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Get down to iPhone basics—and beyond It’s fun to play with new gadgets—but getting to the point where you can navigate around a new iPhone with ease can feel daunting at any age. Written with you in mind, the easy-to-follow steps, larger text, and full-color images in this book help you manage, personalize, and use your new iPhone to its fullest extent. You’ll discover how to do everything from shop online and organize appointments using Calendar, to taking and sharing pictures and downloading and listening to your favorite music. With the latest iOS update, you’ll also learn how to customize Siri Suggestions, limit App notifications, stay in touch with Group FaceTime video calls, read ebooks, play games—whatever you fancy! Sync with iTunes Stay safe while browsing Manage email and appointments Download and use apps Whether you’re a total newbie or upgrading from an older model, iPhone For Seniors For Dummies helps you can sit back, relax, and enjoy keeping up with the latest technology!

Codependency is much more widespread than originally thought. You don’t even have to be in a relationship. Codependents have trouble accepting themselves, so they hide who they are to be accepted by someone else. Codependency for Dummies is the most comprehensive book on the topic to date. It describes the history, symptoms, causes, and relationship dynamics of codependency and provides self-assessment questionnaires. The majority of the book is devoted to healing and lays out a clear plan for recovery with exercises, practical advice, and helpful daily reminders to help you know, honor, protect, and express yourself. It clarifies deep psychological dynamics that underlie codependency, yet is written in a conversational style that’s easily understandable by everyone. You will learn: How to raise your self-esteem The difference between care-giving and codependent care-taking The difference between healthy and dysfunctional families How to set boundaries How to separate responsibility for yourself and for others How to overcome guilt and resentment

The fast and easy way to learn to speak Russian With Russia in line to host the World Cup in 2018, the Winter Olympics in 2014, as well as a Formula 1 Grand Prix, interest in Russia is on the rise. Russian For Dummies is an excellent resource for students, tourists, and businesspeople looking for an introduction to this popular and complex language. This updated edition offers new and improved content, more useful exercises and practice opportunities, all new content devoted to the Cyrillic alphabet, and much more. A revamped, user-friendly organization A fully updated and expanded audio CD with real-life conversations by native speakers Expanded coverage of grammar, verb conjugations, and pronunciations A refreshed and expanded mini-dictionary complete with even more essential vocabulary Russian For Dummies provides basic instruction to those seeking to grasp the basics of conversational Russian. Students, travelers, and businesspeople with little or no language experience will gain a clearer understanding on how to communicate in Russian.

Discover the pros of probiotics Probiotics are beneficial, live microorganisms (in most cases, bacteria) that are similar to those found naturally in the human intestine. Also known as "friendly" or "good" bacteria, probiotics are the cornerstone of any successful health program because they restore a healthy balance between friendly and bad bacteria in the intestinal tract, a balance that is critical for the health of the entire body. Probiotics are associated with treating everything from IBS to certain forms of cancer, allergies, eczema, and even the effects of aging. Probiotics For Dummies reveals how taking the right probiotics—in the form of food and supplements—as part of a total health program benefits one’s overall health, as well as improving specific conditions. This hands-on, essential guide features 20 probiotic recipes and gives you a step-by-step plan for infusing probiotics into your diet to improve the health of the GI tract, alleviate allergies and asthma, restore reproductive and urinary tracts, bolster the immune system against disease, enhance weight loss, and more. Advice on how to ingest the right probiotics 20 probiotic recipes from breakfast to dessert Information on naturally occurring probiotic compounds as well as the effectiveness of supplements Probiotics For Dummies gives you everything you need to make informed decisions

about adding probiotics to your daily diet.

Start building iPhone apps today with this friendly guide, now in full color! Whether you're a beginning programmer who wants to build your first app or a professional developer looking to leverage the marketing power of the iPhone SDK, this book will help. It walks you through the basics for building a variety of iOS applications using Apple developer tools and covers the essential steps for creating apps that get accepted into the App Store. This new edition covers all the latest information, including key updates to iPad universal code and tips on developing specifically for mobile apps. Full-color illustrations make it easier to see exactly what will appear on your screen. Walks you through the fundamentals of developing a variety of applications for the iPhone Shows you how to use Apple's developer tools Delves into getting your apps into the App Store and selling them Addresses the universal code feature that allows you to develop apps and port them from the iPhone to the iPad and back Covers the latest updates for the iPad universal code and the new iPhone SDK No matter what your level of expertise may be, you'll be able to leverage the power of the iOS SDK with the advice in this full-color book. Note: Apple's iOS SDK tools are only accessible on Intel-powered Mac and MacBook devices.

