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*Anatomy Essentials For Dummies (9781119590156) was previously published as Anatomy Essentials For Dummies (9781118184219). While this version features a new Dummies cover and design, the content is the same as the prior release and should not be considered a new or updated product. The core concepts you need to ace Anatomy Perfect for those just starting out or returning to Anatomy after some time away, Anatomy Essentials For Dummies focuses on core concepts taught (and tested on!) in a typical Anatomy course. From names and technical terms to how the body works, you'll skip the suffering and score high marks at exam time with the help of Anatomy Essentials For Dummies. Designed for students who want the key concepts and a few examples—without the review, ramp-up, and anecdotal content—Anatomy Essentials For Dummies is a perfect solution for exam-cramming, homework help, and reference. A useful and handy reference to the anatomy of the human body Perfect for a refresher or a quick reference Serves as an excellent review to score higher at exam time If you have some knowledge of anatomy and want to polish your skills, Anatomy Essentials For Dummies focuses on just the core concepts you need to understand this fascinating topic. This guidebook provides insight into the latest in Networking technologies. Completely revised, this text now includes coverage of Broadband, Wireless, and Linux. IT Essentials: PC Hardware and Software Lab Manual, Fourth Edition Cisco Networking Academy The only authorized Lab Manual for the Cisco Networking Academy IT Essentials v4.1 course IT Essentials: PC Hardware and Software Lab Manual is a supplemental book that helps the students in the*

Cisco®Networking Academy course prepare to take the CompTIA®A+ exams (based on the 2009 objectives). The hands-on labs, worksheets, and class discussions from the course are printed within this book to practice performing tasks that will help you become a successful PC technician. By reading and completing this book, you have the opportunity to review all key concepts that the CompTIA exams cover and reinforce those concepts with hands-on exercises. Related titles IT Essentials: PC Hardware and Software Companion Guide, Fourth Edition ISBN-10: 1-58713-263-X ISBN-13: 978-1-58713-263-6 IT Essentials: PC Hardware and Software Course Booklet, Version 4.1 ISBN-10: 1-58713-261-3 ISBN-13: 978-1-58713-261-2 31 Days Before Your A+ Exams, Second Edition ISBN-10: 1-58713-260-5 ISBN-13: 978-1-58713-260-5 A concise and affordable resource for the mass communication course, Media Essentials provides a flexible, informative, and relevant breakdown of what the media is, how it works, and how it impacts today's most talked-about subjects. From #metoo to content streaming to social media and politics, students learn how a wide variety of recent developments have impacted the mass-media landscape--and how past innovation and change have informed our current media world. Media Essentials is available with LaunchPad, a robust online platform designed to help students fully engage with course content--and with the world of mass media. From our acclaimed LearningCurve adaptive quizzing, which helps students learn and retain concepts, to compelling features like an interactive e-book and a variety of entertaining and thought-provoking video clips, LaunchPad gets students connected with--and interested in--the information they need to succeed in class. Essentials of Economics brings the same captivating writing and innovative features of Krugman/Wells to the one-term combined micro/macro course. Adapted by Martha Olney (coauthor of the Krugman/Wells study guide and overall coordinator of its media/supplements package), it is the ideal text for teaching basic economic principles in a real-world context to students who are not planning to continue up the economics curriculum. 'Butterworth-Heinemann's CIM Coursebooks have been designed to match the syllabus and learning outcomes of our new qualifications and should be useful aids in helping students understand the complexities of marketing. The discussion and practical application of theories and concepts, with relevant examples and case studies, should help readers make immediate use of their knowledge and skills gained from the qualifications.' Professor Keith Fletcher, Director of Education, The Chartered Institute of Marketing 'Here in Dubai, we have used the Butterworth-Heinemann Coursebooks in their various forms since the very beginning and have found them most useful as a source of recommended reading material as well as examination preparation.' Alun Epps, CIM Centre Co-ordinator, Dubai University College, United Arab Emirates Butterworth-Heinemann's official CIM Coursebooks are the definitive companions to the CIM professional marketing qualifications. The only study materials to be endorsed by The Chartered Institute of Marketing (CIM), all content is carefully structured to match the syllabus and is written in collaboration with the CIM faculty. Now in full colour and a new student friendly format, key information is easy to locate on each page. Each chapter is packed full of case studies, study tips and activities to test your learning and understanding as you go along. •The coursebooks are the only study guide reviewed and approved by CIM (The Chartered Institute of Marketing). •Each book is crammed with a range of learning objectives, cases, questions, activities, definitions, study tips and summaries to support and test your understanding of the theory. •Past examination papers and examiners' reports are available online to enable you to practise what has been learned and help prepare for the exam and pass first time. •Extensive online materials support students and tutors at every stage. Based on an understanding of student

