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Demonstrates the operating system's features, covering managing files, installing programs, troubleshooting, networking, and security.

The Perfect Preparation and Review Resource MCSA/MCSE: Windows XP Professional Fast Pass is the streamlined tool you need to hone in on critical XP information at this key stage in the certification process (exam 70-270). The enclosed CD lets you practice, practice, practice, and you'll keep the book at your side right up until you begin the exam. Coverage includes: Installing Windows XP Professional Implementing and conducting administration of resources Implementing, managing, monitoring, and troubleshooting hardware devices and drivers Monitoring and optimizing system performance and reliability Configuring and troubleshooting the desktop environment Implementing, managing, and trou-

bleshooting network protocols and services Configuring, managing, and troubleshooting security Note:CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

Explains how to configure Windows XP for maximum control and flexibility, work effectively with the Registry, take advantage of the built-in firewall, and troubleshoot problems.

An essential resource for anyone who wants to get up and running with this popular video-editing application, from amateur and hobbyist filmmakers to professionals who want to explore the possibilities of editing on a PC Explains how to shoot good footage, get digital video onto a PC, set up a Premiere production studio, edit clips, add effects, work with audio, and output the finished product or share it online Released day and date with the new software version, the book covers the latest Premiere features and improvements Keith Underdahl, the author of Digital Video For Dummies (0-7645-4114-5) and other books on digital video,

has broad experience as both an amateur videographer and professional video producer

**The Only Windows XP Home Edition Resource You Need—Now Completely Updated** Here's the insider knowledge you need to maximize Microsoft's powerful home operating system, whether you're moving straight to XP or upgrading from Windows 98 or Me. This encyclopedic guide delivers full coverage of every topic from installation and multimedia, to security and networking. Beginners can start off by using Windows XP on a stand-alone computer and connecting to the Internet, while experienced users can quickly build and secure a home network, work with the Registry to change XP's behavior, and optimize and troubleshoot Windows XP. Coverage includes: Upgrading from Windows 98 or Me Taking full advantage of XP multi-user support Customizing Windows XP Installing, removing, and running programs Sharing files securely--or keeping them private Adding hardware and installing drivers Connecting your computer or network to the Internet Sending secure e-mail and minimizing spam Communicating via the latest versions of Windows Messenger Using Windows Firewall Getting and giving help via the Internet Enjoying audio, video, and DVDs with Windows Media Player 10 Burning audio and data CDs Building a secure home network Using Microsoft PowerToys Using VPNs and connecting to a company network Setting up wireless networks with Wi-Fi Protected Access (WPA)

Windows XP is the most popular operating system on the planet--and the most annoying. From incomprehensible error messages to inexplicable crashes, from wonky wireless setups to just finding a file, Windows can make your computing life a night-

mare. But thanks to *Fixing Windows XP Annoyances*, you can banish the bugs, speed up operations, and just make Windows work right. Inspired by author David Karp's *Windows XP Annoyances for Geeks*, this all-new tome pulls together tips, tricks, insider workarounds, and fixes for PC novices and pros, in a handy, accessible Q&A format that lets you find the solutions in a flash. *Fixing Windows XP Annoyances* will not only increase your productivity but lower your blood pressure. Karp's new book covers: Setup and Hardware-Update Windows, reinstall Windows safely, speed up start up, resolve driver-hardware conflicts, and more. Windows Interface-Navigate quickly, fix screen resolution problems, customize the desktop, and switch applications more quickly. Windows Explorer-Force XP's file & folder management application to remember your view settings, save your default application choices, and get XP's Search tool to behave. Multimedia-Having a problem playing a video or burning a CD? Want to do more with your digital photo collection? We have the answers. Web and Email-Get a handle on spyware, spam and pop-ups; protect your privacy online; learn how to improve your online experience. Wireless and Home Networking-Connect all your PCs; share Internet connections; share files and drives securely; make your wireless network purr; share network printers; and more. If you're having a problem, just look through the Table of Contents for the annoyance that most closely matches your problem, or feel free to start thumbing through the pages. You'll likely find a fix to a problem you didn't even know could be solved.

