

## Matlab Demystified

The CLEAR and ACCURATE way to navigate MEDICAL CHARTING Trying to chart a course through the complex task of keeping patient records? Here's your lifeline! Medical Charting Demystified gives you the tools you need to prepare and update both computerized and handwritten charts. You'll learn about chart components, what to write in a chart, and how to correct errors. Medical Charting Demystified covers vital signs, assessments, test results, medications, procedures, patient care plans, and more. Details on the legal aspects of medical charting including confidentiality, HIPAA, malpractice, and informed consent, are also included. Hundreds of examples and illustrations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. This fast and easy guide offers: Coverage of common charting systems--narrative, problem-oriented, problem-intervention-evaluation, FOCUS, and charting by exception Details on the use of the KARDEX An overview of computer charting software A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, Medical Charting Demystified is your key to mastering this vital nursing skill. Decode the mystery of English grammar to add polish to your papers, emails, business letters, and more English Grammar Demystified teaches the fundamentals of the subject in an easy, step-by-step approach that allows you to learn at your own pace. With help from this book you can understand the parts of speech, learn to use punctuation correctly, master verb tenses, spot and avoid common grammatical errors, and improve your overall sentence structures. Throughout the book you can monitor your progress through self-tests, and a comprehensive final exam at the end of the book gives you instant feedback on new language skills.

Lick your French-language problems with DeMYSTiFieD! Want to figure out French but don't know where to start? No problem! Just use DeMYSTiFieD, Second Edition and--voilà!--learning the language gets a whole lot easier. Written in a step-by-step format, this practical guide provides a firm foundation in French-language basics. You'll move on to mastering subjects such as using verbs, asking questions, telling time, counting, and more. Detailed examples and concise explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. It's a no-brainer. You'll learn: Pronunciation Special Characters Definite Articles Conjugations Pronouns And more Topics include: French Pronunciation, Identifying Things, Asking Questions, To Be or To Have, That is the Question, Describing Things, Telling Time, Expressing Possibilities, Wishes, and Abilities, Getting Acquainted, Talking About the Immediate Future and Past, Using Pronominal Verbs, All About Pronouns, Talking About the Past with the Passé, Talking About the Past with the Imparfait, All About Prepositions, Indicating Possession, Using The Infinitive, Present Participle, and Passive Voice, Making Suggestions and Hypotheses, Knowing Who is Whom with Pronouns, The Subjunctive Mood

Making sense of LOGIC just got a whole lot EASIER! Stumped trying to understand logic? It's time to listen to reason! There's no doubt Logic Demystified will help you master this challenging subject. Written in a step-by-step format, this practical guide begins by covering arguments, validity, and truth tables. You'll move on to propositional and predicate logic, rigor, fallacies, paradoxes, and revelations. Propositional Boolean algebra, the logic of machines, and sets are discussed as is the illogic of time, matter, space, and chaos. Detailed examples and explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. It's a no-brainer! You'll get: Rules for reasoning Quantified statements and theorems Simple and classical paradoxes Strategies for proofs Basic set theory machine logic A time-saving approach to performing better on homework, an exam, or at work Simple enough for a beginner, but challenging enough for an advanced student, Logic Demystified helps you validate your knowledge of this multidisciplinary topic.

Quantum Mechanics Demystified, 2nd Edition

Dosage Calculations Demystified

College Algebra DeMYSTiFieD, 2nd Edition

Optics Demystified

German Conversation Demystified

**A PROVEN formula for mastering CHEMISTRY Trying to understand chemistry but feel like the information's just not bonding with your brain? Here's your solution. Chemistry Demystified, Second Edition, helps you grasp both fundamental and complex concepts with ease. Written in a step-by-step format, this practical guide first covers atomic theory, elements, symbols, and the Periodic Table of the Elements. The book then delves into solids, liquids, gases, solutions, orbitals, chemical bonds, acids, and bases. Electrochemistry, thermodynamics, biochemistry, and organic, environmental, and nuclear chemistry are discussed. In-depth examples, detailed illustrations, and worked-out problems make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. It's a no-brainer! You'll learn about: Molecular and structural formulas Metallurgy Gas laws Molar mass Molecular orbital theory Covalent and ionic bonds Oxidation/reduction The laws of thermodynamics Organic reactions Biological and environmental markers Simple enough for a beginner, but challenging enough for an advanced student, Chemistry Demystified, Second Edition, helps you master this fascinating subject.**

