

User Documentation Template

Describing the initiation, design, execution, and control of a strategic project office, this book provides step-by-step instructions for establishing a PMO. The author emphasizes cost management, cultural change, risk assessment, resource allocation, and skills tracking to increase project value, organizational efficiency, and productivity. He explores various aspects relating to planning and implementing the strategic project office, and concludes by considering how to change the organizational culture to match the new organization. Concise and easy, the book covers the many pitfalls and minefields and provide strategies to avoid them. The official "Fedora 14 User Guide" is focused on the end-user looking to accomplish standard desktop computer user tasks, such as browsing the web, reading and sending email, and doing office productivity work.

Learn how to: § Select the best ERP software for your organization § Choose the most effective wrap around software to enhance the performance of an existing ERP system § Align software selection with business goals and objectives § Budget for the software and the hidden costs involved in its implementation At times a daring, maddening, and even frightening process, finding and implementing a suitable software package is never an easy task. The cost of the software package is often a fraction of the overall expense. Unless carefully selected, a major software package implementation can consume a considerable amount of your organization's time and energy. An ill-informed purchase can cost your organization it's customers, dollars, and reputation. Maximizing Business Performance through Software Packages: Best Practices for Justification, Selection, and Implementation explores the business challenges involved in

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justifying, selecting, and implementing software packages. It contains practical advice and insights on how to select "good fitting" software packages, how to justify them in terms of their ability to enable business process change or improvement, and most importantly, how to implement them successfully. Selecting and implementing enterprise architecture technology software solutions involves a large expenditure across all the resources of an organization. The process has become increasingly complex as business functions have become increasingly integrated. Maximizing Business Performance through Software Packages: Best Practices for Justification, Selection, and Implementation provides a definitive source that will help you select the solutions that best fit your business needs.

We live in an age of electronic interconnectivity, with co-workers across the hall and across the ocean, and managing meetings can be a challenge across multiple time zones and cultures. This makes documenting your projects more important than ever. In *Technical Documentation and Process*, Jerry Whitaker and Bob Mancini provide the background and structure to help you document your projects more effectively. With more than 60 years of combined experience in successfully documenting complex engineering projects, the authors guide you in developing appropriate process and documentation tools that address the particular needs of your organization. Features Strategies for documenting a project, product, or facility A sample style guide template—the foundation on which you can build documents of various types A selection of document templates Ideas for managing complex processes and improving competitiveness using systems engineering and concurrent engineering practices Basic writing standards and helpful references Major considerations for disaster planning Discussion of standardization to show how it can help reduce

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costs Helpful tips to manage remote meetings and other communications First-hand examples from the authors' own experience Throughout, the authors offer practical guidelines, suggestions, and lessons that can be applied across a wide variety of project types and organizational structures. Comprehensive yet to the point, this book helps you define the process, document the plan, and manage your projects more confidently.

Web sites, collaboration, document management, paperless offices—we want it all in business today, but how do we achieve all of these goals? More importantly, if you work for one of the millions of small-to-medium-sized businesses, how do you find the time to build the expertise necessary to reach these goals? Even the most powerful tool will not allow you to succeed unless you can get the majority of your staff to use it efficiently and effectively. You need a guide that demonstrates a platform that small-to-medium-sized businesses can use to reach these goals. Office and SharePoint 2010 User's Guide demystifies the path that every Microsoft Office user can follow to benefit from the synergism of tools they are already familiar with. Together with SharePoint 2010, users can achieve goals like web sites with a consistent single view, improved collaboration within their organization, and better document management, and may even get one step closer to the paperless office we've been promised for years. This book has topics for Office users of all skill levels, from those just starting to use Office tools to experienced power users. It examines each major Office tool and shows how it contributes to the support and use of SharePoint in today's increasingly electronic-based office environment.

The official "Ubuntu 10.04 LTS Desktop Guide" contains information on how to using Ubuntu in a desktop environment.

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Provides usage information and examples for the Graph Template Language (GTL). The GTL is the underlying language for the default templates that are provided by SAS for procedures that use ODS Statistical Graphics. You can use the GTL either to modify these templates or to create your own highly customized graphs. Information covered includes how to combine language elements to build a custom graph, creating panels that contain multiple graphs, managing plot axes, using legends, modifying style elements to control appearance characteristics, and using functions, expressions, and conditional processing. SAS Products and Releases: SAS/GRAPH: 9.2

Helping data processing professionals to write accurate, clear computer documentation, this book presents a systematic approach to writing manuals, online documents, system messages, menus and on-line tutorials. Covers the process of creating these materials from the inception of the documentation project to its revision after publication.

Addresses the rapidly changing role of the documentation writer and the move toward manual-less software. Also provided are extensive reference sections at the end of each chapter.

