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provides the theory instruction and practical skills needed to manage the functions of cost control setting budgets and accurately pricing goods and services in the hospitality management and culinary business from publisher description

students who apply these techniques will score better on mathematics assessments in the current world of high stakes testing these strategies are essential in maximizing test scores and

developing skills that can be used in other disciplines and beyond back cover

the absolute beginner s guide to learning basic computer skills computing fundamentals introduction to computers gets you up to speed on basic computing skills showing you everything you need to know to conquer entry level computing courses written by a microsoft office master instructor this useful guide walks you step by step through the most important concepts and skills you need to be proficient on the computer using nontechnical easy to understand language you ll start at the very beginning getting acquainted with the actual physical machine then progress through the most common software at your own pace you ll learn how to navigate windows 8 1 how to access and get around on the internet and how to stay connected with email clear instruction guides you through microsoft office 2013 helping you create documents in word spreadsheets in excel and presentations in powerpoint you ll even learn how to keep your information secure with special guidance on security and privacy maybe you re preparing for a compulsory computing course brushing up for a new job or just curious about how a computer can make your life easier if you re an absolute beginner this is your complete guide to learning the essential skills you need understand the basics of how your computer works learn your way around windows 8 1 create documents spreadsheets and presentations send email surf the and keep your data secure with clear explanations and step by step instruction computing fundamentals introduction to computers will have you up and running in no time

part of the highly successful shelly cashman series microsoft office xp essential concepts and techniques provides step by step instructions accompanied by full color screen shots helping students learn basic office xp skills quickly and easily

designed specifically for students new to the study of business this book gives context to the subject in the range of environments in which business operates part one introduces the environments through the well used pestle framework this structure ensures that the core political economic socio cultural technological legal and environmental influences on business are fully covered a range of themes is clearly presented in each chapter to ensure this approach does not over simplify the presentation of the business environment these themes are designed to demonstrate to the reader that business is diverse and complex and there are many inter relationships between the environments the themes also outline the factors which influence

business for example the diversity of business the complexity of the external environment and the interaction between business and its environment part two departs from the pestle framework and focuses on a range of contemporary issues relevant to each environment this enables the reader to access the theory through lively current debates these include the changing public sector corporate social responsibility and ethics globalization and work life balance there are interesting short cases and examples throughout as well as a longer case study at the end of each chapter cases include the nintendo wii blackberry nike ebay nokia easyjet toyota and the 2012 olympics the analytical approach the text takes showing different opinions and perspectives and challenging key issues will stimulate lively discussion and debate online resource centre a comprehensive online resource centre provides all the teaching and learning materials needed to support each chapter removing the need for lecturers to look for additional seminar and test materials and giving students the resources they need to check and build upon their understanding lecturers can track students progress and understanding using an online test bank of 300 questions offering immediate answers that can be customised and loaded on to the university s vle seminar activities can be based around the additional online case studies whilst lecturer s notes with outline answers and discussion points to accompany the review questions in the text provide a framework for class debate students can test themselves using online multiple choice questions with feedback or the online flashcard glossary weblinks to useful sites provide a quick resource for further research and web exercises guide the student to specific articles on the web accompanied by questions to stimulate critical thinking

the 2016 international conference on artificial intelligence science and technology aist2016 was held in shanghai china from 15th to 17th july 2016 aist2016 aims to bring together researchers engineers and students to the areas of artificial intelligence science and technology aist2016 features unique mixed topics of artificial intelligence and application computer and software communication and network information and security data mining and optimization this volume consists of 101 peer reviewed articles by local and foreign eminent scholars which cover the frontiers and state of art development in ai technology

intended for the first course any student will take on e commerce the comprehensive coverage of this text provides the latest information in e commerce to teach students how to build a successful e business this text brings students through the entire process of e commerce from strategic

planning to actual fulfillment using a student friendly writing style to explain the technology of the internet manageable for the undergraduate student electronic commerce provides the technical operational and managerial details necessary for student success

this guide to computing essentials uses a step by step visual approach with screen captures for every concept a running case study provides students with real world capabilities for each application and there are tip boxes alternative methods and trouble shooting solutions

this highly illustrated and colorful textbook explains the basics of computer hardware and software for non technical students topics include office software packages web browsers utilities input and output devices data storage formats networks multimedia presentations and software developme

this revised edition provides an introduction to economics

each year more and more students are being introduced to the fundamental principles of microeconomics via paul krugman s trusted voice and signature storytelling style this third edition of krugman and well s microeonomics is their most accomplished yet extensively updated with new examples new case studies and new coverage

appropriate for students taking an introductory course in marketing at both the college and university levels this text balances theory applications and pedagogy to provide an effective teaching and learning tool the road to marketing aids help students learn link and apply important concepts

the most successful first edition of a principles of economics text in prentice hall history the authors build a framework for economic reasoning on the five principles of economics then move the student from memorization to understanding by applying these simple intuitive and memorable principles repeatedly throughout the text in an active learning environment economic experiments economic detective using the tools the goal is for students to not only think like economists but to act like economists the economic analysis is rigorous yet accessible to the average student the organization is modern and balanced with equal weight given to classical long run comes first keynsian and monetarist philosophies with an effort to show how they are linked designed for that majority of students who will not go on to other economics courses the text also functions as a

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