



this book is targeted at kids, teens, adolescents, and adults who are probably a beginner or dummies, seniors, or experts with the use of iPad tablets in a more easy to understand steps. This 3rd edition of "The Simplified Manual for Kids and Adult- by Dale Brave" book is suitable for kids, teens, adolescents, and adults.

With iOS 5, Apple added more than 200 new features to the iPad 2, but there's still no printed guide to using all its amazing capabilities. That's where this full-color Missing Manual comes in. You'll learn how to stuff your iPad with media, organize your personal life, wirelessly stream content to and from your tablet, stay connected to friends, and much more. The important stuff you need to know: Build your media library. Fill your iPad with music, movies, TV shows, eBooks, eMagazines, photos, and more. Go wireless. Sync content between your computer and iPad—no wires needed. Get online. Connect through WiFi or Wi-Fi + 3G, and surf the Web using the iPad's new tabbed browser. Consolidate email. Read and send messages from any of your email accounts. Get social. Use built-in apps like iMessage, Twitter, and Ping to stay in touch. Store stuff in iCloud. Stash your content online for free, and sync up all your devices automatically. Interact with your iPad. Learn new finger moves and undocumented tips, tricks, and shortcuts.

This handy guide covers all of Numbers for iOS, Apple's chart-topping spreadsheet app tuned to work with your iPad, iPhone, and iPod touch. If you're coming from Numbers for Mac or Microsoft Excel, you'll find all the steps needed to transfer your spreadsheets and make a painless transition from point-and-click to tap-and-drag. - Use just your fingers to create spreadsheets with tables, charts, graphics, and media. - Create spreadsheets based on Apple's professionally designed templates or your own custom templates. - Store spreadsheets in iCloud or third-party cloud locations such as Dropbox or Google Drive. - Use Handoff to pass spreadsheets seamlessly between your Mac, iPhone, iPad, and iPod touch. - View or restore earlier versions of your spreadsheets. - Organize your spreadsheets into folders. - Restrict access to your spreadsheets by password-protecting them. - Add multiple sheets and tables to your spreadsheets. - Print spreadsheets wirelessly from an AirPrint-capable printer. - Edit and format cells and use the built-in editing tools. - Enter data with sliders, steppers, pop-up menus, checkboxes, star ratings, and intelligent keyboards. - Add comments and highlights to your work. - Cut, copy, paste, merge, fill, and sort cells. - Use forms to edit lists easily. - Enter, copy, move, and troubleshoot formulas. - Choose from more than 250 built-in functions and operators to build formulas. - Chart your data to reveal trends and relationships. - Embellish your spreadsheets with photos, videos, text boxes, arrows, lines, and shapes. - Export Numbers, Excel, PDF, or CSV files. - Import Numbers, Excel, or CSV files. - Send copies of spreadsheets via email, Messages, or AirDrop. - Transfer spreadsheets via remote server. - Use iCloud to store, share, sync, or collaborate on spreadsheets online. - Plenty of tips, tricks, and timesavers. - Fully cross-referenced, linked, and searchable. Contents 1. Getting Started with Numbers 2. Spreadsheet Basics 3. Entering Data 4. Formulas and Functions 5. Charts 6. Media, Text Boxes, and Shapes 7. Sharing and Converting Spreadsheets

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