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Umbraco User's GuideIntegrating LibGuides into Library WebsitesThe Rough Guide to Digital PhotographyMicrosoft Sharepoint 2010 End User GuideThe Definitive Guide to SquarespaceThe Leading-Edge Manager's Guide to Success, with WebsiteBuilding Museum BoardsCreating a Website: The Missing ManualFedora 14 User GuideIBM Lotus Notes 8.5 User GuideSoftware Configuration Management Implementation RoadmapManual of Digital Museum PlanningOffice and SharePoint 2007 User's GuideCodeIgniter 2 CookbookJoomla! 1.6Joomla! 1.5SharePoint User's GuideExecutive TransitionsAdventures in Raspberry PiThe Complete Idiot's Guide to Creating a WebsiteCreating Composite Application Pattern Models for IBM PureApplication SystemUltimate Guide to Optimizing Your WebsitePrestaShop 1.6 User GuideThe Definitive Guide to PylonsThe Chicago Manual of StyleSharePoint 2003 User's GuideOwner's Guide to a Small Business WebsiteCPANEL User Guide and TutorialStrategic Thinking and PlanningTeaching with Zoom 2: An Advanced Users GuideSharePoint 2007 User's GuideThe Complete Guide to Using Google in LibrariesUser Story MappingMCTS Windows SharePoint Services 3.0 Configuration Study GuideIntegrated environmental management systems company manual template for small business.The Leadership PartnershipThink Like a UX ResearcherEqualizer Programming and User GuideAmazon S3 CookbookOffice and SharePoint 2010 User's Guide

SharePoint 2007 User's Guide: Learning Microsoft's Collaboration and Productivity Platform is the follow-up edition to the successful SharePoint 2003 User's Guide (Apress, 2005). This book provides guidance about the new workflows, interface, and other technologies within SharePoint 2007. Authors Seth Bates and Tony Smith describe SharePoint in a variety of environments. They have the expertise and ability to proffer an eminently useful guide for anyone working with SharePoint technologies in any capacity.

The official "Fedora 14 User Guide" is focused on the end-user looking to accomplish standard desktop computer user tasks, such as browsing the web, reading and sending email, and doing office productivity work.

Over 30 hands-on recipes that will get you up and running with Amazon Simple Storage Service (S3) efficiently About This Book Learn how to store, manage, and access your data with AWS SDKs Study the Amazon S3 pricing model and learn how to calculate costs by simulating practical scenarios Optimize your Amazon S3 bucket by following step-by-step instructions of how to deliver your content with CloudFront, secure the S3 bucket with IAM, and lower costs with object life cycle management Who This Book Is For This book is for cloud developers who have experience of using Amazon S3 and are also familiar with Amazon S3. What You Will Learn Host a static website on Amazon S3 Calculate costs with AWS Simple Monthly Calculators Deploy a static website via CloudFormation Distribute your content via CloudFront Secure resources with bucket policies and IAM Protect objects using server-side and client-side encryption Enable Cross-Origin Resource Sharing Manage objects' life cycles to lower costs Optimize performance for uploading as well as downloading objects Enable S3 event notifications and create Lambda functions Manage common operations with AWS SDKs In Detail Amazon S3 is one of the most famous and trailblazing cloud object storage services, which is highly scalable, low-latency, and economical. Users only pay for what they use and can store and retrieve any amount of data at any time over the Internet, which attracts Hadoop users who run clusters on EC2. The book starts by showing you how to install several AWS SDKs such as iOS, Java, Node.js, PHP, Python, and Ruby and shows you how to manage objects. Then, you'll be taught how to use the installed AWS SDKs to develop applications with Amazon S3. Furthermore, you will explore the Amazon S3 pricing model and will learn how to annotate S3 billing with cost allocation tagging. In addition to this, the book covers several practical recipes about how to distribute your content with CloudFront, secure your content with IAM, optimize Amazon S3 performance, and notify S3 events with Lambda. By the end of this book, you will be successfully implementing pro-level practices, techniques, and solutions in Amazon S3. Style and approach A step-by-step practical guide that will show you how to efficiently store, manage, and control your data in Amazon S3.

