

Be sure to check out our [Blogs](#) and discover all the new Free Training!



Newsletter for [EducationOnlineForComputers.com](#)
Computer Software Education, Training & Tutorial
Resources

***** ISSUE #34 - February, 2007 *****

[EducationOnlineForComputers.com](#)

This Newsletter is only sent to its subscribers
and is available on the web at

<http://www.EducationOnlineForComputers.com/newsletter34.html>

Newsletter Archives are here:

<http://www.EducationOnlineForComputers.com/newsletter.html>

Subscribe and unsubscribe [instructions are at the end](#).

Please forward this newsletter to all your friends
and associates who might be interested!

In This Issue:

[1\)... Editor's Greeting](#)

[2\)... Best New Free Microsoft Office Training & Tutorial Sites](#)

[3\)... The Best New Free Training Sites for Flash, Photoshop, Dreamweaver, FrontPage, & other Adobe / Macromedia Applications](#)

[4\)... Best New Free Web Development Training Sites](#)

[5\)... Best New Free Windows, Linux, Hardware & Computer Training](#)

[6\)... Software, Office and Computer Sites Worth Mentioning](#)

[7\)... Question of the Month about Software Training](#)

[8\)... Please Support Our Computer Training Mission](#)

1) Editor's Greeting:

Hello everyone, and welcome to our new subscribers!

This is our February 2007 issue (#34) of our Free monthly Newsletter for EducationOnlineForComputers.com, giving you the most current Free online Microsoft Office and Web Development Software Training and Tutorial Resources that we have recently discovered and researched. This newsletter is free to anyone subscribing ([instructions](#) at bottom, no username/password is needed). To access our member site, however, you do need a user name and password - registering as a member of EducationOnlineForComputers.com costs only \$14 for two months, for more information please see [Become a Member of EducationOnlineForComputers.com](#).

My desire is that these free resources will help you with your computer education and training and will help you advance your career. Our main mission is the training of those less fortunate who are seeking to become computer literate, from a user's perspective.

By means of this email newsletter, you have knowledge of and access to these sites before our web site visitors do. The best of these resources will be added to our Member Training pages and the remainder to our Free Training pages.

***** Current Issue *****

In this issue we are featuring a total of 41 Computer Software Application training, learning and tutorial web sites, with a total of 107 tutorial courses linked. It features many Free Microsoft Office, Flash, Photoshop, Dreamweaver, and Web Development training tutorials for your learning profit and enjoyment.

Please take a look at and bookmark our [Blogs](#), these will be updated daily and weekly with [New Free Training and Tutorial Resources](#), as I discover and evaluate them:

[EducationOnlineForComputers.com Blogs:](#)

- [Free Microsoft Office Application Training](#)
- [Free Web Development Training](#)
- [Free Adobe & Macromedia Training](#)

[Intelligentedu.com Blogs:](#)

- [Free Technical Computer Training](#)
- [Free Computer Books & Ebooks](#)

To get your **Free MS Office and Web Development Software Training updates via RSS**, please copy (right click and copy shortcut or link location) and paste these urls into your RSS reader:

[Free Microsoft Office Training Tutorial Resources rss2.xml](#)

[Free Training Photoshop Flash Dreamweaver FrontPage Adobe Macromedia rss2.xml](#)

[Free Web Development Training Tutorial Resources rss2.xml](#)

Please visit our **New Free Training and Tutorial Search Engine**, [Edcomp.com](#) -

We have deployed a new website at www.edcomp.com that is a search engine with a large database of over 150,000 free IT education and training web resources, with another 70,000 free resources reserved exclusively for paid members. If you're an educationonlineforcomputers.com member, go to <http://www.edcomp.com/members/> to access the special members' page for searching 220,000 free training web resources.

For your convenience, this newsletter is also available to subscribers in HTML format at this special url:

http://www.educationonlineforcomputers.com/current_news.html

If you are looking for free technical or programming training, please visit our sister site:

<http://www.intelligentedu.com>.

Also, please check out our new free computer training search site at

www.edcomp.com.

I wish you the best with your computer studies and learning.

Warm Regards,

Scott Turton Newsletter and Web Site Editor

scott_turton@EducationOnlineForComputers.com

<http://www.EducationOnlineForComputers.com>

**"Learn New Skills and Increase Your Earning Power
- With Free Online Computer Training!"**

*** [Become a Member of EducationOnlineForComputers.com](http://www.educationonlineforcomputers.com) ***

Our Members' Site contains the web's best Microsoft Office and other software training resources and tutorials. This content is individually linked and presented in a way to expedite and facilitate your computer learning experience. We have done all the web research and presentation work for you so you can concentrate solely on

your computer training. For short [FAQ Answers](#), please see the end of this newsletter.

The total price to join as a member is only \$14 total for 2 months, \$24 for 4 months, \$32 for 6 months, or \$56 for a whole year. The funds generated will assist us to help all those seeking computer education and application end-user training. [Here's the link](#) to see what's available on our member's site and to sign up.

[EdComp.com:](#)

<http://www.edcomp.com/>

This is our new free computer and IT education and training search engine housing over 140,000 free training internet resources! Just type in a topic you're looking for and get tons of great web resources instantly. These search results are much better than the big search engines, like google. You can also check out our predefined search results page giving you tons of free training resources: <http://www.edcomp.com/predefined.htm>.