The Metastorm ProVision 6.2 User Guide is the essential reference. Packed with tips and tricks that go way beyond what you would expect, the book explains how to ask the right questions as well as how to use the program. All the new features are described. Bill shares his expertise in many areas including simulation, strategy and process improvement.

This text has been completely revised to support the ICAA/CCEA (formerly NDTEF) GCSE ICT specification for September 2001. As well as covering all aspects of the specification thoroughly, the text provides plenty of activities to bring alive the world of ICT for your students.

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Aesthetics isn't the only thing that you should be striving for when you design a template. When creating technical documentation, such as user manuals and online help systems, usability, readability, and simplicity are just as crucial. The design must please the eye and at the same time communicate the content clearly. Paragraph styles and character styles should be efficient to use when writing the document. The layout process should be automated as much as possible. As user assistance documents are frequently updated, an automated layout process is much more important here than in other kinds of books. For example, when you insert a new paragraph into a document, this shouldn't result in you having to manually tweak all subsequent page breaks-not to mention page numbers, cross-references, the table of contents, and the index. Setting up templates and style sheets that are efficient to use when creating and updating a document requires a lot of experience in technical writing. The rules presented in this book are the essence of this experience. All chapters provide various examples that you can use for inspiration and as starting points for your own designs. Topics covered: Layout basics; Setting the type area; Choosing fonts and spacing; Avoiding manual formatting; Creating semantic styles; Organizing styles hierarchically; Recommended screen layouts; Recommended page layouts; Recommended table designs; Recommended paragraph styles; Recommended character styles. Audience: technical writers, developers, marketing professionals, product managers, designers. SharePoint 2007 User's Guide: Learning Microsoft's Collaboration and Productivity Platform is the follow-up edition to the successful SharePoint 2003 User's Guide (Apress, 2005). This book provides guidance about the new workflows, interface, and other technologies within SharePoint 2007. Authors Seth Bates and Tony Smith

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describe SharePoint in a variety of environments. They have the expertise and ability to proffer an eminently useful guide for anyone working with SharePoint technologies in any capacity.

Provides usage information and examples for the Graph Template Language (GTL). The GTL is the underlying language for the default templates that are provided by SAS for procedures that use ODS Statistical Graphics. You can use the GTL either to modify these templates or to create your own highly customized graphs. Information covered includes how to combine language elements to build a custom graph, creating panels that contain multiple graphs, managing plot axes, using legends, modifying style elements to control appearance characteristics, and using functions, expressions, and conditional processing. New for SAS 9.2! This book is printed in black and white.

Just like vinyl LPs, static sites are making a comeback, evidenced by the wide array of static-site generators now available. This practical book shows you hands-on how to build these simple sites for blogs and other use cases, and how to make them more powerful. In the process, you'll work with some of today's more mature and popular static-site generators. Authors Raymond Camden and Brian Rinaldi explain the advantages of using static-site generators for building fast and secure sites. Web and frontend designers and developers will also explore methods for adding dynamic elements and for migrating an existing CMS to a static site. Build a basic four-page static site with the Harp generator Create a simple blog with Jekyll Develop a documentation site with Hugo by generating site files and creating the layout Add dynamic elements, such as forms, comments, and search Integrate a CMS with tools such as CloudCannon and Netlify CMS Use one of several options to deploy your static files Learn methods for moving an existing CMS to a static

site

Taking the basics to the business with no-coding solutions for SharePoint 2010 using this book and eBook.

Microsoft InfoPath 2003 Kick Start builds upon the reader's knowledge of the Microsoft Office system to enable them to get right to work making productive use of InfoPath. It is targeted specifically at the early adopters - developers who will use their knowledge of XML and Web development to build sophisticated applications with InfoPath front ends. However it is also, carefully structured to enable "front line" InfoPath users to quickly glean the information they need to be productive when developing their own InfoPath forms - and when working with developers to create more involved InfoPath applications.

Provides usage information and examples for the Graph Template Language (GTL). The GTL is the underlying language for the default templates that are provided by SAS for procedures that use ODS Graphics. You can use the GTL either to modify these templates or to create your own highly customized charts and plots. Information covered includes how to combine language elements to build a custom graph, creating panels that contain multiple graphs, managing plot axes, using legends, modifying style elements to control appearance characteristics, and using functions, expressions, and conditional processing.

"Mastering the Requirements Process: Getting Requirements Right" sets out an industry-proven process for gathering and verifying requirements,

regardless of whether you work in a traditional or agile development environment. In this sweeping update of the bestselling guide, the authors show how to discover precisely what the customer wants and needs, in the most efficient manner possible.

