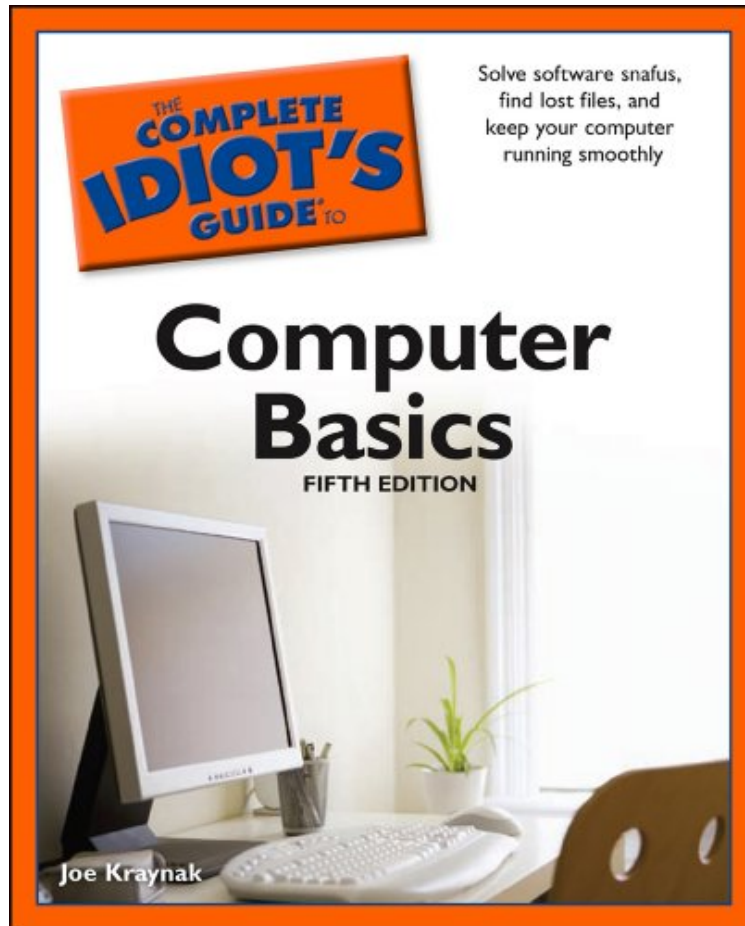


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## The Complete Idiot's Guide to Computer Basics, 5th Edition (Complete Idiot's Guides (Computers))

Von Joe Kraynak

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Von Joe Kraynak : The Complete Idiot's Guide to Computer Basics, 5th Edition (Complete Idiot's Guides (Computers)) before purchasing it in order to gage whether or not it would be worth my time, and all praised The Complete Idiot's Guide to Computer Basics, 5th Edition (Complete Idiot's Guides (Computers)):

Kurzbeschreibung The fifth edition of The Complete Idiot's Guide to Computer Basics places the reader in charge of the computer, rather than the other way round, and places the focus on software troubleshooting rather than hardware techno-babble. The reader wants to do something practical with his or her computer - this book shows them how. It

covers basic office programs and how to manage photo, video and music files. It offers advice on safe web-surfing, including coverage of newsgroups, message boards and mailing lists. There are new green computing initiatives that help protect the environment. It includes maintenance and upgrading information. Kurzbeschreibung The fifth edition of The Complete Idiot's Guide to Computer Basics places the reader in charge of the computer, rather than the other way round, and places the focus on software troubleshooting rather than hardware techno-babble. The reader wants to do something practical with his or her computer - this book shows them how. It covers basic office programs and how to manage photo, video and music files. It offers advice on safe web-surfing, including coverage of newsgroups, message boards and mailing lists. There are new green computing initiatives that help protect the environment. It includes maintenance and upgrading information. Synopsis This updated edition benefits from: new information on going digital with music, photos and video; updates for Windows XP and Microsoft Office 2003; step-by-step instructions for backing up data and troubleshooting common problems; and how to upgrade computers with more powerful components.