If you're looking for a book that focuses on just the most important, most useful, and most fun stuff about your iPhone 5, 4S, or 4—you've found it. There are basically two types of iPhone books out there: (1) The "tell-me-all-about-it" kind, which includes in-depth discussions on everything from wireless network protocols to advanced compression codes. (2) Then there's this book, which instead is a "show-me-how-to-do-it" book that skips all the confusing techno-jargon and just tells you, in plain, simple English, exactly how to use the iPhone features you want to use most. The iPhone Book is from Scott Kelby, the award-winning author of the smash bestseller, The iPod Book, who takes that same highly acclaimed, casual, straight-to-the-point concept and layout and brings it to learning Apple's amazing iPhone. Scott teams up once again with gadget guru and leading iPhone authority Terry White to put together a book that is an awful lot like the iPhone itself—simple to use and fun to learn. The book's layout is brilliant, with each page covering just one single topic, so finding the information you need is quick and easy, with a large full-color photo on each page so you can see exactly how it works. Scott and Terry added even more tips and tricks than the previous editions, and made it even easier by focusing on just the most useful and most requested iPhone 5 features, so you can start really using your iPhone today!

The fast and painless way to ace your IV Therapy course Are you an aspiring nurse, nurse practitioner, or physician's assistant struggling with IV therapy? Help is here! IV Therapy For Dummies tracks to a typical IV therapy course and gives you current, easy-to-follow guidance on everything you'll encounter in class, such as delivery methods, flow rates, legal issues, profession standards, and documentation. IV Therapy For Dummies also discusses the necessary components of peripheral and central venous therapy, including access sites, equipment, preparation, maintenance, and the discontinuation of therapy. Plus, you'll get the 4-1-1 on the administration of IV medications, including special considerations for pediatric, elderly, and home care patients. Tracks to a typical IV Therapy course Provides current, comprehensive information in plain English If you're enrolled in an IV Therapy course or a healthcare worker looking for a refresher on this important form of medical treatment, IV Therapy For Dummies has you covered.

Who knew a phone could do all this? Get to know your new iPhone with this fantastic full-color guide Although iPhones now dominate the landscape, it's not a given that you'll instantly know how to use one. And that's where this handy book comes in. Written in the friendly For Dummies style and sporting senior-friendly larger type and full-color illustrations, this book clearly shows you how to use your iPhone, even if it's your first-ever smartphone. Make calls, send e-mail, download videos, read books, FaceTime video chat, discover the wonderful world of apps—it's all here and much more. Covers the iPhone 4S, iPhone 4, and iPhone 3GS Includes senior-friendly larger type and full-color illustrations Explains how to use the iPhone in the clear, friendly, easy-to-follow language that has defined the Dummies series for two decades Covers iPhone accessibility features,

using maps, browsing the web, buying apps, playing music, shooting and sharing video and pictures, texting with iMessage, Reminders, Newsstand, and making calls, of course! Outsmart your smartphone and take advantage of all it has to offer with iPhone 4S For Seniors For Dummies.

An easy-to-follow guide to Canon's first touchscreen dSLR Canon calls the EOS Rebel T4i/650D its most consumer-friendly dSLR, but there's still a lot to learn. Expert author and photography instructor Julie Adair King handles the subject in a step-by-step style that will boost your confidence. If this is your first dSLR, you'll find all the information you need to get going with your new camera and start taking great pictures. More than 300 fabulous full-color photos illustrate all the camera features and also show you what you and your Rebel T4i/650D can achieve. Canon's EOS Rebel T4i/650D is a consumer-friendly dSLR with touchscreen controls, expanded autofocus features, and improved low-light shooting capabilities; this friendly guide explains all the controls and helps you gain confidence with the Canon EOS Rebel T4i/650D camera Bestselling author Julie Adair King covers using auto, live view, and playback modes; how to dial in exposure and lighting controls; and how to manipulate focus and color Offers advice on situational shots, explains how to get images onto a computer for editing, and shows how to print photos or post them online Presents professional editing tips and plenty of beautiful full-color images showing what you can achieve Popular author has written more than 15 For Dummies books on Nikon and Canon cameras Canon EOS Rebel T4i/650D For Dummies is the perfect how-to guide for anyone venturing into dSLR photography with this popular new model.