and tutor needs gained in extensive research, brand new online materials have been designed specifically for CIM students and created exclusively for Butterworth-Heinemann. Check out exam dates on the Online Calendar, see syllabus links for each course, and access extra mini case studies to cement your understanding. Explore [marketingonline.co.uk](http://marketingonline.co.uk) and access online versions of the coursebooks and further reading from Elsevier and Butterworth-Heinemann.

**INTERACTIVE, FLEXIBLE, ACCESSIBLE ANY TIME, ANY PLACE**

[www.marketingonline.co.uk](http://www.marketingonline.co.uk) Written by radiographers for radiographers, *Essentials of Radiographic Physics and Imaging, 2nd Edition* follows the ASRT recommended curriculum and focuses on what the radiographer needs to understand to safely and competently perform radiographic examinations. This comprehensive radiologic physics and imaging text links the two subjects together so that you understand how they relate to each other - and to clinical practice. Prepare for success on the ARRT exam and the job with just the right amount of information on radiation production and characteristics, imaging equipment, film screen image acquisition and processing, digital image acquisition and display, image analysis, and the basic principles of computed tomography. 345 photos and line drawings encourage you to visualize important concepts. Strong pedagogy, including chapter objectives, key terms, outlines, bulleted chapter summaries, and specialty boxes, help you organize information and focus on what is most important in each chapter. Make the Physics Connection and Make the Imaging Connection boxes link physics and imaging concepts so you fully appreciate the importance of both subjects. Educator resources on Evolve, including lesson plans, an image collection, PowerPoint presentations, and a test bank, provide additional resources for instructors to teach the topics presented in the text. Theory to Practice boxes succinctly explain the application of concepts and describe how to use the information in clinical practice. Critical Concept boxes further explain and emphasize key points in the chapters. Math Application boxes use examples to show how mathematical concepts and formulas are applied in the clinical setting. An emphasis on the practical information highlights just what you need to know to ace the ARRT exam and become a competent practitioner. Numerous critique exercises teach you how to evaluate the quality of radiographic images and determine which factors produce poor images. A glossary of key terms serves as a handy reference. **NEW!** Updated content reflects the newest curriculum standards outlined by the ARRT and ASRT, providing you with the information you need to pass the boards. **NEW!** Critical Thinking Questions at the end of every chapter offer opportunity for review and greater challenge. **NEW!** Chapter Review Questions at the end of every chapter allow you to evaluate how well you have mastered the material in each chapter. **NEW!** Increased coverage of radiation protection principles helps you understand the ethical obligations to minimize radiation dosages, shielding, time and distance, how to limit the field of exposure and what that does to minimize dose, and technical factors and how they represent the quantity and quality of radiation. **NEW!** Conversion examples and sample math problems give you the practice needed to understand complex concepts. **NEW!** More images highlighting key concepts help you visualize the material. **NEW!** Expansion of digital image coverage and ample discussion on differentiating between digital and film ensures you are prepared to succeed on your exams. **NEW!** All-new section on manual vs. AEC use in Chapter 13 keeps you in the know. **NEW and UPDATED!** Expanded digital fluoroscopy section, including up-to-date information on LCD and Plasma displays, familiarizes you with the equipment you will encounter. **NEW!** Online chapter quizzes on Evolve feature 5-10 questions each and reinforce key concepts. **NEW!** PowerPoint presentations with new lecture notes on Evolve and in-depth information in the notes section of each slide make