**Learn BIOPHYSICS without expending a lot of ENERGY! Interested in unraveling the physics of living things? Here's your starting point. Biophysics Demystified is the fast and easy way to understand this fascinating topic. Written in a step-by-step format, this practical guide begins with an introduction to the science of biophysics, covering biophysical techniques and applications. Next, you'll learn the principles of physics, biology, and chemistry required to understand biophysics, including free energy, entropy, and statistical mechanics. Biomolecules and the forces that influence their structure and conformation are also covered, as are protein, nucleic acid, and membrane biophysics. Detailed examples and concise explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll get: Molecular, subcellular, physiological, anatomical, and environmental biophysics The laws of thermodynamics as they apply to biophysical systems Forces affecting conformation in biological molecules The composition and structure of carbohydrates, lipids, proteins, and nucleic acids The fluid mosaic model Simple enough for a beginner, but challenging enough for an advanced student, Biophysics Demystified makes this interdisciplinary subject easy to master.**

**UNRAVEL the mystery of STRING THEORY Trying to understand string theory but ending up with your brain in knots? Here's your lifeline! This straightforward guide explains the fundamental**

*principles behind this cutting-edge concept. String Theory Demystified elucidates the goal of the theory--to combine general relativity and quantum theory into a single, unified framework. You'll learn about classical strings, conformal field theory, quantization, compactification, and T duality. The book covers supersymmetry and superstrings, D-branes, the holographic principle, and cosmology. Hundreds of examples and illustrations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. This fast and easy guide offers: Numerous figures to illustrate key concepts Sample problems with worked solutions Coverage of equations of motion, the energy-momentum tensor, and conserved currents A discussion of the Randall-Sundrum model A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, String Theory Demystified is your key to comprehending this theory of everything.*

*Voilà! Learning French just got a whole lot easier. Interested in learning or refreshing your French but feel your language skills are less than extraordinaire? No need to worry! With French Demystified you'll quickly build up your repertoire and be able to understand the language and communicate effectively. Beginning with familiar French cognates and a review of basic French pronunciation, this book covers key grammar fundamentals such as common verb tenses, nouns, pronouns, and gender. You'll build your French vocabulary with essential words and phrases and quickly master this challenging yet lyrical language. Test yourself at the end of every chapter for reinforcement that you're fast on your way to speaking, writing, and understanding French. This fast and easy guide features: Clear and straightforward explanations of French grammar fundamentals Numerous examples that place new words in practical context Helpful writing and speaking exercises that bring the French language to life Coverage of everyday topics as well as conversational expressions Quizzes at the end of each chapter to reinforce new material Simple enough for a beginner but challenging enough for a more advanced student, French Demystified is your shortcut to mastering this engaging language.*

**MATLAB Demystified**

**French Demystified**

**Accounting DeMYSTiFieD, 2nd Edition**

**Hard Stuff Made Easy**

**ASVAB DeMYSTiFieD**

Learn what happens behind the scenes of operating systems Find out how operating systems work, including Windows, Mac OS X, and Linux. Operating Systems Demystified describes the features common to most of today's popular operating systems and how they handle complex tasks. Written in a step-by-step format, this practical guide begins with an overview of what operating systems are and how they are designed. The book then offers in-depth coverage of the boot process; CPU management; deadlocks; memory, disk, and file management; network operating systems; and the essentials of system security. Detailed examples and concise explanations make it easy to understand even the technical material, and end-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll learn about: Fundamentals of operating system design Differences between menu- and command-driven user interfaces CPU scheduling and deadlocks Management of RAM and virtual memory Device management for hard drives, CDs, DVDs, and Blu-ray drives Networking basics, including wireless LANs and virtual private networks Key concepts of computer and data security Simple enough for a beginner, but challenging enough for an advanced student, Operating Systems Demystified helps you learn the essential elements of OS design and everyday use.

If you think projection operators work in the cinema, or learning about spin-1/2 makes your head, well, spin, Quantum Mechanics DeMYSTiFieD will energize your knowledge of this topic's fundamental concepts and theories, and allow you to learn at your own pace. This thoroughly revised and updated guide eases you into the subject, beginning with wave mechanics then introducing you to the mathematical foundations needed to do modern quantum physics. As you progress, you will learn the fundamentals of matrix mechanics, including how to compute the trace of a matrix, find eigenvalues, and use ladder operators. You will understand the difference between time independent perturbation and time dependent perturbation theory and other once-complicated concepts. Detailed examples make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key ideas. It's a no-brainer! You'll learn about: State Space Basis Vectors Functions of Operators The Postulates of Quantum Mechanics Angular Momentum Spin and the Pauli Matrices Scattering Theory Simple enough for a beginner, but challenging enough for an advanced student, Quantum Mechanics DeMYSTiFieD, Second Edition is your shortcut to a working knowledge of this engaging science.