--> Here is Your Reward for Subscribing to this Newsletter <--

***** [Get Your Free Microsoft Office Forms and Templates](#) *****

[Click here](#) for tons of Free Office Forms and Templates

2) The Best New Free Microsoft Office Training & Tutorial Sites:

This section of our newsletter contains the best new Free Microsoft Office training and tutorial sites that we have found and researched in the last few weeks.

[TrainingByEmail](#)

Visit [TrainingByEmail](#) to receive **Free Training for Word, Excel, Outlook, C#, ASP.Net, and SQL** via your email every week! We will send out a new training in the topic of your choosing every week. You can then save this, print it out, or delete it all at your convenience. And you can't beat the price, FREE!

[28 Word Tutorials from Towson University](#)

Towson University hosts the following 28 [Microsoft Word Tutorials](#). These Word tutorials will instruct you on using many of the basic and advanced features of Word. You can become an expert Word user in these topics by using these tutorials. Most of these Word tutorials are in pdf format. The last 4 tutorials listed explain how to use Word Art.

- [Mail Merge to Labels Video Tutorial](#)
- [Basic Quick Sheet](#)
- [Basic Formatting](#)
- [Advanced Formatting](#)
- [Mail Merge to Labels](#)
- [Mail Merge to Letters](#)
- [Merging to E-mail](#)
- [Working with Tables](#)
- [Creating an Index](#)
- [Sharing and Tracking Documents](#)
- [Basic Sections](#)

- [Table of Contents](#)
 - [Watermarks](#)
 - [Copy in Test Bank Questions](#)
 - [Using and Inserting Forms](#)
 - [Page Numbers](#)
 - [Formatting Papers](#)
 - [Insert Objects From Other Office Programs](#)
 - [Work Smarter Not Harder](#)
 - [Routing Documents](#)
 - [Useful Options](#)
 - [Creating Booklets](#)
 - [Add a Custom Styles](#)
 - [Selecting Text Effectively](#)
 - [Word Art: Basics](#)
 - [Word Art: Formatting](#)
 - [Word Art: Toolbar](#)
 - [Word Art: Shadows and 3D Effects](#)
-

[Creating Accessible Word Documents](#)

Microsoft Word is one of the most widely used word processing programs for both home and office use. People use Word to write and manipulate text, and also work with images, movies, charts, graphs, and other information. Sometimes Word is used to help create web pages, Powerpoint slides, and PDF documents. This [learning session](#), from the Georgia Institute of Technology, teaches how to be knowledgeable about the common accessibility problems that those with disabilities encounter when in reading Word documents, and web pages and PDF files based on Word documents. When you use the accessibility features that Word offers you can create documents that can be used by everyone, and even provide a clearer understanding of what you are writing about.

[View/Open](#)

(460Kb, pdf format)

[Free Excel Ebooks and Training Documents](#)

Here are several freely available [ebooks, training and learning documents](#) for Microsoft Excel hosted by [eSnips](#), a user sharing site, where everyone can upload and share all types of files. [Free registration](#) is encouraged. These Excel ebooks and documents will help you learn many of the intermediate to advanced features of this spreadsheet application.

- [Beginning.Excel.What.If.Data.Analysis.Tools.Dec.2005](#)
- [Excel Advanced Report Development](#)
- [Excel PivotTables Recipes.A.Problem.Solution.Approach](#)
- [Introduction to
Statistics.Through.Resampling.Methods.and.Microsoft.Office.Excel](#)
- [Excel 2003 Ebook](#)
- [XLPivotTableIntro06-07](#)
- [Beginning Excel What.If.Data.Analysis.Tools](#)
- [Excel Programming Weekend Crash Course](#)
- [MS Excel 2002 for Scientists and Engineers](#)
- [Excel Macro Training](#)
- [Excel User Tips](#)
- [Learning Microsoft Excel](#)
- [Excels Keyboard Shortcut](#)
- [Excel_Tips](#)
- [Finance using Excel](#)
- [Excel Ebook](#)
- [Excel 2003 Ebook](#)

[Spreadsheet Training and Learning Resources](#)

Here are more [Spreadsheet Training and Learning Resources](#), from teach-ict.com, that will teach you all about Spreadsheets and how to use them. These will get you going to become an expert using **Excel**, Microsoft's spreadsheet application. Included here are: content on understanding spreadsheets, help sheets for various Excel functions, many spreadsheet lessons and practice tasks, and a [Spreadsheet Mind Map](#), which a great way to visually understand how spreadsheets are set up and work.

[Spreadsheets Theory](#)

[Understanding Spreadsheets](#)

These pages give a clear understanding of how spreadsheets work and how to use them.

