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Mike McGrath



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Effective Project Management in easy steps, 2nd edition John Carroll, 2012-02-10 Effective Project Management in easy steps will show you how to make sure your project is successful It focuses on the key skills a manager needs to develop for a smooth running project and a timely arrival at the finishing line It includes examples for most key documents such as the terms of reference business case and project

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Bash in easy steps Mike McGrath,2019-02-12 The Bourne Again SHell Bash is a powerful command line shell interface that lets you communicate directly with the kernel at the heart of a computer s operating system for total control Bash is the default shell for Unix based operating systems Linux Mac OS X and Raspbian on Raspberry Pi devices and is also available to Windows users on the Windows Subsystem for Linux WSL This book will show you how to use the Bash command line interface and how to employ Bash s programming abilities Complete examples illustrate each aspect with colorized source code and full color screenshots depict the actual output Bash in easy steps begins by demonstrating Bash commands for system navigation and file manipulation so you will quickly become familiar with the command line interface It explains all the BASH basics before moving on to describe advanced features such as command history command line editing and environment customization The book then introduces Bash programming with examples of flow control command switches input output and debugging allowing you to create your own executable programs by copying the examples Bash in easy steps has an easy to follow style that will appeal to Users who are completely new to Unix based operating systems Casual users who wish to expand their knowledge of their computer system Those who would like to learn coding skills by writing useful shell scripts The student who is studying programming at school or college

Those seeking a career in computing and need a fundamental understanding of the BASH interpreter on Unix based operating systems Table of Contents Getting Started Managing Files Handling Text Editing Commands Customizing Environment Controlling Behavior Performing Operations Directing Flow Employing Functions Handy Reference **Python in easy steps, 2nd Edition** Mike McGrath, 2018-07-17 Python in easy steps 2nd edition instructs you how to program in the powerful Python language giving complete examples that illustrate each aspect with colorized source code Python in easy steps 2nd edition begins by explaining how to install the free Python interpreter so you can quickly begin to create your own executable programs by copying the book's examples It demonstrates all the Python language basics before moving on to provide examples of Object Oriented Programming OOP and CGI scripting to handle web form data The book concludes by demonstrating how you can use your acquired knowledge to create and deploy graphical windowed applications Python in easy steps 2nd edition makes no assumption you have previous knowledge of any programming language so it's ideal for the newcomer to computer programming It has an easy to follow style that will appeal to programmers moving from another programming language and to the student who is studying Python programming at school or college and to those seeking a career in computing who need a fundamental understanding of computer programming The Python 3.x language is under active development so frequent new releases are made available as small improvements are added to the language and Python in easy steps 2nd edition features the very latest versions of Python at the time of publication Python development is one of evolution rather than revolution so the examples provided in the book can be used in subsequent releases simply download the latest version of Python then follow the easy steps Python is the language used to program the Raspberry Pi covered by Raspberry Pi in easy steps and Raspberry Pi 3 in easy steps This second edition is updated to cover Python 3.10