Most problems encountered in chemical engineering are sophisticated and interdisciplinary. Thus, it is important for today's engineering students, researchers, and professionals to be proficient in the use of software tools for problem solving. MATLAB® is one such tool that is distinguished by the ability to perform calculations in vector-matrix form, a large library of built-in functions, strong structural language, and a rich set of graphical visualization tools. Furthermore, MATLAB integrates computations, visualization and programming in an intuitive, user-friendly environment. Chemical Engineering Computation with MATLAB® presents basic to advanced levels of problem-solving techniques using MATLAB as the computation environment. The book provides examples and problems extracted from core chemical engineering subject areas and presents a basic instruction in the use of MATLAB for problem solving. It provides many examples and exercises and extensive problem-solving instruction and solutions for various problems. Solutions are developed using fundamental principles to construct mathematical models and an equation-oriented approach is used to generate numerical results. A wealth of examples demonstrate the implementation of various problem-solving approaches and methodologies for problem formulation, problem solving, analysis, and presentation, as well as visualization and documentation of results. This book also provides aid with advanced problems that are often encountered in graduate research and industrial operations, such as nonlinear regression, parameter estimation in differential systems, two-point boundary value problems and partial differential equations and optimization.

It's EASIER than ever to get started with Microsoft Office 2010! Navigate your way around the Microsoft Office 2020 suite without getting lost in too many details. Microsoft Office 2010 Demystified shows you the ropes and explains the new, handy, and most popular functions of each application. Written in a step-by-step, tutorial format, this practical guide begins with an overview of the suite and the universal features that can be used in all of the individual programs. Then, you'll drill down into the specifics of Word, Excel, PowerPoint, Outlook, and Access. Detailed explanations and screenshots make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll learn how to: Create great-looking Word documents

Crunch numbers and get graphical in Excel spreadsheets Develop persuasive PowerPoint presentations Manage your email, tasks, calendar, and contacts with Outlook Build and manage Access databases Simple enough for a beginner, but challenging enough for an advanced student, Microsoft Office 2010 Demystified helps you master this powerful suite of applications.

Modelling, Programming and Simulations

Logic DeMYSTiFieD

String Theory Demystified

Microsoft Office 2010 Demystified

Matlab

**Learn cutting-edge MULTIMEDIA skills! Discover how to create impressive multimedia projects using state-of-the-art tools and techniques. Multimedia Demystified is filled with information on the latest technologies, as well as design and production guidelines. This practical guide provides a background on multimedia and then delves into the elements that make up a successful multimedia project. You'll learn about software and hardware tools, digital photography, sound editing, web authoring with HTML, vector graphics, file formats, computer animation, and much more. Detailed examples and concise explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll learn about: Graphics, images, text, and typography 2D and 3D animation Music, sound effects, and video Authoring for multimedia functionality Software and hardware Delivering the final project to the intended audience Simple enough for a beginner, but challenging enough for an advanced student, Multimedia Demystified helps you master this marketable skill.**

**Learn quantum field theory relatively easily Trying to comprehend quantum field theory but don't have infinite time or the IQ of Einstein? No problem! This easy-to-follow guide helps you understand this complex subject matter without spending a lot of energy. Quantum Field Theory Demystified covers essential principles such as particle physics and special relativity. You'll learn about Lagrangian field theory, group theory, and electroweak theory. The book also explains continuous and discrete symmetries, spontaneous symmetry breaking, and supersymmetry. With thorough coverage of the mathematics of quantum field theory and featuring end-of-chapter quizzes and a final exam to test your knowledge, this book will teach you the fundamentals of this theoretical framework in no time at all. This fast and easy guide offers: Numerous figures to illustrate key concepts Sample equations with worked solutions Coverage of quantum numbers Details on the Dirac equation, the Feynman rules, and the Higgs mechanism A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, Quantum Field Theory Demystified is your shortcut to understanding this fascinating area of physics.**

**Unlock the riddle of speaking and interacting in German German Demystified provides you with a solid foundation for building conversation skills in that language. You can go at your own pace as you are guided through the fundamentals of communicating in German. Organized around everyday themes such as meeting people, making plans, and talking on the phone each chapter features an in-depth dialog presented both in the book and on the audio, coverage of essential communication skills (such as asking a question or making comparisons), review of key grammar points, and written and verbal activities to reinforce new communication skills.**