The Best Easy-to-Use Guide to Joomla!™ – The World's #1 Open Source Content Management System If you want to build sophisticated websites that can be easily edited and updated, you need to master Joomla. Now there's an easy-to-read, easy-to-use guide to Joomla for every site manager, administrator, and developer. Leading Joomla consultant Barrie North covers all you need to get results: installation, administration, site organization, template development, content updates, and a whole lot more. You'll find tips, tricks, and troubleshooting solutions, as well as three start-to-finish case studies. New to Joomla? No problem! This book starts with the simplest design and system concepts, and builds your expertise step-by-step. You'll rapidly master Joomla's power, even if you have no content management, scripting, or CSS expertise. Experienced with Joomla? You'll turn this book constantly for its authoritative, plain-English, example-rich Joomla 1.6 reference content.

- Understand content management, what Joomla does, and how its components fit together
- Build Joomla sites from scratch and systematically customize them to your needs
- Create modern, pure CSS Joomla 1.6 templates using popular grid frameworks
- Use Joomla 1.6's nested categories to organize content and articles
- Create dynamic pages and effective navigation
- Work with Joomla modules and components
- Learn how to optimize your Joomla sites for search engines
- Follow three start-to-finish case studies: building a school website, a small business site, and a blog
- Identify the most valuable Joomla extensions and add-ons: find them and use them

The Manual of Digital Museum Planning is a comprehensive guide to digital planning, development, and operations for museum professionals and students of museums studies and arts administration. In the tradition of Lord Cultural Resource's renowned manuals, this book gives practical advice on how digital can enhance and improve all aspects of the museum. With chapters written by experienced professionals working at leading institutions such as the British Museum, the Metropolitan Museum of Art, the Indianapolis Museum of Art, Bristol Culture, the Canadian Museum for Human Rights, and others, The Manual of Digital Museum Planning is an easy-to-understand, step-by-step guide for anyone planning a new museum, a museum expansion, or a new project in the Digital Age. Part 1 explains how digital technologies are transforming museums and their value proposition Part 2 explores how adopting a user-

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centric, omnichannel approach creates new relationships between museums and communities Part 3 offers a guide to integrating digital into the workflow of museums- from data analytics, to user experience design to project management Part 4 identifies the business models, infrastructure and skills and competencies for the digital museum, Each chapter culminates in ' summary takeaways ' for easy recall, and key words are defined throughout. A glossary and reference list are also included as an accessible resources for readers.

In Executive Transitions, the printed manual and customizable web-based templates take boards through each step, from announcing the previous director ' s departure and considering interim leadership options to screening and interviewing candidates, conducting reference and background checks, and extending an offer.

This book and the accompanying templates will model the kind of thinking that is required not only to create a strategic plan that is tailored to each institution, but also to stay focused on the strategic aspects of governance while implementing that plan.

You can easily create a professional-looking website with nothing more than an ordinary computer and some raw ambition. Want to build a blog, sell products, create forums, or promote an event? No problem! This friendly, jargon-free book gives you the techniques, tools, and advice you need to build a site and get it up on the Web. The important stuff you need to know: Master the basics. Learn HTML5, the language of the Web. Design good-looking pages. Use styles to build polished layouts. Get it online. Find a reliable web host and pick a good web address. Use time-saving tools. Learn free tools for creating web pages and tracking your visitors. Attract visitors. Make sure people can find your site through popular search engines like Google. Build a community. Encourage repeat visits with social media. Bring in the cash. Host Google ads, sell Amazon ' s wares, or push your own products that people can buy via PayPal. Add pizzazz. Include audio, video, interactive menus, and a pinch of JavaScript.

Accompanied by a CD-ROM containing JavaScript and a host of templates, a helpful introduction to creating a successful webpage covers everything from design and publishing a site to automating and publicizing it, discussing such topics as streaming video and audio, e-commerce, custom surveys, forms, polls, and discussion groups. Original.

Practical, commonsense advice on becoming an effective leader Examining the baggage that most managers have and then helping them to understand the personal traits that can limit their potential, this book guides you through the pathway of self development, then takes you through management and leadership better practices, providing many implementation tools. All you need to know when getting prepared for a 'management role' How to develop 'conquest leadership' attributes Traits to make you a 'winning' CEO Latest thinking on KPIs, quarterly rolling planning, decision based reporting and performance related pay How to create Winning Management and Leadership Habits Examines how to become More Financially Aware This book is a very practical guide with templates, 'how to do it tools', stories about gifted leaders, checklists and examples and is devoid of all intellectual arguments on management. With directional guidance on what managers need to know in order to be able to manage and lead others, The Leading-Edge Manager's Guide to Success helps managers and 'managers to be' as they climb the 'management mountain.'

Searchable electronic version of print product with fully hyperlinked cross-references.