presenting quick and easy for instructors. Windows security concepts and technologies for IT beginners IT security can be a complex topic, especially for those new to the field of IT. This full-color book, with a focus on the Microsoft Technology Associate (MTA) program, offers a clear and easy-to-understand approach to Windows security risks and attacks for newcomers to the world of IT. By paring down to just the essentials, beginners gain a solid foundation of security concepts upon which more advanced topics and technologies can be built. This straightforward guide begins each chapter by laying out a list of topics to be discussed, followed by a concise discussion of the core networking skills you need to have to gain a strong handle on the subject matter. Chapters conclude with review questions and suggested labs so you can measure your level of understanding of the chapter's content. Serves as an ideal resource for gaining a solid understanding of fundamental security concepts and skills Offers a straightforward and direct approach to security basics and covers anti-malware software products, firewalls, network topologies and devices, network ports, and more Reviews all the topics you need to know for taking the MTA 98-367 exam Provides an overview of security components, looks at securing access with permissions, addresses audit policies and network auditing, and examines protecting clients and servers If you're new to IT and interested in entering the IT workforce, then Microsoft Windows Security Essentials is essential reading. In the wake of 9/11, effective management of public health departments has become vitally important, as these organizations and agencies will be in the front line of any bioterror or chemical attack. Written by practitioners for other practitioners and students who want to pursue public health careers, this book provides a practical, non-theoretical approach useful for the hands-on management of these complex organizations and their daily operations. With accessible writing and many real life applications, this concise new volume serves departments at all levels--federal, state, city and county. Here is a chapter from The Essentials of Risk Management, a practical, non-ivory tower approach that is necessary to effectively implement a superior risk management program. Written by three of the leading figures with extensive practical and theoretical experience in the global risk management and corporate governance arena, this straightforward guidebook features such topics as governance, compliance and risk management; how to implement integrated risk management; measuring, managing and hedging market, and more. Covers simultaneous linear systems and matrix methods, differential equations, Fourier transformations, partial differential equations, and Monte Carlo methods. "I have been teaching nonmajors biology at the University of Oklahoma since 1997 and over that time have encountered many students who fear science in general and biology in particular. The complexity, abstractions, and unfamiliar terms can seem overwhelming at first, but with practice, I know that anyone can think like a scientist. Learning to think scientifically is important well beyond passing your biology class. After all, scientific issues confront you every day as you navigate your life and your social media accounts. How do you know if a claim about climate change is scientific? Will you be able to identify misinformation and interpret graphs during the next global health crisis? This book will teach you not only to understand the scientific terms you encounter but also to distinguish "good science" from unscientific claims. I've created the following features to help you make the transition from memorizing facts to understanding concepts--from accepting scientific claims to analyzing them for yourself. These tools will help you to pass your class and to be an informed citizen"-- The only Cisco authorized textbook that for the IT Essentials: PC Hardware and Software course from the Cisco Networking Academy Program New Companion Guide format complements the online curriculum with insight and instruction from Academy instructors A portable reference that

supports all the topics in the new course, aligning 1:1 with course modules Features improved readability, enhanced topic explanations, real-world examples, and all new graphical presentations Alignment to A+ objectives TheITEssentials: PC Hardware and Software Companion Guidesupplements and complements the IT Essentials I: PC Hardware and Software v4.0 online curriculum offered by the Cisco Networking Academy Program. The Companion Guide is designed as a supplemental textbook for the Networking Academy course, offering students a portable desk reference of the course content to use anytime anywhere as a study aid. The chapter content aligns 1:1 to the online course module topics, but does not merely mimic the content word-for-word. The authors present the course material in theCompanion Guidein a comprehensive manner, providing their own examples where necessary to augment a student's understanding of the course material. Chapter Objectives as stated as questions at beginning of each chapter Key terms listed in the Chapter openers Enhanced readability for younger student comprehension How To Feature provides step-by-step tasks for common activities Key concept recaps, Check Your Understanding Questions, and next chapter previews are in a concise summary at the end of each chapter TheCompanion Guideserves as an additional instructional tool for the instructor to assign take-home reading or give vocabulary quizzes to better prepare the students for in-class lab assignments. Endocarditis Essentials 2011 Is A Concise, Current And Practical Review Of The Epidemiology, Evaluation, Treatment And Prevention Of Infective Endocarditis. Written By Experts In The Field, This Quick Reference Guide Provides Useful Information For Cardiologists, Residents, Fellows And Other Clinicians Interested In The Clinical And Pathological Features Of Infective Endocarditis. CHAPEL AND HAENEY'S ESSENTIALS OF CLINICAL IMMUNOLOGY The Essentials are an international, best-selling series of textbooks, all of which are designed to support lecture series or themes on core topics within the health sciences. See [www.wiley.com](http://www.wiley.com) for further details. The fully updated new edition of the classic textbook, introducing the pathophysiology and management of immunological disorders Chapel and Haeney's Essentials of Clinical Immunology contains the knowledge necessary to understand the diagnosis and treatment of immunological disorders. With easy-to-read text and a wealth of colour clinical images and diagrams, this well-regarded textbook introduces complex concepts using effective pedagogical tools such as bulleted lists, key point boxes, real-life case studies, practical examples, figures and tables, chapter introductions, and keywords in bold integrated in each chapter. Fully updated throughout, the seventh edition provides up-to-date coverage of the clinical relevance that immunology has in medicine. These new and revised sections examine current research trends, the implementation of automation in laboratories, the emerging field of neuro-psychiatric disorders such as NMDA receptor encephalitis and more. This edition includes new end-of-chapter summaries, updated clinical information, additional real-life case histories illustrating key concepts, and linking immunological testing to diseases. The new edition also includes: Covers the investigations required for diagnosis of immunological disorders and for management of patients Describes what occurs when diagnosing conditions in real-world laboratories Features case studies highlighting the connections between immunological theory and clinical cases Includes an updated companion website that features: case studies, interactive questions, photographs, illustrations, web links and review articles from the journal Clinical and Experimental Immunology Chapel and Haeney's Essentials of Clinical Immunology is an ideal resource for clinical medical students, junior doctors, medical residents and other medical professionals who are looking to expand or refresh their knowledge in clinical immunology, as well as being