**An enlightening guide to optics Are you in the dark when it comes to understanding the science of optics? Now there's a glimmer in the gloom! Optics Demystified brings this challenging topic into focus. Written in an easy-to-follow format, this practical guide begins by covering the nature of light, the electromagnetic spectrum, reflection, refraction, and color dispersion. You'll move on to common optical devices and effects, lasers, and optical data transmission technology. Industrial, medical, and military applications are discussed, as are exotic optics such as holography. Detailed examples and concise explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. It's a no-brainer! You'll get: Explanations of the particle and wave theories Analysis of optical microscopes and telescopes Functional details of fiber optics A sampling of optical illusions A time-saving approach to performing better on an exam or at work Simple enough for a beginner but challenging enough for an advanced student, Optics Demystified illuminates this vital physics topic.**

**Intermediate Accounting DeMYSTiFieD**

**Quantum Field Theory Demystified**

**French DeMYSTiFieD, Second Edition**

**Electricity Demystified, Second Edition**

**Chemistry DeMYSTiFieD, Second Edition**

Whether for high school, college or pleasure creative writing, you need to know the basic elements of the craft. Creative Writing DeMYSTiFieD gives you helpful suggestions for evaluating your work for freshness and originality and offers scores of exercises, techniques, samples and websites to access more. The book introduces you to general creative writing terms and craft as well as genre specific terms and craft elements. Creative Writing DeMYSTiFieD lets you work at your own pace and provides: -An overview of the creative writing field today and its history -Insights from top writers in the creative writing subgenres -Exercises by professionals in all the subgenres -Answers to questions creative writers have -Resources for revising and finishing your work

This text on geometry is devoted to various central geometrical topics including: graphs of functions,

transformations, (non-)Euclidean geometries, curves and surfaces as well as their applications in a variety of disciplines. This book presents elementary methods for analytical modeling and demonstrates the potential for symbolic computational tools to support the development of analytical solutions. The author systematically examines several powerful tools of MATLAB® including 2D and 3D animation of geometric images with shadows and colors and transformations using matrices. With over 150 stimulating exercises and problems, this text integrates traditional differential and non-Euclidean geometries with more current computer systems in a practical and user-friendly format. This text is an excellent classroom resource or self-study reference for undergraduate students in a variety of disciplines.

**MULTIPLY** your chances of understanding DISCRETE MATHEMATICS If you're interested in learning the fundamentals of discrete mathematics but can't seem to get your brain to function, then here's your solution. Add this easy-to-follow guide to the equation and calculate how quickly you learn the essential concepts. Written by award-winning math professor Steven Krantz, Discrete Mathematics Demystified explains this challenging topic in an effective and enlightening way. You will learn about logic, proofs, functions, matrices, sequences, series, and much more. Concise explanations, real-world examples, and worked equations make it easy to understand the material, and end-of-chapter exercises and a final exam help reinforce learning. This fast and easy guide offers: Numerous figures to illustrate key concepts Sample problems with worked solutions Coverage of set theory, graph theory, and number theory Chapters on cryptography and Boolean algebra A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, Discrete Mathematics Demystified is your integral tool for mastering this complex subject.

Lick your language problems with DeMYSTiFieD! Want to get the most out of German but don't know where to start? No problem! German DeMYSTiFieD, Second Edition takes the angst out of learning the language. Written in a step-by-step format, this practical guide provides a firm foundation in German-language basics. You'll move on to mastering subjects such as using verbs, asking questions, telling time, counting, and more. Detailed examples and concise explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce learning. It's a no brainer. You'll learn: The German Alphabet Special Characters Definite Articles Conjugations Pronouns And more Topics include: German Pronunciation, People and Names, Asking Questions, Describing People and Things, Indicating Possession, Actions in the Present, Irregularities in Present Tense Verbs, Talking About Location, Talking About the Past, Time and Calendar, More Talking About the Past, Important Details, Talking About the Future, Review of Verbs Tenses, Linking Ideas Together, Comparing Things, Using Commands, Using the Passive Voice, Using the Subjunctive Mood, Expressing Wishes and Conditions