- [Introduction](#)
- [Users](#)
- [Features](#)
- [Parts of a Spreadsheet 1](#)
- [Parts if a Spreadsheet 2](#)
- [Formulas](#)
- [Address](#)
- [Modelling](#)

[Spreadsheets Slides](#)

These slides introduce spreadsheets, what they are, and what they are used for. (Powerpoint format)

[Spreadsheets explained](#)

This resource clearly explains the topic of spreadsheets is an easy to understand way. (Word format)

[Spreadsheet Formula Sldies](#)

These slides covers the most important Excel formulas that are required to complete the spreadsheet projects. (Powerpoint format)

Excel Function Help Sheets

Here is an excellent set of resources which explain different functions which can be used in Excel. (Word format)

- [Count](#)
- [Countif](#)
- [IF](#)
- [ISERROR](#)
- [Lookup](#)
- [Vlookup](#)
- [SUMIF](#)
- [Pivot tables](#)
- [Conditional formatting](#)

Spreadsheet Lessons and Practice Tasks

Worksheet 1 - Billericay

These are questions that will test if you understand this topic.

Basic Excel Formulas 2

This worksheet demonstrates Excel's fundamental formulas.

Worksheet 3

A lesson to check your knowledge of spreadsheets. You are given a fill-in-the gaps exercise and then asked to answer some basic questions about spreadsheets.

Worksheet 4

In this spreadsheet lesson, you are asked to design a simple spreadsheet for a school fete.

Worksheet 5

This spreadsheet lesson has you design a simple spreadsheet to hold teacher's marks.

Burgers

Here you are provided a completed spreadsheet and requested to use it to calculate the nutritional values of a range of foods. Here is the [Excel file](#) for this exercise.

The Disco

Use Excel to calculate the cost of setting up a disco. It begins with simple formulas, then shows the use of absolute cell references and IF..Then functions.

Supermarket Comparisons

In this spreadsheet exercise gives you a list of groceries and asks you to use Excel to calculate total costs, average, minimum and maximum.

[Profit and Loss - Computer Supplies shop](#)

In this spreadsheet lesson, you will create a model to simulate a computer supplies shop and then you will develop the formulas to calculate profit and loss. You will then use the spreadsheet to model various scenarios. Here is the [Excel file](#) for this exercise.

[Wordsearch](#)

This is a spreadsheet word search to help with remembering key terms.

[Skiing](#)

This is another exercise to hone your spreadsheet skills with Excel. Here is the [Excel file](#) for this exercise.

[Basic Spreadsheet Guide](#)

This provides a guide to the fundamental features of Excel and its use. It does not show how to create a formula.

[Worksheet - Fill in the gaps](#)

Fill in the gaps of spreadsheet phrases with the right words, to check your knowledge.

[15 Excel Tutorials from Towson University](#)

Towson University provides the following 15 [Microsoft Excel Tutorials](#). These Excel tutorials teach you many fundamental and advanced Excel features, including the following: basic calculations, functions and references, charts, sorting and filtering, freezing panes, formatting data, printing advanced calculations, and macros. These Excel tutorials will help you learn these topics and add to your Excel knowledge and skillset. All documents are in pdf format.

- [Basic Features](#)
- [Basic Calculations](#)
- [Excel Functions and References](#)
- [Excel Charts](#)
- [Custom Charts](#)
- [Common Chart Types](#)

- [Convert Number Grades to Letter Grades](#)
 - [Sorting and Filtering Data](#)
 - [Working With Large Data Sets](#)
 - [Formatting Data](#)
 - [Excel Printing](#)
 - [Advanced Calculations](#)
 - [Use Excel as a Grade Book](#)
 - [Common Errors using Excel](#)
 - [Excel Macros](#)
-

[16 PowerPoint Tutorials from Towson University](#)

Towson University provides the following 16 [Microsoft PowerPoint Tutorials](#). These PowerPoint tutorials teach you many fundamental and advanced PowerPoint features, including the following: basic functions, Creating a presentation, Customizing to a CD, Animation, Views and printing, AutoShapes, Manipulating Objects, Hyperlinks, Splitting and merging slides, Custom backgrounds, Adding slides and embedded objects from other Powerpoint slides, Adding sound, and Shrinking files. These PowerPoint tutorials will help you learn these topics and add to your PowerPoint knowledge and skillset. All documents are in pdf format.

- [Powerpoint Basics Video Tutorial](#)
- [Powerpoint Basics Tutorial](#)
- [Creating a Presentation](#)
- [Customizing and Packaging to a CD](#)
- [Animating Powerpoint Objects](#)
- [Views and Printing](#)
- [AutoShapes](#)
- [Manipulating Objects](#)
- [Adding Hyperlinks](#)
- [Adding Slides From Other Presentations](#)
- [Splitting and Merging Slide](#)

- [Custom Backgrounds](#)
 - [Embedding Objects From Other Programs](#)
 - [Adding Music and Sound to a Presentation](#)
 - [Shrinking Files](#)
 - [Effective Uses In Instruction](#)
 - [Printing Handouts](#)
-

[Creating Accessible Web Pages from a PowerPoint Presentation](#)

PowerPoint can be used to create web page slides from its presentation slides. People with disabilities can have problems accessing these web page slides. This [learning session](#), from the Georgia Institute of Technology, teaches how to export PowerPoint slides into accessible web pages. Doing this gives these people a much better understanding of the presentation. In addition, these accessible, exported web pages, or HTML files, can be used so everyone gains a clearer understanding of what is being communicated.