an excellent introductory textbook for undergraduate courses in the subject. For more information on the complete range of Wiley medical student and junior doctor publishing, please visit: [www.wiley.com](http://www.wiley.com) To receive automatic updates on Wiley books and journals, join our email list. Sign up today at [www.wiley.com/email](http://www.wiley.com/email) All content reviewed by students for students Wiley Medical Education books are designed exactly for their intended audience. All of our books are developed in collaboration with students. This means that our books are always published with you, the student, in mind If you would like to be one of our student reviewers, go to [www.reviewmedicalbooks.com](http://www.reviewmedicalbooks.com) to find out more. This title is also available as an e-book. For more details, please see [www.wiley.com/buy/9781119542384](http://www.wiley.com/buy/9781119542384) Health & Wellness Bass Drum Essentials for the Drumset is a unique book exploring bass drum technique and its usage in a variety of musical styles. All of the strengthening exercises, combination studies and coordination studies may also be applied to the double bass drum as well. The enclosed CD contains many examples of the beats and musical excerpts, as well as play-along tracks and tempo tracks, providing a musical framework for students to input their own ideas. Get off on the right foot with Bass Drum Essentials for the Drumset! Sugar chains (glycans) are often attached to proteins and lipids and have multiple roles in the organization and function of all organisms. "Essentials of Glycobiology" describes their biogenesis and function and offers a useful gateway to the understanding of glycans. The core concepts and technologies you need to administer a Windows Server OS Administering a Windows operating system (OS) can be a difficult topic to grasp, particularly if you are new to the field of IT. This full-color resource serves as an approachable introduction to understanding how to install a server, the various roles of a server, and how server performance and maintenance impacts a network. With a special focus placed on the new Microsoft Technology Associate (MTA) certificate, the straightforward, easy-to-understand tone is ideal for anyone new to computer administration looking to enter the IT field. Each chapter offers a clear and concise look at the core Windows administration concepts you need to know to gain an understanding of these difficult topics. Offers a clear, no-nonsense approach to administering a Windows operating system and presents it in such a way that IT beginners will confidently comprehend the subject matter Targets the MTA 98-365 exam by covering Windows Server installation, server roles, storage, and active directory infrastructure Provides you with a solid foundation of various networking topics so that you can gain a strong understanding of Windows Server administration concepts Includes review questions and suggested labs to further enhance your learning process With this book by your side, you will be armed with the core concepts and technologies needed to administer a Windows Server operating system. This book helps addresses the tax consequences of the most common transactions engaged in by limited liability corporations (LLCs) and partnerships. You will develop a level of comfort with the basic conceptual framework underlying partnership and LLC taxation, as well as gain an explanation of the tax consequences associated with issues most frequently confronted by tax practitioners. Topics covered include: basic tax structure of partnerships and LLCs; electing to be taxed as a partnership: "check-the-box" rules; tax consequences of partnership or LLC formation; partnership distributions; compensatory payments to partners; at-risk and passive activity limits; profit and loss allocations: general rules and restrictions; and reporting taxable income for partnerships and LLCs. Health Sciences & Professions Master medical terminology with every turn of the page! Essentials of Medical Language, 2e, presents new medical terminology to students in manageable quantities via short lessons and a 2-page spread format. This edition offers a completely redesigned learning experience through larger, more

focused art and revised table of contents. Students will feel a new sense of engagement and motivation through Case Reports and a wide variety of exercises throughout the chapters. As a final improvement to this textbook, professors will discover a total revamp from top to bottom, providing them with text that is shorter and stronger, larger imaging, better chapter sequence, updated learning objectives, and more questions and exercises for students to practice.