This is the perfect study guide to help readers pass the first exam in Microsoft's four core OS exams. With this book, readers master the skills and concepts necessary to address exam objectives in-

cluding planning, installation, configuration, administration, support, security, and troubleshooting of Windows XP Professional. Describes how to fix glitches found on a PC, covering such topics as email, Microsoft Windows, the Internet, Microsoft Office, hardware, and music and video.

Offers a tutorial showcasing Window's newest release while reviewing such Windows basics as installation and customization, document and file management, networking, e-mail, and multimedia features.

The all-in-one guide to buying, using, securing, and transporting a laptop—it's ten books in one! If you want to take a computer with you on a trip, to a coffee shop, or into the kitchen when you're cooking, laptops are just the ticket. They're portable, powerful, and popular—but they're not desktops, so you'll want to know what you're doing from the get-go. This terrific, ten-minibooks-in-one book covers all the bases: how to choose the best laptop for you, what you need to know when you're on the road, how to get more productive and more. Shows you how to keep your laptop running smoothly and safely at home, at work, in the classroom, and on the road Includes ten books in one: Choosing the Best Laptop, Setting Up Your Laptop, Running Basic Windows Operations, Using Common Applications, Playing with Multimedia, Managing Your Power Supply, Upgrading Your Laptop, Networking and Linking to the Internet, Protecting Your Laptop, and Troubleshooting Common Problems Offers advice and tips on using your laptop safely and efficiently, including what accessories you need Reflects the very latest technologies, including Windows 7 and the new Microsoft Office 2010 This easy-to-follow For Dum-

mies guide tells you everything you need to know about laptops! Windows 8 has been described by Microsoft as its 'boldest' Windows release ever and the 8.1 update enhances the paradigm further. Beginning Windows 8.1 takes you through the new features and helps you get more out of the familiar to reveal the fullest possibilities for this amazing new operating system. You will learn, with non-technical language used throughout, how to get up and running in the new Windows interface, minimize downtime, maximize productivity, and harness the features you never knew existed to take control of your computer and enjoy the peace of mind and excitement that comes with it. From tips and tweaks to easy-to-follow guides and detailed descriptions, this book takes you inside Windows 8.1 to discover the true power and flexibility that lies within, and guides you at your own pace through getting the very best from it.

Discusses how to install, run, and configure Windows XP for both the home and office, explaining how to connect to the Internet, design a LAN, and share drives and printers, and includes tips and troubleshooting techniques.

Faster, stronger, better than it was before – this is the only Windows XP book readers will ever need!

Diagnose and solve your PC problems with this easy-to-understand guide Written by veteran For Dummies author Dan Gookin, this straightforward guide shows you how to diagnose and solve the most common hardware and software problems your PC may encounter. In addition, he presents advice for preventing PC problems in the first place and clearly explains how to create a safe and secure PC environment. Walks you through ways to diag-

nose the most common PC hardware, software, and operating system problems Offers clear and easy-to-understand solutions for confidently handling these problems Shares valuable advice about maintaining your system to maximize its lifespan Reviews an array of useful tools Covers Windows Vista, Windows 7, and Internet Explorer 8 Troubleshooting & Maintaining Your PC All-in-One For Dummies, 2nd Edition helps you to confidently handle whatever PC problems you may encounter.

Provides information to diagnose and repair a variety of PC problems, including troubleshooting Windows, printers, multimedia devices, I/O ports, and Internet connections.