[View/Open](#)

(667Kb, pdf format)

[39 Outlook Tutorials from Towson University](#)

Towson University provides the following 39 Microsoft Outlook Tutorials. These tutorials will teach you how to use all of the basic and advanced features of Outlook. After using these you will be able to use Outlook to its fullest extent. The first group of Outlook tutorials are movies show how to use the application's features with voice instruction. The third group of tutorials teaches how to use Outlook on the Web with a browser. The non-video tutorials are in pdf format.

[Outlook Movie Tutorials with Sound](#) **[Outlook Tutorials](#)** **[Outlook Web Access Tutorials](#)**

- [Email Basics](#)
- [Calendar Basics.](#)
- [Checking Your Folder Size](#)
- [Reclaiming Mailbox Space](#)
- [Recover Deleted Items](#)
- [Create Personal Folders](#)
- [E-mail and Calendar Basics](#)
- [Sorting E-Mail](#)
- [Forms](#)
- [Organizing and Managing Messages](#)
- [Calendar Delegation](#)
- [Personal Folder](#)
- [Keeping Track Of Tasks](#)
- [Outlook: Inserting Tables](#)
- [Creating and Relocating your Personal Folder \(.pst file\)](#)
- [Filters](#)
- [Rule to Send E-mail as a Text Message to a Phone](#)
- [Address Book .](#)
- [Importing Contacts and Copy/Paste Distribution List from Excel](#)
- [Search Folders](#)
- [Adding a Mail Drop .](#)
- [Attaching Files](#)
- [Upgrading to Version 2003 Personal Contacts and Folders](#)
- [Security Setting for Displaying Graphics](#)
- [Creating An E-mail Template](#)
- [Adding Holidays](#)
- [Creating Labels From Contacts](#)
- [Locating Correspondences](#)
- [Setting a Rule to Help Filter Spam](#)
- [Quarantined Files](#)
- [Shortcut to Enlarge Font Size of Received Messages](#)
- [Signatures](#)
- [Importing Calendar Data Into Your Outlook Calendar](#)
- [Storage Capacity Management](#)
- [Outlook Web Access: Getting Started](#)
- [Outlook Web Access: E-mail Basics](#)
- [Outlook Web Access: Contacts and Public Folders](#)
- [Outlook Web Access: Calendar, Tasks and Notes](#)

- [Outlook Web Access: Advanced Options](#)

[Access 2003 Tutorials](#)

Teacherclick.com provides many well written software and web development tutorials. Here are their [Access 2003 Tutorials](#) that will teach you virtually every topic of Access you need to know and use. The following application and database topics are explained by these Access tutorials: Basic features; Create, Open, and Close a Database; Creating Tables; Modifying Tables; Field Properties; Relationships; Queries; Summery Queries; Cross Reference Queries; Action Queries; Forms; and Reports. Also included below are several video Access tutorials.

[1. Basic elements of](#)

[Access2003](#)

[2. Create, open, and close
a database](#)

[3. Creating datatables.](#)

[4. Modifying datatables](#)

[5. Properties of the fields](#)

[6. Relationships](#)

[7. Queries](#)

[8. Summery queries](#)

[9. Cross reference queries](#)

[10. Action queries](#)

[11. Forms](#)

[12. Reports](#)

3) The Best New Free Training Sites for Flash, Photoshop, Dreamweaver, FrontPage, and other Adobe and Macromedia Applications

[Flash 8 Tutorials](#)

Teacherclick.com provides many well written web design and development tutorials. Here are their [Flash 8 Tutorials](#) teaching you virtually every feature you will need to know and use for Flash 8. The following Flash topics are covered and taught by these tutorials: Animations, Working Environment, Drawing, Texts, Sounds, Objects, Layers, Symbols, Graphics, Movie Clips, Buttons, Movement Animations, Form Transformations, Effects on Animations, Generating and Publishing Movies, and ActionScript 2. Also included here are several video Flash tutorials.

[1. Introduction](#)

[2. My first Flash Animation](#)

[3. Working Environment](#)

[4. Drawing](#)

[5. Working with Texts](#)

[6. Sounds](#)

[7. Working with Objects](#)

[8. Layers](#)

[9. Symbols](#)

[10. Graphics](#)

[11. Movie Clips](#)

[12. Button](#)

[13. Movement Animations](#)

[14. Form Transformations](#)

[15. Effects on Animations](#)

[16. Generating and](#)

[Publishing Movies](#)

[17. Introduction to](#)

[ActionScript 2.](#)

[18. Examples of Use of the](#)

[ActionScript 2.](#)

[3 Best Flash Tutorials from Sitepoint.com](#)

Here are the 3 best Flash Tutorials from [Sitepoint.com](#), a very well written web development and design tutorial site with a well informed community. The first one shows you how to create Flex 2 Rich Internet Applications using Flash, The second one teaches how to create the most efficient structure for your Flash site. And the third one demonstrates using Flash on imported vector graphics created in Illustrator, and then using them in Director.

[Flex 2: Rich Internet Applications using Flash](#)

Flex 2 is a set of totally free technologies that come together to provide you a great development framework for building cross-platform Rich Internet Applications. Flash is one of the pieces that make up Flex, and the framework runs on the Flash

Player. Flex applications, like Ajax applications, feel much more responsive than traditional web pages, because a new page is not loaded each time an action is done by the user.

