Precalculus A Self Teaching Guide Wiley Self Teaching

Your step-by-step solution to mastering precalculus Understanding precalculus often opens the door to learning more advanced and practical math subjects, and can also help satisfy college requisites. Precalculus Demystified, Second Edition, is your key to mastering this sometimes tricky subject. This self-teaching guide presents general precalculus concepts first, so you'll ease into the basics. You'll gradually master functions, graphs of functions, logarithms, exponents, and more. As you progress, you'll also conquer topics such as absolute value, nonlinear inequalities, inverses, trigonometric functions, and conic sections. Clear, 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: Linear questions Functions Polynomial division The rational zero theorem Logarithms Matrix arithmetic Basic trigonometry Simple enough for a beginner but challenging enough for an advanced student, Precalculus Demystified, Second Edition, Second Edition, helps you master this essential subject.

Can a set be a member of itself? How do we know that the square root of 2 is irrational? Can a graph really represent a function accurately? Is a function just a rule? Does canceling (crossing out) terms mask important algebraic properties? This entirely practical book is for the student who wants a complete command of the prerequisite material on the first day of calculus class. Success in calculus depends on having a reasonable command of all that went before, yet most precalculus students are taught only simple tools and techniques, leaving them with a superficial understanding of problem-solving. Tim Hill explains why things are true and encourages students to go beyond merely memorizing ways of solving a few problems to pass exams. Teaches general principles that can be applied to a wide variety of problems. Avoids the mindless and excessive routine computations that characterize conventional textbooks. Treats the subject as a logically coherent discipline, not as a disjointed collection of techniques. Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. Omits digressions, excessive formalities, and repetitive exercises. Provides exceptional preparation for a calculus course. Includes problems (with all solutions) that extend your knowledge rather than merely reinforce it. Contents 1. Sets 2. The Real Number System 3. Functions 4. Graphs 5. Solutions About the Author Tim Hill is a statistician living in Boulder, Colorado. He holds degrees in mathematics and statistics from Stanford University and the University of Colorado. Tim has written self-teaching guides for Algebra, Trigonometry, Geometry, Precalculus, Advanced Precalculus, Permutations & Combinations, Mathematics of Money, and Excel Pivot Tables. When he's not crunching numbers, Tim climbs rocks, hikes canyons, and avoids malls. This no-nonsense guide provides students and self-learners with a clear and readable study of geometry's most

important ideas. Tim Hill's distraction-free approach combines decades of tutoring experience with the proven methods of his Russian math teachers. The result: learn in a few days what conventional schools stretch into months. - Covers classical and analytic geometry. - Teaches general principles that can be applied to a wide variety of problems. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats geometry as a logically coherent discipline, not as a disjointed collection of techniques. - Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. - Omits digressions, excessive formalities, and repetitive exercises. - Includes problems (with solutions) that extend your knowledge rather than merely reinforce it. Contents 1. Triangles 2. Circles 3. Cylinders 4. Cones 5. Spheres 6. Analytic Geometry 7. Solutions 8. Geometry Cheat Sheet

We weten allemaal dat het moeilijk is om te veranderen. Het kost veel tijd en vaak geven we op bij de eerste tegenslag. Maar waarom zien we wel de beren op de weg en niet de bestemming? Deze vraag beantwoorden Chip en Dan Heath in dit fascinerende boek. We hoeven slechts te begrijpen hoe onze hersenen werken om snelle veranderingen in ons gedrag te realiseren. Op basis van wetenschappelijke studies en opmerkelijke casestudy's laten ze zien dat ogenschijnlijk simpele methoden leiden tot fantastische resultaten.

Pre-Calculus Demystified leads the reader through all the intricacies and requirements of this essential course Whether you need to pass a class, a college requirement, or get a leg up on more advanced topics, this book provides clear explanation with a wealth of questions, answers and practical examples. Packed with practical examples, graphs, and Q&As, this complete self-teaching guide from the best-selling author of Algebra Demystified covers all the essential topics, including: absolute value, nonlinear inequalities, functions and their graphs, inverses, proportion and ratio, and much more.