If you need Windows XP solutions fast, then this book is for you—whether you're new to Windows XP or you need help dealing with the applications that come with it. Open the book and you'll discover clear, easy-to-follow instructions for more than 250 key Windows XP tasks, each presented in ten quick steps—or less. Easy-to-navigate pages, lots of screen shots, and to-the-point directions guide you through every common (and not-so-common) Windows XP challenge—and help you get more done in less time. \* Each solution is ten steps—or less—to help you get the job done fast \* Self-contained two-page spreads deliver the answers you need—without flipping pages \* A no-fluff approach focuses on helping you achieve results \* A resource packed with useful and fun ways to get the most out of Windows XP

Is your computer slow? Is it "buggy"? Would you like it to run like it did when it was new, or better? Then "Reinstalling Windows XP Step-by-Step" is your solution! There's no need to pay the high price computer service businesses charge to reinstall Windows XP

for you or lose control of your data by turning it over to strangers. You will be guided with pictures and text through each step of the process of backing up your data and drivers, reinstalling/updating Windows XP, and restoring backed up data and drivers. This is done without technical jargon, and it's easy to read and follow. Also included is a checklist that may be photocopied and checked off as you complete each step of the installation process. Restore your computer to new or better condition today and save!

If you're a part of the business world, chances are that you need to use a laptop for mobile computing. Newly revised and updated to serve as a valuable guide for anyone who operates a laptop computer, Laptops for Dummies Quick Reference, 2nd Edition is an indispensable guide that's perfect for when you're on the road. You'll learn how to select the perfect laptop to take with you on the road and you'll find out how to install or activate WiFi, Bluetooth, wired Ethernet, satellite, and other communication media to keep you connected to the business world. Now you can make sure that you will choose the best software for mobile computing and manage all your files and accounts safely and securely. You'll be prepared to fix or work around common hardware and software failures so that you can proceed with your tasks. You will: Become familiar with all your laptop's components Organize and manage files and accounts Deal with repairs, unusual or non-standard power sources, and alternate means of communication Properly equip your laptop carrying case with tools and resources Add software tools to synchronize and update files between a laptop, a PDA, and a desktop or office server In addition to the basics, learn keyboard shortcuts for Word, Excel, and Powerpoint, find troubleshooting advice, and cool things you can add

to your laptop in *Laptops for Dummies Quick Reference, 2nd Edition*, a convenient and handy guide!

Describes the features and functions of Microsoft Windows XP, covering such topics as working with programs, managing files, exploring the Internet, working with pictures, and using Movie Maker.

Windows is the number one operating system in the world. There's a lot to Windows XP, with office productivity applications, multimedia features, the Internet, and security upgrades. Now and then, you probably wish you could call Tech Support. That's when you'll be grateful to have nine books about Windows XP in one — *Windows XP All-in-One Desk Reference For Dummies, Second Edition*. It replaces a whole shelf of reference books and covers Windows XP basics Customization The Internet Internet Explorer Microsoft Network Hardware Multimedia Windows Media Center Wired and wireless networks Fully updated with the latest information on Microsoft's improved security features, the newest on multimedia applications and Windows Media Center, and plenty of additional stuff to help you decide about broadband Internet connections, this edition of *Windows XP All-in-One Desk Reference For Dummies* makes Windows XP manageable. It helps you Get started with Windows XP, search for files, use shortcuts, deal with common problems, and take advantage of built-in help Customize your desktop, menus, icons, and startup programs Protect your PC by using Windows Firewall, appropriate virus protection, and other security measures Compare browsers, connect to the Internet, choose the right e-mail program, and manage newsgroups and chats Work with digital images, download and play music, burn CDs, find out about digital camcorders, and create

movies with Movie Maker Decide whether a Media Center PC is right for you Create a home network and troubleshoot any problems that come up With thumbtabs that make it easy to find what you're looking for and the famous For Dummies cheat sheet in the front, this book is designed to make life with Windows XP a lot easier, happier, safer, and a whole lot more fun.

If you're thinking about creating or maintaining Web sites, you're likely to turn to Dreamweaver, the de facto software tool of choice for Web design today. What could be a chore, however, becomes a fun and fascinating challenge with this comprehensive yet clever guide. Author Geoff Blake turns a technical topic into an entertaining one by using conversational language, plenty of humor, facts, and tips to make Dreamweaver accessible to everyone. Behind all the jokes, however, is a wealth of information: After showing how Dreamweaver fits into the overall Web design puzzle, Geoff quickly gets down to building a basic Web site, by teaching good, 21st century work habits and providing step-by-step instructions for building pages from the very beginning with CSS styles and library items. With that knowledge under your belt, you'll be ready to tackle the advanced functionality (including behaviors, multimedia, and templates).