This Flex 2 tutorial shows and teaches you how to develop a simple Flash application. It demonstrates the simplicity of building cross-platform web applications using Flex 2. The Flex 2 SDK, used to build and deploy Flex applications, and the Flex Data Services 2 Express edition can both be [downloaded for free](#). The Flex 2 SDK provides a compiler and a command-line debugger.

[The Best Structure for your Flash Site](#)

Many Flash developers have issues when trying to structure their web site within Flash. When Flash is opened, a blank canvas appears, and a single layer with multiple blank frames displays, waiting to be used. There's little guidance on how to proceed, and many different directions that be taken. Many users become confused on how to proceed. The author says that over 90% of the Flash sites he's seen are not structured efficiently.

This Flash tutorial shows you how to structure your Flash enabled web site. It shows you how to set up your Flash site with Keyframes, ActionScript and MovieClips, and controlling the Flash playhead. Using well thought out structure will give you site a faster loading time, and make it simpler to update and manage.

[Illustrator for Flash and Director](#)

This tutorial will show you how to use Illustrator to create vector graphics that can be exported as SWFs and then imported into Flash. Then you will see how to use Flash to import the vector graphics into Director. You will draw a cool looking vector graphic in Illustrator, get it into and build it in Flash, and then import and use it in Director.

[Photoshop Tutorials from Iowa State University](#)

These [Photoshop Tutorials](#) are hosted by The College of Design at Iowa State

University in Ames, Iowa. The tutorials teach you how to use Photoshop and are grouped into three areas: Basic, Intermediate, and Advanced. A page describing [Photoshop's tools](#) is also provided. This site's aim is to provide you the understanding that you need to start or further developing your Photoshop skills.

[Basic Level Tutorials](#)

Use these Photoshop tutorials to start learning how to use Photoshop, and to refresh your Photoshop skills.

- [How to create "Pouring" Letters](#) - Learn how to use Photoshop to create "Liquidy" letters. It will also show you how to use filters and Levels.
- [Pattern Making](#) - This tutorial teaches how to use blending modes and other filters to create patterns through repetition and variation.
- [Creating Fabric Textures](#) - Create a texture for a layout or 3D object.
- [Creating Paper Textures Using Calculations](#) - Learn how to create a paper texture.

[Intermediate Level Tutorials](#)

These intermediate Photoshop tutorials show you how to create complex images, cell animations, backgrounds, banners, and buttons.

- [Creating Complex Images from Simple Images](#) - Helps you understand filters and how to use them to create complex visual interactions.
- [Creating Cell Animation in Photoshop](#) - This tutorial shows you how to create a cell animation in Photoshop.
- [Creating the 3 B's \(Backgrounds, Banners and Buttons\)](#) - Learn how to create web site graphics: backgrounds, banners, and buttons.

[Advanced Tutorials](#)

Once you've used Photoshop for a while, you can move forward to learn more advanced image creation and editing techniques.

- [Alternate Selection Methods in Photoshop](#) - This tutorial shows you a different technique from using the lasso and pen tool, for making complex selections to isolate objects
- [Distressed Type & Fire using Calculations](#) - Here is a different method to create font technique.

[Dreamweaver 8 Tutorials](#)

Teacherclick.com hosts lots of excellent web development training tutorials. Below are their [Dreamweaver 8 Tutorials](#) that demonstrate and explain all of the functional areas of Dreamweaver. The following features and topics are detailed and taught by these Dreamweaver tutorials: Basic features; The Dreamweaver Interface; Defining a Site; Working with Text; Establishing Web Links; Inserting Images; Setting up Tables; Using Frames; Interactive Forms; Adding Multimedia Elements; Using Dreamweaver Templates; Working with Layers; Using Behaviors; and HTML with Dreamweaver. Also included below are several video Dreamweaver tutorials.

[1. Dreamweaver 8 Basics](#)

[2. The Dreamweaver Interface](#)

[3. Defining a Site](#)

[4. Working with Text](#)

[5. Establishing Web Links](#)

[6. Inserting Images](#)

[7. Setting up Tables](#)

[8. Using Frames](#)

[9. Interactive Forms](#)

[10. Adding Multimedia
Elements](#)

[11. Using Dreamweaver
Templates](#)

[12. Working with Layers](#)

[13. Using Behaviors](#)

[14. Other features](#)

[15. HTML and
Dreamweaver](#)

[Fireworks 8 Tutorials from In Pictures](#)

[In Pictures](#) has just posted new [online tutorials](#) covering many features of Adobe Fireworks 8. These free Fireworks tutorials will teach you the how to develop and create Web graphics and art work using Fireworks. These tutorials are based on screen shots and are constructed in a way that makes it easier to understand and practice the software functions being taught.