Utilize the power of Squarespace to create custom professional websites. Learn the principles and tools used by Squarespace ' s most successful web professionals to take your skills to the next level. Beginning with an overview of the Squarespace interface and template selection guidelines, this book shows you how the key web languages work together within Squarespace. You'll also see how to use the Custom CSS Editor, Code Injections, and Code Blocks to customize Squarespace templates and how the Style Editor selections affect the template's structure. Learn the accommodations that must be made in JavaScript for the customizations to work correctly in AJAX-based templates. Finally, discover what Developer Mode is, how to use it, and when to use it. The Definitive Guide to Squarespace is the only book you need to get up and running with Squarespace web development. What You'll Learn Choose the right selectors for your CSS or JavaScript customization. Understand what AJAX is and how it impacts the templates that use it. Explore the structure of Squarespace templates Who This Book Is For Web designers, developers, digital marketers, and advanced personal-use users

The first guide to show you how to power your site using Umbraco. More companies are turning to the power and simplicity of Umbraco's web content management system to build robust, customized sites. Written by leaders in the Umbraco community, this invaluable guide takes you through every aspect of this open source tool. Code samples using XHTML, CSS, XSLT, and C# are integrated throughout the pages to illustrate key concepts that you can apply. As you work through the chapters, you'll progress from building a basic Umbraco site to a sophisticated one that meets the needs of your organization. Umbraco User's Guide: Explains how to install Umbraco and walks you through its XML structure Discusses how to create templates while building your understanding of layouts Offers best practices for developing content, designing types, organizing templates, and using the rich text editor Walks you through XSLT and .NET controls Helps you build sample applications and troubleshoot any issues that arise Covers how to create your own classified ads site by combining document types, templates, styles, macros, and more

Integrating LibGuides into Library Websites introduces ideas and options for both newer users and administrators. This book covers responsive, mobile-first web design, and provides overviews and in-depth information for LibGuides authors and administrators. Topics covered include: Introduction: If you ' re new to LibGuides, learn the ins and outs as well as how to maximize functionality through the use of the new version and LibApps Administration and Management: Learn about the administrator ' s role in LibGuides and how you foster cooperation and integration between content creators and users Usability and Accessibility: Using theoretical and concrete ideas, improve LibGuides content and user experience Pedagogy: Through tips and best practices, learn how to enhance the classroom experience by incorporating LibGuides into teaching Level-up your LibGuides content with improved accessibility and usability. Imbue your LibGuides instructional support with sound pedagogical theory. It ' s great to have a useful, accessible site as a starting point. Take your LibGuides to the next level using sound pedagogical design and practices. Through detailed instructions and real life examples, this authoritative LITA Guide provides you with the tools and knowledge to enhance and invigorate your LibGuides experience.

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This IBM® Redbooks® publication describes how IBM PureApplication™ System supports the creation of virtual systems and virtual applications. PureApplication System does so using a pattern model that enables you to take advantage of predefined, pre-configured, and proven middleware topologies and deployments. This book also presents an abstraction level that focuses on functional capabilities and applications, completely encapsulating the underlying middleware. It describes in detail the model and the associated frameworks in PureApplication System, as well as a methodology and approach toward designing and implementing a custom pattern model. This book shows concrete implementation examples that you can use when creating your own pattern model, paired with a collection of leading practices. This IBM Redbooks publication gives critical guidance to, and serves as a reference for, independent software vendors (ISVs) who want to create patterns for their packaged applications on PureApplication System. Clients who want to extend and enhance their existing patterns can also use this book.

The Leadership Partnership is volume two in the Museum Trustee Association's Templates for Trustees series. The book and customizable web-based templates feature tools that help boards to consider their options, identify their priorities, and plan their actions at this critical moment in a museum's life cycle. In addition to the manual and on-line website, purchasers have access to the ongoing assistance of MTA staff. As nonprofit management becomes more challenging, thinking about the relationship between the board and the director is evolving. The bright line between the board's responsibility for policy and the staff's responsibility for management is blurring. The Leadership Partnership explores and supports this critical partnership between the executive director and the board and helps leadership develop strategies and approaches appropriate for the individual institution. A series of online surveys allows board members to look at their own performance, that of the board as a whole and that of the executive director across ten critical areas of museum management: mission, vision and strategy; professional development, board operations, individual relationships, oversight, finances and fundraising, collections, facilities, and public engagement. The final template guides users into turning the findings from the surveys into a leadership plan, to be presented and discussed with the board.