Medical Charting Demystified

Japanese Demystified

Biophysics DeMYSTiFieD

Financial Accounting DeMYSTiFieD

Thermodynamics DeMYSTiFieD

*Take the angst out of learning German Interested in learning to speak German but can't tell the difference between a strudel and a schnauzer? No need to feel intimidated! With German Demystified you'll develop language skills so quickly you'll pass for a wunderkind. Organized into twenty chapters that cover key grammar topics, this book contains the building blocks for the storehouse of your new German language skills. Covering common verb tenses, essential vocabulary, useful adjectives and adverbs, and even the correct way to ask questions, this guide makes learning what can be a difficult language both simple and entertaining. Test yourself at the end of every chapter for reinforcement that you're fast on your way to speaking, writing, and understanding German. This fast and easy guide features: Clear grammatical explanations that illustrate how the language works Numerous examples that place new vocabulary in practical context Helpful writing and speaking exercises that bring the German language to life Coverage of everyday topics, conversational expressions, and cultural information Quizzes at the end of each chapter reinforce new language skills Simple enough for a beginner but challenging enough for a more advanced student, German Demystified is your shortcut to mastering this complex language.*

*More than 100,000 nursing students must pass a series of dosage calculation exams annually in their regular courses Part of the popular Demystified series which has sold more than one million copies*

*Your solution to mastering fluid mechanics Need to learn about the properties of liquids and gases the pressures and forces they exert? Here's your lifeline! Fluid Mechanics Demystified helps you absorb the essentials of this challenging engineering topic. Written in an easy-to-follow format, this practical guide begins by reviewing basic principles and discussing fluid statics. Next, you'll dive into fluids in motion, integral and differential equations, dimensional analysis, and similitude. Internal, external, and compressible flows are also covered. Hundreds of worked examples and equations make it easy to understand the material, and end-of-chapter quizzes and two final exam, with solutions to all their problems, help reinforce learning. This hands-on, self-teaching text offers: Numerous figures to illustrate key concepts Details on Bernoulli's equation and the Reynolds number Coverage of entrance, laminar, turbulent, open channel, and boundary layer flows SI units throughout A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, Fluid Mechanics Demystified is your shortcut to understanding this essential engineering subject.*

*Accounting information and tips you can take to the bank! You may not know the first thing about debits, credits, and cash ratios now—but when you're done with this book, you'll be able to juggle profits and losses with your eyes closed and read any balance sheet like it's a good novel. Accounting DeMySTiFieD, Second Edition, is a curriculum-based, self-teaching guide that makes learning accounting easier than 1-2-3. With graphs, plain-English explanations, and real-life examples, it starts with the fundamentals—such as basic financial terms, balance sheets, and cash flow statements—and eases you into the more complicated stuff, like adjusting entries, double entry bookkeeping, profit ratios, and liquidity. Completely updated and revised to cover finance terms, theories, and best practices, Accounting DeMySTiFieD teaches you the ins and outs of accounting in no time at all. This fast and easy guide features: A complete overview of financial statements, GAAP rules, transactions, cost, budgets, and tax accounting Proven accounting insights, tips, strategies, and techniques Chapter-ending practice exercises, quizzes, and final exam to reinforce your knowledge and chart progress Tons of examples to show how accounting works in the real world Simple enough for a beginner but challenging enough for a more advanced student, Accounting DeMySTiFieD is your shortcut to mastery of this otherwise complex subject.*

Multimedia Demystified

*Biochemistry Demystified*

*U.S. History DeMYSTiFieD*

*Fluid Mechanics DeMYSTiFieD*

*Operating Systems DeMYSTiFieD*

Take the heat off of understanding thermodynamics Now you can get much-needed relief from the pressure of learning the fundamentals of thermodynamics! This practical guide helps you truly comprehend this challenging engineering topic while sharpening your problem-solving skills. Written in an easy-to-follow format, Thermodynamics Demystified begins by reviewing basic principles and discussing the properties of pure substances. The book goes on to cover laws of thermodynamics, power and refrigeration cycles, psychrometrics, combustion, and much more. Hundreds of worked examples and equations make it easy to understand the material, and end-of-chapter quizzes and two final exams help reinforce learning. This hands-on, self-teaching text offers: Numerous figures to illustrate key concepts Details on the first and second laws of thermodynamics Coverage of vapor and gas cycles, psychrometrics, and combustion An overview of heat transfer SI units throughout A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, Thermodynamics Demystified is your shortcut to mastering this essential engineering subject.