[First page](#) of the Fireworks 8 Tutorial

Fireworks Basics

- [Create GIFs](#)
- [Create JPGs](#)
- [Resize graphics](#)
- [Flip and rotate graphics](#)

Formatting Graphics

- [Crop graphics](#)
- [Reduce file size](#)
- [Use the Export Wizard](#)
- [Change resolution](#)
- [Lighten and darken](#)

Creating Graphics

- [Draw and paint](#)
- [Use Zoom view](#)
- [Employ color fill](#)
- [Insert text in graphics](#)
- [Replace colors](#)

Enhancing Graphics

- [Make backgrounds transparent](#)

[9 Microsoft FrontPage Tutorials](#)

Towson University hosts the following 9 [Microsoft FrontPage Tutorials](#). These FrontPage tutorials will instruct you on using several basic and advanced features of FrontPage, including: clip art, pictures, tables, links, web publishing, direct web editing, restricting web page access, forms, behaviors, and web components. By using these tutorials, you can significantly increase your knowledge and skillset of

FrontPage. All but the first tutorial are in pdf format.

[FrontPage Basics Video Tutorial](#)

Explains, with sound, opening a FrontPage Web site and adding web objects such as clip art, pictures, tables and links.

[FrontPage 2003 Basics](#)

This tutorial explains many of FrontPage's fundamental features to create Web pages.

[Web Publishing Pitfalls](#)

Learn about the most common Web publishing problems what to do to avoid them with FrontPage.

[Safe Practices for Direct Web Editing](#)

This tutorial explains how to perform direct Web site editing using FrontPage.

[Restricting Access to a FrontPage Web site on Pages](#)

This tutorial gives a detailed demonstration on how to set up restricted access to a Web site using FrontPage.

[FrontPage 2003 Online Forms](#)

Describes how to insert online forms with FrontPage 2003.

[FrontPage 2003 Web Components](#)

Understand how to use FrontPage's Web Components feature, with tools such as Dynamic Effects, Hit Counters, Photo Gallery, Spreadsheets and charts, weather and more.

[FrontPage 2003 Behaviors](#)

Using this FrontPage tutorial, you will learn how to add "Behaviors" - scripting options that add interactivity and functionality to objects on your Web page.

[FrontPage 2003 FAQ](#)

Here are answers to five Frequently Asked Questions that come up when using FrontPage.

4) The Best New Free Web Development Training Sites

[75 CSS Tutorials, How Tos, and FAQs](#)

Here are 75 [Cascading Style Sheets \(CSS\) Tutorials](#), How Tos, and FAQs from dev.fyicenter.com. These provide good CSS introductory knowledge and also will help experienced Web developers with CSS topics such as HTML formatting models, multiple element formatting rules, and Web page layouts and background images . Use these pages to help increase your CSS skillset and to understand CSS coding better from both design and best practices perspectives. Each of the following entries numbered below answers a commonly asked question about CSS web development and programming and many provide exercises to help your CSS training.

[CSS Tutorials - Introduction To CSS Basics](#)

21 Tutorials, How Tos, and FAQs on CSS fundamentals and functionality. By going through these you will understand the following: CSS syntax basics, contextual, class, and id selectors, CSS cascading order rules, grouping CSS definitions, browser default CSS definitions

[CSS Tutorials - HTML Formatting Model: Block, Inline and Floating Elements](#)

21 Tutorials, How Tos, and FAQs on HTML formatting models. Specifically, these will teach you the following: block and inline elements, specifying padding spaces and margins, specifying border width and color, transparent and non-transparent backgrounds, positioning background images, line boxes and text paragraphs, setting line height.

[CSS Tutorials - Understanding Multiple Element Formatting Rules](#)

15 Tutorials, How Tos, and FAQs on understanding multiple element formatting rules. Learn the following CSS functionality: stacking and nesting block elements, aligning in-line elements, floating block elements, collapsing margins between

elements, balancing widths and heights with parent elements, collapsing white spaces.

[CSS Tutorials - Page Layout and Background Image Design](#)

18 Tutorials, How Tos, and FAQs on designing Web page layouts and background images. These cover and demonstrate the following CSS topics: screen and browser resolutions, setting Web page width in absolute and relative length units, setting images and font sizes in relative length units, adding multiple background images.

[Developing Web Applications with MySQL and PHP](#)

This [learning session](#), from the Georgia Institute of Technology, shows how to use the MySQL database and PHP web scripting to quickly and cheaply program and build a content management system, URL reference database, and web-based information portal for a real-world library application. This training session covers working modules, provides development resources and gives you a practical understanding of web development with these tools.

Speech and Presentation - [View/Open](#)

32347Kb, AVI format

Handout - [View/Open](#)

72Kb, pdf format

Discussion - [View/Ope](#)

101Kb, pdf format

Power Point Presentation - [View/Open](#)

2308Kb, Powerpoint format

[MySQL Basics Tutorials](#)

This is a a sneak preview of the new [MySQL Basics training](#) section at the [In Pictures](#) web site. It is specifically aimed at non-programmers and addresses the need for basic training tutorials covering the popular open-source [MySQL](#) database and its use in web site development and programming. It was edited by non-programmers and anything that they did not understand was removed or reworded in a clear fashion. These MySQL tutorials can also be used as a reference on how to do specific tasks using MySQL. Two more tutorials on Perl and PHP, the most widely-used Web programming languages, will be released by In Pictures in the next few weeks. The site editors hope they'll give non-programmers a basic understanding of the fundamental concepts upon which Web server programs are based.