Explains how to use the portable device to make and receive phone calls, set up iTunes, take photographs, use Siri, send and receive e-mail, browse the Internet, and play podcasts, music, video, and photograph slideshows.

The full-color guide to getting the most out of your iPhone Completely updated and revised to include iOS 5, iCloud, and the latest iPhone features, this full-color book is your guide to all things iPhone. Bestselling veteran authors Edward Baig and Bob "Dr. Mac" LeVitus introduce you to the capabilities of the iPhone for making phone calls, browsing the Internet, sending and receiving e-mails, working with the calendar, watching and recording HD videos, taking and editing great photos, and much more. You'll discover how to set up iTunes, buy music and videos, protect your information, troubleshoot, multitask, and download the hundreds of thousands of apps available from the App Store. Gets you started with your iPhone, and gets you on your way to mastering the multi-touch interface, synching with iCloud, making phone and video calls, texting, working with the calendar, and more Explains setting up iTunes, watching videos, taking photos, making FaceTime video calls, and listening to your favorite music Walks you through connecting to the Internet, sending and receiving e-mails, getting directions from GPS maps, working with Siri - your voice-activated virtual assistant, protecting your information, and troubleshooting Addresses the latest updates, iCloud, and new iOS 5 features that make your iPhone even more powerful and easy to use Includes coverage of iPhone 3G, iPhone 3GS, and the iPhone 4 models from all major carriers Presented in the straightforward-but-fun style that defines the Dummies series, iPhone For Dummies, 5th Edition is the just the book you need to get acquainted with your brand new iPhone.

The easy way to make the most of your iPhone - updated for iPhone 6 and iPhone 6 Plus! iPhones are a lot of fun but they can be a bit intimidating right out of the box. Whether you're ready to take your first stab at texting, want to reap the benefits of having the Internet at your fingertips, or just want to keep up with family, this hands-on guide gives you easy to follow information with non-technical explanations to get up and running with your new iPhone - fast. The iPhone combines three products—a mobile phone, an iPod, and a portable game console—into one ultraportable device. Boasting a sleek, minimalistic design with a larger screen and keyboard than those tiny phones of yesteryear, it allows you to send and receive e-mails and text messages, make FaceTime video calls, capture, share, and store photos and videos, get directions with GPS maps, listen to your favorite music, watch YouTube videos, store and synch your contacts, play games, and so much more. Covers iPhone 6, iPhone 6 Plus, iPhone 5s, iPhone 5c, and other iPhone models in a

straightforward, fun language Large text and drawings make the book accessible and easy to read Full color format provides helpful screenshots that bring the instructions to life Offers guidance on buying and getting started with your first iPhone Provides senior-recommended apps Once you get comfortable with your iPhone, you'll wonder how you ever lived without it!

Take charge and engage your enterprise in a Lean transformation Have you thought about using Lean in your business or organization, but are not really sure how to implement it? Or perhaps you're already using Lean, but you need to get up to speed. Lean For Dummies shows you how to do more with less and create an enterprise that embraces change. In plain-English, this friendly guide explores the general overview of Lean, how flow and the value stream works, and the best ways to apply Lean to your enterprise. This revised edition includes the latest tools, advice, and information that can be used by everyone — from major corporations to small business, from non-profits and hospitals to manufacturers and service corporations. In addition, it takes a look at the successes and failures of earlier Lean pioneers — including Toyota, the inventors of Lean — and offer case studies and hands-on advice. The latest on the Six Sigma and Lean movements The role of technology and the expanding Lean toolbox Case studies enhance the material Lean For Dummies gives today's business owners and upper level management in companies of all sizes and in all industries, the tools and information they need to streamline process and operate more efficiently.