PROC DOCUMENT by Example Using SAS

demonstrates the practical uses of the DOCUMENT procedure, a part of the Output Delivery System, in SAS 9.3. Michael Tuchman explains how to work with PROC DOCUMENT, which is designed to store your SAS procedure output for replay at a later time without having to rerun your original SAS code. You'll learn how to: save a collection of procedure output, descriptive text, and supporting graphs that can be replayed as a single unit save output once and distribute that same output in a variety of ODS formats such as HTML, CSV, and PDF create custom reports by comparing output from the same procedure run at different points in time create a table of contents for your output modify the appearance of both textual and graphical ODS output even if the original data is no longer available or easily accessible manage your tabular and graphical output by using descriptive labels, titles, and footnotes rearrange the original order of output in a procedure to suit your needs After using this book, you'll be able to quickly and easily create libraries of professional-looking output that are accessible at any time. This book is part of the SAS Press program.

Microsoft SharePoint Foundation 2010 and SharePoint Server 2010 provide a collection of tools and services you can use to improve user and team productivity,

make information sharing more effective, and facilitate business decision-making processes. In order to get the most out of SharePoint 2010, you need to understand how to best use the capabilities to support your information management, collaboration, and business process management needs. This book is designed to provide you with the information you need to effectively use these tools. Whether you are using SharePoint as an intranet or business solution platform, you will learn how to use the resources (such as lists, libraries, and sites) and services (such as publishing, workflow, and policies) that make up these environments. Information and process owners will be given the knowledge they need to build and manage solutions. Information and process consumers will be given the knowledge they need to effectively use SharePoint resources. In this book, Seth Bates and Tony Smith walk you through the components and capabilities that make up a SharePoint 2010 environment. Their expertise shines as they provide step-by-step instructions for using and managing these elements, as well as recommendations for how to best leverage them. As a reader, you'll then embrace two common SharePoint uses, document management and project information management, and walk through creating samples of these solutions, understanding the challenges these solutions are designed to address and the benefits they can provide. The authors have brought together this information based on their extensive experience working with these tools and with business users who effectively leverage these technologies within their organizations. These experiences were

incorporated into the writing of this book to make it easy for you to gain the knowledge you need to make the most of the product.

Many programmers code by instinct, relying on convenient habits or a "style" they picked up early on. They aren't conscious of all the choices they make, like how they format their source, the names they use for variables, or the kinds of loops they use. They're focused entirely on problems they're solving, solutions they're creating, and algorithms they're implementing. So they write code in the way that seems natural, that happens intuitively, and that feels good. But if you're serious about your profession, intuition isn't enough. Perl Best Practices author Damian Conway explains that rules, conventions, standards, and practices not only help programmers communicate and coordinate with one another, they also provide a reliable framework for thinking about problems, and a common language for expressing solutions. This is especially critical in Perl, because the language is designed to offer many ways to accomplish the same task, and consequently it supports many incompatible dialects. With a good dose of Aussie humor, Dr. Conway (familiar to many in the Perl community) offers 256 guidelines on the art of coding to help you write better Perl code--in fact, the best Perl code you possibly can. The guidelines cover code layout, naming conventions, choice of data and control structures, program decomposition, interface design and implementation, modularity, object orientation, error handling, testing, and debugging. They're designed to work together to produce code that is clear, robust,

efficient, maintainable, and concise, but Dr. Conway doesn't pretend that this is the one true universal and unequivocal set of best practices. Instead, Perl Best Practices offers coherent and widely applicable suggestions based on real-world experience of how code is actually written, rather than on someone's ivory-tower theories on how software ought to be created. Most of all, Perl Best Practices offers guidelines that actually work, and that many developers around the world are already using. Much like Perl itself, these guidelines are about helping you to get your job done, without getting in the way. Praise for Perl Best Practices from Perl community members: "As a manager of a large Perl project, I'd ensure that every member of my team has a copy of Perl Best Practices on their desk, and use it as the basis for an in-house style guide."-- Randal Schwartz "There are no more excuses for writing bad Perl programs. All levels of Perl programmer will be more productive after reading this book."-- Peter Scott "Perl Best Practices will be the next big important book in the evolution of Perl. The ideas and practices Damian lays down will help bring Perl out from under the embarrassing heading of "scripting languages". Many of us have known Perl is a real programming language, worthy of all the tasks normally delegated to Java and C++. With Perl Best Practices, Damian shows specifically how and why, so everyone else can see, too."-- Andy Lester "Damian's done what many thought impossible: show how to build large, maintainable Perl applications, while still letting Perl be the powerful, expressive language that programmers have loved for years."-- Bill Odom "Finally,