INCREASE your odds of learning STATISTICAL process control (SPC) Identify and reduce variation in business processes using SPC--the powerful analysis tool for process evaluation and improvement. Statistical Process Control Demystified shows you how to use SPC to enable data-driven decision making and gain a competitive advantage in the marketplace. Written in a step-by-step format, this practical guide explains how to analyze process data, collect data, and determine the suitability of a process in meeting requirements. Attribute and X-bar control charts are discussed, as are charts for individuals data. You'll also get details on process improvement and measurement systems analysis. Detailed examples, calculations, and statistical assumptions make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll learn about: Control chart interpretation Overcoming common errors in the use of SPC and general statistical analysis tools Sampling requirements Analysis using Excel Estimating process variation Designed experiments Measurement systems analysis, including R&R studies Continuous process improvement strategies Simple enough for a beginner, but challenging enough for an advanced student, Statistical Process Control Demystified is your shortcut to this powerful analysis solution.

The simple solution to complex accounting You don't need a genius IQ to ace your financial accounting curriculum. The only prerequisites are a little discipline and a comprehensive tutorial devoid of confusing jargon. Financial Accounting DeMYSTiFieD presents all the concepts and skills you need, in a language you understand. Designed to let you learn at your own pace, it explains all the rules for preparing and reporting accounting information to parties outside an organization. Then, you'll get details on basic financial accounting concepts, valuing inventories, accounting methods, stockholder's equity, receivables, and more. Featuring end-of-chapter quizzes and a final exam, Financial Accounting DeMYSTiFieD teaches you the ins and outs of financial accounting in no time at all! This fast and easy guide offers: Expert coverage of financial statements, cash and short-term investments, receivables, cash flows, liabilities Tips, techniques, and insights that drive home key financial accounting principles and theories Hundreds of worked-out examples, chapter-ending quizzes, and a final exam to reinforce learning and pinpoint weaknesses Specific recommendations if you're having difficulty with certain subtopics Simple enough for a beginner, but challenging enough for an advanced student, Financial Accounting DeMYSTiFieD is a shortcut to developing a working knowledge of accounting practices.

A straightforward, step-by-step approach for fast and fun mastery of ASVAB ASVAB DeMYSTiFieD takes the mystery out of studying for the ASVAB by walking you step-by-step through the fundamentals of the subject. Following the easy-to-use the book helps you build the skills you need to prepare for the test. Get your desired score with Instructional materials in short, easy-to-handle chunks Sample practice tests with complete answer explanations Review sections of the Reading and Math skills Tips and strategies for mastering every question type Extra help and practice with every concept topic tested on the ASVAB "Letter to the Student" that touts the DeMYSTiFieD brand and highlights the series benefits Chapter-opening objectives that gives insight into what you are going to learn in each step Questions at the end of every chapter that reinforce your learning and pinpoint your weaknesses "Still Struggling?" icons that offer specific recommendations for those difficult subtopics A final exam for overall self-assessment

German Demystified

Matlab: Demystified Basic Concepts and Applications

Discrete Mathematics DeMYSTiFieD

Creative Writing DeMYSTiFieD

Modeling of Curves and Surfaces with MATLAB®

Unlock the riddle of speaking and interacting in Spanish Spanish Demystified provides you with a solid foundation for building conversation skills in that language. You can go at your own pace as you are guided through the fundamentals of communicating in Spanish. Organized around everyday themes such as meeting people, making plans, and talking on the phone each chapter features an in-depth dialog presented both in the book and on the audio, coverage of essential communication skills (such as asking a question or making comparisons), review of key grammar points, and written and verbal activities to reinforce new communication skills.

Never surrender to U.S. history! U.S. History DeMYSTiFieD gives you the opportunity to learn this subject at your own pace. Master topics such as important dates; prominent presidential acts and decisions; America's role during both world wars; as well as fun and interesting facts. The book helps you truly comprehend this challenging subject a without overwhelming you with complexities or mystifying jargon. U.S. History DeMYSTiFieD features: Chapter-opening objectives that give you insight into what you're going to learn in each step Questions at the end of every chapter reinforce learning and pinpoint weaknesses "Still Struggling?" icon offers specific recommendations for when you're having difficulty with certain subtopics Includes a final exam for overall self-assessment "Curriculum Tree" shows how the topic covered in the book fits into a larger curriculum