- Over 38 percent of all seniors in the U.S. now use the Internet. - Covers the most popular activities seniors enjoy - Facebook, GoogleSearch, and more!

Here's the book you need to prepare for the Installing, Configuring, and Administering Microsoft Windows XP Professional exam (70-270). This Study Guide was developed to meet the exacting requirements of today's certification candidates. In addition to

the consistent and accessible instructional approach that made Sybex the preferred choice for certification exam candidates, this book provides: Practical information on installing, configuring, and administering Windows XP Professional Updated and expanded information on key exam topics, including new Service Pack 2 enhancements Leading-edge exam preparation software, including a testing engine, electronic flashcards, and simulation software Authoritative coverage of all exam objectives, including: Installing Windows XP Professional Implementing and conducting administration of resources Implementing, managing, and troubleshooting hardware devices and drivers Monitoring and optimizing system performance and reliability Configuring and troubleshooting the desktop environment Implementing, managing, and troubleshooting network protocols and services Implementing, monitoring, and troubleshooting security

Peter Norton's Complete Guide to Microsoft Windows XP is a comprehensive, user-friendly guide written in the highly acclaimed Norton style. This unique approach teaches the features of Windows XP with clear explanations of the many new technologies designed to improve your system performance. The book demonstrates all of the newest features available for increasing your OS performance. You will find Peter's Principles, communications, networking, printing, performance, troubleshooting, and compatibility tips throughout the book. Whether you're just starting out or have years of experience, Peter Norton's Guide to Microsoft Windows XP has the answers, explanations, and examples you need.

The Complete Idiot's Guide® to Windows XP is not a book for nerds, geeks, or anyone else who regards a pocket protector as

the height of fashion. Instead, this book is aimed squarely at people who, through no fault of their own, have ended up with Windows XP installed on their computer and they want some guidance on how to tame this new beast. This completely revised edition covers both Windows XP Home Edition and Windows XP Professional. It includes all the new Windows XP features, including the new interface, the latest versions of Internet Explorer and Outlook Express, Windows Media Player 8, the new digital media features, and more.

Computers were supposed to save us time, but Windows XP users know how often the opposite seems to be true. What if you could get a list of shortcuts that would save you time every single day? Windows XP Timesaving Techniques For Dummies, 2nd Edition includes 70 of them, great tips and tricks that make Windows work faster, more reliably, and more like the way you work. Collected and tested by Windows guru Woody Leonhard, these time-savers are organized into groups of related tasks so you can quickly find the ones that will help you at any given time. You can set up your desktop and launch your programs in the way that makes sense for you, take back control of the Internet and e-mail, manage your music and visual media, and protect your system in a few simple steps. You'll find no-nonsense advice on eliminating irritating programs that start automatically Speeding up the restart or shutdown process Streamlining searches, the Start menu, and Outlook Express Strengthening your firewall and zapping scumware Adjusting your monitor to reduce eyestrain Reducing download time for photos Enhancing the performance of your network Making online shopping faster as well as safer Scheduling maintenance chores to run while you sleep From the most basic

to somewhat advanced tricks designed for power users, this grocery list of timesavers has something for every Windows XP user—including you!

A guide to Windows XP covers all aspects of the operating systems, including personalizing the desktop, managing files, using Windows Media Player, scanning, wireless networking, online security, and creating Web pages.

