

Faq Document Template

Changemaking takes a fresh look at managing change. Focusing on tactics rather than strategy, the book is for those who carry out the practical day-to-day work of supporting and sustaining change. It focuses on the details, and provides the needed toolkit: materials that readers can refer to, draw on, and adapt. These include checklists, templates, questionnaires, tactics, FAQs, talking points, e-mails, and other resources. Short case histories illustrate what can go wrong and how it can be made to go right. The book provides a framework of seven factors that summarize the conditions, resources, and processes that support successful change. It also offers specific guidance on processes that are often employed to move a change initiative forward, including making the case for change, managing employee focus groups, and developing FAQ (Frequently Asked Question) guides. The 50 resources are designed to provide a starting-point for readers to adapt and use in their own organizations. Develop the materials to reflect your own goals and needs, and deploy them as you support your own change initiative

Examines the principles of assessment of student learning outcomes in the context of program review and discusses the good practices of institutions recognized for their improvements in research, teaching, and service.

Site reliability engineering (SRE) is more relevant than ever. Knowing how to keep systems reliable has become a critical skill. With this practical book, newcomers and old hats alike will explore a broad range of conversations happening in SRE. You'll get actionable advice on several topics, including how to adopt SRE, why SLOs matter, when you need to upgrade your incident response, and how monitoring and observability differ. Editors Jaime Woo and Emil Stolarsky, co-founders of Incident Labs, have collected 97 concise and useful tips from across the industry, including trusted best practices and new approaches to knotty problems. You'll grow and refine your SRE skills through sound advice and thought-provoking questions that drive the direction of the field. Some of the 97 things you should know: "Test Your Disaster Plan"--Tanya Reilly "Integrating Empathy into SRE Tools"--Daniella Niyonkuru "The Best Advice I Can Give to Teams"--Nicole Forsgren "Where to SRE"--Fatema Boxwala "Facing That First Page"--Andrew Louis "I Have an Error Budget, Now What?"--Alex Hidalgo "Get Your Work Recognized: Write a Brag Document"--Julia Evans and Karla Burnett

Adobe Business Catalyst is a hosted application for building and managing online businesses. Using this unified platform and without back-end coding, Web designers can build everything from amazing Websites to powerful online stores, beautiful brochure-ware sites to mini-sites. To work in BC, designers use Dreamweaver (CS4 or later) with the free Business Catalyst extension installed. The cost of hosting a site with BC ranges from a few dollars a month and up, depending on the size of the site and the level of traffic, and the designer can pass on the cost to their client. This is the first official book on using BC. In this comprehensive, hands-on, step-by-step guide, the reader will learn how to set up eCommerce on the hosted solution. As they work through the chapters, the readers can also follow along with the video tutorials linked in from AdobeTV (tv.adobe.com). This book covers how to set up a new site, work with web pages, organize the site hierarchy, upload assets via FTP, configure modules, and customize their appearance. It includes best practices to set up site navigation, forums, password-protected areas and web forms. By the end, the reader will have their own working online business. Once it is live, the designer or the client can use the robust reporting interface in Business Catalyst to review metrics and run custom reports in the customer database. By analyzing the data, the online store can be optimized to improve sales revenue and increase customer adoption.

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Refine your Python programming skills and build professional grade applications with this comprehensive guide Key Features Create manageable code that can run in various environments with different sets of dependencies Implement effective Python data structures and algorithms to write optimized code Discover the exciting new features of Python 3.7 Book Description Python is a dynamic programming language that's used in a wide range of domains thanks to its simple yet powerful nature. Although writing Python code is easy, making it readable, reusable, and easy to maintain is challenging. Complete with best practices, useful tools, and standards implemented by professional Python developers, the third edition of Expert Python Programming will help you overcome this challenge. The book will start by taking you through the new features in Python 3.7. You'll then learn the advanced components of Python syntax, in addition to understanding how to apply concepts of various programming paradigms, including object-oriented programming, functional programming, and event-driven programming. This book will also guide you through learning the best naming practices, writing your own distributable Python packages, and getting up to speed with automated ways of deploying your software on remote servers. You'll discover how to create useful Python extensions with C, C++, Cython, and CFFI. Furthermore, studying about code management tools, writing clear documentation, and exploring test-driven development will help you write clean code. By the end of the book, you will have become an expert in writing efficient and maintainable Python code. What you will learn Explore modern ways of setting up repeatable and consistent development environments Package Python code effectively for community and production use Learn modern syntax elements of Python programming such as f-strings, enums, and lambda functions Demystify metaprogramming in Python with metaclasses Write concurrent code in Python Extend Python with code written in different languages Integrate Python with code written in different languages Who this book is for This book will appeal to you if you're a programmer looking to take your Python knowledge to the next level by writing efficient code and learning the latest features of version 3.7 and above.

