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The completely updated edition of J. M. Roberts and Odd Arne Westad's widely acclaimed, landmark bestseller The Penguin History of the World For generations of readers The Penguin History of the World has been one of the great cultural experiences - the entire story of human endeavour laid out in all its grandeur and folly, drama and pain in a single authoritative book. Now, for the first time, it has been completely overhauled for its 6th edition - not just bringing it up to date, but revising it throughout in the light of new research and discoveries, such as the revolution in our understanding of many civilizations in the Ancient World. The closing sections of the book reflect what now seems to be the inexorable rise of Asia and the increasingly troubled situation in the West. About the authors: J.M. Roberts, CBE, published The Penguin History of the World in 1976 to immediate acclaim. His other major books include The Paris Commune from the Right, The Triumph of the West (which was also a successful television series), The Penguin History of Europe and The Penguin History of the Twentieth Century. He died in 2003. Odd Arne Westad, FBA, is Professor of International History at the London School of Economics. He has published fifteen books on modern and contemporary international history, among them The Global Cold War, which won the Bancroft Prize, and Decisive Encounters, a standard history of the Chinese civil war. He also served as general co-editor of the Cambridge History of the Cold War. Get started with the new Access 2013 with this impressive all-in-one reference! Microsoft Access allows you to store, organize, view, analyze, and share data; the new release enables you to build even more powerful, custom database solutions that integrate with the web and enterprise data sources. This compilation of nine indispensable minibooks is exactly what you need to get up to speed on the latest changes to Access. This easy-to-understand resource provides both new and experienced Access users with invaluable advice for connecting Access to SQL Server, manipulating data locally, getting up to speed on the latest features of Access 2013, creating queries and macros, and much more. From the basics to advanced functions, this book is what you need to make Access more accessible. Shows you how to store, organize, view, analyze, and share data using Access 2013 Includes nine minibooks that cover such topics as database design, tables, queries, forms, reports, macros, database administration, securing data, programming with Visual Basic for Applications (VBA), and using Access with the web Helps you build database solutions that integrate with the web and other enterprise data solutions Offers plenty of techniques, tips, and tricks to help you get the most out of Access This all-in-one guide offers you access to all things Access 2013! The American Promise has long been a course favorite, and it has just gotten better. Students value the text's readability, clear chronology, and lively voices of ordinary Americans, while instructors rely upon the rich content, the many documents and features, and the overall support for teaching their class their way. The sixth edition introduces LaunchPad, which combines carefully-curated

new assignments and assessments integrated with an e-book in its own intuitive course space. The American Promise now provides the best formats for every activity—the print book allows for a seamless reading experience while LaunchPad provides the right space for active learning assignments and dynamic course management tools that measure and analyze student progress. LaunchPad comes with a wealth of primary sources and special critical thinking activities to help students progress toward learning outcomes; LearningCurve, the adaptive learning tool that students love to use to test their understanding of the text and instructors love to assign to prepare students for class; and a suite of instructor resources from videos to test banks that make teaching simpler and more effective. What's in the LaunchPad Get up to speed quickly—review and practice major concepts in accounting! Whether you're looking to improve your classroom experience, or simply become more familiar with accounting concepts, 1,001 Accounting Practice Problems For Dummies is the hands-on tool you need to get a step ahead. The book's practice questions and review content go hand-in-hand with the content offered in Accounting For Dummies, ensuring that you have a working knowledge of the most important concepts and skills in accounting. This practical resource gives you access to tons of helpful online content, including practice problems in multiple-choice format, and customizable practice sets for self-directed study, all available on the go through your smartphone, laptop, or tablet. Practice problems are categorized as easy, medium, or hard, so you can build your knowledge at your own pace. A perfect companion for anyone looking to increase their accounting skills, this book has the added benefit of offering review and practice useful for individuals looking to pass their accounting courses and lay the groundwork for an accounting career. Filled with practice questions, review content, tips, and explanations for anyone interested in accounting principles Includes tons of online practice content, such as multiple choice questions and customizable practice sets, all available with purchase of the book Ideal for individuals looking to pass an accounting class or start a career in accounting Serves as an excellent companion resource to Accounting For Dummies Packed with endless practice opportunities, 1,001 Accounting Practice Problems For Dummies has everything you need to jumpstart your journey into accounting and financial documentation. LET YOUR VOCABULARY SPEAK FOR ITSELF. Whether your goal is to get a competitive edge on a specific exam or simply to build your word knowledge, this updated sixth edition of Word Smart gives you the tools you need to transform your vocabulary and start using words with confidence! WORD SMART, 6th EDITION includes:

