloud landscape and how Office 365 uses the technology to provide instant access to e-mail, documents, calendars, and

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Beginning SharePoint 2010 Administration Göran Husman, Christian Ståhl, 2010-08-03 Written by a four time SharePoint MVP this book examines the differences between SharePoint Foundation SPF and SharePoint Server SPS Appropriate for consultants and IT professionals who need to understand how to plan implement and configure SharePoint administrators and the support team that must know how to manage SharePoint IT managers and project leaders it assumes no previous knowledge of SharePoint The version adds full integration support for Microsoft Office 2010 and Visio 2010 Microsoft's new FAST search and mobile and Groove client support

Office 2010: The Missing Manual Nancy Conner, Matthew MacDonald, 2010-07-14 Microsoft Office is the most widely used software suite in the world The half dozen programs in Office 2010 are packed with amazing features but most people just know the basics This entertaining guide not only gets you started with Office it reveals all kinds of useful things you didn't know the software could do with plenty of power user tips and tricks when you're ready for more Create professional looking documents Learn everything you need to know to craft beautiful Word documents Stay organized Keep track of your email calendar and contacts with Outlook Crunch numbers with ease Assemble data make calculations and summarize the results with Excel Make eye catching presentations Build PowerPoint slideshows with video and audio clips animations and more Build Access databases quickly Make your data easy to find sort and manage Manage your files more efficiently Use the new Backstage view to quickly work with your Office files Get to know the whole suite Learn to use other handy Office tools Publisher OneNote and Office Web Apps

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out of the box feature set and capabilities of Microsoft's collaboration and business productivity platform SharePoint 2010 is an incredibly complex product with many moving parts new features best practices and gotchas Author Rob Garrett distills SharePoint's portfolio of features capabilities and utilities into an in depth professional guide with no fluff and copious advice that is designed from scratch to be the manual Microsoft never wrote Starting with a detailed deployment and initial configuration walkthrough the book covers all major feature areas including document management social computing metadata management and administration You'll also learn about planning for capacity backup administration and disaster recovery business intelligence monitoring and more Unlike other books Pro SharePoint 2010 Administration covers all elements of the product but has a specific emphasis on features new and enhanced in the 2010 release Pro SharePoint 2010 Administration is the only book you'll need as you set out to deploy and administer SharePoint 2010

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Appity Slap , Microsoft Office 2010 In Depth Joe Habraken, 2010-10-31 Office 2010 In Depth is the beyond the basics beneath the surface guide for everyone who wants to streamline their work with Office 2010 and get more done in less time Best selling technology expert Joe Habraken provides specific tested proven solutions to the problems Office users run into every day challenges other books ignore or oversimplify Habraken thoroughly covers all facets of working with Office 2010's core features and techniques and powerful new enhancements such as The updated customizable Ribbon and new Backstage full screen options menu Vastly improved image and illustration tools Live Preview for tasks like Paste Insert or Theme change Improved integration with SharePoint services Windows Live and Office Web Apps And much more Simply put no other book offers Office 2010 users this much simplicity usable content flexibility and value As with all In Depth books Office 2010 In Depth presents comprehensive coverage breakthrough techniques exclusive shortcuts quick access to information troubleshooting help for tough problems and real world examples with nothing glossed over or left out This book is both a reference and a desk side resource providing in depth coverage of important Office 2010 applications features and tools By Joe Habraken an Office expert and best selling author Covers the hottest new features in Word Excel PowerPoint Outlook Access and Publisher For everyone who wants to get the most out of Office 2010 from hobbyists to power users to corporate developers

Microsoft Office 2011 for Mac Steve Schwartz, 2011-02-11 Visual QuickStart Guides designed in an attractive tutorial and reference format are the quickest easiest and most thorough way to learn

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