Updated for Excel 2016. Calculations with loans, mortgages, leases, credit-card debt, car payments, medical expenses, and retirement funds are the most common financial operations in Excel. Author Tim Hill shows you how to use worksheet functions, data tables, and other Excel features to manage your business and personal finances. If you're using an older version of Excel that doesn't support the latest worksheet functions, you'll find equivalent formulas that work in Excel 2003 or earlier. You can download the sample workbook to follow along with the author's examples. Covers all versions of Excel. Learn about basic financial concepts, including cash flows, timing issues, and the time value of money. Determine how much to invest now to meet a future goal. Calculate how money will accumulate in your retirement or savings accounts. Figure out the payments needed to pay off a loan or to meet an investment target. Derive the true interest rate of your investments or loans, including "interest-free" loans. See how much time it will take to pay off a loan, meet an investment target, or retire. Separate the interest and principal portions of your mortgage or loan

payments for tax purposes. Convert between the commonly used methods of quoting interest rates. Create amortization schedules to see how your debts change over time. Build summary tables to compare loans that have different interest rates, loan amounts, or payment terms. Plenty of tips, tricks, and timesavers. Fully indexed and cross-referenced. Contents 1. Getting Started with Loans & Mortgages 2. Present Value (PV) 3. Future Value (FV) 4. Payments (PMT) 5. Interest Rates (RATE) 6. Periods (NPER) 7. Interest and Principal Components 8. Converting Interest Rates 9. Loan Amortization Schedules 10. Summarizing Loan Options About the Author Tim Hill is a data miner based in Las Vegas, Nevada. When he's not crunching numbers, Tim plays poker, hikes canyons, and avoids malls.

In Zen & de kunst van het motoronderhoud verhaalt Robert M. Pirsig over de motorfietstocht die de hoofdfiguur en zijn elf jaar oude zoon Chris een zomermaand lang van Minnesota naar Californië maken. Het is het spannende en wanhopige relaas van een vader en een zoon die bevangen worden door een steeds ingrijpender krankzinnigheid. Zen & de kunst van het motoronderhoud is een van de belangrijkste en invloedrijkste boeken van de afgelopen halve eeuw. Het is een persoonlijke en filosofische zoektocht naar de fundamentele vragen van het bestaan, en een lucide bespiegeling over hoe wij beter zouden kunnen leven.

ÒGeometry is a very beautiful subject whose qualities of elegance, order, and certainty have exerted a powerful attraction on the human mind for many centuries. . . Algebra's importance lies in the student's future. . . as essential preparation for the serious study of science, engineering, economics, or for more advanced types of mathematics. . . The primary importance of trigonometry is not in its applications to surveying and navigation, or in making computations about triangles, but rather in the mathematical description of vibrations, rotations, and periodic phenomena of all kinds, including light, sound, alternating currents, and the orbits of the planets around the sun.Ó In this brief, clearly written book, the essentials of geometry, algebra, and trigonometry are pulled together into three complementary and convenient small packages, providing an excellent preview and review for anyone who wishes to prepare to master calculus with a minimum of misunderstanding and wasted time and effort. Students and other readers will find here all they need to pull them through.

This no-nonsense guide provides students and self-learners with a clear and readable study of trigonometry's most important ideas. Tim Hill's distraction-free approach combines decades of tutoring experience with the proven methods of his Russian math teachers. The result: learn in a few days what conventional schools stretch into months. - Teaches general principles that can be applied to a wide variety of problems. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats trigonometry as a logically coherent discipline, not as a disjointed collection of techniques. - Restores proofs to their proper place to remove doubt, convey insight, and

encourage precise logical thinking. - Omits digressions, excessive formalities, and repetitive exercises. - Covers all the trigonometry needed to take a calculus course. - Includes problems (with all solutions) that extend your knowledge rather than merely reinforce it. Contents 1. A Few Basics 2. Radian Measure 3. The Trig Functions 4. Trig Values for Special Angles 5. Graphs of Trig Functions 6. The Major Formulas 7. Inverse Trig Functions 8. The Law of Cosines (and Sines) 9. Solutions 10. Trig Cheat Sheet