Information security involves the protection of organizational assets from the disruption of business operations, modification of sensitive data, or disclosure of proprietary information. The protection of this data is usually described as maintaining the confidentiality, integrity, and availability (CIA) of the organization's assets, operations, and information. As identified throughout this chapter, security goes beyond technical controls and encompasses people, technology, policy, and operations in a way that few other business objectives do. Designed to accompany the new Third Edition of the National Academy of Sports Medicine's NASM Essentials of Personal Fitness Training, this study guide is suitable for coursework and for students preparing for the NASM Certified Personal Trainer certification exam. It includes matching, vocabulary, short answer, and multiple-choice exercises. Answers are also provided.

"This is a good textbook for undergraduate students as it explains clearly and simply the concepts and types of white-collar crime, provides good examples, and does not overwhelm the student with unnecessary information in most areas." —Cindy A. Boyles, University of Tennessee at Martin

The thoroughly updated Second Edition of *White Collar Crime: The Essentials* continues to be a comprehensive, yet concise, resource addressing the most important topics students need to know about white-collar crime. Author Brian K. Payne provides a theoretical framework and context for students that explores such timely topics as crimes by workers, sales-oriented systems, crimes in the health care system, crimes by criminal justice professionals and politicians, crimes in the educational system, crimes in economic and technological systems, corporate crime, environmental crime, and more. This easy to read teaching tool is a valuable resource for any course that covers white-collar crime. ? Online resources also available—FREE when used with the new edition!

"Undergraduate students enrolled in Speech-Language Pathology or Audiology programs need a broad overview of the modalities of humans communication as well as an understanding of communication disorders in adults and children such as disorders of articulation, voice, cognition, fluency, hearing impairments as well as the social and emotional effects on the patient and their family. *Essentials of Communication Sciences & Disorders* provides an accessible and engaging introduction for students new to communication and sciences disorders. It covers foundational information about speech disorders in both children and adults, as well as providing numerous key features to reinforce this learning. Overall, it provides a comprehensive overview of the profession as a whole"--

How do we teach English Language Learners (ELLs) and how do our ELLs learn? This book answers those questions. "Essentials For Successful English Language Teaching" is about how we teach English Language Learners (ELLs) and how our ELLs learn. Farrell and Jacobs encourage those involved in teaching English to develop, maintain and rediscover the reasons that led them to take up the profession. They focus on the essentials in teaching the English language that teachers can implement in their instruction so that their students can excel in their learning: encourage learner autonomy; emphasize the social nature of learning; develop curricular integration, focus on meaning; celebrate diversity; expand thinking skills; utilize alternative assessment, and, promote English language teachers as co-learners along with their students. These essentials are best implemented as a whole, rather than one at a time and so they are



interwoven with each other to encourage a holistic teaching approach. Highly accessible, each chapter comes with case studies and a range of activities to encourage the reader to put each of the essentials into practice. This reflective and engaging book will be invaluable to postgraduate students of TESOL and applied linguistics, and in-service language teachers. *IT Essentials: PC Hardware and Software Companion Guide, Fourth Edition*, supports the Cisco Networking Academy *IT Essentials: PC Hardware and Software* version 4.1 course. The course provides an introduction to computer components, laptops and portable devices, wireless connectivity, security and safety, environmental concerns, and diagnostic tools. As a CompTIA Authorized Quality Curriculum, the course helps you prepare for the CompTIA A+ certification. The fundamentals part of the course, covered in Chapters 1–10, helps you prepare for the CompTIA A+ Essentials exam (220-701). You learn the fundamentals of computer technology, networking, and security and validate the communication skills and professionalism required of all entry-level IT professionals. The advanced part of the course, covered in Chapters 11–16, helps you prepare for the CompTIA A+ Practical Application exam (220-702), providing more of a hands-on orientation and scenarios in which troubleshooting and tools must be applied to resolve problems. Students must pass both exams to earn the CompTIA A+ certification. The features of the Companion Guide are designed to help you study and succeed in this course:

- Chapter objectives—Review core concepts by answering the focus questions listed at the beginning of each chapter.
- Key terms—Refer to the updated lists of networking vocabulary introduced and turn to the highlighted terms in context.
- Check Your Understanding Questions and Answer Key—Evaluate your readiness with the updated end-of-chapter questions that match the style of questions you see on the online course quizzes.