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supplements— as part of a total health program benefits one's overall health, as well as improving specific conditions. This hands-on, essential guide features 20 probiotic recipes and gives you a step-by-step plan for infusing probiotics into your diet to improve the health of the GI tract, alleviate allergies and asthma, restore reproductive and urinary tracts, bolster the immune system against disease, enhance weight loss, and more. Advice on how to ingest the right probiotics 20 probiotic recipes from breakfast to dessert Information on naturally occurring probiotic compounds as well as the effectiveness of supplements Probiotics For Dummies gives you everything you need to make informed decisions about adding probiotics to your daily diet. Bred for loyalty, strength and endurance, the easy-going and sociable Siberian Husky is a very pure and ancient breed, dating back 4,000 years or more. First bred by the Chukchis, a semi-nomadic people of northeastern Siberia, to hunt reindeer and pull sleds, the Siberian is an active breed that loves the outdoors. Prized for their great beauty, intelligence, wonderful way with children and lack of "dog smell," they are also more free-spirited (and free-ranging) than many other popular breeds, and have a reputation for stubbornness and relentlessness in pursuit of a goal. Is this breed right for you and your family? Siberian Huskies For Dummies answers this and all your questions about getting, caring for and living with a Husky. Siberian devotee—she has eight of her own—Diane Morgan gets you up and running with what you need to know to: Find and deal with reputable breeders Choose the right Husky for you Hou sebreak and socialize your new puppy Educate yourself and your dog Handle behavioral problems Participate in competitions In friendly, down-to-earth language, Diane provides insights into the Siberian Husky temperament and loads of sensible, easy-to-follow advice on everything a Husky owner should know—along with fun facts and Husky trivia, amusing and informative anecdotes, and tips on how to have a great time with your Husky. Topics covered include: Understanding what makes the Siberian different from every other breed Deciding whether a male or female is right for you Understanding how to communicate with your Siberian Husky Training your Siberian Husky Grooming your Siberian Finding and establishing a good relationship with a veterinarian Breaking bad habits in your Husky Feeding and exercising your Siberian Husky Recognizing, preventing and treating common health problems Getting your Husky into sledding The indispensable guide for you and your Siberian Husky, Siberian Huskies For Dummies is the only book you'll need to help you have the best possible experience with this very ancient and venerable breed of dog. According to the U.S. Census Bureau, the average woman's family income drops by 37% after divorce. Do you know what assets or how much alimony or child support you are entitled to receive? Has your spouse threatened to leave you penniless? Have you spoken to an attorney and gotten sticker-shock? Do you earn too much money to qualify for free legal aid? This book was written to help the low- and moderate-income women the legal system has abandoned by walking a hypothetical self-represented woman step-by-step through the divorce process, including: -- How to prepare financially to stand on your own two feet; -- What the court can, and cannot do for you; -- 'Legwork' that can save you money on legal fees and help you get a better outcome; -- How much child support and alimony you might be entitled to receive; -- Custody disputes ... 'fatal flaws' and how you can fix them. -- How to show a judge that your spouse is lying about their assets and income; -- What property you are entitled to receive ... and should ask for; -- Ways vindictive ex-spouses can hide money ... and how to prove they are lying; -- Real life dirty tricks, traps, and pitfalls highlighted so you can avoid them; -- How to find a good attorney (if you can afford one), save money on legal fees, or combine "a la carte" legal advice with your own efforts if you can't afford to hire a full-service attorney; -- Mediation and court-connected Alternative Dispute Resolution ... benefits and pitfalls; -- How to dig up information your spouse doesn't want you to know (discovery) like an attorney; -- Common court forms and how to fill them out; -- Separation Agreements dissected and clarified; including two blank fill-in-the form boilerplates which you can download and use in your own divorce; -- Sample discovery requests and motions – we'll dissect each motion and show what information you can use it to get; -- Sample hearing scripts for common court hearings (including Restraining Order hearings, Temporary Order hearings, Custody Dispute hearings, Contempt hearings, and parts of a mock-Trial); -- Restraining orders ... how to get one ... how to keep one; Filled with helpful examples of common court forms and legal pleadings, this book will introduce you to everything you NEVER wanted to know about divorce ... but need to come up to speed ... FAST!!! This is the only self-help legal book written by a woman who was once in your shoes who later went back to school to become an attorney! BONUS: links to download, edit and print blank Separation Agreement forms. The 6th Edition has been completely updated with the latest case law, including ways to sensitively handle a Christian divorce, caveats regarding same-sex couple custody disputes post-Obergefell, and a completely rewritten Separation

Agreement chapter with suggested clauses for unusual situations such as extraordinary school fees, private school or homeschooling. Book 1 of the "Divorce Bootcamp Self-Help Legal series" . KIRKUS: "A solid, informative self-help divorce guide. This exhaustive...guide covers a range of topics related to contested and uncontested divorces, including how to gather documentation of assets, estimate child support and alimony, and even, if necessary, obtain restraining orders. She discusses many topics related to asset division and child custody, including marital debt and visitation rights. The book is aimed at the broadest possible audience, but also discusses variations in state laws." (Review of the 5th Edition). . Legal Disclaimer: This book is not meant to constitute legal advice. The author is licensed to practice law in Massachusetts. Links have been provided to direct women to their local court resources in all 50 states, but the court forms, case histories and property division examples used are loosely based upon Massachusetts examples. This book is NOT a replacement for consultation with a licensed local attorney.

Discover how brands are created, managed, differentiated, leveraged, and licensed Whether your business is large or small, global or local, this new edition of Branding For Dummies gives you the nuts and bolts to create, improve, and maintain a successful brand. It'll help you define your company's mission, the benefits and features of your products or services, what your customers and prospects already think of your brand, what qualities you want them to associate with your company, and so much more. Packed with plain-English advice and step-by-step instructions, Branding For Dummies covers assembling a top-notch branding team, positioning your brand, handling advertising and promotions, avoiding blunders, and keeping your brand viable, visible, and healthy. Whether you're looking to develop a logo and tagline, manage and protect your brand, launch a brand marketing plan, fix a broken brand, make customers loyal brand champions—or anything in between—Branding For Dummies makes it fast and easy. Includes tips and cautionary advice on social media and its impact on personal and business branding programs Covers balancing personal and business brand development References some of the major brand crises—and how to avoid making the same mistakes Shows brand marketers how to create brands that match their employers' objectives while launching their own careers If you're a business leader looking to set your brand up for the ultimate success, Branding For Dummies has you covered. This book is a companion to the 19th edition of the Sears List and a complete course in the theory and practice of the List for practitioners, teachers, and learners. The object of this small, practical introduction is to be simple, clear, and illustrative, assuming the reader has little prior knowledge either of the Sears List or of subject headings work in general. Your plain-English guide to currency trading

Currency Trading For Dummies is a hands-on, user-friendly guide that explains how the foreign exchange (Forex) market works and how you can become a part of it. Currency trading has many benefits, but it also has fast-changing financial-trading avenues. Forex markets are always moving. So how do you keep up? With this new edition of Currency Trading For Dummies, you'll get the expert guidance you've come to know and expect from the trusted For Dummies brand—now updated with the latest information on the topic. Inside, you'll find an easy-to-follow introduction to the global/Forex market that explains its size, scope, and players; a look at the major economic drivers that influence currency values; and the lowdown on how to interpret data and events like a pro. Plus, you'll discover different types of trading styles and make a concrete strategy and game plan before you act on anything. Covers currency trading conventions and tools Provides an insider's look at key characteristics of successful currency traders Explains why it's important to be organized and prepared Offers guidance on trading pitfalls to avoid and risk management rules to live by Whether you're just getting started out in the foreign exchange market or an experienced trader looking to diversify your portfolio, Currency Trading For Dummies sets you up for trading success. An easy-to-follow guide to Canon's first touchscreen dSLR Canon calls the EOS Rebel T4i/650D its most consumer-friendly dSLR, but there's still a lot to learn. Expert author and photography instructor Julie Adair King handles the subject in a step-by-step style that will boost your confidence. If this is your first dSLR, you'll find all the information you need to get going with your new camera and start taking great pictures. More than 300 fabulous full-color photos illustrate all the camera features and also show you what you and your Rebel T4i/650D can achieve. Canon's EOS Rebel T4i/650D is a consumer-friendly dSLR with touchscreen controls, expanded autofocus features, and improved low-light shooting capabilities; this friendly guide explains all the controls and helps you gain confidence with the Canon EOS Rebel T4i/650D camera Bestselling author Julie Adair King covers using auto, live view, and playback modes; how to dial in exposure and lighting controls; and how to manipulate focus and color Offers advice on situational shots, explains how to get images onto a computer for editing, and shows how to print photos or post them online Presents professional editing tips and plenty of beautiful

full-color images showing what you can achieve Popular author has written more than 15 For Dummies books on Nikon and Canon cameras Canon EOS Rebel T4i/650D For Dummies is the perfect how-to guide for anyone venturing into dSLR photography with this popular new model. Drive your content marketing campaign toward success Blogs and social platforms are all the rage right now—especially for strategists looking to cultivate influence among target audience members through content marketing. Content Marketing Strategies For Dummies explains how you can use content marketing to gain an edge over your competition, even in the most crowded of marketplaces. This timely text introduces you to the Five C Cycle: Company Focus, Customer Experience, Content Creation, Channel Promotion, and Closed-Loop Analysis. The Five C Cycle drives the creation and documentation of a targeted content marketing strategy, and allows you to approach your content marketing campaign with confidence. By helping you determine your company's focus, uncover your customers' experience with data, develop channel promotions across social platforms, create actionable online content, and use closed-loop analysis to build on previous success, this will become your go-to content marketing guide. Content marketing entails creating and curating content online via blog posts, social media platforms, and more. The goal is to acquire and retain customers by creating content that brings value to their lives, and that encourages them to engage with your brand. This easy-to-understand guide will help you do just that. Analyze customer data to better understand your target audience's journey Leverage social platforms, such as Facebook and Twitter, to develop channel promotions Create and curate intelligent, engaging content that leads to action Build upon your previous success with closed-loop analysis Whether you work for a large corporation, are part of a small business, are a solo thought leader, or are an educator, Content Marketing Strategies For Dummies tells you how to gain a critical, competitive advantage through targeted content marketing strategies. Your all-access guide to reaping the benefits of Salesforce.com Salesforce.com has a rapidly expanding influence over the way companies across the globe interact with their clientele. Written by Salesforce.com insiders with years of experience in customer relationship management (CRM) solutions, Salesforce.com For Dummies gives you an edge in building relationships and managing your company's sales, marketing, customer service, and support operations. You'll discover how to organize contacts, schedule business appointments, use forecasting tools to predict upcoming sales, create accurate projects based on past performance, and so much more. A customizable, on-demand CRM solution, Salesforce.com allows businesses to organize and manage all of their customer information—leads, opportunities, contacts, accounts, cases, and solutions—in one place. Whether you're a Windows or Mac user, this down-to-earth, friendly guide shows you how to maximize Salesforce.com's capabilities to close deals faster, gain real-time visibility into sales, and collaborate instantly. Customize the new user interface with apps, widgets, and tools Prospect leads, drive sales, and provide outstanding customer service Manage contacts, identify opportunities, and analyze your results Collaborate with colleagues using Chatter If you're new to Salesforce.com or an existing user looking for the latest tips and tricks to maximize its potential, this friendly guide has you covered. The fast and easy way to master the art of bookkeeping If you're a business owner or an employee who manages finances, the latest edition of Bookkeeping For Dummies is for you. This handy guide gives you clear and concise information on how to keep track of accounts, prepare balance sheets, organize ledgers or journals, create financial statements, and so much more. Packed with the most up-to-date bookkeeping practices, tax information, and small-business laws, Bookkeeping For Dummies is an accessible, invaluable resource you'll turn to again and again. Accurate and complete bookkeeping is crucial to any -business owner—but jumping in headfirst without knowing your accounts from your balance sheets can confuse even the most astute businessperson. That's where Bookkeeping For Dummies helps! Written in the familiar and friendly tone that has defined the For Dummies brand for more than twenty years, this clear and comprehensive guide covers everything you'll encounter as you set out to tackle your company's books, ensuring you're on the right track and saving you tons of headaches along the way. So what are you waiting for? It's time to hit the books! Offers easy-to-follow instructions to keep track of your business' financial well-being Covers managing assets and liabilities Includes updated QuickBooks screenshots and Excel spreadsheets Provides guidance on producing balance sheets and creating financial statements Whether you're just starting out with bookkeeping—or a bookkeeper who needs to brush up on your skills—Bookkeeping For Dummies sets you up for success. Get healthy, lose weight, and feel great on a plant-based diet The benefits of a plant-based diet have been publicized far and wide, and you can no longer deny it—you're fully ready to experience the health benefits of this lifestyle. Plant-Based Diet For Dummies has been created to help even the most stubborn carnivores adapt to and even

learn to find joy in a plant-based diet. Besides providing useful tips, delicious recipes, and meal ideas, this lively resource discusses all you have to gain from adopting healthier eating habits, including a decreased risk for cancer, a lower risk of heart disease and stroke, a lower cholesterol count and blood pressure, and a lower risk, and prevention, of diabetes. A meat-free lifestyle has many benefits for your body, and author Marni Wasserman takes you on a journey of discovery into the exciting world of fruits, vegetables, and other nutrient-rich foods. A plant-based diet, while similar to vegetarian and vegan diets, is different in that it allows an individual to experience the benefits of vegetarianism without focusing on the politics of a meat-free lifestyle. This book takes the mystery out of adopting better food habits and making better meal choices. It shows you how to stock your kitchen, cook fantastic meals, and discover the wealth of delicious ingredients at your fingertips. Discusses how to improve energy, lower cholesterol, and protect the body's cells, all through better diet options Includes more than 40 mouthwatering recipes and sample menu plans Gives specific advice and instructions for athletes, those battling illnesses, expectant parents, seniors, and children Covers which plant foods are good sources of fat, protein, complex carbohydrates, and fiber Get healthy, lose weight, and feel great on a plant-based diet.

**Basic Math & Pre-Algebra For Dummies, 2nd Edition (9781119293637)** was previously published as **Basic Math & Pre-Algebra For Dummies, 2nd Edition (9781118791981)**. While this version features a new Dummies cover and design, the content is the same as the prior release and should not be considered a new or updated product. Tips for simplifying tricky basic math and pre-algebra operations Whether you're a student preparing to take algebra or a parent who wants or needs to brush up on basic math, this fun, friendly guide has the tools you need to get in gear. From positive, negative, and whole numbers to fractions, decimals, and percents, you'll build necessary math skills to tackle more advanced topics, such as imaginary numbers, variables, and algebraic equations. Explanations and practical examples that mirror today's teaching methods Relevant cultural vernacular and references Standard For

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Dummies, 4th Edition is your go-to guide on everything you'll encounter during the first, second, and third trimesters—and beyond. Packed with new information and the latest developments in medical technology, it puts your mind at ease by offering straightforward answers to all the questions you may have about pregnancy, including health risks during pregnancy, fertility problems and solutions, "on demand" cesarean sections, weight gain during pregnancy, the correlation between mercury and autism, ways to stay emotionally and physically healthy during pregnancy, and much more. Includes a complete guide to pregnancy, through all three trimesters and beyond, including a week-by-week account of what to expect during pregnancy Covers the latest information related to healthcare and pregnancy, including the latest on vaccinations, fertility problems, and prenatal diagnoses Offers advice on picking a doctor, planning prenatal visits, and designing a birthing plan Explains the stages of labor and how to care for yourself and your newborn after childbirth If you're an expectant parent, Pregnancy For Dummies, 4th Edition covers everything mom and baby experience before, during, and after childbirth. There's nothing random about it—this is the book on statistical analysis with Excel Stunned by statistics? Exhausted by Excel? Relax! Statistical Analysis with Excel For Dummies, 4th Edition shows you how to use the world's most popular spreadsheet program to crunch numbers and interpret statistics—even if you've never taken a statistics or advanced math course. In no time, you'll learn to use Excel to create and translate statistics in everyday life, understand common statistical terms, and improve your classroom or professional skills. Statistics has a reputation for being a challenging, math-intensive pursuit—but it doesn't have to make your palms sweat. Using a minimum of equations and assuming no prior knowledge of statistics or Excel, this hands-on guide cuts through the jargon and shows you how to make sense of formulas and functions, charts and PivotTables, samples and normal distributions, probabilities and related distributions, trends and correlations, and much more. Use Excel's tools to analyze and understand data Apply statistical analysis to predict trends and make decisions Interpret sales figures, gambling odds, and sports stats Develop a grading curve or medical correlations Forget the mumbo jumbo! This guide shows you that statistical analysis with Excel can be easy, fun, and useful! Bring your design vision to life with this full-color guide to AutoCAD 2013! Used by everyone from engineers and architects to interior designers and draftspeople, AutoCAD 2013 is the world's leading 2D and 3D technical drawing program. But, with so many options and features available, finding your way around AutoCAD can be a challenge, even for experienced CAD professionals. AutoCAD 2013 For Dummies is here to help. You'll learn to build a solid foundation for all your projects, use standard CAD techniques, get familiar with new tools and features, and start sharing your models and designs in no time with this easy-to-follow guide. Covers the latest AutoCAD features and techniques, including creating a basic layout, navigating the AutoCAD Ribbon, drawing and editing, working with dimensions, adding text, creating 3D models, and more Walks readers through setting up a drawing environment, applying visual styles, managing data across several drawings, and showcasing your designs to potential clients and customers Features full-color illustrations that mirror what you'll see on your AutoCAD 2013 screens plus a companion website with downloadable drawing files so you can put your CAD skills to the test Whether you're an AutoCAD amateur or a modeling master, AutoCAD 2013 For Dummies has something for you.

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