The first and only Study Guide for the MCTS Windows SharePoint Services 3.0 Configuration Exam (70-631) Windows SharePoint Services 3.0 is a free collaborative tool that allows you to share and organize documents, contacts, and calendars; create polls; moderate the content of lists and share libraries; and more. Exam 70-631 tests your knowledge of SharePoint Services 3.0 and this book sharpens your skills as you prepare to take Exam 70-631. Packed with chapter review questions, real-world scenarios, and hands-on exercises, this study guide also readies you for specific aspects of Exam 70-631, including: deploying Windows SharePoint Services 3.0, monitoring SharePoint Services, configuring security for SharePoint Services, administering SharePoint Services, managing customization, and configuring network infrastructure for SharePoint Services. First and only study guide to cover MCTS Windows SharePoint Services 3.0 Configuration Exam (70-631) Examines deploying, monitoring, and administering SharePoint Services, which are specific topics featured in Exam 70-631 CD features two practice exams, electronic flashcards, interactive chapter review questions, and the book in a searchable PDF With this unique study guide, you'll be armed and ready as you prepare to take Exam 70-631. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

The Best Easy-to-Use Guide to Joomla!™--The World's #1 Open Source Content Management System If you want to build sophisticated websites that can be easily edited and updated, you need to master Joomla. Now there's an easy-to-read, easy-to-use guide to Joomla! for every site manager, administrator, and developer. Leading Joomla! consultant Barrie North covers all you need to get results: installation, administration, site organization, template development, content updates, and a whole lot more. You'll find tips, tricks, and troubleshooting solutions, as well as three start-to-finish case studies. New to Joomla? No problem! This book starts with the simplest design and system concepts and builds your expertise step-by-step. You'll rapidly master Joomla!'s power, even if you have no content management, scripting, or CSS expertise. Experienced with Joomla!? You'll turn to this book constantly for its authoritative, plain-English, example-rich Joomla! 1.5 reference content. Understand content management, what Joomla! does, and how its components fit together Build Joomla! sites from scratch and systematically customize them to your needs Organize content with sections, categories, blogs, and tables Create dynamic pages and effective navigation Work with Joomla! modules and components Learn how to optimize your Joomla! sites for search engines Follow three start-to-finish case studies: building a school website, a small business site, and a blog Identify the most valuable Joomla! extensions and add-ons: find them and use them About the Website The accompanying site, www.joomlabook.com, provides five fully functional Joomla! sites with live follow-along examples from the book and up-to-date information on Joomla!.

There's nothing like teamwork for making progress on a project, but sharing information and building on each other's successes can be challenging when your team is scattered across the miles. Microsoft's SharePoint helps teams and organizations close the distance. With SharePoint, groups construct web sites specifically for collaboration--sites where individuals can capture and share ideas, and work together on documents, tasks, contacts, and events. It's the next best thing to being in the room together. Unfortunately, much of the documentation for SharePoint is written to help system administrators get it up and running, which often leaves end users in the dark. The SharePoint User's Guide takes another approach: this quick and easy guide shows you what you need to know to start using SharePoint effectively and how to get the most from it. You'll learn how to create sites that your organization can use to work together or independently, from an end user's point of view. Now, even beginners can learn how to: access sites that are already set up create new sites personalize sites use the document and picture libraries for adding and editing content add discussion boards and surveys to a site enhance security You'll learn how you can receive alerts to tell you when existing documents and information have been changed, or when new information or documents have been added. You can even share select information with partners or customers outside your organization. No one that uses SharePoint collaboration services can afford to be without this handy book. The SharePoint User's Guide is designed to help you find answers quickly, explaining key concepts and major points in straightforward language. With SharePoint, any team or organization can overcome geographic or time-zone challenges, and the SharePoint User's Guide will show them how.

The official reference for developing and deploying parallel, scalable OpenGL applications based on the Equalizer parallel rendering framework.

SCM practices are recognised as core functional areas in assisting a project team to identify, control, audit, and report on all

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configuration items of a project. Consequently they are then better able to control changes to the working environment. Moreira presents a totally unique book, offering a "how-to" guide for SCM implementation for commercial and technology fields. A thoroughly practical approach; this guide includes examples and instruction of SCM tasks. This book has an easy to follow set of tasks that can be customized to assist a SCM professional in implementing SCM in a more efficient and expedient manner while also imparting SCM knowledge. Provides a customisable step-by-step process in implementing SCM Discusses typical SCM activities at project level and includes source control, change control, problem management, etc. An accompanying website contains templates, procedures and other materials to aid understanding and encourage the practical applications of the material discussed throughout www.wiley.com/go/moreira_software/ Anyone who has to implement SCM in his/her company at every level will need this book and find its practical approach useful

"Get the most from cPanel with this easy to follow guide."--Resource description p.