[Begin the MySQL Basics Tutorial >>](#)

Getting Started

- [Start MySQL](#)
- [Create a new database](#)
- [Create a table](#)
- [Create a record](#)
- [Run a query](#)

Administering Databases

- [Restart MySQL](#)
- [Back up databases](#)
- [Delete tables](#)
- [Delete databases](#)
- [Restore databases](#)

Working with Tables

- [Alter tables](#)
- [Update records](#)
- [Delete records](#)

Queries

- [Sort results](#)
- [Add criteria](#)

Security

- [Add a local user](#)
- [Add a remote user](#)
- [Remove a user](#)
- [Restrict a user](#)

Web

- [Perform a query](#)
- [Join two tables](#)
- [Edit a script](#)
- [Write a quer](#)

5) The Best New Free Windows, Linux, Hardware and General Computer Training Sites

[Windows XP Tutorials from Teacherclick.com](#)

1. [New elements in WindowsXP](#)
2. [Basic concepts](#)
3. [The Desktop](#)
4. [Windows Explorer](#)
5. [Searching](#)
6. [Recycle Bin](#)
7. [Configuring the monitor](#)

- [8. Configuring the mouse](#)
- [9. Adding or deleting software](#)
- [10. Adding new hardware](#)
- [11. Configuring the printer](#)
- [12. System tools](#)
- [13. Scheduled Tasks](#)
- [14. Windows Media Player](#)
- [15. Help from Windows](#)

Windows XP Video Tutorials

- [3. How to create a shortcut](#)
- [4. Types of views of the Windows Explorer](#)
- [5. How to search for files](#)
- [6. How to use the Recycle Bin](#)
- [7. Changing the appearance of the screen](#)
- [8. Configuring the mouse](#)
- [9. Adding and deleting Windows components](#)
- [10. Hardware Information](#)
- [11. Printer properties](#)
- [12. Software information](#)
- [13. Creating a programmed task](#)
- [14. Windows Media Player](#)
- [15. Getting Help](#)

Step by step Exercises for Windows XP

- [3. Creating a shortcut](#)
- [3. Changing the date and time](#)
- [3. Adding or removing a tool bar](#)
- [4. Creating and deleting a folder](#)
- [4. Copying and moving folders](#)
- [4. Organizing folders](#)
- [5. Searching for files and folders](#)
- [5. Searching for equipment](#)
- [5. Searching for people](#)
- [6. Restoring files and folders](#)
- [6. Deleting files or folders from the Recycle Bin](#)

- [6. Emptying the Recycle Bin](#)
 - [7. The screen background or wallpaper](#)
 - [7. The screen saver](#)
 - [7. The screen configuration](#)
 - [8. The mouse buttons](#)
 - [8. The mouse pointer](#)
 - [8. Pointer options](#)
 - [9. Adding or removing Windows components](#)
 - [10. Installing programs for Windows](#)
-

Windows Help and Tips from Wellesley College

Windows XP Professional:

- [Setting up Network Printing in Win XP](#)
- [Domain and Passwords in Win XP](#)
- [Win XP FAQs](#)
- [Installing Equation Editor](#)
- [Working with Desktop Applications](#)

Windows 2000:

- [Introduction to Windows 2000](#)
- [Network Printing in Windows 2000](#)
- [Configure Win 2000 to play audio CD](#)

Security Issues:

- [Steps to secure your windows computer- XP, 2000, 98, ME](#)
- [How to log into your computer with a secure password - XP, 2000](#)
- [Windows Updates -XP, 2000, 98, ME](#)

6) Software, Office and Computer Sites and Downloads Worth Mentioning

The following programs are totally Free, no popups, adware, spyware, or shareware.

VSO DivxToDVD 0.5.2b

DivxToDVD converts movie files from a wide range of formats (AVI, XVID, MPEG, and DIVX) to compliant DVD formats (VOB and IFO). Once in the compliant format, they can be burned using CopyToDVD and then you can watch them using a DVD Player.

[Download](#) (2416 KB)

Tomahawk PDF+ 2.7.2

Tomahawk PDF+ is a complete PDF file creation suite for your desktop or laptop computer. It also works as an editor for rtf, txt, and other file formats.

[Download](#) (2606 KB)

EzVoice 1.1

EzVoice is a full-featured software program providing you home voice mail and an

answering machine. It runs on your PC and answers your phone calls when you're out.

[Download](#) (1485 KB)

Hilitext 1.1

At your command, Hilitext highlights all instances of specific words, phrases etc. in your web pages, e-mail messages or other documents. Its aim is to help you become more efficient at finding and seaching for specific information in your documents.

[Download](#) (730 KB)

Budgie 1.6

This is a software suite that provides a contacts manager, a word processor, a database manager, a spreadsheet tool, an e-mail manager, an image editing tool, a scheduling utility, a ZIP manager, and a fax manager. It can be utilized stand-alone, or you can make it an add-on to MS Office.

[Download](#) (5975 KB)

7) Question of the Month about Software Training:

Each month Scott Turton will answer a current or important question that we have received about computer and software training.

February 2007 Question of the Month:

Is there a way to try out Microsoft Office 2007 for free before I commit to purchase it?