Part of the New Perspectives series, this text offers a case-based, problem-solving approach and innovative technology for meaningful learning of Microsoft Word 2002.

Here is the first all-in-one compilation of almost 1,000 Adobe "frequently asked questions" on Photoshop, Illustrator, PageMaker, Acrobat, FrameMaker, as well as Premiere, AfterEffects, PostScript printing, and Adobe Type Products. The CD includes some 5,000 patches, product updates, filters, print drivers, font.afm and .inf files, and plug-ins--triple partitioned for Mac, Windows, and UNIX access.

Part of the Practical series, this text offers a case-based, problem-solving approach and innovative technology for meaningful learning of Microsoft Office 2000.

If you need to deploy, manage, or secure Microsoft SQL Server 2008, this is the complete, fast-paced, task-based reference you've been searching for. Authored by a world-class expert on SQL Server in the enterprise, this book goes far beyond the basics, taking on the complex tasks that DBAs need to make the most of Microsoft's flagship database platform. SQL Server MVP, Ross Mistry presents proven techniques for SQL Server 2008 installation, upgrades, backup/restore, data transfer, indexing, high availability, security, and much more. He draws on extensive testing in high-profile production environments to offer step-by-step solutions and powerful tips you won't find anywhere else. Every chapter begins with a section identifying SQL Server 2008's most significant new improvements, and concludes with a convenient summary of best practices. Each chapter also outlines the benefits of leveraging Windows Server 2008. Understand how to: Master DBA tips, tricks, and best practices proven in actual enterprise environments Install, upgrade or transition to SQL Server 2008. Harden and Secure an implementation. Encrypt SQL Server from an end-to-end perspective. Implement high availability—and leverage SQL Server 2008's major

improvements to failover clustering and database mirroring Save time with SQL Server 2008's new policy-based management tools Performance tune and troubleshoot a SQL Server 2008 environment. Optimize application performance and manage workloads with the powerful new Resource Governor Implement Performance Studio, maintenance plans, Transparent Data Encryption and much more... Bonus Content: The book is based on Windows Server 2008 Step by step instructions of how to implement a failover cluster on Windows Server 2008 SQL Server PowerShell Administration Tasks Consolidate and virtualize SQL Server with Hyper-V Step by step instructions on how to install Hyper-V Proactively Monitor SQL Server with Operations Manager Install Windows Server 2008 certificates to encrypt SQL Server data Contributing Writers include: Hilary Cotter – SQL Server MVP John Welch – SQL Server MVP Marco Shaw – PowerShell MVP Maciej Pilecki – SQL Server MVP Shirmattie Seenarine – Technical Writer

Interview FAQ's is a functional pocket book designed to support fresh graduates and experienced professionals who are actively attending interviews within today's job market. This book tries to lay emphasis on how best to answer interview questions a candidate will or shall face during his or her job search period. Interesting topics to read: List of 50 or more carefully selected sample behavioral questions. How to identify your key competency skills?. How to match key competencies with job descriptions? Resume formats, which one to use, explore tools to build the same? Fresh graduates - build outstanding resumes. Web links to create online resumes? Understanding how "Applicant Tracking Systems" affect a candidate resume?. Accepting & declining job offers. How candidates can better manage "non-disclosure agreements" & "Non-compete" clauses?. This book connects the dots between a candidates competency with that of the job description and the interviewers question. It further gives links to tools and provides tips to better your interview outcome.

