



Numbers '09 使用手冊

Iwork Numbers Manual

Jim Elferdink



iWork Numbers Manual:

iWork '09: The Missing Manual Josh Clark, 2009-04-23 With iWork 09 Apple's productivity applications have come of age Unfortunately their user guides are stuck in infancy That's where iWork 09 The Missing Manual comes in This book quickly guides you through everything you need to know about the Pages word processor the Numbers spreadsheet and the Keynote presentation program that Al Gore and Steve Jobs made famous Friendly and entertaining iWork 09 The Missing Manual gives you crystal clear and jargon free explanations of iWork's capabilities its advantages over similar programs and its limitations You'll see these programs through an objective lens that shows you which features work well and which don't With this book you will Produce stunning documents and cinema quality digital presentations Take advantage of Mac OS X's advanced typography and graphics capabilities Learn how to use the collection of themes and templates included with iWork Get undocumented tips tricks and secrets for each program Integrate with other iLife programs to use photos audio and video clips Learn why iWork is the topic most requested by Missing Manual fans One of the few sources available on Apple's incredible suite of programs iWork 09 The Missing Manual will help you get the best performance out of Pages Numbers Keynote and more in no time

iWork: The Missing Manual Jessica Thornsby, Josh Clark, 2014-03-18 Apple's iWork is more versatile than ever now that there are versions for Mac iOS and even iCloud The only thing iWork doesn't include is its own how to guide That's where this friendly jargon free Missing Manual comes in With complete instructions and helpful examples you'll quickly learn how to create stunning documents slideshows and spreadsheets with iWork's Pages Keynote and Numbers The important stuff you need to know Create elegant files in minutes Save tons of time by using iWork's collection of prebuilt templates and themes Craft a variety of documents Use Pages to design attractive newsletters catalogs brochures flyers and posters Build eye popping presentations Turn Keynote's themes and easy to use cinematic effects into beautiful custom slideshows Organize and clearly convey information Jazz up your Numbers spreadsheets with charts images and videos Always have your work on hand Store your files in iCloud and have them sync automatically to your Mac and iOS devices Work anywhere any time Use the web based iWork for iCloud to create projects on any computer even a PC Versions covered This edition covers Pages for Mac 5.1 Keynote for Mac 6.1 Numbers for Mac 3.1 version 2.1 of each iOS app and iWork for iCloud

iWork '05: The Missing Manual Jim Elferdink, 2005-09-21 Introduced by Apple in January 2005 iWork 05 is an innovative new suite of document and presentation software that's the same caliber as Apple's groundbreaking digital media applications and that's wholly dedicated to what Mac users like you care about most artistry and creativity iWork 05 isn't about office productivity it's about creating slick and stylish documents and cinema quality digital presentations that say precisely what you want them to say While iWork 05 helps you create stunning documents and presentations the suite doesn't come with any in depth documentation of its own That's where iWork 05 The Missing Manual comes in The book that should have been in the box it gives you everything you need to master iWork 05 Seamlessly

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IPad 2 J.D. Biersdorfer,2011-04-14 Looks at the features and functions of the iPad2 covering such topics as accessing the Internet setting up an email account using built in apps playing games using iTunes watching videos and syncing with MobileMe

Mac OS X Leopard: The Missing Manual David Pogue,2007-12-07 With Leopard Apple has unleashed the greatest version of Mac OS X yet and David Pogue is back with another meticulous Missing Manual to cover the operating system with a wealth of detail The new Mac OS X 10.5 better known as Leopard is faster than its predecessors but nothing is too fast for Pogue and this Missing Manual It is just one of reasons this is the most popular computer book of all time Mac OS X The Missing Manual Leopard Edition is the authoritative book for Mac users of all technical levels and experience If you're new to the Mac this book gives you a crystal clear jargon free introduction to the Dock the Mac OS X folder structure and the Mail application There are also mini manuals on iLife applications such as iMovie iDVD and iPhoto and a tutorial for Safari Mac's web browser This Missing Manual is amusing and fun to read but Pogue doesn't take his subject lightly Which new Leopard features work well and which do not What should you look for What should you avoid Mac OS X The Missing Manual Leopard Edition offers an objective and straightforward instruction for using Leopard's totally revamped Finder Spaces to group your windows and organize your Mac tasks Quick Look to view files before you open them The Time Machine Leopard's new backup feature Spotlight to search for and find anything in your Mac Front Row a new way to enjoy music photos and videos Enhanced Parental Controls that come with Leopard Quick tips for setting up and configuring your Mac to make it your own There's something new on practically every page of this new edition and David Pogue brings his celebrated wit and expertise to every one of them Mac's brought a new cat to town and Mac OS X The Missing Manual Leopard Edition is a great new way to tame it

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Table of Contents Iwork Numbers Manual

1. Understanding the eBook Iwork Numbers Manual
 - The Rise of Digital Reading Iwork Numbers Manual
 - Advantages of eBooks Over Traditional Books
2. Identifying Iwork Numbers Manual
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Iwork Numbers Manual
 - User-Friendly Interface
4. Exploring eBook Recommendations from Iwork Numbers Manual
 - Personalized Recommendations
 - Iwork Numbers Manual User Reviews and Ratings
 - Iwork Numbers Manual and Bestseller Lists
5. Accessing Iwork Numbers Manual Free and Paid eBooks
 - Iwork Numbers Manual Public Domain eBooks
 - Iwork Numbers Manual eBook Subscription Services

- Iwork Numbers Manual Budget-Friendly Options
- 6. Navigating Iwork Numbers Manual eBook Formats
 - ePub, PDF, MOBI, and More
 - Iwork Numbers Manual Compatibility with Devices
 - Iwork Numbers Manual Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Iwork Numbers Manual
 - Highlighting and Note-Taking Iwork Numbers Manual
 - Interactive Elements Iwork Numbers Manual
- 8. Staying Engaged with Iwork Numbers Manual
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Iwork Numbers Manual
- 9. Balancing eBooks and Physical Books Iwork Numbers Manual
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Iwork Numbers Manual
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Iwork Numbers Manual
 - Setting Reading Goals Iwork Numbers Manual
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Iwork Numbers Manual
 - Fact-Checking eBook Content of Iwork Numbers Manual
 - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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