Make and serve drinks like a pro This latest edition of Bartending For Dummies features over 1,000 drink recipes in an A-Z format with clear, easy-to-follow instructions. This 5th Edition also provides over 40 new cocktails ideas for those who want to know how to serve cocktails professionally, for themselves, or for their guests. Detailed information on how to properly stock a bar with the latest and greatest glassware and tools Expanded coverage on making exotic frozen/blended specialties and specialty coffees Experimenting with the new flavor/buzz in Bourbons and Scotches: honey The latest flavored rums, gins, ryes, and of course vodkas (buttered, waffle, sherbet, and marshmallow flavored are just a few new editions) New coverage devoted to craft distillers Fun, new ways to garnish drinks (even flaming options), rim, and serve drinks like a master mixologist Tips on creating unique punches and even non-alcoholic drinks The latest tips and advice on curing hangovers and hiccups If you're interested in crafting traditional or modern cocktails, Bartending For Dummies has you covered.

Get to know your iPhone with this colorful and easy-to-use guide So you just purchased your first iPhone? Although it seems like everyone has an iPhone these days, it's not a given that you'll instantly know how to use one. And that's where this handy book comes in. Written in the friendly For Dummies style and sporting senior-friendly larger type and full-color illustrations, this book clearly shows you how to use your iPhone, even if it's your first-ever smartphone. Make calls, send e-mail, download videos, read e-books, FaceTime video chat, and discover the wonderful world of apps. It's all here and much more! Covers the iPhone 5, iPhone 4S, and iPhone 4 Includes senior-friendly larger type and full-color illustrations Explains how to use the iPhone in the clear, friendly, easy-to-follow language that has defined the series for two decades Covers iPhone accessibility features, using maps, browsing the web, buying apps, playing music, shooting and sharing video and pictures, texting with iMessage, using Reminders and Newsstand, and of course, making calls iPhone 5 For Seniors For Dummies, 2nd Edition helps you discover the wonders of your smartphone and take advantage of all it has to offer!

The introduction to statistics that psychology students can't afford to be without Understanding statistics is a requirement for obtaining and making the most of a degree in psychology, a fact of life that often takes first year psychology students by surprise. Filled with jargon-free explanations and real-life examples, Psychology Statistics For Dummies makes the often-confusing world of statistics a lot less baffling, and provides you with the step-by-step instructions necessary for carrying out data analysis. Psychology Statistics For Dummies: Serves as an easily accessible supplement to doorstop-sized psychology textbooks Provides psychology students with psychology-specific statistics instruction Includes clear explanations and instruction on performing statistical analysis Teaches students how to analyze their data with SPSS, the most widely used statistical packages among students

Go from smartphone newbie to iPhone rock star with this amazing all-in-one guide! Here's the book for iPhone users who want it all--the basics to get started and the advanced info that puts all the iPhone's power at your fingertips. iPhone All-in-One For Dummies includes five minibooks - more than 600 pages in full color--packed with next-step information for iPhone power users at home, at

work, or on the go. Writing in the famous straightforward yet fun For Dummies style, tech experts John Hutsko and Barbara Boyd get you acquainted with your iPhone and take you step by step from simple to advanced: surfing the Web to taking photos and videos; staying in touch via e-mail, video calls, and social media to losing yourself in e-books and magazines to guru-level techniques anyone can learn. Five minibooks include Meet the iPhone, Stocking the iPhone with iTunes Apps and Add-Ons, Communications Central, Making Your iPhone Your Personal Assistant, Letting iPhone Entertain You; each walks you through all aspects of the incredible iPhone's functionality Gets you up to speed with the latest iPhone models plus iOS 5 and all its features Explains how to make phone and video calls, exchange e-mails, text and multimedia messages, surf the Web, and buy apps, music, movies, and more Goes beyond fun to getting work done with pocket-sized office suite and doc apps, contacts and calendars, eBooks and eReaders Gives up-to-date info on Facebook, Twitter, Yelp, FourSquare, and other social networks Shares insider tips and troubleshooting techniques You'll take charge of your iPhone and take your world with you everywhere you go with iPhone All-in-One For Dummies.