Virtual Desktop, Virtual Laptop, and Packet Tracer Activities, on the CD that accompanies this book, are virtual learning tools to help you develop critical thinking and complex problem-solving skills. New for this edition, Cisco Packet Tracer simulation-based learning activities promote the exploration of networking and network security concepts and allow you to experiment with network behavior. All the Labs, Worksheets, and Class Discussion Exercises from the course are available in the separate book, *IT Essentials: PC Hardware and Software Lab Manual, Fourth Edition*. More than 120 activities emphasize the practical application of skills and procedures needed for hardware and software installations, upgrades, and troubleshooting systems. *IT Essentials: PC Hardware and Software Lab Manual Fourth Edition* ISBN-10: 1-58713-262-1 ISBN-13: 978-1-58713-262-9 Related Title: *IT Essentials: PC Hardware and Software Course Booklet Version 4.1* ISBN-10: 1-58713-261-3 ISBN-13: 978-1-58713-261-2 Companion CD-ROM The CD-ROM contains all of the Virtual Desktop Activities, Virtual Laptop Activities, and Packet Tracer Activities referenced throughout the book. Designed and developed by the Cisco Networking Academy, these standalone tools supplement classroom learning by providing “hands-on” experience where real equipment is limited. (Note: the Packet Tracer software is not included with this CD. Ask your instructor for access to Packet Tracer.) In a clear, cohesive format, this book provides a concise survey of the basic structures and operations of the U.S. health system from its historical origins and resources, to its individual services, cost, and quality. Put Autodesk Revit Architecture 2016 to work for you with this real-world focused guide *Autodesk Revit Architecture 2016 Essentials* helps you get acquainted and quickly become productive with the leading Building Information Modeling software. With a real-world focus and a tutorial-based approach, this invaluable guide features concise, straightforward explanations and hands-on exercises that walk you through the entire design process. Each chapter opens with a quick discussion of concepts and

learning goals, and then briskly moves into step-by-step instruction illustrated by compelling full-color screen shots. This new edition includes expanded information on rendering and visualization, and a new discussion surrounding effective work sharing, details and annotations, drawing sets, and professional workflows. The companion website features additional tutorials, plus downloadable data sets that allow you to jump in at any point and compare your work to the pros. Revit Architecture 2016 is a powerful, sophisticated BIM application designed to boost productivity with automated documentation for every design and update. This guide takes you through the entire design process, and shows you how to get the most out of Revit every step of the way. Design walls, floors, roofs, ceilings, stairs, ramps, railings, and more Work with families, groups, and phasing, and add color fills and rendering Create compelling drawing sets with details and annotations Learn the tips and tricks experts use to get the most out of Revit Autodesk Revit Architecture 2016 Essentials gets you up to speed quickly, so you can win more bids and expedite the project approval process. Interesting, clear, and applied, BUSINESS LAW TODAY: THE ESSENTIALS is your concise guide to the law and what it means in the business world--from contracts and secured transactions to warranties and government regulations. Easy to understand with an engaging writing style that is matched by vibrant visuals, BUSINESS LAW TODAY includes coverage of contemporary topics that impact not only the business world, but your life such as identity theft. Fascinating features and intriguing cases highlight the material's practicality. The text's companion website includes resources to help you study, such as sample answers to selected end-of-chapter business scenarios and case problems (one per chapter) ; Internet exercises; and interactive quizzes for every chapter. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version. The only Cisco authorized textbook for the revised IT Essentials: PC Hardware and Software course (v4.1), from the Cisco Networking Academy \* \*Companion Guide format complements the online curriculum with added insight and instruction from Academy instructors. \*A portable reference that supports all the topics in the new course, aligning 1:1 with course modules. \*Features improved readability, enhanced topic explanations, real-world examples, and all new graphical presentations. \*Aligned to new A+ objectives. The IT Essentials: PC Hardware and Software Companion Guide 4/e supplements and complements the version 4.1 online curriculum offered by the Cisco Networking Academy. The Companion Guide is designed as the textbook for the Networking Academy course, offering students a portable desk reference of the course content to use anytime anywhere as a study aid. The chapter content aligns 1:1 to the online course module topics, but does not merely mimic the content word-for-word. The authors present the course material in the Companion Guide in a comprehensive manner, providing their own examples where necessary to augment a student's understanding of the course material. This book will have the CompTIA A+ seal of approval. The book focuses on the following elements to support the online curriculum: \* \*Chapter Objectives are stated as questions at beginning of each chapter. \*Key terms listed in the Chapter openers. \*Enhanced readability for younger student comprehension. \*How To Feature provides step-by-step tasks for common activities. \*Key concept recaps, Check Your Understanding Questions, and next chapter previews are in a concise summary at the end of each chapter The following chapter comes from Mastering the Art of Asset Allocation, which focuses on the knowledge and nuances that will help you achieve asset allocation success. Asset allocation authority David Darst builds upon his bestselling The Art of Asset Allocation to explore every aspect of asset allocation from foundations through correlations, providing you with detailed techniques for