This step-by-step approach to untangling the complexities of ethics from the bestselling ... Demystified brand is a trusted companion to a college (346,000 students annually) course or as a self-teaching guide for readers studying on their own. About the Book This easy-to-use guide from the popular Demystified series makes

learning about ethics simple by walking readers step-by-step through the fundamentals of the subject. Each chapter concludes with a self-test that allows readers to track their progress, and a comprehensive final exam at the end of the book gives instant feedback on new knowledge. Ethics Demystified lets readers to work at their own pace and provides them with the essentials of the subject. Readers will learn: The important concepts of ethical theory How to untangle moral dilemmas and questions of right conduct Metaethics and how to understand ethical facts and judgments How to define a "right action" with normative ethics Applied ethics—from civil liberties and capital punishment to euthanasia and affirmative action The role business ethics play in today's corporate world Following the easy-to-use format of the books in the bestselling ... Demystified series, Ethics Demystified helps you truly comprehend this challenging subject a without overwhelming you with complexities or mystifying jargon. Bestselling series: Since its launch in 2002, the 100+ books in the Demystified series have sold more than 1.6 million units for more than \$14 million in revenue. Unique features: Readers work at their own pace, and hands-on self tests and a "final exam" lets readers gauge their progress to ensure that they stay on track. Large audience: In 2006, 368,000 college students studied ethics. Current topic: Business ethics are becoming an important part of MBA programs. Step-by-step, self-teaching approach lets readers build ethics knowledge at their own pace. Chapter-ending quizzes, part-ending tests, and a final exam give readers instant feedback on their understanding of the topic. Ethics Demystified is an excellent self-teaching guide for: Undergraduate-level ethics and philosophy students (368,000 annual enrollment)

Independent readers who want to build a solid foundation in ethics in their spare time

Learn BIOCHEMISTRY without stressing out your brain CELLS Trying to understand the chemical processes of living organisms but having trouble metabolizing the complex concepts? Here's your lifeline! Biochemistry Demystified helps synthesize your understanding of this important topic. You'll start with a review of basic chemical concepts and a look at cell structures and cell division. Next, you'll study carbohydrates, lipids, proteins, nucleic acids, nucleotides, and enzymes. Glycolysis, the citric acid cycle, oxidative phosphorylation, and the control of chemical processes round out the coverage. Hundreds of examples and illustrations make it easy to understand the material, and end-of-chapter questions and a final exam help reinforce learning. This fast and easy guide offers: Numerous figures to illustrate key concepts Details on DNA and RNA Coverage of hormones and neurotransmitters A chapter on analytical techniques and bioinformatics A time-saving approach to performing better on an exam or at work Simple enough for a beginner, but challenging enough for an advanced student, Biochemistry Demystified is your key to mastering this vital life sciences subject.

Spanish Conversation Demystified

German DeMYSTiFieD, Second Edition

Statistical Process Control Demystified

Ethics DeMYSTiFieD

Minitab Demystified

Say sayonara to your fears of speaking Japanese! Interested in learning to speak Japanese but feel intimidated by the complex characters and pronunciations? No need to worry! Even if your only experience is ordering sushi, Japanese Demystified will have you saying konnichiwa to your new language skills in no time. Beginning with a review of Japanese writing systems, basic pronunciation, and everyday expressions, this book covers key grammar fundamentals such as particles, nouns, verb forms, and honorifics. You'll build your Japanese vocabulary with essential words and phrases and quickly master this challenging language. Test yourself at the end of every chapter for reinforcement that you're fast on your way to speaking, writing, and understanding Japanese. This fast and easy guide features: Clear and straightforward explanations of Japanese grammar fundamentals Numerous examples of simple and complex sentence structures Japanese hiragana, katakana, and kanji with phonetic transliterations for all Japanese words Helpful writing and speaking exercises that bring the Japanese language to life Coverage of everyday topics as well as conversational expressions Quizzes at the end of each chapter to reinforce new material Simple enough for a beginner, but challenging enough for a more experienced student, Japanese Demystified is your shortcut to mastering this complex language.

Over the years, MATLAB has evolved into a powerful tool that provides assistance to professionals, scientists and engineers in diversifying their areas of expertise. Teachers and students alike have accepted the fact that very few choices exist to replace MATLAB as a tool that helps enhance the ability to understand and visualize. The effort here is to help the fledgling learner know the basic ideas and principles behind programming in MATLAB and the application of the vast storehouse of tools available in the library and supporting documentation.

Add some SPARK to your study of ELECTRICITY Having trouble understanding the fundamentals of electricity? Problem solved! Electricity Demystified, Second Edition, makes it shockingly easy to learn the basic concepts. Written in a step-by-step format, this practical guide begins by covering direct current (DC), voltage, resistance, circuits, cells, and batteries. The book goes on to discuss alternating current (AC), power

supplies, wire, and cable. Magnetism and electromagnetic effects are also addressed. Detailed examples and concise explanations make it easy to understand the material. End-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll learn about: Ohm's Law, power, and energy Kirchoff's Laws Electrochemical energy Electricity in the home Protecting electronic equipment Electromagnetic interference Practical magnetism Simple enough for a beginner, but challenging enough for an advanced student, *Electricity Demystified, Second Edition*, powers up your understanding of this essential subject.