a means to bring lasting order to the process and product of real Perl development teams."-- Andrew Sundstrom "Perl Best Practices provides a valuable education in how to write robust, maintainable Perl, and is a definitive citation source when coaching other programmers."-- Bennett Todd"I've been teaching Perl for years, and find the same question keeps being asked: Where can I find a reference for writing reusable, maintainable Perl code? Finally I have a decent answer."-- Paul Fenwick"At last a well researched, well thought-out, comprehensive guide to Perl style. Instead of each of us developing our own, we can learn good practices from one of Perl's most prolific and experienced authors. I recommend this book to anyone who prefers getting on with the job rather than going back and fixing errors caused by syntax and poor style issues."-- Jacinta Richardson"If you care about programming in any language read this book. Even if you don't intend to follow all of the practices, thinking through your style will improve it."-- Steven Lembark"The Perl community's best author is back with another outstanding book. There has never been a comprehensive reference on high quality Perl coding and style until Perl Best Practices. This book fills a large gap in every Perl bookshelf."-- Uri Guttman

BANTAM is the first modeling language specifically designed for applications in Biometrics and Token Technology. It represents a significant step forward for the design and implementation of biometric and related technology applications in that: - it is very

simple to learn and use; - it offers a consistent system of documentation and a clarity of presentation which make the accurate description of user requirements much easier; - it provides a complete methodology for managing the project from original business case, through procurement and implementation, to subsequent training and support. "The User Guide" provides much more than just a guide to the Bantam methodology: readers will also find lots of good advice on program management in general and will gain an insight into designing biometric and related applications. It will be essential reading for anyone who is serious about biometrics and related technologies, including governmental/corporate end-users, systems integrators, biometric vendors, application developers and device manufacturers. It will also be useful background reading for advanced students and IT and management consultants. Reviews of Julian Ashbourn's first book: "Biometrics: Advanced Identity Verification": "You could attend a dozen conferences and not come away with the kind of overview presented in this new book". Dave Mintie, Connecticut Department of Social Services " a highly readable, entertaining guidebook that should serve as a welcome companion for anyone who must promote, explain, justify, or control an organization's transition to biometric technology." Richard Norton, Executive Director, International Biometrics Industry

Association

This book proposes a process-oriented model for business networking and the concept of networkability to develop realistic strategies for managing enterprises relationships in the Internet economy. It formulates key success factors and management guidelines which were developed in close co-operation between research and practice. "Technical communication is the process of making and sharing ideas and information in the workplace as well as the set of applications such as letters, emails, instructions, reports, proposals, websites, and blogs that comprise the documents you write...Specifically, technical writing involves communicating complex information to a specific audience who will use it to accomplish some goal or task in a manner that is accurate, useful, and clear. Whether you write an email to your professor or supervisor, develop a presentation or report, design a sales flyer, or create a web page, you are a technical communicator." (Chapter 1)

"The US Environmental Protection Agency (EPA), Environmental Research Laboratory - Corvallis, Oregon (ERL-C), established an Interagency Agreement with the US National Oceanic and Atmospheric Administration (NOAA), National Geophysical Data Center (NGDC) in September 1990. This agreement began a five year cooperative effort to develop a geographic database for modeling

terrestrial climatebiosphere interactions in support of EPA's Global Climate Research Program. Although performing specific tasks under contract to the US EPA, NGDC independently operates a Global Change Database Program (GCDP) as part of its NOAA mission. Considerable synergism therefore exists between the tasks performed for the JPA under the "Global Ecosystems Database Project," and other activities supporting NOAA Climate and Global Change Program"--Preface.

* Provides a "real world" view and best practices around using SharePoint 2003 technologies to meet business needs. * Seth Bates was the technical reviewer for both of Scot Hillier's books. * Lists the most common deployment scenarios of SharePoint technologies and the ways to best leverage SharePoint features for these scenarios.

Think Like a UX Researcher will challenge your preconceptions about user experience (UX) research and encourage you to think beyond the obvious. You'll discover how to plan and conduct UX research, analyze data, persuade teams to take action on the results and build a career in UX. The book will help you take a more strategic view of product design so you can focus on optimizing the user's experience. UX Researchers, Designers, Project Managers, Scrum Masters, Business Analysts and Marketing Managers will find tools, inspiration and ideas to rejuvenate their thinking,

inspire their team and improve their craft. Key Features A dive-in-anywhere book that offers practical advice and topical examples. Thought triggers, exercises and scenarios to test your knowledge of UX research. Workshop ideas to build a development team's UX maturity. War stories from seasoned researchers to show you how UX research methods can be tailored to your own organization. The official "Fedora 13 User Guide" is focused on the end-user looking to accomplish standard desktop computer user tasks, such as browsing the web, reading and sending email, and doing office productivity work.

Provides an examination of the next generation of Microsoft SharePoint technologies, explaining how to use the technologies to extend the information sharing and collaboration capabilities to develop enterprise information management, sharing and collaboration solutions.

The official "Ubuntu 9.10 Desktop Guide" contains information on how to using Ubuntu in a desktop environment.

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