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A practical hands-on user guide and eBook with time saving tips and comprehensive instructions for using Lotus Notes effectively and efficiently.

Think Like a UX Researcher will challenge your preconceptions about user experience (UX) research and encourage you to think beyond the obvious. You'll discover how to plan and conduct UX research, analyze data, persuade teams to take action on the results and build a career in UX. The book will help you take a more strategic view of product design so you can focus on optimizing the user's experience. UX Researchers, Designers, Project Managers, Scrum Masters, Business Analysts and Marketing Managers will find tools, inspiration and ideas to rejuvenate their thinking, inspire their team and improve their craft. Key Features A dive-in-anywhere book that offers practical advice and topical examples. Thought triggers, exercises and scenarios to test your knowledge of UX research. Workshop ideas to build a development team's UX maturity. War stories from seasoned researchers to show you how UX research methods can be tailored to your own organization.

In this book, cofounder and lead developer James Gardner brings you a comprehensive introduction to Pylons, the web framework that uses the best of Ruby, Python, and Perl and the emerging WSGI standard to provide structure and flexibility. You'll learn how to create your own Pylons-driven web site and attain the mastery of advanced Pylons features. You'll also learn how to stretch Pylons to its fullest ability, as well as share Gardner's unique insight and extensive experience in developing and deploying Pylons for a wide variety of situations.

Building Museum Boards guides the governance committee through every step of the nomination and board-building process including identifying prospective members; crafting job descriptions for individuals and committees; compliance with conflict of interest standards; and orienting and activating board members.

Presented in a recipe-based format, you are led step-by-step through each aspect of CodeIgniter, allowing you to dip in and out as you choose. CodeIgniter 2 Cookbook is for intermediate to advanced PHP developers who want to begin using the powerful CodeIgniter framework to create web applications. Familiarity with CodeIgniter isn't essential, but it will be useful if you have been introduced to the framework before.

Taking the basics to the business with no-coding solutions for SharePoint 2010 using this book and eBook.

User story mapping is a valuable tool for software development, once you understand why and how to use it. This insightful book examines how this often misunderstood technique can help your team stay focused on users and their needs without getting lost in the enthusiasm for individual product features. Author Jeff Patton shows you how changeable story maps enable your team to hold better conversations about the project throughout the development process. Your team will learn to come away with a shared understanding of what you're attempting to build and why. Get a high-level view of story mapping, with an exercise to learn key concepts quickly Understand how stories really work, and how they come to life in Agile and Lean projects Dive into a story's lifecycle, starting with opportunities and moving deeper into discovery Prepare your stories, pay attention while they're built, and learn from those you convert to working software

Revised edition of the author's Ultimate guide to search engine optimization.

* Provides a "real world" view and best practices around using SharePoint 2003 technologies to meet business needs. * Seth Bates was the technical reviewer for both of Scot Hillier's books. * Lists the most common deployment scenarios of SharePoint technologies and the ways to best leverage SharePoint features for these scenarios.

From the Forward by Michael Lesk: Google has now developed services far beyond text search. Google software will translate languages and support collaborative writing. The chapters in this book look at many Google services, from music to finance, and describe how they can be used by students and other library users. Going beyond information resources, there are now successful collaboration services available from Google and others. You can make conference calls with video and shared screens using Google Hangouts, Writing documents with small numbers of colleagues often involved delays while each author in sequence took over the writing and made edits. Today Google Docs enables multiple people to edit the same document at once. An ingenious use of color lets each participant watch in real time as the other participants edit, and keeps track of who is doing what. If the goal is to create a website rather than to write a report, Google Sites is now one of the most popular platforms. Google is also involved in social networking, with services such as Google+ Other tools view social developments over time and space. The Google Trends service, for example, will show you when and

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where people are searching for topics. Not surprisingly, searches for "swimwear" peak in June and searches for "snowmobile" peak in January. The Complete Guide to Using Google in Libraries, Volume 2: Research, User Applications, and Networking has 30 chapters divided into four parts: Research, User Applications, Networking, Searching. The contributors are practitioners who use the services they write about and they provide how-to advice that will help public, school, academic, and special librarians; library consultants, LIS faculty and students, and technology professionals.