This text and companion Book-on-CD provide a hands-on, interactive approach to learning practical Microsoft Office 2003 skills.

R Markdown: The Definitive Guide is the first official book authored by the core R Markdown developers that provides a comprehensive and accurate reference to the R Markdown ecosystem. With R Markdown, you can easily create reproducible data analysis reports, presentations, dashboards, interactive applications, books, dissertations, websites, and journal articles, while enjoying the simplicity of Markdown and the great power of R and other languages. In this book, you will learn Basics: Syntax of Markdown and R code chunks, how to generate figures and tables, and how to use other computing languages Built-in output formats of R Markdown: PDF/HTML/Word/RTF/Markdown documents and ioslides/Slidy/Beamer/PowerPoint presentations Extensions and applications: Dashboards, Tufte handouts, xaringan/reveal.js presentations, websites, books, journal articles, and interactive tutorials Advanced topics: Parameterized reports, HTML widgets, document templates, custom output formats, and Shiny documents. Yihui Xie is a software engineer at RStudio. He has authored and co-authored several R packages, including knitr, rmarkdown, bookdown, blogdown, shiny, xaringan, and animation. He has published three other books, Dynamic Documents with R and knitr, bookdown: Authoring Books and Technical Documents with R Markdown, and blogdown: Creating Websites with R Markdown. J.J. Allaire is the founder of RStudio and the creator of the RStudio IDE. He is an author of several packages in the R Markdown ecosystem including rmarkdown, flexdashboard, learnr, and radix. Garrett Golemund is the co-author of R for Data Science and author of Hands-On Programming with R. He wrote the lubridate R package and works for RStudio as an advocate who trains engineers to do data science with R and the Tidyverse.

A thorough, detailed guide to fully exploiting all the power of FrontPage 2002-written for the experienced Web developer.

Anyone contemplating or actively engaged in implementing and managing Microsoft Project Server should have this book. It takes you through a structured approach to implementation and conveys best practices for using the software. The author provides you with the manual

that the software doesn't have as well as the insight necessary to achieve success without the missteps many people make during implementation.

Become an ace Python programmer by learning best coding practices and advance-level concepts with Python 3.5 About This Book Based on the latest stable version of Python (version 3.5) Creating well manageable code that will run in various environments with different sets of dependencies Packed with advanced concepts and best practices to write efficient Python code Who This Book Is For The book would appeal to web developers and Python programmers who want to start using version 3.5 and write code efficiently. Basic knowledge of Python programming is expected. What You Will Learn Conventions and best practices that are widely adopted in the python community Package python code effectively for community and production use Easy and lightweight ways to automate code deployment on remote systems Improve your code's quality, reliability, and performance Write concurrent code in python Extend python with code written in different languages In Detail Python is a dynamic programming language, used in a wide range of domains by programmers who find it simple, yet powerful. Even if you find writing Python code easy, writing code that is efficient and easy to maintain and reuse is a challenge. The focus of the book is to familiarize you with common conventions, best practices, useful tools and standards used by python professionals on a daily basis when working with code. You will begin with knowing new features in Python 3.5 and quick tricks for improving productivity. Next, you will learn advanced and useful python syntax elements brought to this new version. Using advanced object-oriented concepts and mechanisms available in python, you will learn different approaches to implement metaprogramming. You will learn to choose good names, write packages, and create standalone executables easily. You will also be using some powerful tools such as buildout and virtualenv to release and deploy the code on remote servers for production use. Moving on, you will learn to effectively create Python extensions with C, C++, cython, and pyrex. The important factors while writing code such as code management tools, writing clear documentation, and test-driven development are also covered. You will now dive deeper to make your code efficient with general rules of optimization, strategies for finding bottlenecks, and selected tools for application optimization. By the end of the book, you will be an expert in writing efficient and maintainable code. Style and approach An easy-to-follow guide that covers industry followed best practices in Python programming Now students can master the nuances of Microsoft Office quickly with ILLUSTRATED MICROSOFT OFFICE 2019 & OFFICE 365 INTERMEDIATE, part of today's popular Illustrated Series. This focused, user-friendly approach uses a proven two-page layout that allows students to work through an entire task without turning the page. Clear Learning Outcomes outline the skills for each lesson, while large full-color screen images reflect exactly what students see on their own computers. Each module begins with a brief overview of the principles covered in the lesson and introduces a real-world case scenario to engage students and reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The corporate market is now embracing free, "open source" software like never before, as evidenced by the recent success of the technologies underlying LAMP (Linux, Apache, MySQL, and PHP). Each is the result of a publicly collaborative process among numerous developers who volunteer their time and energy to create better software. The truth is, however, that the overwhelming majority of free software projects fail. To help you beat the odds, O'Reilly has put together Producing Open Source Software, a guide that recommends tried and true steps to help free software developers work together toward a common goal. Not just for developers who are considering starting