Can a set be a member of itself? How do we know that the square root of 2 is irrational? Can a graph really represent a function accurately? Is a function just a rule? Does canceling (crossing out) terms mask important algebraic properties? This entirely practical book is for the student who wants a complete command of the prerequisite material on the first day of calculus class. Success in calculus depends on having a reasonable command of all that went before, yet most precalculus students are taught only simple tools and techniques, leaving them with a superficial understanding of problem-solving. Tim Hill explains why things are true and encourages students to go beyond merely memorizing ways of solving a few problems to pass exams. - Teaches general principles that can be applied to a wide variety of problems. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats the subject as a logically coherent discipline, not as a disjointed collection of techniques. - Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. - Omits digressions, excessive formalities, and repetitive exercises. - Provides exceptional preparation for a calculus course.- Includes problems (with all solutions) that extend your knowledge rather than merely reinforce it. Contents 1. Sets 2. The Real Number System 3. Functions 4. Graphs 5. Solutions

This no-nonsense guide provides students and self-learners with a clear and readable study of geometry's most important ideas. Tim Hill's distraction-free approach combines decades of tutoring experience with the proven methods of his Russian math teachers. The result: learn in a few days what conventional schools stretch into months. Covers classical and analytic geometry. Teaches general principles that can be applied to a wide variety of problems. Avoids the mindless and excessive routine computations that characterize conventional textbooks. Treats geometry as a logically coherent discipline, not as a disjointed collection of techniques. Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. Omits digressions, excessive formalities, and repetitive exercises. Includes problems (with solutions) that extend your knowledge rather than merely reinforce it. Contents 1. Triangles 2. Circles 3. Cylinders 4. Cones 5. Spheres 6. Analytic Geometry 7. Solutions 8. Geometry Cheat Sheet About the Author Tim Hill is a statistician living in Boulder, Colorado. He holds degrees in mathematics and statistics from Stanford University and the University of Colorado. Tim has written self-teaching guides for algebra, trigonometry, geometry,

precalculus, advanced precalculus, permutations and combinations, debt, mortgages, and Excel pivot tables. When he's not crunching numbers, Tim climbs rocks, hikes canyons, and avoids malls.

The first textbook to offer novice and experienced teachers guidelines for the "how" and "why" of self-study teacher research Designed to help pre- and in-service teachers plan, implement, and assess a manageable self-study research project, this unique textbook covers the foundation, history, theoretical underpinnings, and methods of self-study research. Author Anastasia Samaras encourages readers to think deeply about both the "how" and the "why" of this essential professional development tool as they pose questions and formulate personal theories to improve professional practice. Written in a reader-friendly style and filled with interactive activities and examples, the book helps teachers every step of the way as they learn and refine research skills; conduct a literature review; design a research study; work in validation groups; collect and analyze data; interpret findings; develop skills in peer critique and review; and write, present, and publish their studies. Key Features A Self-Study Project Planner assists teachers in understanding both the details and process of conducting self-study research. A Critical Friends Portfolio includes innovative critical collaborative inquiries to support the completion of a high quality final research project. Advice from the most senior self-study academics working in the U.S. and internationally is included, along with descriptions of the self-study methodology that has been refined over time. Examples demonstrate the connections between self-study research, teachers' professional growth, and their students' learning. Tables, charts, and visuals help readers see the big picture and stay organized. 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 will 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.

CliffsQuickReview course guides cover the essentials of your toughest classes. You're sure to get a firm grip on core concepts and key material and be ready for the test with this guide at your side. Whether you're new to functions, analytic geometry, and matrices or just brushing up on those topics, CliffsQuickReview Precalculus can help. This guide introduces each topic, defines key terms, and walks you through each sample problem step-by-step. In no time, you'll be ready to tackle other concepts in this book such as Arithmetic and algebraic skills Functions and their graphs Polynomials, including binomial expansion Right and oblique angle trigonometry Equations and graphs of conic sections Matrices and their application to systems of equations CliffsQuickReview Precalculus acts as a supplement to your

textbook and to classroom lectures. Use this reference in any way that fits your personal style for study and review — you decide what works best with your needs. You can either read the book from cover to cover or just look for the information you want and put it back on the shelf for later. What's more, you can Use the free Pocket Guide full of essential information Get a glimpse of what you'll gain from a chapter by reading through the Chapter Check-In at the beginning of each chapter Use the Chapter Checkout at the end of each chapter to gauge your grasp of the important information you need to know Test your knowledge more completely in the CQR Review and look for additional sources of information in the CQR Resource Center Use the glossary to find key terms fast. With titles available for all the most popular high school and college courses, CliffsQuickReview guides are a comprehensive resource that can help you get the best possible grades.