understanding and implementing asset allocation in any portfolio. *Essentials of Cognitive Neuroscience* guides undergraduate and early-stage graduate students with no previous neuroscientific background through the fundamental principles and themes in a concise, organized, and engaging manner. Provides students with the foundation to understand primary literature, recognize current controversies in the field, and engage in discussions on cognitive neuroscience and its future. Introduces important experimental methods and techniques integrated throughout the text. Assists student comprehension through four-color images and thorough pedagogical resources throughout the text. Accompanied by a robust website with multiple choice questions, experiment videos, fMRI data, web links and video narratives from a global group of leading scientists for students. For Instructors there are sample syllabi and exam questions. A less-expensive grayscale paperback version is available. Search for ISBN 9781680923018. *Business Law I Essentials* is a brief introductory textbook designed to meet the scope and sequence requirements of courses on Business Law or the Legal Environment of Business. The concepts are presented in a streamlined manner, and cover the key concepts necessary to establish a strong foundation in the subject. The textbook follows a traditional approach to the study of business law. Each chapter contains learning objectives, explanatory narrative and concepts, references for further reading, and end-of-chapter questions. *Business Law I Essentials* may need to be supplemented with additional content, cases, or related materials, and is offered as a foundational resource that focuses on the baseline concepts, issues, and approaches. Get ready to qualify for the security industry job of your dreams. *The Securities Industry Essentials (SIE) Exam* is a new test administered by FINRA beginning in October 2018. This exam is required as a prerequisite to each series level knowledge exam (such as Series 7). If you're prepping for the exam, you need a trusted resource to ensure your very best performance. *Securities Industry Essentials Exam For Dummies with Online Practice* gives you everything you need to score high on this important exam. With two practice tests in the book, plus two bonus tests online, you can practice your way to a calm and confident experience on exam day. Take 4 full-length practice tests with answers and full explanations. Get 1-year access to practice and tests online. Find strategies and tips for breaking into the securities industry. Increase your chances of scoring higher SIE scores are expected to be a critical factor in determining qualification to enter the securities industry, so the stakes are high. With the help of this book, you'll up your chances of breaking into this field and landing your dream job. Building on the tremendous success of their best-selling *Economics*, Brue, McConnell, and Flynn have revised their one-semester approach in *Essentials of Economics, 3e* to provide a fresh alternative for the survey course. The result is a patient, substantive treatment of micro and macro topics appropriate for the introductory economics student, and fully integrated in the digital environment to provide instant remediation and feedback through McGraw-Hill's innovative assessment tool *Connect Plus Economics*. McGraw-Hill's adaptive learning component, *LearnSmart*, provides assignable modules that help students master core concepts in the course. The popular *DISCOVERING COMPUTERS ESSENTIALS* is now revised, based on customer feedback, to reflect the evolving needs of today's Introductory Technology students. This exciting new edition maintains proven hallmarks that ensure students know what they need to be successful digital citizens in college and beyond. This edition offers the latest coverage of today's digital world with an emphasis on enterprise computing, ethics, Internet search skills, mobile computing, various operating systems, browsers and security. Critical thinking and problem-solving exercises throughout the text reinforce key skills, while end-of-chapter activities provide hands-

*on practice. DISCOVERING COMPUTERS ESSENTIALS provides the content your students need, presented in a way that ensures their success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.*

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