Love Siri or looking to learn to more about iPhone's new virtual assistant? This book's for you! What could be cooler than asking your iPhone 4S questions and having it reply? This handy little book shows you all the cool things Siri can do for you, so you can get the most from your iPhone's voice-activated personal assistant. Let Siri read you your messages, locate facts, direct you to the nearest sushi bar, and so much more! Shows you how to use Siri to keep your calendar, remind you of appointments, and check your messages Explains using Siri to get directions, play your favorite music, make phone calls, search the web, and even provide the weather report Offers helpful tips on how to use your voice to write an e-mail, create a text, add a note, and more with Siri and the iPad's new Voice Dictation feature Explores some fun things to ask Siri and reveals some surprise Siri secrets Includes coverage of Siri for iPhone 4S and Voice Dictation for the new iPad Siri For Dummies, Portable Edition is exactly what you need to make Siri work for you.

Explains how to use the portable device to make and receive phone calls, set up iTunes and the iPod, take photographs, send and receive e-mail, browse the Internet, and play podcasts, music, video, and photograph slideshows.

It's all iPad, all the time - at home, at work, and on the go - updated for iOS 6! The iPad was an overnight sensation and now it's simply indispensable. Whether you use it for work, play, or everyday life, the new iPad is packed with even more features and power than ever. In this fun and practical guide, veteran For Dummies author Nancy C. Muir walks you through the latest features and functions, including what the new iOS6 software brings to the table. Go beyond the basics, get serious about using your iPad for all it's worth, and don't miss the ways to have fun with it as well. This book covers it all, and in full color! Covers the third-generation iPad, iPad 2 and original iPad and is fully updated for iOS 6 Packs six minibooks in one full-color guide: iPad Basics, Just for Fun, iPad on the Go, Getting Productive with iWork, Using iPad to Get Organized, and Must-Have iPad Apps Explores the latest iPad and iOS 6 features, including Siri, Passbook, FaceTime video calls over cellular, a brand new Maps app, Facebook integration, and more Walks you through enhanced functions, such as improved e-mail with a VIP inbox and new iCloud browsing tabs Shows you how to use iWork and other productivity apps to dress up your documents, create stellar spreadsheets, add pizzazz to your presentations, and maintain your schedule on the run Covers the best-of-the-best business, travel, educational, news, weather, and financial apps Your world is just a touch away with iPad and iPad All-in-One For Dummies, 5th Edition.

A full-color guide to the iPhone, including the new iPhone 3G S With its new 3G S model, the iPhone is definitely the must-have mobile device. This fully updated guide covers all the cool features of the fastest iPhone ever, including the Spotlight search feature, voice control, and video camera capability. iPhone For Dummies, 3rd Edition also covers the basics of using the multitouch interface, setting up iTunes, browsing the Internet, sending and receiving e-mail, and more. The iPhone 3G S is the fastest and most powerful iPhone yet, with a host of new features Learn to use landscape mode for e-mail, texting, and shooting widescreen video See how to copy or cut and paste text, video, photos, and Web content from one app to another Find out how to make calls, play music, or create new playlists using voice control Locate anything on your iPhone with Spotlight, whether in your calendar, contacts, e-mail, iPod, apps, or even saved Web clips Discover how to create and send messages that include text, video, voice memos, map locations, and more Covering all the features of the much-anticipated iPhone 3G S, iPhone For Dummies, 3rd Edition helps you get every bit of functionality your iPhone offers.

Align HR practices with your objectives and keep your company competitive A company's ability to

grow and stay on top of customer demand has always depended heavily on the quality of its people. Now, more than ever, businesses recognize that finding (and keeping) a highly skilled and motivated workforce is pivotal to success. Maybe you're a business owner and your company is growing, or you're an employee at a small- to midsize-company and management has asked you to take on some—or all—of their HR functions. Either way, knowing how to set up and implement successful HR practices (not to mention navigating the legal minefields in today's increasingly regulated environment) can be tricky. Human Resources Kit For Dummies is your one-stop resource for learning the nuts and bolts of HR. It gives you forms and templates that you can put to immediate and productive use. New information on anti-discrimination legislation; measuring performance; hiring, firing, and retaining employees; and training and development plans The latest info on online and social media policies Updated forms and contracts, from job application forms and sample employee policies to performance appraisals and benefit plan worksheets If you're currently working in Human Resources or are responsible for employees in your business, the tools presented here help you maximize the effectiveness of your own HR program.

