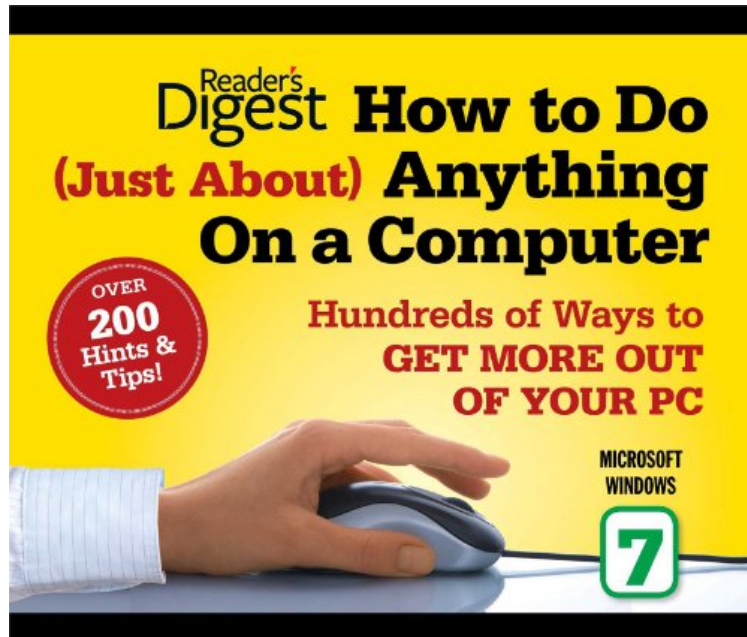


[Mobile pdf] How to Do Just About Anything on a Computer: Microsoft Windows 7: Hundreds of Ways to Get More Out of Your PC

# How to Do Just About Anything on a Computer: Microsoft Windows 7: Hundreds of Ways to Get More Out of Your PC

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Design a dinner party menu, Create family newsletter, Make an address list, Make address labels, Design a business card)10)Picture Perfect (Using clip art images, Design greeting cards, Add your own images, Work with digital images, Editing digital images, Build an online album, Create your own calendar, Create an invitation, Design your own poster)11) Sounds right (Create a party CD, Digitise records and tapes, Collect online music, Learning to read music)12) Home Finance (Family budget planner, Catalogue and value your home contents, Calculate your bills, Calculate your car costs, Build shares portfolio, Manage special event)13) Family Life (Record a family history, Create a family tree, Make a recipe collection, Design a baby book, Watch your health, Plan a new kitchen)14) Better Leisure (Devise a fitness plan, Make holiday planner, A collector's Database)TROUBLESHOOTING15) Hardware Hiccups (My pc won't start up, My printer isn't working, My keyboard isn't working, My mouse isn't working, My speakers do not work, My modem isn't working, Upgrading your hardware, Problems after upgrading)16) Win with Windows (Troubleshoot using System Restore, Windows will not close down, Reinstalling Windows)17) Software Solutions (My program has crashed, I can't read a document, I am getting error messages, Using anti-virus software, My text doesn't look right, Problems with passwords)That is pretty much in a nutshell the content of the book0 of 0 people found the following review helpful. Great price.By Frankarrived as promised, book is in new condition. Great price.0 of 0 people found the following review helpful. Four StarsBy G. WalkerIt's fairly basic, but covers what beginners may need.

Want to know more about Facebook and Twitter? How about how to sell your unused items on eBay? Want to create your own letterhead or put together a baby book? With How to Do (Just About) Anything on a Computer, you'll be able to do all those things and more. Organized in four sections, the book takes you from your initial computer set-up to creating your own iTunes account. Each chapter follows a similar step-by-step illustrated format so you will always feel as if you have an instructor at your side. Based on Windows 7, the latest Microsoft operating system, the instructions include screen shots to guide you every step of the way. As you progress from section to section, you will learn about: You and your computer-Learn how to set up your computer-from firewalls to virus protection. Practical Home Projects-Choose from 37 practical projects, including how to create a recipe database, design your own address labels, and set up a family budget spreadsheet. The Internet-Learn how to send and receive e-mail securely, share files, and scan documents. Troubleshooting-Don't panic, a wide range of easy-to-follow solutions to common problems is provided in this section.

.com Published under the aegis of Reader's Digest magazine, How to Do Just About Anything on Your Computer is a beautifully designed and printed hardback book that teaches computer novices what they need to know in order to use personal computers for household management, social events, and basic Internet communications. Oriented exclusively toward Microsoft Windows 98, this book assumes absolutely no knowledge of computer technology on the part of its reader. Case in point: There is a photograph of a computer keyboard with almost everything labeled, including the space bar and the ENTER key. It's probably inappropriate that the authors chose CompuServe's e-mail services as their sole example of Internet mail--it's not typical, and more people will need to know how to use Outlook Express. The same goes for Web browsing. Despite these troubles, this book distinguishes itself with its carefully illustrated procedures for such common home-computing tasks as creating party invitations (with Microsoft Word) and helping kids do research for school. Well-written, paragraph-length labels clarify the contents of full-color photos and drawings. Some advice is a bit weird--you'd be hard-pressed to make a kitchen floor plan in Word, as this book recommends--but it's enough to get you started in home computing with Windows. --David Wall Topics covered: Microsoft Windows 98 and programs that run under it, for home users with very little prior knowledge of computing. Readers find out about basic computer parts (such as the keyboard and the mouse) and learn how to use them, then see how they can use Windows software to perform useful tasks, such as creating a family budget and monitoring health records.About the AuthorReaders Digest simplifies and enriches consumers lives by discovering and expertly selecting the most interesting ideas, stories, experiences and products in health, home, family, food, finance and humor. Our portfolio of products includes our flagship magazine Reader's Digest; Taste of Home, the world's largest circulation food publication; The Family Handyman, America's leading source for DIY; and a suite of Enthusiast titles including Birds Blooms, Country, Country Woman, Farm Ranch Living and Reminisce. Our content is delivered in multi-platforms including print, digital, books, and home entertainment products. Further information about the company can be found at [www.rda.com](http://www.rda.com)