their own free software project, this book will also help those who want to participate in the process at any level. The book tackles this very complex topic by distilling it down into easily understandable parts. Starting with the basics of project management, it details specific tools used in free software projects, including version control, IRC, bug tracking, and Wikis. Author Karl Fogel, known for his work on CVS and Subversion, offers practical advice on how to set up and use a range of tools in combination with open mailing lists and archives. He also provides several chapters on the essentials of recruiting and motivating developers, as well as how to gain much-needed publicity for your project. While managing a team of enthusiastic developers -- most of whom you've never even met -- can be challenging, it can also be fun. Producing Open Source Software takes this into account, too, as it speaks of the sheer pleasure to be had from working with a motivated team of free software developers.

Thousands of Protestant churches are perplexed by plateaued or declining attendance, while other congregations nearby thrive. Is there a way for them to combine forces, drawing on both their strengths, in ways that also increase their missional impact? In *Better Together, Expanded and Updated: Making Church Mergers Work*, church merger consultant Jim Tomberlin and award-winning writer Warren Bird make the case that mergers today work best not with two struggling churches but with a vital, momentum-filled lead church partnering with a joining church. This much-needed resource describes the range of mergers for strong, stable, stuck, and struggling churches. No matter what type of merger a church may be considering, the authors address key questions about the process: How can a merger help a church go forward? How will a merger process unfold? Where can a declining church find another congregation to join? What are the pitfalls that both pastor and congregation should avoid? How can "better together" lead to more, rather than fewer, life-giving, high-impact, reproducing churches? They provide a complete, practical, hands-on guide for church leaders of both struggling and vibrant churches, so they can understand the issues, develop strategies, and execute mergers for church expansion and renewal--ultimately, so they can reinvigorate declining churches and give them a "second life." No matter what your motivation for merging your church with another--to begin a new church life cycle, cross racial lines, reach more people for Christ, multiply your church's impact, or better serve your local community--*Better Together* will give you the tools you need to create a thriving new entity.

CD-ROM contains: Cocoon software -- Web resources -- Source code.

The first guide to show you how to power your site using Umbraco. More companies are turning to the power and simplicity of Umbraco's web content management system to build robust, customized sites. Written by leaders in the Umbraco community, this invaluable guide takes you through every aspect of this open source tool. Code samples using XHTML, CSS, XSLT, and C# are integrated throughout the pages to illustrate key concepts that you can apply. As you work through the chapters, you'll progress from building a basic Umbraco site to a sophisticated one that meets the needs of your organization. *Umbraco User's Guide*: Explains how to install Umbraco and walks you through its XML structure Discusses how to create templates while building your understanding of layouts Offers best practices for developing content, designing types, organizing templates, and using the rich text editor Walks you through XSLT and .NET controls Helps you build sample applications and troubleshoot any issues that arise Covers how to create your own classified ads site by combining document types, templates, styles, macros, and more

Features ready-to-use applications-all available on the CD-ROM-that eBay sellers can plug right into their pages; more advanced users can tweak the applications to suit specific needs Shows you how to streamline an eBay business by leveraging programming technologies and the eBay API (application program interface) