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The next book in the Summersdale "Beginner's Guide" series is available now  
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# THE BEGINNER'S GUIDE TO Windows 7™

by

**Susan Holden and Matthew Francis**

ISBN: 978 1 84953 108 5 Paperback 320 pages £5.99 January 2011

Illustrated with screen grabs and diagrams

Forget geek-speak and technical jargon. This concise, accessible and down-to-earth guide will help you get the most out of your computer using Windows 7™, whether you're a complete beginner or upgrading from previous Microsoft operating systems.

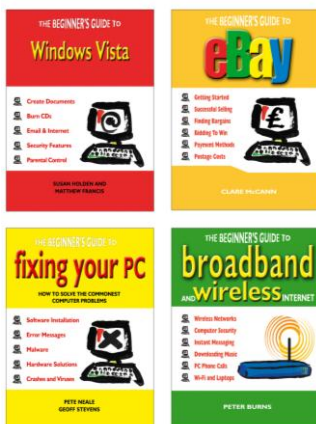
Beginning with the basics, it explains clearly how to use the new features of Windows 7™, including how to:

- Maintain and increase security on your PC using Windows Action Center
- Download free software with Windows Live Essentials
- Communicate with Windows Live Mail
- Use Windows Live Photo Gallery
- and much, much more ....

With screen shots and step-by-step instructions, this complete guide is a coherent introduction to using your computer, the Internet and other software via Windows 7™.

**About the authors:** **Susan Holden** has worked as an online tutor for LearnDirect and taught computing in adult education. She has a University of London degree in Education. **Matthew Francis** has worked as a computer teacher and LearnDirect tutor. He has studied information technology and computing with the OU and web technology with Exeter University.

**The Beginner's Guide to Windows 7** is published by Summersdale and available through all good bookshops and internet booksellers or by telephoning Summersdale.



## THE BEGINNER'S GUIDES SERIES FROM SUMMERSDALE:

Other titles in the popular **Beginner's Guide** series include:

- **The Beginner's Guide to Fixing Your PC** published in August 2008 - "This book is something every computer owner should have by their PC" according to David Bugden of the Computer Bookshops Ltd, writing in *Publishing News*.
- **The Beginner's Guide to Buying & Selling on eBay**
- **The Beginner's Guide to Broadband & Wireless Internet**
- **The Beginner's Guide to Windows Vista**

Each book costs just £5.99 from all good booksellers.

To request a review copies of any of the **Summersdale Beginner's Guides** or to be put in touch with the authors please contact Dean Chant on: 01243 771107 or email [dean@summersdale.com](mailto:dean@summersdale.com)



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