Discover all the cool things your iPhone can do! The iPhone continues to get better, and this handy guide helps you figure out all the basics. Browse the Web, send and receive e-mail and text messages, watch movies and TV shows, make video calls with FaceTime, record HD video and take pictures, organize apps in folders, multitask — and even make a phone call! Open the book and find: Steps for getting started with your iPhone How to use the multitouch interface Tips on using the Cut, Copy, and Paste feature How to make calls, record greetings, and check voicemail Instructions for setting up e-mail

The bestselling wedding planning guide—now updated! Congratulations, you're planning a wedding! Besides obtaining a fancy tuxedo and a stunning gown, organizing a wedding ceremony takes creativity, planning, and diplomacy. The whole ordeal can seem overwhelming at first, but with lots of guidance, you'll plan a wedding people will remember for ages. Wedding Planning For Dummies demystifies and simplifies all the details that go into the Big Day, providing inspiration and innovative ideas to personalize your wedding celebration and, of course, make it fun for everyone—especially you! Expert wedding planner Marcy Blum walks you step-by-step through everything you'll encounter as you plan your wedding, from choosing a reception site to picking a photographer—and everything in between. 20% new and updated content Keep track of expenses with a wedding budget Negotiate contracts and surf online for wedding deals Get those pesky financial technicalities out of the way Plan a weekend wedding, a themed wedding, same sex wedding, and other celebrations Plan for various wedding customs and rites Throw a great reception with music, food, drink, and cake The 4-1-1 on the latest and greatest trends in wedding registries, rings, photos, and the honeymoon Packed with tips for saving money and common kitsch you should avoid, this is the ultimate guide to satisfying everyone on the Big Day—while making all of your fairytale dreams come true.

Unleash the power of your iPhone! The iPhone you carry in your pocket or purse gives you enormous power to get things done. It puts you within easy reach of your family and friends, provides instant access to your favorite music, TV, and movies, lets you to follow and react to news and events, and makes it possible to share your life in pictures and video with anyone in the world—all within seconds. And this is just scratching the surface of what it can do! This updated edition of iPhone for Dummies covers the latest versions of the device and the latest version of the iOS operating system. Beginning with how to get started with a new phone—navigating the settings, hooking up to wifi, sharing audio and video — you'll also find out the many ways in which the iPhone's tools and applications can bring an extra dimension to all aspects of your life. Explore the latest version of iOS Change your life with must-have apps Get artsy with photos, videos, and creative applications Troubleshoot common problems with ease Whether you're just getting started or want to get even more from your iPhone, this book puts all the power in your hands!

The full-color guide to getting the most out of your iPhone Completely updated and revised to include iOS 6, iCloud, and the latest iPhone 5 features, this full-color book is your guide to all things iPhone. Bestselling veteran authors Edward Baig and Bob "Dr. Mac" LeVitus introduce you to the capabilities of the iPhone for making phone calls, browsing the Internet, sending and receiving e-mails, working with the calendar, watching and recording HD videos, taking and editing great photos, and much more. You'll discover how to set up iTunes, buy music and videos, protect your information, troubleshoot, multitask, and download the hundreds of thousands of apps available from the App Store. Includes coverage of iPhone 5 and iPhone 4S as well as the older iPhone 4 model Gets you started with your iPhone, and introduces you to the multitouch interface, syncing with

iCloud, making phone and video calls, texting, working with the calendar, and more Explains setting up iTunes, watching your favorite movies and TV shows, taking stunning photos, and listening to your favorite music Helps you get organized with the calendar and Reminders features, keep on top of the latest news with Notification Center, and communicate with Siri, your voice-activated virtual assistant Walks you through connecting wirelessly, sending and receiving e-mails, making FaceTime video calls, getting directions from the all new Maps app, protecting your information, and troubleshooting Addresses the latest updates, iCloud, and new iOS 6 features that make your iPhone even more powerful and easy to use iPhone 5 For Dummies, 6th Edition is presented in the straightforward-but-fun style that defines the series. It's just the book you need to get acquainted with your brand-new iPhone.

