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This guide is straightforward and packed full of information that will enhance your UX (user experience) with an iPad on iOS 14. While it is not a requirement (most people won't need a guide like this) it is helpful nonetheless and a very convenient reference to have at your disposal.

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Apple's iWork is more versatile than ever now that there are versions for Mac, iOS, and even iCloud. The only thing iWork doesn't include is its own how-to guide. That's where this friendly, jargon-free Missing Manual comes in. With complete instructions and helpful examples, you'll quickly learn how to create stunning documents, slideshows, and spreadsheets with iWork's Pages, Keynote, and Numbers. The important stuff you need to know: Create elegant files in minutes. Save tons of time

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web-based iWork for iCloud to create projects on any computer—even a PC. Versions covered: This edition covers Pages for Mac 5.1, Keynote for Mac 6.1, Numbers for Mac 3.1, version 2.1 of each iOS app, and iWork for iCloud.

With iWork '09, Apple's productivity applications have come of age. Unfortunately, their user guides are stuck in infancy. That's where iWork '09: The Missing Manual comes in. This book quickly guides you through everything you need to know about the Pages word-processor, the Numbers spreadsheet, and the Keynote presentation program that Al

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Gore and Steve Jobs made famous. Friendly and entertaining, *iWork '09: The Missing Manual* gives you crystal-clear and jargon-free explanations of iWork's capabilities, its advantages over similar programs -- and its limitations. You'll see these programs through an objective lens that shows you which features work well and which don't. With this book, you will:

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iWork Get undocumented tips, tricks, and secrets for each program Integrate with other iLife programs to use photos, audio, and video clips Learn why iWork is the topic most requested by Missing Manual fans. One of the few sources available on Apple's incredible suite of programs, iWork '09: The Missing Manual will help you get the best performance out of Pages, Numbers, Keynote, and more in no time.

A guide to the Pages, Numbers, and Keynote productivity apps for Mac covers such topics as iOS versions of the apps, the similarities in the

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interfaces and tools, and workflows using iCloud Drive, with a review of Apple certification exam topics.

Pages is Apple's word processing software. This software has many more functions than meet the eye, such as creating tables and sharing documents using iWork.com. There is no fancy jargon and every instruction is explained in great detail. Screenshots are included in each chapter to explain all topics in the greatest detail possible. The useful, up-to-date information provided here, including tips and tricks

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and hidden features are not discussed in the official Pages manual. Whether you are a novice to Pages or have used it since its introduction, this guide will endow you with priceless information and add to your writing experience. This Pages guide includes:

- Installing Pages
- Formatting Text
- Working with Tables, Charts, and Shapes
- Reviewing Documents
- Inserting a Table of Contents
- Turning the Text Speaker On or Off
- Tracking Changes
- Sharing Documents
- Sending a Document Using the Mail Application
- Making Documents Accessible to Anyone via iWork.com

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Adjusting the Settings -
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- Using a Table as a
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- Connecting a Printer to a
Mac - Adding an Account to
the Mail Application

Step-by-step instructions
with callouts to Pages
images that show you exactly
what to do. Help when you
run into Pages problems or
limitations. Tips and Notes
to help you get the most
from Pages on your Mac. Full-
color, step-by-step tasks

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walk you through creating and editing word processing and page layout documents in Pages. The tasks include how to:

- Use writing tools to create word processing documents
- Use fonts, text styles, and paragraph formatting
- Build documents with text, images, and design elements
- Create lists, tables, and outlines
- Add charts and graphs to your documents
- Add a table of contents, headers, footers, and footnotes
- Merge addresses and data with documents
- Create cross-platform PDF files
- Use and design your own templates
- Review and edit documents as a team

BONUS

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CATEGORY: Macintosh

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Beginning-Intermediate

With better ways to get your photos online and new options for creating printed projects, iPhoto '11 makes it easier than ever to transfer photos from a digital camera, organize them, and publish, print, or share them in maps—but there's still no printed manual for the program. Fortunately, David Pogue and Lesa Snider team up in this

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witty, authoritative book that should have been in the box. Organize your collection. Discover all of the options for grouping your pictures—by events, in albums, or based on who's in the photo or where it was taken. Sharpen your editing skills. Learn how to use iPhoto's beefed-up editing options, including its Photoshop-like adjustments panel. Share images online. Get your photos to everyone on your list by publishing them to Flickr, Facebook, and MobileMe. Dive into creative projects. Have fun building slideshows (with music), gift books, calendars, and cards.

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In the only Apple-certified guide to iWork '09, you'll learn to create everything from first-rate business presentations and newsletters to effective budgets and event planners. Focused lessons take you step by step through all aspects of Keynote, Pages, and Numbers. The self-paced book uses real-life material and practical lessons that you can apply immediately to your own projects. You'll learn to:

- Master the iWork suite of tools quickly through fun, real-world projects
- Design a Keynote presentation from storyboard to Web export
- Add animated

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charts and custom backgrounds to a presentation with ease • Publish great-looking newsletters and brochures in print and on the Web • Build a professional marketing package from scratch • Create expense reports, track budgets, and plan special events • Sort, organize, and chart data using sophisticated spreadsheet calculations

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your device, it is possible that your display settings will cut off part of the URL. To make sure this is not the case, try reducing your font size and turning your device to a landscape view. This should cause the full URL to appear.

Instead of spending hundreds of pages on functions you probably will never use, this book shows you what you really want to know: the basics.

Why does the announcement of a new cellphone model ignite excitement and passion? Why do most people return home when they forget their

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cellphones, while only few would return for their wallets? How did the cellphone technology become so dominant for many of us? This book offers an analysis of the historical evolution and of the meanings of this technology in the lives of billions of people. The book offers a unique point of view on the cellphone that merges genealogical analysis of its development since the 1990s and philosophical insights into a coherent analytical framework. With new concepts like "histories of the future" and "memory prosthesis," the book aims to explain the excitement arising from new model

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announcements and the ever-growing dependency on the cellphone through the framing of these experiences in wide philosophical contexts. It is the first philosophical analysis of the important roles the cellphone plays in contemporary everydayness.

Discusses the importance of financial education and offers advice on how to use a knowledge of different types of investment to secure and maximize wealth.

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