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Handling data Connecting databases Registering users Providing forums Processing shops **Electronics in easy steps** Bill Mantovani,2019-06-18 Ever wanted to know how things work especially electronic devices Electronics in easy steps tells you all about the building blocks that make up electronic circuits and the components that make an electronic device tick It explains electronics in an easy to understand way and then takes you through some simple but useful circuits that you can build for yourself Areas covered include the basic fundamentals of electricity getting started in electronics electronic theory explained resistors and capacitors what they do transistors how they work crystals and coils basic electronic building blocks simple circuits described and explained how a radio works designing simple circuits circuit design software making printed circuit boards building electronic circuits soldering techniques test equipment circuit testing and fault finding Electronics in easy steps is ideal for anyone who has always wanted to know how electricity works and what electronic components do from simple theory through to actually building testing and troubleshooting useful and interesting circuits Suitable for Students DIY and Electronics Enthusiasts Hobbyists Radio Hobbyists Short Wave Listeners and Radio Amateur Foundation Exam students Members of the Cadets Scouts etc and anyone with an inquisitive mind who wants to know how electricity and electronics works **Ukulele for Beginners in easy steps** Lindsay Higgs,2019-11-06 Ukulele for Beginners in easy steps shows the reader everything they need to know to get started playing a ukulele including Choosing buying tuning and looking after a ukulele Learning chords and how to read chord charts Writing and reading tablature and basic music reading Strumming patterns and fingerpicking techniques Scales and practising Understanding different musical styles Writing songs How to find a teacher and groups to join to take playing further Includes over 30 exercises to develop the reader s playing and over 40 pieces of music to practice with Ideal for the novice musician **Excel 2013 in easy steps** Michael Price,2013-11-18 Excel 2013 in easy steps shows you how to quickly get to grips with the new features of Microsoft s latest version of this popular spreadsheet application Excel 2013 brings more intuitive ways to explore analyse and display your data and simplifies sharing and collaborating using cloud storage Excel 2013 in easy steps explores the Ribbon interface provided by Office 2013 and the subscription version Office 365 It shows you how to create and manipulate worksheets starting with the basic concepts then introducing functions and features that allow you to organize and manage vast amounts of information It covers the Excel Table data list structures advanced functions and Excel add ins and shows you how to present your worksheet data in chart formats The book will help you to create macros recorded or via Visual Basic You ll learn how to use templates tools and other resources to help you apply Excel to various tasks You ll link your worksheets to other workbooks and get automatic updates It also covers Excel on the Internet using the Office Web Apps Written concisely yet comprehensively Excel 2013 in easy steps uses detailed images and easy to follow instructions to get you up to speed with Excel whether you re just upgrading from a previous version or you are new to the spreadsheet concept **Office 2019 in Easy Steps** Michael Price,2019 The easy way to get up and running with Office 2019 Also covers Office in Microsoft

365 **Access 2016 in easy steps** Mike McGrath, 2017-10-16 Access 2016 in easy steps neatly demonstrates the important functions of Access 2016 in a clear and concise manner so you can get going quickly with this popular database application. Areas covered include Optimizing database design Creating Tables to store data in formatted fields Using handy templates to give you a head start Defining relationships between data Importing and exporting of data Making queries to extract specific data Producing Forms for data entry Constructing Reports for data presentation Sharing your database to impress your colleagues Whether you're upgrading to Access 2016 or new to the database concept use this guide to learn the key features constructively and get more out of Access 2016 in easy steps Contents Getting started Designing databases Creating Tables Defining relationships Handling data Querying databases Issuing SQL commands Producing Forms Fine tuning Forms Constructing Reports Sharing Access **Sage 50 Accounts 2016 in easy steps** Bill Mantovani, 2016-05-11 Sage 50 Accounts is the UK's market leading accounts software. It lets you manage your day to day finances customers suppliers and VAT and keeps your finger on the pulse of your business Updated for Sage 50 Accounts for the 2016/17 financial year Sage 50 Accounts 2016 in easy steps uses detailed images and easy to follow instructions showing you how to quickly get to grips with the new features of this leading accounts software This definitive guide clarifies everything from basic recording keeping to utilising Sage as an information bank for making crucial business decisions Areas covered include setting up Sage entering debtors and creditors producing purchase sales orders and invoices bank account reconciliation stock management including Bill of Materials important month and year end procedures processing the VAT return and e Submission generating invaluable management reports Sage 50 Accounts 2016 in easy steps is ideal for non accountants using Sage 50 Essentials Accounts Accounts Plus or Accounts Professional for the first time or just needing to grasp the new key features all in easy steps The Sage Accounts range includes Desktop software Sage 50 Accounts Sage 50 Accounts Plus Sage 50 Accounts Pro Sage 50 Accounts Essentials Cloud Based Online Software Sage One Cashbook Sage One Accounting Visual Basic in easy steps, 3rd edition Mike McGrath, 2010-12-20 Visual Basic In Easy Steps shows you how to quickly create Windows applications using the latest Visual Basic 2010 programming environment It provides code examples screenshots and step by step instructions that illustrate each aspect of Visual Basic Visual Basic In Easy Steps begins by describing the installation process then introduces form controls application properties the programming language and problem solving techniques It illustrates by example how to build and deploy a complete Windows application It also explores scripting with Visual Basic to create macros for Microsoft Office and exciting dynamic web pages for Internet Explorer The book demonstrates how to incorporate external data into your applications from text files Excel spreadsheets XML documents live RSS web feeds and SQL databases You need have no previous knowledge of any programming language so it's ideal if you're a newcomer to Windows programming Each chapter builds your knowledge of Visual Basic By the end of this book you will have gained a sound understanding of Visual Basic programming and be able to create your own interactive applications Visual Basic In

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