Many small business owners or starters are fearful and ignorant of the technology and expense required for setting up a website. And yet they know it's an absolute essential. This straightforward, jargon-free book is the answer for all small business owners from one-person concerns upwards. It will tell you all you need to know about your website whether you are designing and building it yourself or employing a web design agency to do it for you. It includes - Content management systems and why you need one - Effective search engine optimisation - Ensuring your website works on all browsers and devices - How to integrate social media into your website - Complying with legal requirements and general web standards Also included is a jargon-busting glossary explaining the technical words likely to be encountered when talking to designers, plus useful references and links.

Web sites, collaboration, document management, paperless offices—we want it all in business today, but how do we achieve all of these goals? More importantly, if you work for one of the millions of small-to-medium-sized businesses, how do you find the time to build the expertise necessary to reach these goals? Even the most powerful tool will not allow you to succeed unless you can get the majority of your staff to use it efficiently and effectively. You need a guide that demonstrates a platform that small-to-medium-sized businesses can use to reach these goals. Office and SharePoint 2010 User's Guide demystifies the path that every Microsoft Office user can follow to benefit from the synergism of tools they are already familiar with. Together with SharePoint 2010, users can achieve goals like web sites with a consistent single view, improved collaboration within their organization, and better document management, and may even get one step closer to the paperless office we've been promised for years. This book has topics for Office users of all skill levels, from those just starting to use Office tools to experienced power users. It examines each major Office tool and shows how it contributes to the support and use of SharePoint in today's increasingly electronic-based office environment.

This book is a no-nonsense guide for Office users who have a SharePoint environment deployed. Written by the person responsible for large SharePoint deployment — his role is helping desktop users integrate and use SP features seamlessly — our author takes users through working with their familiar Office applications and leveraging SharePoint on the backend. This is different than using SharePoint; it's about putting Office to work and integrating it with SharePoint in such a way that even more benefits and synergies are realized. It's about using Office and SharePoint as a platform, and there is no other book on the market combining the two products.

Start programming quickly with this super-fun guide to Raspberry Pi Adventures in Raspberry Pi, 2nd Edition includes 9 cool projects that show you how to set up and start developing on your Raspberry Pi. Updated for the release of the Rev 3 board, this second edition covers all the latest features and tells you everything you need to know. Written specifically for 11-15 year-olds, this book uses the wildly successful, Raspberry Pi to explain the fundamentals of computing. You'll have a blast learning basic programming and system administration skills, beginning with the very basics of how to plug in the board and turn it on. Each project includes an instructional video so you can jump right in and start going through the lessons on your own. This hands-on book gets you up and running fast, with fun projects that let you explore. Learn how to "talk to" your Raspberry Pi Create games and stories with Scratch Program with Turtle Graphics and Python Code music and create a Raspberry Pi jukebox If you want to get started programming today, Adventures in Raspberry Pi is the ultimate hands-on guide.

While the world of education moves toward the end of the crisis brought forth in 2020, we should recognize all the opportunities that remote education can bring us. To fully engage those opportunities, we need to learn more about the tools we use. As you were teaching your online classes, you were probably considering things like, How can I choose a good microphone? How can I stop students from interrupting each other? How can I best exploit breakout rooms? How can I use Zoom for pre-recording presentations? You'll also find out more about important areas like Zoom's screen sharing system, important security measures, coping with Zoom fatigue, and using Zoom for academic conferences. Most of us learned enough about Zoom to get us through our classes, but Zoom is capable of much more. This second book of the Teaching With Zoom series discusses best practices, supplementary hardware and software choices, and tips to make your Zoom classroom safer, more productive, and more enjoyable.

The Rough Guide to Digital Photography is an up-to-date quick reference tool for all things photography-related. With tips on composition and technique, editing quick fixes, and cool things to do with photos, this essential handbook tells you what you need to know to maximize the quality and impact of your pictures, both online and off. It will also help you make sense of the mass of online options in an ever-changing digital age, from photo sharing and hosting to creating blogs, mash-ups, and slide shows. Taking a practical look at the many image tools available, it will help you decide what's best for you and shows you how to: Learn the rules of composition and then learn how to break them Harness the power of the digital darkroom and how to create images that will impress your friends Whether you are new to photography, want to get the best out of your camera-phone, or are a dedicated amateur with an SLR, this book will help you make the most of your pictures at home, on the move, or online.

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