Don't let quadratic equations make you irrational If you are absolutely confused by absolute value equations, or you think parabolas are short moral stories, *College Algebra DeMYSTiFieD, Second Edition* is your solution to mastering the topic's concepts and theories at your own pace. This thoroughly revised and updated guide eases you into the subject, beginning with the math fundamentals then introducing you to this advanced form of algebra. As you progress, you will learn how to simplify rational expressions, divide complex numbers, and solve quadratic equations. You will understand the difference between odd and even functions and no longer be confused by the multiplicity of zeros. Detailed examples make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key ideas. It's a no-brainer! You'll learn about: The x-y coordinate plane Lines and intercepts The FOIL method Functions Nonlinear equations Graphs of functions Exponents and logarithms Simple enough for a beginner, but challenging enough for an advanced student, *College Algebra DeMYSTiFieD, Second Edition* is your shortcut to a working knowledge of this engaging subject.

*English Grammar Demystified*

*Chemical Engineering Computation with MATLAB®*

*A Self Teaching Guide*

Accounting as easy as 1-2-3! Do you know the difference between FIFO and LIFO? Can you use the word dilutive in a sentence? Does the phrase "amortization of bond premiums" mean anything to you? No one said the journey to becoming a CPA is easy--but with *Intermediate Accounting DeMYSTiFieD* as your travel companion, you're guaranteed a smooth ride. An easy-to-use self-teaching guide that reviews and expands upon core Generally Accepted Accounting Principles (GAAP), *Intermediate Accounting DeMYSTiFieD* covers everything you need to ace your exams and take a big step toward the career of your dreams. The book provides a fresh review of all the basics, so you can easily glide into more advanced principles. You'll learn how to generate accurate and reliable financial statements, maintain proper internal controls within a company, and locate international accounting standards. This fast and easy guide offers: Tactics for maintaining solid internal controls within a business Strategies for creating accurate financial statements Techniques for overcoming common accounting errors Quizzes and a final exam for gauging what you've learned Tips and examples for mastering more advanced accounting theories Simple enough for a novice but challenging enough for a veteran CPA, *Intermediate Accounting DeMYSTiFieD* is a shortcut to decoding key accounting concepts and principles.

Need to learn Minitab? Problem Solved! Get started using Minitab right way with help from this hands-on guide. *Minitab Demystified* walks you through essential Minitab features and shows you how to apply them to solve statistical analysis problems. Featuring coverage of Minitab 16, this practical guide explores the Minitab interface and the full range of Minitab graphics, Distribution models, statistical intervals, hypothesis testing, and sample size calculations are clearly explained. The book covers modeling tools of regression and the design of experiments (DOE) as well as the industrial quality tools of measurement systems analysis, control charts, capability analysis, acceptance sampling, and reliability analysis. Detailed examples and concise explanations make it easy to understand the material, and end-of-chapter quizzes and a final exam help reinforce key concepts. It's a no-brainer! You'll learn about: Accessing powerful Minitab functions with the Minitab assistant Confidence, prediction, and tolerance intervals Designing and analyzing experiments with hard-to-change variables Statistical process control (SPC), Six Sigma applications, and quality control Predicting the economic impact of sampling Analyzing life data with additional variables Simple enough for a beginner, challenging enough for an advanced student, and thorough enough for a Six Sigma professional, *Minitab Demystified* is your shortcut to statistical analysis success!

Need to Learn MATLAB? Problem SOLVED! Get started using MATLAB right away with help from this hands-on guide. *MATLAB Demystified* offers an effective and enlightening method for learning how to get the most out this powerful computational mathematics tool. Using an easy-to-follow format, this book explains the basics of MATLAB up front. You'll find out how to plot functions, solve algebraic equations, and compute integrals. You'll also learn how to solve differential equations, generate numerical solutions of ODEs, and work with special functions. Packed with hundreds of sample equations and explained solutions, and featuring end-of-chapter quizzes and a final exam, this book will teach you MATLAB essentials in no time at all. This self-teaching guide offers: The quickest way to get up and running on MATLAB Hundreds of worked examples with solutions Coverage of MATLAB 7 A quiz at the end of each chapter to reinforce learning and pinpoint weaknesses A final exam at the end of the book A time-saving approach to performing better on homework or on the job Simple enough for a beginner, but challenging enough for an advanced user, *MATLAB Demystified* is your shortcut to computational precision.