Outsmart the smartest smartphone around: the iPhone 5! If you want to rock the hottest smartphone in town, get this great guide and find out how to get the very most out of the incredible iPhone. Five, full-color minibooks cover everything you want to know: iPhone basics, how to load your phone with add-ons and amazing apps, using the Siri Personal Assistant to keep your life on track, letting iPhone entertain you, and much more. It's over 600 pages packed with the latest on the latest, including iOS 6. Find a wealth of great ways to use your iPhone at home, at work, or on the go with this fun and easy guide. Covers the iPhone 5, iPhone 4S, and iPhone 4 Five minibooks: Meet the iPhone, Stocking the iPhone with iTunes Apps and Add-Ons, Communications Central, Making Your iPhone Your Personal Assistant, and Letting iPhone Entertain You, walk you through all aspects of using your iPhone Gets you up to speed with the latest iPhone features and functions including the iOS 6 update Explains how to make phone and FaceTime video calls; exchange e-mails, text and multimedia messages; surf the web; buy apps; shoot and share videos; use Maps to get from Point A to Point B; and much more Shares valuable tips on troubleshooting, syncing your device with iCloud, connecting on the go, and keeping your iPhone happy Whether you're an iPhone newbie or already a savvy smartphone star, you'll find something you can use in iPhone 5 All-in-One For Dummies, 2nd Edition.

The easy way to master an intermediate accounting course Intermediate accounting courses are required for students seeking bachelor's degrees in accounting and often for degrees in finance, business administration, and management. Intermediate Accounting For Dummies provides you with a deeper and broader level of accounting theory, serving as an excellent course supplement and study guide to help you master the concepts of this challenging program. With easy-to-understand explanations and realworld examples, Intermediate Accounting For Dummies covers all the topics you'll encounter in an intermediate accounting course: the conceptual framework of Generally Accepted Accounting Principles (GAAP), International Financial Reporting Standards (IFRS), financial ratio analysis, equity accounting, investment strategies, financial statement preparation, and more Tracks to a typical intermediate accounting curriculum Expert information and real-world examples Other titles from Loughran: Financial Accounting For Dummies and Auditing For Dummies With the help of Intermediate Accounting For Dummies, you'll discover the fast and easy way to take the confusion out of the complex theories and methods associated with a typical intermediate accounting course.

Unleash the power of your new iPhone 4S or other iOS 5-driven iPhone and take it to the limit using powerful tips and techniques from the Apple experts at TUAW, Erica Sadun, Steve Sande, and Michael Grothaus. Fast and fun to read, Taking Your iPhone 4S to the Max shows you how to get

the most out of your iPhone using Apple's new iOS 5. Whether you're using the new iPhone 4S or earlier iPhone that runs the new iOS 5, you'll find all the best undocumented tricks, as well as the most efficient and enjoyable introduction to the iPhone available. Starting with an introduction to iPhone basics, you'll quickly discover the iPhone's hidden potential, like how to connect to a TV, use Voice Control using Siri, have video chats with FaceTime, and call friends overseas with low-cost VoIP. From the unified e-mail inbox and surfing the Web with Mobile Safari, exploring the world of social networking, using the multitasking capabilities of iOS 5, taking and editing photos, shopping for apps, media, and books, or just managing phone calls—you'll find it all in this book. You'll even learn tips on where to get the best iPhone accessories. Get ready to take your iPhone 4S and earlier running the new iOS 5 to the max!

Discover how to style and photograph food like the pros Whether you're taking shots for a foodie blog, advertisements, packaging, menus, or cookbooks, Food Styling & Photography For Dummies shows you how to take the next step in your passion for food and photography. This attractive, informative, and fun guide to the fundamentals of food styling provides information on the tools and techniques used by some of the most successful industry professionals. Food Styling & Photography For Dummies provides you with the fundamentals of food styling and gives you the inside scoop on the tools and techniques used by some of the most successful industry professionals. Shows you how to translate taste, aroma, and appeal through color, texture, and portion Includes techniques such as extreme close-ups, selective focus, and unique angles to create dramatic effect Detailed coverage on lighting and composition Tips for choosing the proper equipment and mastering the use of camera settings, lenses, and post-production software Advice for creating a professional personality and getting your food photography business off the ground Whether you're an amateur or professional food photographer, Food Styling & Photography For Dummies is a fun and informative guide to photographing and arranging culinary subject matter.