Windows is the world's most popular operating system, and Windows For Dummies is the bestselling computer book ever. When you look at Windows XP For Dummies, 2nd Edition, it's easy to see why. Here's all the stuff you want to know, served up in plain English and seasoned with a few chuckles. But make no mistake, this book means business. Author Andy Rathbone listened to what you wanted to know, and this edition is loaded with additional information about E-mail, faxing, and troubleshooting Maximizing security features Customizing and upgrading Windows XP Multimedia applications—CDs, digital music and photos, video, and more Answers to questions asked by thousands of Windows users If you're just getting started with Windows XP, you'll find Windows XP For Dummies, 2nd Edition is a lot easier than trying to get the fourth-grader next door to explain it to you. (Andy Rathbone is a lot more patient.) There's a whole section devoted to "Windows XP Stuff Everybody Thinks You Already Know," so you can get the hang of the basics quickly and in the privacy of your own home. And if you've been around a couple of generations of Windows, you'll be especially interested in how to squeeze maximum security from the beefed-up anti-spam and firewall features in Service Pack 2. Windows XP For Dummies, 2nd Edition is sort of like a buffet—you can sample everything, or just stick with the

stuff you know you like. You'll find out how to Locate programs and files, organize your information, and fax, scan, or print documents Get online safely, send and receive e-mail, work with Internet Explorer's security toolbar, and steer clear of pop-ups, viruses, and spam Make Windows XP work the way you want it to, share your computer while maintaining your privacy, set up a network, and perform routine maintenance Transfer and organize pictures from your digital camera, edit digital video, and create custom CDs of your favorite tunes Use Windows XP's troubleshooting wizards and become your own computer doctor With its task-oriented table of contents and tear-out cheat sheet, Windows XP For Dummies, 2nd Edition is easy to use. You can quickly find what you want to know, and you just may discover that this book is as important to your computer as the power cord.

Explains how to get accustomed to the new operating system and master its features, covering topics such as using menus and control panels, networking multiple PCs, and finding lost files.

While what you create using your computer is a unique expression of who you are, how you use your computer probably isn't. Nearly every Windows XP user follows the same Start menu path to launch programs, uses the same standard techniques in programs like Windows Explorer and Outlook Express, and performs the same customizations that don't go much beyond changing the wallpaper. However, there are those of us who qualify as the "post-novice" user, who think that doing things the "official" way is too slow, less efficient and less powerful than there is potential for with Windows XP. Microsoft Windows XP Unleashed will take you beyond the standard-issue default settings and program

wizards to shortcuts, new customization techniques, workarounds for common problems, and warnings on how to avoid the pitfalls of Windows XP, including those associated with Service Pack 2. Along the way, you'll learn about all kinds of insider details, undocumented features, powerful tools, and background facts that help put everything about Windows XP into perspective.

The book will instruct the advanced user on how to exploit all of the features of XP, creating a finely tuned system, optimized for top-notch performance. Comprehensive coverage of Windows XP Professional. Features secrets to optimization with explanations not normally found in user manuals accompanying software. Coverage of advanced topics to benefit the IT Professional. Terry guides the advanced reader through nearly every Windows XP topic imaginable giving ideas and solutions practical to typical problems encountered by professionals. Here are a few examples: installations, use, and maintenance; performance tuning; optimizing memory; detailed registry info; pushing hardware

profiles to their limits; XP system tools; how to build network bridges between Dissimilar operating systems; working with compatibility modes to enable older o/s to interact with XP; device driver rollback; automatic driver up20011219; ensuring perfect printing always; maximizing XP for the Internet and intranets, and security, and more! As a consultant, Terry Ogletree travels the world, consulting with major corporations on nearly every imaginable computer topic, from disaster recovery to operating systems. His clients include Bristol-Myers Squidd, Digital Equipment and AT&T. Terry is well known for his magazine articles and devotion to writing computer books. Recent publications include: Windows NT Server 4.0 Networking (Vol. 4 of Sams Windows NT 4 and Website Resource Library) Sams Computer Publishing, 1997, 0672309947; Practical Firewalls (Que Publishing, June 2000), 0789724162, Upgrading and Repairing Networks, Second Edition (Que Publishing, December 1999), 0789720345, and The Complete Idiot's Guide to Creating Your Own CDs (Que/Alpha Books), 0789724928.