

Putting the Power in Your PowerPoint with 21 Mistakes to Avoid and 9 PowerPoint Philosophies	Power Points!: How to Design and Deliver Presentations That Sizzle and Sell	A Complete Guide to PivotTables: A Visual Approach
Advanced Excel Essentials	Android for Work: Productivity for Professionals	Beginning Microsoft Excel 2010
Beginning Microsoft Office 2010	Beginning Microsoft Word 2010	Beginning OpenOffice Calc: From Setting Up Simple Spreadsheets to Business Forecasting
Beginning Windows 8	BlackBerry Bold Made Simple: For the BlackBerry Bold 9700 and 9650 Series	BlackBerry Curve Made Simple: For the BlackBerry Curve 8520, 8530 and 8500 Series
BlackBerry Storm2 Made Simple: Written for the Storm 9500 and 9530; and the Storm2 9520;9530; and 9550	Droids Made Simple: For the Droid; Droid X; Droid 2; and Droid 2 Global	Everyday Computing with Windows 8.1
Excel 2007: Beyond the Manual	iPhone 4 Made Simple	iPhone 4s Made Simple: For iPhone 4S and Other iOS 5-Enabled iPhones
iPhone for Work: Increasing Productivity for Busy Professionals	iPod Touch Made Simple	Learn Excel 2011 for Mac
Learn Mac OS X Snow Leopard	Learn Office 2011 for Mac OS X	Learn OS X Lion; Second Edition
Mac OS X Lion Made Simple	Office 2010 Made Simple	Office 365: Migrating and Managing Your Business in the Cloud
Office and SharePoint 2010 User's Guide: Integrating SharePoint with Excel; Outlook; Access and Word	Outlook 2007: Beyond the Manual	Pro Office for iPad: How to Be Productive with Office for iPad
Pro SharePoint 2010 Development for Office 365	Rapid Graphs with Tableau 8: The Original Guide for the Accidental Analyst; Fourth Edition	SharePoint 2003 User's Guide
SharePoint 2007 User's Guide: Learning Microsoft's Collaboration and Productivity Platform	SharePoint 2010 User's Guide: Learning Microsoft's Business Collaboration Platform; Updated	SharePoint 2013 User's Guide: Learning Microsoft's Business Collaboration Platform; Fourth Edition
Social Networking Spaces: From Facebook to Twitter and Everything In Between	Taking Your Android Tablets to the Max	Taking your iPad 2 to the Max; Second Edition
Taking Your iPad to the Max	Taking Your iPad to the Max; iOS 5 Edition: Maximize iCloud; Newsstand; Reminders; FaceTime; and iMessage	Taking your iPhone 4 to the Max
Taking Your iPhone 4s to the Max; iOS 5 Edition	Taking Your iPod touch to the Max	Taking your iPod Touch to the Max; Second Edition
Taking Your iPod Touch to the Max; Third Edition	Taking Your OS X Lion to the Max	Using Mac OS X Mavericks
Using Microsoft Office 2013: With Windows 8	Using Office 365: With Windows 8	Using Windows 8.1: Return of the Start Button
Windows 7 Made Simple	Windows Netbooks: The Path to Low-Cost Computing	Windows Phone 7 Made Simple
Word 2007: Beyond the Manual	The Essential Guide to Home Computer Security	Introduction Guide to Microsoft® Office® 2000
Introduction Guide to Microsoft® Windows® 2000	Working with Excel: Refreshing Math Skills for Management	ACT! Fast & Easy; 2nd Edition
Adobe Photoshop CS2 Revealed	Complete Digital Photography; Eighth Edition	David Busch's Canon EOS 6D Guide to Digital SLR Photography
David Busch's Canon EOS 70D: Guide to Digital SLR Photography	David Busch's Canon EOS Rebel SL1/100D Guide to Digital SLR Photography	David Busch's Canon EOS Rebel T5/1200D Guide to Digital SLR Photography
David Busch's Canon EOS Rebel T5i/700D Guide to Digital SLR Photography	David Busch's Canon PowerShot G16 Guide to Digital Photography	David Busch's Compact Field Guide for the Canon EOS 5D Mark III
David Busch's Compact Field Guide for the Canon EOS 6D	David Busch's Compact Field Guide for the Canon EOS Rebel SL1/100D	David Busch's Compact Field Guide for the Canon EOS Rebel T5i/700D
David Busch's Compact Field Guide for the Nikon D7100	David Busch's Mastering Digital SLR Photography; Fourth Edition	David Busch's Nikon D3300 Guide to Digital SLR Photography
David Busch's Nikon D5300: Guide to Digital SLR Photography	David Busch's Nikon D610: Guide to Digital SLR Photography	David Busch's Nikon D7100 Guide to Digital SLR Photography
David Busch's Sony Alpha SLT-A58 Guide to Digital Photography	David Busch's Sony Alpha SLT-A99 Guide to Digital Photography	Digital Painting Fundamentals with Corel Painter X3
Microsoft Excel 2013 for the Business Analyst	Microsoft Word 2002 for Law Firms	Photo Restoration and Retouching Using Corel PaintShop Pro X5; Fourth Edition
Picture Yourself Learning Corel Paint Shop Pro Photo X2	Picture Yourself Learning Corel PaintShop Pro X6	Rock Your iPad: Figure
Rock Your iPad: Thor	The Microsoft Project Survival Guide: The Go-To Resource for Stumped and Struggling New Users	David Busch's Mastering Digital SLR Photography; Third Edition
Digital Painting Fundamentals with Corel Painter 11	Digital Painting Fundamentals with Corel Painter 12	Introducing Fedora: Desktop Linux
iPad for Boomers	Photo Restoration and Retouching Using Corel PaintShop Pro X4; Third Edition	Photoshop CS5 Trickery & FX
Picture Yourself Learning Corel PaintShop Photo Pro X	Picture Yourself Learning Corel PaintShop Photo Pro X3	Picture Yourself Learning Corel PaintShop Pro X5

Picture Yourself Learning Microsoft Excel 2010	Picture Yourself Learning Microsoft Office 2008 for Mac	Picture Yourself Learning Microsoft Office 2010
Picture Yourself Learning Microsoft Word 2010	Secrets of ProShow Experts: The Official Guide to Creating Your Best Slide Shows with ProShow Gold and Producer	Excel for Accountants
QuickBooks Tips & Tricks: The Best of CPA911	Running QuickBooks 2005 Premier Editions	Running QuickBooks 2006 Premier Editions
Running QuickBooks 2007 Premier Editions	Running QuickBooks 2008 Premier Editions	Running QuickBooks 2010: Premier Editions
Running QuickBooks 2012 Premier Editions	Running QuickBooks 2013 Premier Editions	Running QuickBooks 2014 Premier Editions
99 Tricks and Traps for Microsoft Office Project Including Microsoft Project 2000 to 2007: The Casual User's "Survival Guide"	99 Tricks and Traps for Microsoft® Office Project 2013: The Casual User's 'Survival Guide'	Planning and Control Using Microsoft Project and PMBOK® Guide; Third Edition
Planning and Control Using Microsoft® Project 2010 & PMBOK Guide®; Fifth Edition	Planning and Control Using Microsoft® Project 2013 & PMBOK Guide®; Fifth Edition	Planning and Scheduling Using Microsoft Office Project 2007; Revised 2009: Including Microsoft Project 2000 to 2003
Planning and Scheduling Using Microsoft Office Project 2007: Including Microsoft Project 2000 to 2003	Planning and Scheduling Using Microsoft Project 2010	Planning and Scheduling Using Microsoft Project 2010: Updated 2013 with New Workshops
Planning and Scheduling Using Microsoft Project 2013	PRINCE 2 Planning and Control Using Microsoft Project: Updated for Microsoft Office Project 2007	PRINCE2 2009 Planning and Control Using Microsoft Project 2010
PRINCE2 Planning and Control Using Microsoft Project	PRINCE2 Planning and Control Using Microsoft Project: Updated for PRINCE2 2009 and Microsoft Office Project 2007	Broadcasting Your Microsoft PowerPoint Presentation
Ed Bott's Windows 8 Head Start; Consumer Preview Edition	Ed Bott's Windows 8 Head Start; Developer Edition	Straight to the Point: Microsoft Access 2010
Adobe Photoshop Elements 8: Unleash the Hidden Performance of Elements	Advanced Photoshop Elements 6 for Digital Photographers	Compression for Great Video and Audio
How to Cheat in Photoshop Elements 8: Discover the Magic of Adobe's Best Kept Secret	Painter 12 for Photographers: Creating Painterly Images Step by Step	Photoshop CS4: Essential Skills
The Photographer's Eye: Composition and Design for Better Digital Photos	Foundation Flash CS5 for Designers	Getting Started with Google Apps
Getting Started with Netbooks	Getting Started with Windows 7	Paintshop Pro 8: Zero to Hero
Microsoft Excel 2013 Advanced Essentials	Microsoft Excel 2013 Core Essentials; Exercise Workbook	Microsoft Office 2013 Advanced Essentials: Access 2013; Exercise Workbook
Microsoft Office 2013 Advanced Essentials: OneNote 2013; Exercise Workbook	Microsoft Office 2013 Advanced Essentials: Outlook 2013	Microsoft Office 2013 Advanced Essentials: PowerPoint 2013; Exercise Workbook
Microsoft Office 2013 Advanced Essentials: Project 2013; Exercise Workbook	Microsoft Office 2013 Advanced Essentials: Publisher 2013; Exercise Workbook	Microsoft Office 2013 Advanced Essentials: Word 2013; Exercise Workbook
Microsoft Office 2013 Core Essentials: Access 2013; Exercise Workbook	Microsoft Office 2013 Core Essentials: OneNote 2013; Exercise Workbook	Microsoft Office 2013 Core Essentials: Project 2013; Exercise Workbook
Microsoft Office 2013 Core Essentials: Publisher 2013; Exercise Workbook	Microsoft Office 2013 Core Essentials: Word 2013	Microsoft Outlook 2013 Core Essentials; Exercise Workbook
Microsoft PowerPoint 2013 Core Essentials	Microsoft Visio 2013 Advanced Essentials: Exercise Workbook	Microsoft Visio 2013 Core Essentials; Exercise Workbook
OOoSwitch: 501 Things You Want to Know About Switching OpenOffice.org from Microsoft Office	The Tiny Guide to OpenOffice.org	Ctrl+Shift+Enter: Mastering Excel Array Formulas
Dashboarding and Reporting with Power Pivot and Excel	DAX Formulas for PowerPivot	Don't Fear the Spreadsheet
Excel 2007 Miracles Made Easy	Excel 2010 Business Basics and Beyond	Excel 2013 for Scientists; Revised and Expanded; Third Edition
Excel for Auditors	Excel for Marketing Managers	Excel for the CEO
Excel for the CFO	Excel Gurus Gone Wild: Do the IMPOSSIBLE with Microsoft Excel	Excel Outside the Box
Excel Simulations	Excel Tables: A Complete Guide for Creating; Using and Automating Lists and Tables	Learn Excel 2007-2010 From Mr Excel: 512 Excel Mysteries Solved
Learn Excel 97 through Excel 2007 From MrExcel: 377 Excel Mysteries Solved	Learn Excel from Mr. Excel: 277 Excel Mysteries Solved	Office VBA: Macros You Can Use Today
PowerPivot Alchemy: Patterns and Techniques for Excel	Rev Up to Excel 2010: Upgraders Guide to Excel 2010	Slaying Excel Dragons: A Beginners Guide to Conquering Excel's Frustrations and Making Excel Fun
The Spreadsheet at 25	Unleash the Power of OneNote	Unleash the Power of Outlook
VLOOKUP Awesome Quick: From Your First Excel VLOOKUP to Becoming a VLOOKUP Guru	IBM Lotus Notes and Domino 8 Reviewer's Guide	Adobe Captivate 7: Beyond the Essentials
Adobe Captivate 7: The Essentials	Adobe Captivate 8: The Essentials - 'Skills and Drills' Learning	Editing with Microsoft Word 2010
Editing with Microsoft Word 2011 for the Macintosh	This isn't Excel; it's Magic!: Tips and Tricks for Getting the Most out of Microsoft Excel	Excel 2013

Internet for Seniors; Fourth Edition	Office 2013	Office 2013 for Seniors
Project 2013	Word 2013	Access 2002 for Visual Learners
Access 2003 for Visual Learners	Access 2003 in Pictures	Access 2007 In Pictures
Access 2010 In Pictures	Access 2013 In Pictures	Base 2.0 In Pictures
Calc 2.0 In Pictures	Excel 2002 for Visual Learners	Excel 2003 for Visual Learners
Excel 2003 In Pictures	Excel 2007 In Pictures	Excel 2010 In Pictures
Excel 2013 In Pictures	FrontPage 2002 for Visual Learners	FrontPage 2003 for Visual Learners
FrontPage 2003 In Pictures	Google Sheets in Pictures	Google Slides In Pictures
Impress 2.0 In Pictures	Mac OS X Tiger In Pictures	Paint Shop Pro 8 for Visual Learners
Palm & Handspring PDAs For Visual Learners	Palm Devices In Pictures	Photoshop CS for Visual Learners
Photoshop Elements 4.0 In Pictures	Photoshop Elements 5.0 In Pictures	PowerPoint 2002 for Visual Learners
PowerPoint 2003 for Visual Learners	PowerPoint 2003 In Pictures	PowerPoint 2007 In Pictures
PowerPoint 2010 In Pictures	PowerPoint 2013 In Pictures	Publisher 2003 for Visual Learners
Publisher 2003 in Pictures	Publisher 2007 In Pictures	The Visibooks Guide to Access 2007
The Visibooks Guide to Base 2.0	The Visibooks Guide to Calc 2.0	The Visibooks Guide to Excel 2007
The Visibooks Guide to Impress 2.0	The Visibooks Guide to Mac OS X Tiger	The Visibooks Guide to Palm Devices
The Visibooks Guide to Photoshop CS2	The Visibooks Guide to Photoshop Elements 3.0	The Visibooks Guide to Photoshop Elements 4.0
The Visibooks Guide to Photoshop Elements 5.0	The Visibooks Guide to PowerPoint 2007	The Visibooks Guide to Publisher 2007
The Visibooks Guide to Word 2007	The Visibooks Guide to Writer 2.0	Windows XP for Visual Learners
Windows XP In Pictures	Word 2002 for Visual Learners	Word 2003 for Visual Learners
Word 2003 In Pictures	Word 2007 In Pictures	Word 2010 In Pictures
Word 2013 In Pictures	Writer 2.0 In Pictures	Microsoft Excel Whiz 2002: Official Certification Guide for Microsoft Office Specialist Core Exam
Microsoft Word Whiz 2002: Official Certification Guide for Microsoft Office Specialist Core Exam	Dynamic Scheduling With Microsoft Office Project 2003: The Book by and for Professionals	101 Cool Smartphone Techniques: Covers Series 60 Phones from Nokia; Samsung; Siemens; Panasonic; Sendo; and More!
101 Excel 2013 Tips; Tricks & Timesavers	101 Ready-to-Use Excel Macros	Access 2000 for Windows for Dummies
Access 2007 Bible	Access 2007 For Dummies	Access 2007 Forms & Reports For Dummies
Access 2007 VBA Bible: For Data-Centric Microsoft Office Applications	Access 2007 VBA Programming for Dummies	Access 2007: The L Line; The Express Line to Learning
Access 2010 Bible	Access 2010 For Dummies	Access 2013 Bible
Access 2013 For Dummies	ACT! 6 For Dummies	Adobe Acrobat 6 PDF For Dummies
Adobe Creative Suite All-in-One Desk Reference For Dummies	Adobe Dreamweaver CS5 Bible	Adobe Flash CS3 Professional Bible
Adobe InDesign CS3 Bible	Adobe InDesign CS5 Bible	Advanced Excel Reporting for Management Accountants
Alan Simpson's Windows XP Bible	Android Fully Loaded	Android Fully Loaded; Second Edition
Android Phones For Dummies; Second Edition	Android Tablets For Dummies	Aperture 3 Portable Genius
Balanced Scorecards & Operational Dashboards with Microsoft Excel; Second Edition	BlackBerry All-in-One for Dummies	BlackBerry Bold for Dummies
BlackBerry for Dummies	BlackBerry For Dummies; 4th Edition	BlackBerry for Dummies; 5th Edition
BlackBerry For Dummies; Third Edition	BlackBerry Pearl 3G For Dummies	BlackBerry Pearl for Dummies
BlackBerry PlayBook for Dummies	BlackBerry Storm For Dummies	Blackboard for Dummies
Brilliant BlackBerry Apps For Dummies	Canon EOS 70D Digital Field Guide	Canon EOS 70D For Dummies
Capturing Better Photos & Video with your iPhone	Cleaning Windows Vista For Dummies	Computers For Seniors For Dummies; 3rd Edition
Crystal Reports 10 For Dummies	Crystal Reports 2008 For Dummies	Crystal Reports 8 For Dummies
Crystal Reports 9 for Dummies	Cutting Edge PowerPoint 2007 For Dummies	Digital Photography: Top 100 Simplified Tips & Tricks; 3rd Edition
Dreamweaver CS3 Bible	Dreamweaver CS3 For Dummies	Dreamweaver CS4 All-in-One For Dummies
Dreamweaver CS4 Bible	Dreamweaver CS6 Bible	Droid 2 For Dummies
Droid Bionic For Dummies	Droid X2 for Dummies	Excel 2007 Advanced Report Development
Excel 2007 All-In-One Desk Reference For Dummies	Excel 2007 Bible	Excel 2007 Data Analysis For Dummies
Excel 2007 For Dummies Quick Reference	Excel 2007 Formulas	Excel 2007 Just the Steps For Dummies
Excel 2007 PivotTables and PivotCharts	Excel 2007 Power Programming with VBA	Excel 2007 VBA Programming For Dummies
Excel 2010 All-in-One For Dummies	Excel 2010 Bible	Excel 2010 eLearning Kit For Dummies
Excel 2010 Formulas	Excel 2010 Power Programming with VBA	Excel 2010 Workbook For Dummies
Excel 2013 All-in-One For Dummies	Excel 2013 Bible	Excel 2013 eLearning Kit For Dummies
Excel 2013 Formulas	Excel 2013 Power Programming with VBA	Excel Dashboards & Reports for Dummies; 2nd Edition
Excel Data Analysis for Dummies; 2nd Edition	Excel Data Analysis: Your Visual Blueprint for Analyzing Data; Charts; and PivotTables; 4th Edition	Excel Formulas and Functions For Dummies; 2nd Edition
Excel Formulas and Functions For Dummies; 3rd Edition	Excel VBA Programming For Dummies; 3rd Edition	Excel Workbook For Dummies

Exploring iPad for Dummies; 2nd Edition	Exploring Windows 8 for Dummies	Facebook All-in-One for Dummies
Fighting Spam For Dummies	Firefox For Dummies	Flash CS3 For Dummies
Flash CS4 All-in-One For Dummies	Flash CS4 Professional Bible	Flash Professional CS5 Bible
Geeks on Call PCs: 5-Minute Fixes	Geeks on Call Windows XP: 5-Minute Fixes	Google for Dummies
Google Powered: Productivity with Online Tools	Google Secrets: Do What You Never Thought Possible with Google	Google Sites & Chrome For Dummies
Hacking BlackBerry: ExtremeTech	HTC ThunderBolt For Dummies	IBM Lotus Symphony For Dummies
iLife '09: Portable Genius	Illustrator 10 For Dummies	Illustrator CS for Dummies
Illustrator CS3 Bible	Illustrator CS4 Bible	Illustrator CS4 For Dummies
Illustrator CS5 Bible	iMac for Dummies; 6th Edition	iMac For Dummies; 7th Edition
iMac for Dummies; 8th Edition	iMac Portable Genius; 3rd Edition	Incredible iPad Apps For Dummies
Incredible iPhone Apps for Dummies	InDesign CS4 Bible	InDesign CS4 For Dummies
Internet Explorer 5.5 For Windows For Dummies	Internet Explorer 6 for Dummies	iPad 2 All-in-One for Dummies; 3rd Edition
iPad 2: Portable Genius	iPad All-in-One for Dummies	iPad All-in-One for Dummies; 5th Edition
iPad at Work	iPad for Digital Photographers	iPad For Dummies
iPad for Dummies; 6th Edition	iPad For Seniors For Dummies; 4th Edition	iPad For Seniors For Dummies; 5th Edition
iPad for Seniors for Dummies; 6th Edition	iPad Fully Loaded	iPad in Education For Dummies
iPad Mini for Dummies; 2nd Edition	iPad Portable Genius	iPad Portable Genius; 2nd Edition
iPhone 3GS: Portable Genius	iPhone 4 Portable Genius	iPhone 4S All-in-One for Dummies
iPhone 4S For Dummies; 5th Edition	iPhone 4S Portable Genius	iPhone 5 All-in-One for Dummies; 2nd Edition
iPhone 5 For Dummies; 6th Edition	iPhone 5 For Seniors For Dummies; 2nd Edition	iPhone 5 Portable Genius
iPhone 5s and iPhone 5c: Portable Genius	iPhone All-in-One For Dummies; 3rd Edition	iPhone for Dummies
iPhone For Dummies; 3rd Edition	iPhone for Dummies; 4th Edition	iPhone for Dummies; 7th Edition
iPhone for Seniors for Dummies; 3rd Edition	iPhone Fully Loaded	iPhone Fully Loaded; 3rd Edition
iPhone Portable Genius; Second Edition	iPhone SECRETS: Do What You Never Thought Possible with Your iPhone	iPhoto '11: Portable Genius
iPod & iTunes for Dummies; 10th Edition	iPod & iTunes For Dummies; 7th Edition	iPod & iTunes for Dummies; 9th Edition
iPod and iTunes Portable Genius; 3rd Edition	iPod Touch For Dummies	iPod Touch For Dummies; 3rd Edition
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Kindle Fire HD For Dummies	Kindle Fire HDX For Dummies	Kindle Paperwhite For Dummies
Kindle Paperwhite For Dummies; 2nd Edition	Laptops All-In-One Desk Reference for Dummies	Laptops All-in-One For Dummies; 2nd Edition
Laptops For Dummies Quick Reference	Laptops for Dummies; 5th Edition	Laptops for Seniors for Dummies; 3rd Edition
Laptops Simplified	LinkedIn For Dummies; 2nd Edition	Linux Bible 2011 Edition: Boot up to Ubuntu; Fedora; KNOPPIX; Debian; openSUSE; and 13 Other Distributions
Lotus Notes 6 for Dummies	Lotus Notes and Domino 5 Bible	Mac at Work
Mac OS X Tiger for Dummies	Mac OS X for Dummies	Mac OS X Lion: Portable Genius
Mac OS X Panther Timesaving Techniques For Dummies	Mac OS X Snow Leopard for Dummies	Mac OS X Snow Leopard Just the Steps for Dummies
Mac OS X Snow Leopard: Portable Genius	Mac OS X Tiger All-in-One Desk Reference For Dummies	Mac OS X v. 10.3 Panther: Top 100 Simplified Tips & Tricks
MacBook Air Portable Genius; 3rd Edition	MacBook Air Portable Genius; 4th Edition	MacBook Air: Portable Genius; 2nd Edition
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MacBook Portable Genius; 2nd Edition	MacBook Pro Portable Genius	MacBook Pro Portable Genius; 2nd Edition
MacBook Pro Portable Genius; 3rd Edition	MacBook Pro Portable Genius; 4th Edition	MacBook Pro Portable Genius; 5th Edition
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Macs Portable Genius	Making Effective Business Decisions Using Microsoft Project	Manage Your Life with Outlook For Dummies
Microsoft Access 2007 Data Analysis	Microsoft Business Intelligence Tools for Excel Analysts	Microsoft Excel & Access Integration with Office 2007
Microsoft Excel 2000 Formulas	Microsoft Excel 2000 Power Programming with VBA	Microsoft FrontPage 2002 for Dummies
Microsoft Office 2000 for Windows For Dummies	Microsoft Office 2008 for Mac Bible	Microsoft Office 2010 for Dummies eLearning Kit
Microsoft Office 2013 Bible	Microsoft Office 365 For Dummies	Microsoft Office Access 2007 All-in-One Desk Reference For Dummies
Microsoft Office Excel 2007 For Dummies	Microsoft Office Excel 2007 Formulas & Functions for Dummies	Microsoft Office Excel 2007: The L Line; The Express Line to Learning
Microsoft Office Home & Student 2013 All-in-One For Dummies	Microsoft Office Live For Dummies	Microsoft Office Project 2003 Bible
Microsoft Office Project 2007 For Dummies	Microsoft Office Project 2007: All-in-One Desk Reference For Dummies	Microsoft Office Visio 2007 For Dummies
Microsoft Outlook 2000 for Windows for Dummies	Microsoft Outlook 2007 Bible	Microsoft Outlook 2013 For Dummies

Microsoft PowerPoint 2002 For Dummies	Microsoft PowerPoint 2010 All-in-One For Dummies	Microsoft PowerPoint 2010 Bible
Microsoft PowerPoint 2013 Bible	Microsoft Project 2002 Bible	Microsoft Project 2002 For Dummies
Microsoft Project 2003 For Dummies	Microsoft Project 2010 For Dummies	Microsoft Project 2013 For Dummies
Microsoft Sharepoint 2003 for Dummies	Microsoft SharePoint 2007 For Dummies	Microsoft SharePoint 2010 For Dummies
Microsoft Surface for Dummies; 2nd Edition	Microsoft Word 2007 Bible	Microsoft Word 2010 All-in-One For Dummies
Microsoft Word 2010 Bible	Microsoft Word 2013 Bible	Migrating to Windows 2000 For Dummies
Next Generation Excel: Modeling In Excel For Analysts And MBAs (For MS Windows And Mac OS); 2nd Edition	Nexus 7 For Dummies	Nexus One for Dummies
Nexus Tablets For Dummies	Nikon D5300 Digital Field Guide	Nikon D5300 for Dummies
Office 2003 Timesaving Techniques For Dummies	Office 2007 All-in-One Desk Reference For Dummies	Office 2007 Bible
Office 2007 For Dummies	Office 2008 for Mac For Dummies	Office 2010 All-in-One For Dummies
Office 2010 Bible	Office 2010 Web Apps For Dummies	Office 2011 for Mac All-in-One For Dummies
Office 2013 All-In-One for Dummies	Office 2013 for Dummies eLearning Kit	Office for Mac 2011: Portable Genius
Office Home and Student 2010 All-in-One For Dummies	Office XP 9 in 1 Desk Reference For Dummies	OneNote 2013 For Dummies
OpenOffice.org For Dummies	OS X Mavericks for Dummies	OS X Mavericks Portable Genius
OS X Mountain Lion All-in-One For Dummies	OS X Mountain Lion Bible	OS X Mountain Lion Portable Genius
OS X Mountain Lion Simplified	OS X Yosemite All-in-One for Dummies	OSx86: Creating a Hackintosh
Outlook 2003 for Dummies	Outlook 2007 All-in-One Desk Reference For Dummies	Outlook 2007 Business Contact Manager for Dummies
Outlook 2007 For Dummies	Outlook 2010 All-in-One For Dummies	Paintshop Pro 8 For Dummies
Palm Pre For Dummies	PC Magazine Office 2007 Solutions	PC Magazine Windows Vista Security Solutions
PC Magazine Windows Vista Solutions	PCs All-in-One for Dummies; 5th Edition	PCs All-in-One For Dummies; 6th Edition
PCs for Dummies Quick Reference; 4th Edition	PCs For Dummies; 11th Edition	PCs for Dummies; 12th Edition
PCs for Dummies; Windows 7 Edition	Photoshop CC For Dummies	Photoshop CC Top 100 Simplified Tips & Tricks
Photoshop CS For Dummies	Photoshop CS Timesaving Techniques For Dummies	Photoshop CS3 Bible
Photoshop CS3 For Dummies	Photoshop CS4 All-in-One For Dummies	Photoshop CS4 Bible
Photoshop CS4 For Dummies	Photoshop CS6 All-in-One For Dummies	Photoshop Elements 10 All-in-One for Dummies
Photoshop Elements 11 All-in-One For Dummies	Photoshop Elements 2 For Dummies	Photoshop Elements 7 All-in-One For Dummies
Photoshop Elements 7 For Dummies	Photoshop Elements 8 After the Shoot	Photoshop Elements 8 for Dummies
Photoshop Elements 9 All-in-One For Dummies	Pocket PC for Dummies; Second Edition	Podcasting For Dummies
PowerPoint 2007 All-in-One Desk Reference For Dummies	PowerPoint 2007 Bible	PowerPoint 2007 For Dummies
PowerPoint 2007 Just the Steps For Dummies	PowerPoint 2013 For Dummies	PowerPoint Advanced Presentation Techniques
Prezi for Dummies	Project 2010 Bible	QuickBooks 2007 All-in-One Desk Reference For Dummies
QuickBooks 2008 All-in-One Desk Reference For Dummies	QuickBooks 2009 All-in-One for Dummies	QuickBooks 2009 for Dummies
QuickBooks 2010 for Dummies	QuickBooks 2011 All-in-One For Dummies	QuickBooks 2012 All-in-One for Dummies
QuickBooks 2012 for Dummies; UK Edition	QuickBooks 2013 All-in-One For Dummies	QuickBooks 2013 for Dummies
QuickBooks 2014 All-in-One For Dummies	QuickBooks 2015 All-in-One For Dummies	QuickBooks 2015 for Dummies
QuickBooks Online For Dummies	Quicken 2004 for Dummies	Quicken 2007 for Dummies
Quicken 2008 for Dummies	Quicken 2009 For Dummies	Quicken 2010 for Dummies
Quicken 2011 For Dummies	Quicken 2012 For Dummies	Quicken 2014 for Dummies
Sage Timeslips For Dummies	Samsung Galaxy Note 3 for Dummies	Samsung Galaxy S 4 For Dummies
Samsung Galaxy Tab 10.1 For Dummies	Samsung Galaxy Tab for Dummies	Samsung Galaxy Tabs For Dummies
SharePoint 2007 Collaboration for Dummies	Simple Computer Security: Disinfect Your PC	Simple Computer Transfer and Backup: Don't Lose your Music and Photos
Simple Computer Tune-up: Speed Up Your PC	Siri For Dummies	Skype For Dummies
SmartDraw for Dummies	SmartSuite Millennium Edition Bible	Surface for Dummies
SUSE Linux 10 For Dummies	Switching to a Mac For Dummies; 2nd Edition	Switching to a Mac for Dummies; Mac OS X Lion Edition
Switching to a Mac Portable Genius; 2nd Edition	Switching to a Mac: Portable Genius	Teach Yourself VISUALLY Complete Mac Pro
Teach Yourself VISUALLY Complete OS X Mavericks	Teach Yourself VISUALLY iMac; 3rd Edition	Teach Yourself Visually iPad; 2nd Edition
Teach Yourself VISUALLY iPhone; 2nd Edition	Teach Yourself VISUALLY MacBook Air	Teach Yourself VISUALLY MacBook Pro; 2nd Edition
Teach Yourself VISUALLY OS X Mavericks	Teach Yourself Visually Photoshop CC	Teach Yourself VISUALLY Windows 8.1
Teach Yourself Visually Word 2003; 2nd Edition	The Art and Style of Product Photography	The Internet for Dummies; 11th Edition
The Internet for Dummies; 13th Edition	The Unofficial Guide to Microsoft Office Access 2007	The Unofficial Guide to Microsoft Office Excel 2007

The Unofficial Guide to Microsoft Office Word 2007	The Unofficial Guide to Outlook 2007	The Unofficial Guide to Windows Vista
TI-84 Plus Graphing Calculator For Dummies	Upgrading & Fixing PCs For Dummies; 7th Edition	Upgrading and Fixing Computers Do-it-Yourself For Dummies
Using Microsoft Office 2007: Tutorials and Projects; 2nd Edition	Visio 2000 Bible	Visio 2003 Bible
Visio 2007 Bible	Windows 2000 Professional for Dummies	Windows 7 & Office 2010 For Dummies
Windows 7 Bible	Windows 7 for Dummies	Windows 7 for Dummies eLearning Kit
Windows 7 for Dummies Quick Reference	Windows 7 Just the Steps for Dummies	Windows 8 Five Minutes at a Time
Windows 8 All-in-One For Dummies	Windows 8 Bible	Windows 8 For Dummies Quick Reference
Windows 8 For Seniors For Dummies	Windows 8 for Tablets for Dummies	Windows 8 Secrets: Do What You Never Thought Possible with Windows 8 and RT
Windows 8 Simplified	Windows 8 Tweaks	Windows 8 Visual Quick Tips
Windows 8.1 Bible	Windows 8.1 For Dummies	Windows 8.1 For Seniors For Dummies
Windows 8.1 Simplified	Windows 98 For Dummies	Windows Phone 7 Companion
Windows Phone 7 For Dummies	Windows Vista All-in-One Desk Reference For Dummies	Windows Vista For Dummies
Windows Vista For Dummies Quick Reference	Windows Vista Just the Steps for Dummies	Windows Vista Secrets
Windows Vista Timesaving Techniques for Dummies	Windows Vista Ultimate Bible	Windows XP For Dummies
Windows XP Media Center Edition 2004 PC For Dummies	Word 2000 for Windows for Dummies	Word 2003 Bible
Word 2007 All-in-One Desk Reference For Dummies	Word 2007 for Dummies	Word 2013 eLearning Kit for Dummies
Word 2013 For Dummies	WordPerfect 11 for Dummies	WordPerfect 12 for Dummies
WordPerfect Office 2002 for Dummies	Adventures In Raspberry Pi	EXCEL 2010: No Problem!
Home Accountz for Dummies	Hudl for Dummies	iPad for the Older and Wiser: Get Up and Running with Apple iPad2 and the New iPad; 2nd Edition
iPad for the Older and Wiser: Get up and Running with Your Apple iPad; iPad Air and iPad Mini; 4th Edition	Sage Instant Accounts for Dummies	Windows 7: No Problem!
Windows 8 for the Older and Wiser	Adobe Captivate 4: The Definitive Guide	PC Basics with Windows 7 and Office 2010
Straight to the Point: Microsoft Excel 2010	Straight to the Point: Microsoft Office 2010	Straight to the Point: Microsoft Word 2010
F1 Get the Most Out of Excel Formulas & Functions: The Ultimate Excel Formulas & Functions Help Guide	F1 Get the Most out of Excel! The Ultimate Excel Tip Help Guide	Get the Most Out of Excel 2007: The Ultimate Excel 2007 Help Guide
Microsoft® Office Excel® 2013: Part 1; Second Edition	Microsoft® Office Excel® 2013: Part 2; Second Edition	Microsoft® Office Outlook® 2013: Part 1 Student Edition
Microsoft® Office Outlook® 2013: Part 2 (Student Edition)	Microsoft® Office PowerPoint® 2013: Part 1 (Student Edition)	Microsoft® Office PowerPoint® 2013: Part 2 (Student Edition)
Microsoft® Office Word 2013: Part 1	Microsoft® Office Word 2013: Part 2	Using Microsoft® Windows® 8.1 (Student Manual)
Access 2000: The Complete Reference	CorelDRAW X5 The Official Guide	CorelDRAW X7: The Official Guide
How to Do Everything iPhone 5	How to Do Everything Mac OS X Mountain Lion	How to Do Everything Microsoft SharePoint 2013
How to Do Everything Windows 8	How to Do Everything with Adobe Acrobat 8	How to Do Everything with Microsoft Office Word 2007
How to Do Everything with Your BlackBerry; Second Edition	How to Do Everything: Adobe Acrobat X	How to Do Everything: iCloud; Second Edition
How to Do Everything: Kindle Fire	How to Do Everything: Microsoft SharePoint 2010	How to Do Everything: Pages; Keynote & Numbers for OS X and iOS
iPad for Seniors QuickSteps	iPhone 5 Kickstart	iPhone for Seniors QuickSteps
Microsoft Excel 2013 QuickSteps	Microsoft Office 2007 Business Intelligence: Reporting; Analysis; and Measurement from the Desktop	Microsoft Office 2013 QuickSteps
Microsoft Office 97: The Complete Reference	Microsoft Word 2013 QuickSteps	QuickBooks 2014: The Guide
QuickBooks 2015: The Best Guide for Small Business	Quicken 2013: The Official Guide	Quicken 2014: The Official Guide
Quicken 2015: The Official Guide	Visio 2000: The Official Guide	Visualizing Information with Microsoft Office Visio 2007: Smart Diagrams for Business Users
Windows 8 Kickstart	Windows 8.1 for Seniors: QuickSteps	Windows 98 Answers! Certified Tech Support
Windows Vista: The Complete Reference	Word 2000: The Complete Reference	Microsoft Excel Functions and Formulas; Second Edition
Microsoft Excel Functions and Formulas; Third Edition	Microsoft Office 2013/365 and Beyond	Microsoft PowerPoint 2013 Pocket Primer
MS Word/Excel 2013 Pocket Primer	It's Never Done That Before! A Guide to Troubleshooting Windows XP	Linux Made Easy: The Official Guide to Xandros 3 for Everyday Users
Master Your Mac: Simple Ways to Tweak; Customize; and Secure OS X	My New iPad: A User's Guide	My New iPad: A User's Guide; 2nd Edition

My New iPad: A User's Guide; 3rd edition	Ubuntu Made Easy: A Project-Based Introduction to Linux	Novell GroupWise 6.5 WebAccess Client User Guide
Novell GroupWise 6.5 Windows Client User Guide	Quick Course in Creating a Web Site Using Microsoft FrontPage 2000	Quick Course in Microsoft Access 2000; Education/Training Edition
Quick Course in Microsoft Access 2002; Training Edition	Quick Course in Microsoft Excel 2000; Education/Training Edition	Quick Course in Microsoft Excel 2002; Training Edition
Quick Course in Microsoft Office 2000; Education/Training Edition	Quick Course in Microsoft Office 2003	Quick Course in Microsoft Office Access 2003: Fast-Track Training for Busy People; Training Edition
Quick Course in Microsoft Office Access 2007: Fast-Track Training for Busy People; Training Edition	Quick Course in Microsoft Office Excel 2003	Quick Course in Microsoft Office PowerPoint 2003: Fast-Track Training for Busy People; Training Edition
Quick Course in Microsoft Office Publisher 2003	Quick Course in Microsoft Office Word 2003	Quick Course in Microsoft Office Word 2007: Fast-Track Training for Busy People; Training Edition
Quick Course in Microsoft Office XP: Training Edition	Quick Course in Microsoft Outlook 2000; Education/Training Edition	Quick Course in Microsoft Outlook 2002; Training Edition
Quick Course in Microsoft PowerPoint 2000; Education/Training Edition	Quick Course in Microsoft PowerPoint 2002; Training Edition	Quick Course in Microsoft Publisher 2000
Quick Course in Microsoft Publisher 2002: Training Edition	Quick Course in Microsoft Windows 2000; Training Edition	Quick Course in Microsoft Windows XP: Fast-Track Training for Busy People
Quick Course in Microsoft Word 2000	Quick Course in Microsoft Word 2002; Training Edition	Quick Course in the Internet Using Microsoft Internet Explorer 5
Clear and to the Point: 8 Psychological Principles for Compelling PowerPoint Presentations	IBM Lotus Notes 8.5 User Guide	Degunking Linux
Degunking Your Mac; Tiger Edition	The Mac OS X v.10.2 Jaguar Book	Better Than Bullet Points: Creating Engaging e-Learning with PowerPoint
Better than Bullet Points: Creating Engaging e-Learning with PowerPoint; Second Edition	Adobe Photoshop 7 Fast & Easy	Crystal Reports 9 Essentials
Learn Microsoft Windows XP in a Weekend	Lotus Notes R6 Fast & Easy	Mac OS X Fast & Easy
Mac OS X and the Digital Lifestyle	Mac OS X Power User's Guide	Mac OS X Version 10.2 Jaguar Fast & Easy
Mac OS X Version 10.3 Panther Fast & Easy	Managing with Microsoft Project 2000	Managing with Microsoft Project 2002
Microsoft Office Excel 2003 Fast & Easy	Microsoft Office PowerPoint 2003 Fast & Easy	Paint Shop Pro 8 Fast & Easy
Set up Your Home Office in a Weekend	Easy Microsoft Windows 2000 Professional	Migrating to Microsoft Office 2000
Practical Microsoft Windows 2000 Professional	Special Edition Using Microsoft PowerPoint 2000	Effective Executive's Guide to Excel 2002
Effective Executive's Guide to Office XP	Effective Executive's Guide to Outlook 2002	Effective Executive's Guide to PowerPoint 2002
Effective Executive's Guide to the Internet: The Seven Core Skills Required to Turn the Internet into a Business Power Tool	How to Use Microsoft Windows 2000 Professional	Sams Teach Yourself Adobe Illustrator 9 in 24 Hours
Sams Teach Yourself Microsoft Project 2000 in 24 Hours	Computers: Systems; Terms and Acronyms; 15th Edition	Computers: Systems; Terms and Acronyms; 16th Edition
Working with Lotus Notes 6.5	Excel 2010 Made Simple	Administering Windows Vista Security: The Big Surprises
Adobe Flash Professional CS6 Essentials	Adobe Photoshop CS6 Essentials	Dan Gookin's Naked Office
ePublishing with InDesign CS6: Design and Produce Digital Publications for Tablets; Ereaders; Smartphones; and More	Excel 2000: No Experience Required	Flash 5 Visual JumpStart
Mastering Access 2002 Premium Edition	Mastering Access 97 for Windows 95/NT	Mastering InDesign CS5 for Print Design and Production
Mastering Lotus Notes and Domino 6	Mastering Lotus Notes and Domino R5 Premium Edition	Mastering Lotus SmartSuite Millennium Edition Release 9.5
Mastering Lotus SmartSuite Millennium Edition Premium Edition	Mastering Microsoft Office 2003 for Business Professionals	Mastering Microsoft Office XP; Premium Edition
Mastering Microsoft Outlook 2002	Mastering Microsoft Windows Vista Home Premium and Basic	Mastering Photoshop 6
Mastering PowerPoint 2000	Mastering PowerPoint 97	Mastering VBA for Microsoft Office 2013
Mastering VBA for Office 2010	Microsoft FrontPage 2000: No Experience Required	Microsoft FrontPage 2003 Savvy
Microsoft Office 2000: No Experience Required	Microsoft Office 97: No Experience Required	Microsoft Office Excel 2007 for Project Managers
Microsoft Office Specialist: Excel 2003 Study Guide	Microsoft Outlook 2000: No Experience Required	MOUS: Office XP Study Guide
Photoshop 7 at Your Fingertips: Get In; Get Out; Get Exactly What You Need	Photoshop CS3 for Forensics Professionals: A Complete Digital Imaging Course for Investigators	Skin: The Complete Guide to Digitally Lighting; Photographing; and Retouching Faces and Bodies; Second Edition
The ABCs of Excel 97 for Windows 95/NT	The ABCs of Outlook 97	The ABCs of Word 97

Windows 2000 Professional In Record Time	Word 2000: No Experience Required	#EXPERT EXCEL PROJECTS tweet Book01: Taking Your Excel Project from Start to Finish Like an Expert
The Legal Protection of Databases	Essential Articulate Studio '09	Learn Google
Learn Microsoft Visio 2002 for the Advanced User	Learn Visio 2000 for the Advanced User	Macintosh Switcher's Guide
Microsoft Excel Functions & Formulas	Microsoft SharePoint 2007 for Office 2007 Users	David Busch's Nikon® D810 Guide to Digital SLR Photography
Picture Yourself Learning Corel PaintShop Pro X7	Safe & Secure: Protecting Your Kids in the Digital Age	Shooting Models: Tips; Techniques; and Testimony from Both Sides of the Camera
Your Photos Stink!: David Busch's Lessons in Elevating Your Photography from Awful to Awesome	Guerrilla Data Analysis Using Microsoft excel; 2nd Edition	Learn Excel 2007 through Excel 2010 from Mr. Excel: Master Pivot Tables; Subtotals; Charts; VLOOKUP; IF; Data Analysis and Much More - 512 Excel Mysteries Solved
Power Excel with MrExcel: PowerExcelBook	A Parent's Guide to the iPad; 3rd Edition (iOS 7)	Android Tablets for Seniors
Clever Stuff you can do with your Digital Camera	Computing for Seniors û Windows 7 International Edition	Computing for Seniors; 5th Ed û Windows 8.1 & Update 1
Excel 2010	Get to No 1 on Google; 3rd Edition	iMac; 5th Edition (OS X Yosemite)
iPad for Seniors; 3rd Edition (covers iOS 7)	iPad for Seniors; 4th Edition (covers iOS 8)	iPad; 4th Edition (covers iOS 6; 3rd & 4th gen and iPad 2)
iPad; 6th Edition (covers iOS 8)	iPhone for Seniors in easy steps û covers iPhone 6 & iOS 8	iPhone; 2nd Edition (covers iPhone 4)
iPhone; 5th Edition (covers iOS 8)	Laptops for Seniors -;? Windows 7 ed	Laptops for Seniors û Windows 8.1 ed
Mac Basics; 3rd Edition (OS X Yosemite)	Mac Computing for Seniors; 3rd Edition (OS X Mountain	Mac Computing for Seniors; 4th Edition (OS X Yosemite)
Mac Tips; Tricks & Shortcuts; 2nd Edition (OS X Yosemite)	MacBook; 4th Edition (OS X Yosemite)	Office 2010
Office 2010 for Seniors	OS X Yosemite	Photoshop Elements 13
PowerPoint 2010	PowerPoint 2013	Project 2010
Social Networking for Seniors	Tablet PCs for Seniors û covers Windows RT & Windows 8	Windows 7 for Seniors
Windows 8.1 for Seniors	Word 2010	101 Ready-to-Use Excel Formulas
Android Tablets For Dummies; 2nd Edition	Canon EOS 7D Mark II For Dummies	Chromebook For Dummies
Digital Literacy For Dummies	Excel Macros For Dummies	Exploring iPad For Dummies
Fire Tablets For Dummies	iPad All-in-One For Dummies; 7th Edition	iPad and iPhone For Musicians For Dummies
iPad For Seniors For Dummies; 7th Edition	iPhone All-in-One For Dummies; 4th Edition	iPhone For Seniors For Dummies; 4th Edition
iWork Portable Genius	Nikon D5500 For Dummies	Office for iPad and Mac For Dummies
Quicken 2015 For Dummies	Samsung Galaxy S5 For Dummies	Teach Yourself VISUALLY iPad
Teach Yourself VISUALLY iPhone 5s and iPhone 5c	Teach Yourself VISUALLY Kindle Fire X	Teach Yourself VISUALLY OS X Yosemite
Teach Yourself VISUALLY Photoshop Elements 13	Teach Yourself VISUALLY Quickbooks X	Teach Yourself VISUALLY Samsung Galaxy S5
The Internet For Dummies; 14th Edition	Windows 8.1 For Dummies Book + DVD Bundle	Microsoft Office 2010: Productivity Strategies for Today and Tomorrow
Microsoft Project 2010 The Complete Reference		



PowerPoint expert Robert Lane writes about what colors and color combinations work best in PowerPoint presentations. He also shows you what colors to avoid and briefly discusses color theory. Newer versions of PowerPoint, especially beginning with PowerPoint 2010, have marvelous tools for helping even the "artistically challenged" among us get beyond bullet points and create effective, graphically appealing, downright professional-looking visual slides. That's fantastic! Now the question is "how should we use those tools? Most of us have never been trained as graphic artists and don't necessarily know the rules for making visually attractive and meaningful content. Putting the power in your PowerPoint with 21 mistakes to avoid and 9 PowerPoint philosophies by: Fripp, Patricia. Published: (2007). Why most PowerPoint presentations suck : and how you can make them better / by: Altman, Rick. Published: (2007). Clear and to the point 8 psychological principles for compelling PowerPoint presentations / by: Kosslyn, Stephen Michael, 1948- Published: (2007). Search Options. Search History.

If you use PowerPoint, it will be front and center for each and every one of your attendees. By avoiding these design mistakes, you'll keep the focus on your great content. Too Much Text. This can be a problem with any presentation platform, but it seems particularly endemic to PowerPoint. Slides that are filled completely with text are not going to be read by anyone. They'll get through the first line, feel overwhelmed, and run away. It's a waste of a slide. Instead, put as few words as possible in your slides to get the message across. Your audience should be paying attention to what you're saying. Newer versions of PowerPoint, especially beginning with PowerPoint 2010, have marvelous tools for helping even the "artistically challenged" among us get beyond bullet points and create effective, graphically appealing, downright professional-looking visual slides. That's fantastic! Now the question is "how should we use those tools?" Where most PowerPoint designers get into trouble is combining colors across the warm/cool boundary. Absolutely NEVER do what is depicted in Figures 5 and 6. If you stare at either of these images for very long, your eyes begin screaming. They have trouble distinguishing interactions between the color wavelengths, resulting in fatigue and discomfort. Stick to three or four points about your topic and expound on them. The audience will be more likely to retain the information. 04. You found all the really cool animations and sounds and used 85 percent of them in your presentation to impress everyone with your flair. Except "the audience doesn't know where to look and have therefore lost the message of your presentation. Animations and sounds, used well, can heighten interest but don't distract the audience with too much of a good thing. Design your presentation with the "less is more" philosophy. Don't let your audience suffer from animation overload, 10.

Mistake # 1. Putting in charge of advertising a person whose responsibilities do not coincide with the purpose of the advertising. To avoid it: Define accurately the purpose of the advertising before selecting the person to be responsible, and/or have the chief executive officer retain responsibility for the advertising, assisted by advertising manager with no other responsibilities. Mistake #2. And: "Oh wad some power the giftie gie us To see oursels as others see us! It wad frae monie a blunder free us, An' foolish notion." An agency may avoid this mistake by adhering to appropriate policies; an advertiser avoids it simply by establishing an objective measure of the advertising's effectiveness. Personal pride or firm ethical attitudes may make it easy for some individuals to avoid it. PowerPoint expert Robert Lane writes about what colors and color combinations work best in PowerPoint presentations. He also shows you what colors to avoid and briefly discusses color theory. Newer versions of PowerPoint, especially beginning with PowerPoint 2010, have marvelous tools for helping even the "artistically challenged" among us get beyond bullet points and create effective, graphically appealing, downright professional-looking visual slides. That's fantastic! Now the question is "how should we use those tools? Most of us have never been trained as graphic artists and don't necessarily know the rules for making visually attractive and meaningful content.