The jargon associated with Microsoft Excel's pivot tables ("n-dimensional cross tabulations") makes them look complex, but they're really no more than an easy way to build concise, flexible summaries of long lists of raw values. If you're working with hundreds (or hundreds of thousands) of rows, then pivot tables are the best way to look at the same information in different ways, summarize data on the fly, and spot trends and relationships. This handy guide teaches you how to use Excel's most powerful feature to crunch large amounts of data, without having to write new formulas, copy and paste cells, or reorganize rows and columns. You can download the sample workbook to follow along with the author's examples.- Create pivot tables from spreadsheet or database tables.- Rearrange pivot tables by dragging, swapping, and nesting fields.- Customize pivot tables with styles, layouts, totals, and subtotals.- Combine numbers, dates, times, or text values into custom groups.- Calculate common statistics or create custom formulas.- Filter data that you don't want to see.- Create and customize pivot charts.- Unlink a pivot table from its source data.- Control references to pivot table cells.- Plenty of tips, tricks, and workarounds.- Fully cross-referenced and indexed.Contents1. Pivot Table Basics2. Nesting Fields3. Grouping Items4. Calculations and Custom Formulas5. Filtering Data6. Charting Pivot Tables7. Tricks with Pivot TablesAbout the AuthorTim Hill is a data miner based in Las Vegas, Nevada. When he's not crunching numbers in SAS, Excel, R, or SQL, Tim plays poker, hikes canyons, and avoids malls.

This no-nonsense guide provides students and self-learners with a clear and readable study of the most important ideas of loans, interest rates, and investments. Tim Hill's distraction-free approach combines decades of tutoring experience with the proven methods of his Russian math teachers. The result: a strong grasp of basic financial concepts, including cash flows, timing issues, the time value of money, and the power of compound interest. - Teaches general principles that can be applied to a wide variety of financial products, including mortgages, student loans, leases, credit-card debt, car payments, medical expenses, annuities, retirement funds, and stock purchases. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats financial mathematics as a logically coherent discipline, not as a disjointed collection of techniques. - Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. - Omits digressions,

excessive formalities, and repetitive exercises. - Includes examples that extend your knowledge rather than merely reinforce it. Contents 1. Interest 2. Present Value 3. Annual Percentage Rate 4. Mortgages 5. Annuities 6. Stocks 7. Personal Savings 8. Student Loans 9. Kelly Strategy 10. Mathematics Review

This no-nonsense guide provides students and self-learners with a clear and readable study of the most important ideas of mathematical graphs at the precalculus level. Tim Hill's distraction-free approach combines decades of tutoring experience with the methods of his old-school Russian math teachers. The result: learn in a few days what conventional schools stretch into months. Teaches general principles that can be applied to a wide variety of problems. Avoids the mindless and excessive routine computations that characterize conventional textbooks. Treats graphs as a logically coherent discipline, not as a disjointed collection of techniques. Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. Omits digressions, excessive formalities, and repetitive exercises. Provides exceptional preparation for a calculus course. Includes solutions to all problems. Contents 1. The Real Line and Intervals 2. Coordinates, Slope, and Distance 3. Linear Functions 4. Parabolas and Power Functions 5. Polynomial Functions 6. Rational Functions 7. Oscillating Functions 8. Ellipses and Hyperbolas 9. Problems 10. Solutions About the Author Tim Hill is a private math tutor and data scientist living in Boulder, Colorado. He holds degrees in mathematics and statistics from Stanford University and the University of Colorado. When he's not crunching numbers, Tim climbs rocks, hikes canyons, and avoids malls.