Answer:

Yes, there are actually 2 methods to try out Office 2007 for free. Here they are.

Method #1: [Free Downloads of Office 2007](#)

You can try out for 60 days your choice of applications from the Microsoft Office 2007 free trial page. These free trial downloads have the same features and functionality as the paid versions of Office 2007. Free registration is required.

Method #2: [Free Office 2007 Online Test Drive](#)

You can try out and test using Office 2007 in an online mode, which does not require any software installation or downloads. This is the quickest way to check out all of Office 2007's applications, including Word, Excel, Access, Outlook, Powerpoint, Publisher, and Visio. With this web-based test drive, you can try out all of the feature upgrades for all Office applications. All you need is Internet Explorer as your web browser (saving and printing are not available).

I hope this helps you.

Scott Turton
Site Editor
EducationOnlineForComputers.com

8) Please Support Our Training Mission

<http://www.EducationOnlineForComputers.com>

How You Can Support Our Computer and Software Training Mission

Please help support EducationOnlineForComputers.com's Computer and Software Education and Training Mission by visiting our sponsors below and requesting more information. By doing so, you will be helping people who want to learn to use computers in an Information Technology career.

EdComp.com:

<http://www.edcomp.com/>

This is our new free computer and IT education and training search engine housing over 150,000 free training internet resources! Just type in a topic you're looking for and get tons of great web resources instantly. These search results are much better than the big search engines, like google. You can also check out our predefined search results page giving you tons of free training resources:

<http://www.edcomp.com/predefined.htm>.

ITT Technical Institute: Choose from their many programs:

University of Phoenix Online: Advance your career

DeVry: Online degrees for working adults

EducationOnlineForComputers.com

<http://www.EducationOnlineForComputers.com>

Free Computer Software Training Now!

A free and member-based software educational and training portal web site. We have compiled, categorized, described, and linked many sites that will be of keen interest to computer software application end-users seeking free training and knowledge. Many subject areas are covered, including Microsoft Office, Flash, Photoshop, Dreamweaver, FrontPage, Web Development, Windows, Linux, and Computer Hardware. You are able to study and learn all about computer software via Free training, courses, tutorials, documentation, articles, tips, notes, and help. Check us out today.

Copyright Notice: Please note that all of the items hyperlinked are copyrighted by their authors and/or publishers. You are eXPected to look for, read, and adhere to such notices. Downloaded and online material is copyrighted whether or not a copyright notice is present.

*****[EducationOnlineForComputers.com's Member Site](#)*****

Our Members' Site contains the web's best computer software training resources and tutorials. This content is individually linked and presented in a way to eXPedite and facilitate your software and computer learning eXPerience. We have done all the web research and presentation work for you so you can concentrate solely on your computer training.

EducationOnlineForComputers.com Member Site FAQ Answers:

1. All of the web sites and pages in our members site are not in the free section of our web site. The member site training is more detailed and the best available. The online training resources in our members' site are linked and laid out in a much more detailed fashion than those in the free section. This will save you time in finding all the best free training on the web.
2. You can choose to pay using either Paypal or 2Checkout. If paying pay check and you live in the U.S., please select 2Checkout.
3. You have a choice to select the non-recurring or recurring method of payment.

If you select non-recurring, when your membership period eXPires, you will not be automatically charged another fee on your credit card or check.

4. The total price to join our member's site is only \$14 total for 2 months, \$24 for 4 months, \$32 for 6 months, or \$56 for a whole year. The funds generated will assist us to help all those seeking software application education training. Here's the link to see what's available on our member's site and to sign up: <http://tinyurl.com/7ien> You can email Scott Turton with questions at scott_turton@educationonlineforcomputers.com

I will give you 5 Great Free Bonuses when you sign up now.

These are as follows:

1. 28 Modules of Soft Skills Training, covering topics such as Coaching, Delegating, Finance Essentials, Hiring, Leading and Motivating Team, Making a Presentation, Managing Your Time, and Setting Goals.
2. 19 Online Business and Reference Books, including titles such as Scientific Advertising, The Art of Electronic Publishing, and Small Business Manual
3. 12 Instructive e-Books, including On Line Stealth Marketing, 7 Secrets to Unlimited Traffic, and Increase Auction Profits.
4. Instant and Easy Online Access to the 24 Best Free Computer Help & Support Sites.
5. 45 of the Best, Completely Free Programs and Utilities.

To Subscribe to this Free monthly Newsletter of Computer Education, Training, & Tutorial Resources simply send a blank email to this address:

newsletter-sub@educationonlineforcomputers.com

(You will need to confirm using a link in a confirming email.)

Or go to this web page and use the **subscribe form**:

http://www.educationonlineforcomputers.com/newsletr_sub_unsub.html

To Unsubscribe from this Free monthly Newsletter of Computer Education, Training, & Tutorial Resources simply send a blank email to this address:

newsletter-unsub@educationonlineforcomputers.com

(no need to confirm)

Or simply go to this web page and use the **unsubscribe form**:

http://www.educationonlineforcomputers.com/newsletr_sub_unsub.html

Thank You!

scott_turton@educationonlineforcomputers.com

<http://www.EducationOnlineForComputers.com>