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KINDLE FIRE: THE MISSING MANUAL

"O'Reilly Media, Inc." Using illustrations, every aspect of the Kindle Fire is explained including using it as an e-reader, watching TV and movies, listening to music, and using e-mail.

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Marc Charles

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AN HOUR A DAY

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EMERGING TECHNOLOGIES

A PRIMER FOR LIBRARIANS

Rowman & Littlefield Here's a one-stop snapshot of emerging technologies every librarian should know about and examples that illustrate how the technologies are being used in libraries today! The e-book includes videos of interviews with librarians that are using them. The videos are available on a web site for people who purchase the print book. The first four chapters—Audio & Video, Self- and Micro-Publishing, Mobile Technology, and Crowdfunding—all look at older technologies reinvented and reimagined through significant advances in quality, scale, or hardware. Many libraries were already using these technologies in some way, and are now able to change and adapt those uses to meet current needs and take advantage of the latest improvements. The two next chapters look at new technologies: wearable technologies and the Internet of Things (simple but powerful computers that can be embedded into everyday objects and connected to controllers or data aggregation tools). The last two chapters—Privacy & Security and Keeping Up With Technology—are all-purpose topics that will continue to be affected by new developments in technology. Each of these chapters offers a brief overview of background information and current events, followed by a list of advantages and challenges to using these technologies in a library setting. The authors highlight the most useful or most well-known tools and devices, then specify how these technologies might be used in a library setting. Finally, they look at a variety of current examples from libraries in the United States and around the globe.

MANAGERIAL ECONOMICS: APPLICATIONS, STRATEGIES AND TACTICS

Cengage Learning By illustrating how effective managers apply economic theory and techniques to solve real-world problems, MANAGERIAL ECONOMICS 13E helps future business leaders learn to think analytically and make better decisions. As always, the seasoned author team balances a solid foundation of traditional microeconomic theory with extensive exploration of the latest analytical tools in managerial economics, such as game-theoretic tactics, information economics, and organizational architecture. This new edition is concise, comprehensive, and current

with cutting-edge coverage of important management topics relevant to today's students, including an exciting focus on green business and environmentally friendly practices and products. Available with InfoTrac Student Collections <http://gocengage.com/infotrac>. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

MANAGEMENT

Cengage Learning *MANAGEMENT*, 12E includes several innovative pedagogical features to help students understand their management capabilities and learn what it's like to manage in an organization today. Each of the 19 chapters begins with an opening questionnaire that engages the reader's interest, directly connects to the topic of the chapter, and enables students to see how they respond to situations and challenges that real-life managers typically face. A New Manager Self-Test in each chapter provides students with further insight into how they would function in the real world of management. The Remember This bullet-point summaries at the end of each major chapter section give students a snapshot of the key points and concepts covered in that section. The end-of-chapter questions have been carefully revised to encourage critical thinking and application of chapter concepts, and Small Group Breakout exercises give students the opportunity to apply concepts while building teamwork skills. Ethical dilemmas, all-new end-of-chapter cases, and a fully updated set of On the Job video cases help students sharpen their diagnostic skills for management problem solving. The chapter sequence in *MANAGEMENT* is organized around the management functions of planning, organizing, leading, and controlling. These four functions effectively encompass management research and the characteristics of the manager's job. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

MICROECONOMICS

Cengage Learning Equip your students with a solid global understanding of today's microeconomic principles while introducing the latest thinking on important microeconomic phenomena in Boyes/Melvin's *MICROECONOMICS*, 10E. Now you can clearly illustrate the connections between key microeconomic principles and actual business practices with this book's reader-friendly approach, carefully integrated learning features, memorable examples, and unique global emphasis. Timely revisions and the latest microeconomic statistics ensure your course incorporates the most recent data and developments. Revised microeconomics materials emphasize the fundamentals and practical application of concepts to current events. New microeconomics coverage highlights the current debate on government economic intervention and discussion of the Economic Freedom Index. Your students gain an in-depth understanding of globalization and its impact on microeconomics today. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

UNDERSTANDING MANAGEMENT

Cengage Learning Prepare for management success with this engaging survey of modern management practice. UNDERSTANDING MANAGEMENT, 10E, seamlessly integrates classic management principles with today's latest management ideas to create a current market-leading text that you will find captivating. Acclaimed authors Richard Daft and Dorothy Marcic cover management and entrepreneurial issues within small to midsize companies, where you are most likely to begin your career, as well as within larger global enterprises. You'll gain valuable insights into real contemporary business as you examine today's best management practices. This text helps you establish and build on practical skills with engaging examples and numerous skill-building and application exercises in every chapter. Using a streamlined format, this edition takes a close look at how change demands innovation and how innovation requires forward-thinking, flexible leaders and organizations. UNDERSTANDING MANAGEMENT, 10E, provides everything you need to become a successful manager who seizes business opportunities and leads change. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.