Learn geometry at your own pace What are congruent circles? How do you find the hypotenuse of atriangle? What is the sum of the angles in a decagon? How can youapply geometric equations to your daily life? With the unbeatablestudy companion Geometry: A Self-Teaching Guide, you'll discoverthe answers to these questions and many more. This thorough primer presents an easy-to-follow, proven method forgrasping the key concepts of geometry. You'll progress step by stepthrough plane, solid, and analytic geometry and then move on togeometric applications for calculus. You'll build yourproblem-solving skills along the way through detailed examples,reviews, exercises, and answer explanations. The clearly structuredformat of Geometry makes it fully accessible, providing an easilyunderstood, comprehensive overview for everyone from high schoolstudents to adult learners to math mavens. Like all Self-Teaching Guides, Geometry allows you to buildgradually on what you have learned-at your own pace. Questions andself-tests reinforce the information in each chapter and allow youto skip ahead or focus on specific areas of concern. Packed withuseful, up-to-date information, this clear, concise volume is avaluable learning tool and reference source for anyone who wants toimprove his or her understanding of basic geometry.

This no-nonsense guide provides students and self-learners with a clear and readable study of the most important ideas of precalculus mathematics. Tim Hill's distraction-free approach combines decades of tutoring experience with the proven methods of his Russian math teachers. The result: learn in a few weeks what conventional schools stretch into months. - Teaches general principles that can be applied to a wide variety of problems. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats the subject as a logically coherent discipline, not as a disjointed collection of

techniques. - Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. - Omits digressions, excessive formalities, and repetitive exercises. - Provides exceptional preparation for a calculus course. - Includes problems (with all solutions) that extend your knowledge rather than merely reinforce it. Contents 1. The Real Line and Coordinate Plane 2. Straight Lines 3. Circles and Parabolas 4. Functions 5. Graphs 6. Trigonometry 7. Solutions

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The Eureka Math curriculum provides detailed daily lessons and assessments to support teachers in integrating the Common Core State Standards for Mathematics (CCSSM) into their instruction. The companion guides to Eureka Math gather the key components of the curriculum for each grade into a single location. Both users and non-users of Eureka Math can benefit equally from the content presented. The CCSSM require careful study. A thorough study of the Guidebooks is a professional development experience in itself as users come to better understand the standards and the associated content. Each book includes narratives that provide educators with an overview of what students learn throughout the year, information on alignment to the instructional shifts and the standards, design of curricular components, and descriptions of mathematical models. The Guidebooks can serve as either a self-study professional development resource or as the basis for a deep group study of the standards for a particular grade. For teachers who are either brand new to the classroom or to the Eureka Math curriculum, the Grade Level Guidebooks introduce them not only to Eureka Math but also to the content of the grade level in a way they will find manageable and useful. Teachers already familiar with the curriculum will also find this resource valuable as it allows for a meaningful study of the grade level content in a way that highlights the coherence between modules and topics. The Guidebooks allow teachers to obtain a firm grasp on what it is that students should master during the year.

In dit boek worden talloze pictogrammen met tips, bijzonderheden, 'geheimpjes', technische info en andere informatie gegeven. Met verwijzingen naar allerlei websites en te downloaden materiaal. Tevens bevat het boek informatie over zelf sterrenkijken, verenigingen, sterrenwachten etc.

The most common financial operations in Microsoft Excel are calculations for mortgages, student loans, leases, credit-card debt, car payments, medical expenses, annuities, and retirement funds. This no-nonsense guide shows you how to use worksheet functions, array formulas, data tables, and other Excel features to manage your business and personal finances. You'll also learn the auxiliary skills needed to create and maintain financial workbooks: rounding numbers, data and time arithmetic, summing and counting values, and more. You can download the sample workbooks to follow along with the author's examples. - Covers all versions of Excel. - Learn about basic financial concepts, including cash flows, timing issues, and the time value of money. - Determine how much to invest now to meet a future goal. - Calculate how money will accumulate in your retirement or savings accounts. - Figure out the payments needed to pay off a loan or to meet an investment target. - Derive the true interest rate of your investments or loans, including "interest-free" loans. - See how much time it will take to pay off a loan, meet an investment target, or retire. - Separate the interest and principal portions of your mortgage or loan payments for tax purposes. - Convert between the commonly used methods of quoting interest rates. - Create amortization schedules to see how your debts change over time. - Build summary tables to compare loans that have different interest rates, loan amounts, or payment terms.