Provides information for seniors on how to use the phone to make and receive calls; set up iTunes and the iPod; take photographs; send and receive e-mail; browse the Internet; and play podcasts, music, and videos.

The core concepts you need to write and speak German Learning a new language is a fun and challenging feat for students at every level. Perfect for those just starting out or returning to German after some time away, German Essentials For Dummies focuses on core concepts taught (and tested on!) in a typical introductory German course. From adjectives and adverbs to understanding tenses and asking questions, you'll skip the suffering and score high marks at exam time with the help of German Essentials For Dummies. Designed for students (and parents) who want the key concepts and a few examples—without the review, ramp-up, and anecdotal content—German Essentials For Dummies is a perfect solution for exam-cramming, homework help, and reference. Focuses on everything from grammar, vocabulary, and pronunciations to verb forms and tenses Perfect for a refresher or a quick reference Aids you in writing assignments, tests, and conversational German If you have some knowledge of German and want to polish your skills, German Essentials For Dummies focuses on just the core concepts you need to communicate effectively.

In this updated volume, authors Kelby and White cover the iPhone 3G S and such features as video camera, voice control, and higher speed. The show-me-how-to-do-it book skips all the confusing techno-jargon and just explains in plain simple English exactly how to use iPhone features.

The perennial iPod and iTunes bestseller and ideal companion is completely updated! Now in its ninth edition, iPod & iTunes For Dummies is the ultimate beginner's guide for getting started with the iPod and Apple's iTunes service. Bestselling veteran author Tony Bove helps you get comfortable with using the iPod as more than just a digital music player. You'll learn to record videos and take pictures, video chat with FaceTime, surf the web, rent movies, buy songs, send and receive e-mail, get directions, and much more. Completely revised throughout, this fun and friendly book walks you through using iTunes to import music, videos, apps, books, and podcasts as well as burn CDs, sync with iPod, and play music through your home stereo. Offers straightforward coverage of using your iPod as the ultimate digital music player and shows you how to choose the iPod model that's right for you, get started with your iPod, set up iTunes, master the touch interface, and shop at the iTunes store Teaches you how to add music tracks from a CD to your iTunes library, play content in iTunes, set up playlists, share content from your iTunes library, and manage photos and videos Escorts you through the processes for sending and receiving e-mail, downloading and using apps, fine-tuning sound, updating and troubleshooting, and maintaining battery life Tune in! iPod and iTunes For Dummies, 9th Edition, guides you through all the latest updates and enhancements so that you can start enjoying iTunes and your iPod today!

Score your highest in Operations Management Operations management is an important skill for current and aspiring business leaders to develop and master. It deals with the design and management of products, processes, services, and supply chains. Operations management is a growing field and a required course for most undergraduate business majors and MBA candidates. Now, Operations Management For Dummies serves as an extremely resourceful aid for this difficult subject. Tracks to a typical course in operations management or operations strategy, and covers topics such as evaluating and measuring existing systems' performance and efficiency, materials management and product development, using tools like Six Sigma and Lean production, designing new, improved processes, and defining, planning, and controlling costs of projects. Clearly organizes and explains complex topics Serves as a supplement to your Operations Management textbooks Helps you score your highest in your Operations Management course Whether your aim is to earn an undergraduate degree in business or an MBA, Operations Management For Dummies is indispensable supplemental reading for your operations management course.

Your go-to guide on business analysis Business analysis refers to the set of tasks and activities that help companies determine their objectives for meeting certain opportunities or addressing challenges and then help them define solutions to meet those objectives. Those engaged in business analysis are charged with identifying the activities that enable the company to define the business problem or opportunity, define what the solutions looks like, and define how it should behave in the end. As a BA, you lay out the plans for the process ahead. Business Analysis For Dummies is the go to reference on how to make the complex topic of business analysis easy to understand. Whether you are new or have experience with business analysis, this book gives you the tools, techniques, tips and tricks to set your project's expectations and on the path to success. Offers guidance on how to make an impact in your organization by performing business analysis Shows you the tools and techniques to be an effective business analysis professional Provides a number of examples on how to perform business analysis regardless of your role If you're interested in learning about the tools and techniques used by successful business analysis professionals, Business Analysis For Dummies has you covered.