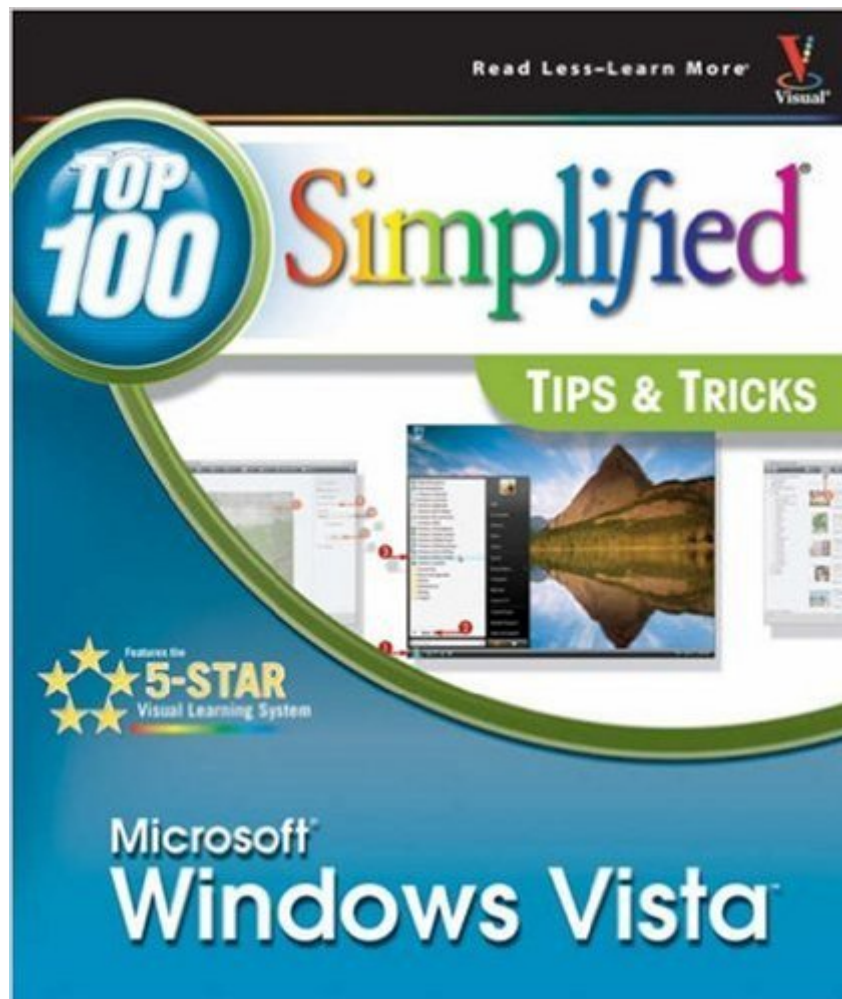


The book was found

Windows Vista: Top 100 Simplified Tips & Tricks (Top 100 Simplified Tips & Tricks)



Synopsis

You already know Windows Vista basics. Now you'd like to go beyond with shortcuts, tricks, and tips that let you work smarter and faster. And because you learn more easily when someone shows you how, this is the book for you. Inside, you'll find clear, illustrated instructions for 100 tasks that reveal cool secrets, teach timesaving tricks, and explain great tips guaranteed to make you more productive with Windows Vista.

- * 5-star visual learning system
- * Minimal text and maximum illustrations
- * Task-oriented, step-by-step approach
- * Navigational aids connect instructions to illustrations
- * Self-contained, two-page lessons
- * Uniform layout makes it easy to read less, learn more

How easy is it? Look for these symbols marking the difficulty of each task.

- * Demonstrates a new spin on a common task
- * Introduces a new skill or a new task
- * Combines multiple skills requiring in-depth knowledge
- * Requires extensive skill and may involve other technologies

Book Information

Series: Top 100 Simplified Tips & Tricks

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in [Books > Computers & Technology](#) > [Software](#) > [Microsoft](#)

Customer Reviews

This is one of the finest instructional books I have ever come across. The step-by-step instructions are very clearly written and illustrated. There is no guess-work required regarding the interpretation of the instructions. Each task is preceded by an informative narrative explaining its' purpose and effect. Every command is numbered, with a corresponding number highlighted in relevant screen shots to show exactly how to perform the task. Tips, recommendations, cautions and other options are also included after most tasks. Instructions on removal to return you to the previous

configuration are also prevalent. Difficulty levels are assigned. There is much more detail here that is present in most Vista manuals. The pages are glossy and in color. I can't think of a single recommendation to improve this book and shall consider other books in this series. Excellent!

I purchased "Vista Simplified", I also purchased "Vista Manual" (The missing manual). Vista simplified is an extremely good instruction book. It introduced me to Vista and how to use Vista. It contained information to me that is not obvious unless you know how to find it. The "Missing Manual" Gives a more detailed introduction to Vista. It is very informative and explains everything in plain language. It includes descriptive information that is easy to follow. It is also a good reference book if one gets into trouble! I highly recommend both books. George High

Last March 2007, I purchased the Vista Visually Series that this writer wrote. And, I was so impressed with the author and the content of this book that when I discovered this newer Vista book by the same author, I bought it as well. The reason that I bought this book that I wanted a quick overview on both Tips and Tricks of Vista. After one year using Vista, I have learned so much more about it. Yet, there is always more to learn and an easier and better way to do things in Vista. This author gives you 10 very easy to read and follow chapters that give wonderful and helpful information yet do not bore or overwhelm the reader. The graphics are excellent! The most helpful chapter I found is chapter 5, which is called "Enhance Internet Security and Privacy". Although this chapter could have been longer and more detailed, it gives enough information about: Scanning for Spyware, Web Page Media Safely and Privately, Spam info, and super email info and more. Another chapter I was very impressed with the content is chapter 6. In this chapter the author gives you basic Internetting tips and faster movement in pages showing you how to use tabs, a real help when you are browsing more than one web page at a time and wish to go back to each of them. Also in this chapter I found many good suggestions for websites, safe websites, web feeds and more. Superb book, superb author, I highly recommend this book!

I ordered this book and another book on Dec 22nd, and it was on my porch early afternoon on Christmas Eve. I did not expect to get it that soon! This book makes everything so simple. Everytime you get a new computer, and it has a new operating system, you can't do much with it for a while. I was actually able to do things with this book explaining the steps. I was so impressed with it, I just ordered the author's 'Teach Yourself Visually Windows Vista' book. It is the first book to impress me for its ease and usability. Back in the "OLD" days they use to supply books with computers that

helped to explain how to do tasks...or at least the steps a new user should go through to find the info on the computer. NOW ALL YOU CAN DO IS GUESS WHERE SOME USEABLE INFORMATION IS LOCATED, AND HOW TO GET TO IT. AN EXCELLENT SOURCE BOOK....THANK YOU!

just as it was stated. Easy to understand even for the less experienced user

I gave this as a Gift to a Computer Newbie, and it helped her out quite a bit. For anyone that has a computer with Windows Vista installed on it, and they are not familiar with computers, give them this book. A good read. Lots of illustrations.

This was the first book I purchased when we got our new computer. I had been warned that Vista is confusing. That is not true...it's just different. I'm accustomed to it now and this book was an immense help. I recommend it!

Save your money, and buy The Missing Manual for Vista instead. You won't really use most of the material in Simplified Tips & Tricks, or it is so basic that you are paying \$\$ for nothing. As an example, there are some pages devoted to: "Protect Your Contacts by creating a backup copy"...duh!!

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