Contents Part I - Loans & Mortgages 1. Getting Started with Loans & Mortgages 2. Present Value (PV) 3. Future Value (FV) 4. Payments (PMT) 5. Interest Rates (RATE) 6. Periods (NPER) 7. Interest and Principal Components 8. Converting Interest Rates 9. Loan Amortization Schedules 10. Summarizing Loan Options Part II - Dates & Times 11. Getting Started with Dates & Times 12. Date & Time Basics 13. Date & Time Functions 14. Date Tricks 15. Time Tricks Part III - Sums & Counts 16. Getting Started with Sums & Counts 17. Counting Basics 18. Counting Tricks 19. Frequency Distributions 20. Summing Basics 21. Summing Tricks

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BUILD and manage a SALES FORCE that's worth sell-ebrating Understanding that a sales force is only as successful as its management is the first step to improving overall sales performance. The rest can be found inside this hands-on guide that shows, step-by-step, how to train and retain a team of top sales professionals. Sales Management Demystified addresses every step of the process--including hiring, training, compensation, organization, deployment, forecasting, motivation, and performance management. Sales managers at every level and students of sales management will find helpful strategies and tactics for molding a team into an effective, cohesive unit. Featuring real-world examples, end-of-chapter quizzes, and a final exam, this incredibly useful guide will help you get the best from your sales force and put your career on the fast track. This fast and easy guide offers Ideas for sourcing, screening, and selecting the best candidates Tips for training salespeople in product, customer, and competitor knowledge, and in selling skills The model for choosing the most successful sales force organization and deployment Monetary and nonmonetary methods to reward positive sales force action and results Performance management techniques that evaluate results, actions, skills, knowledge, and personal characteristics Simple enough for a novice but challenging enough for a veteran manager, Sales Management Demystified is your shortcut to developing a successful sales team.

Prepare for calculus the smart way, with customizable pre-calculus practice 1,001 Pre-Calculus Practice Problems For Dummies offers 1,001 opportunities to gain confidence in your math skills. Much more than a workbook, this study aid provides pre-calculus problems ranked from easy to advanced, with detailed explanations and step-by-step solutions for each one. The companion website gives you free online access to all 1,001 practice problems and solutions, and you can track your progress and ID where you should focus your study time. Accessible on the go by smart phone, tablet, or computer, the online component works in conjunction with the book to polish your skills and confidence in preparation for calculus. Calculus-level math proficiency is required for college STEM majors. Pre-calculus introduces you to the concepts you'll learn in calculus, and provides you with a solid foundation of methods and skills that are essential to calculus success. 1,001 Pre-Calculus Practice Problems For Dummies gives you the practice you need to master the skills and conquer pre-calculus. Companion website includes: All 1,001 practice problems in multiple choice format Customizable practice sets for self-directed study Problems ranked as easy, medium, and hard Free one-year access to the online question bank Math is notorious for giving students trouble, and calculus is the #1 offender. Fear not! Pre-calculus is the perfect calculus prep, and 1,001 Pre-Calculus Practice Problems For Dummies gives you 1,001 opportunities to get it right.

The mathematics of counting permutations and combinations is required knowledge for probability, statistics, professional gambling, and many other fields. But counting is hard. Students find it hard. Teachers find it hard. And in the end the only way to learn is to do many problems. Tim Hill's learn-by-example approach presents counting concepts and problems of gradually increasing difficulty. If you become lost or confused, then you can back up a bit for clarification. With practice, you'll develop the ability to decompose complex problems and then

assemble the partial solutions to arrive at the final answer. The result: learn in a few weeks what conventional schools stretch into months. - Teaches general principles that can be applied to a wide variety of problems. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats counting as a logically coherent discipline, not as a disjointed collection of techniques. - Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. - Omits digressions, excessive formalities, and repetitive exercises. - Provides exceptional preparation for probability and statistics courses. - Includes problems (with all solutions) that extend your knowledge rather than merely reinforce it. Contents 1. The Sum Rule and Product Rule 2. Permutations 3. Combinations 4. The Binomial Theorem 5. Combinations with Repetition 6. Summary and Solutions

The jargon associated with Microsoft Excel's pivot tables ("n-dimensional cross tabulations") makes them look complex, but they're really no more than an easy way to build concise, flexible summaries of long lists of raw values. If you're working with hundreds (or hundreds of thousands) of rows, then pivot tables are the best way to look at the same information in different ways, summarize data on the fly, and spot trends and relationships. This handy guide teaches you how to use Excel's most powerful feature to crunch large amounts of data, without having to write new formulas, copy and paste cells, or reorganize rows and columns. You can download the sample workbook to follow along with the author's examples. - Create pivot tables from worksheet databases. - Rearrange pivot tables by dragging, swapping, and nesting fields. - Customize pivot tables with styles, layouts, totals, and subtotals. - Combine numbers, dates, times, or text values into custom groups. - Calculate common statistics or create custom formulas. - Filter data that you don't want to see. - Create frequency tabulations quickly. - Control references to pivot table cells. - Plenty of tips, tricks, and timesavers. - Fully cross-referenced, linked, and searchable. Contents 1. Pivot Table Basics 2. Nesting Fields 3. Grouping Items 4. Calculations and Custom Formulas 5. Filtering Data 6. Tricks with Pivot Tables

The fastest, easiest way to master precalculus . . . by doing it! Do logarithmic functions throw you for a loop? Does the challenge of finding an inverse function leave you overwhelmed? Does the Law of Cosines make you feel clueless? With this helpful, easy-to-follow guide, you will gain total command of these precalc concepts-and many more-in no time at all. Precalculus: A Self-Teaching Guide includes an algebra review and complete coverage of exponential functions, log functions, and trigonometry. Whether you are studying precalculus for the first time, want to refresh your memory, or need a little help for a course, this clear, interactive primer will provide you with the skills you need. Precalculus offers a proven self-teaching approach that lets you work at your own pace-and the frequent self-tests and exercises reinforce what you've learned. Turn to this one-of-a-kind teaching tool and, before you know it, you'll be solving problems like a mathematician!

The new Introduction to Environmental Engineering and Science covers the basics needed to understand technology, manage resources, control pollution, and successfully comply with the regulations. Thoroughly updated and expanded, this edition features a new chapter and new coverage on risk and uncertainty analyses; hydrology; basic principles of soil science, soil erosion, and sedimentation; mining; and policies, programs, and the latest status reports on key environmental issues.

This no-nonsense guide provides students and self-learners with a clear and readable study of algebra's most important ideas. Tim Hill's distraction-free approach combines decades of tutoring experience with the proven methods of his Russian math teachers. The result: learn in a few weeks what conventional schools stretch into months. - Teaches general principles that can be applied to a wide variety of problems. - Avoids the mindless and excessive routine computations that characterize conventional textbooks. - Treats algebra as a logically coherent discipline, not as a disjointed collection of techniques. - Restores proofs to their proper place to remove doubt, convey insight, and encourage precise logical thinking. - Omits digressions, excessive formalities, and repetitive exercises. - Covers all the algebra needed to take a calculus

course. - Includes problems (with all solutions) that extend your knowledge rather than merely reinforce it. Contents 1. A Few Basics 2. Exponents 3. Polynomials 4. Factoring 5. Linear & Quadratic Equations 6. Inequalities & Absolute Values 7. Coordinates in a Plane 8. Functions & Graphs 9. Straight Lines 10. Circles 11. Parabolas 12. Types of Functions 13. Logarithms 14. Dividing Polynomials 15. Systems of Linear Equations 16. Geometric Progressions & Series 17. Arithmetic Progressions 18. Permutation & Combinations 19. The Binomial Theorem 20. Mathematical Induction 21. Solutions

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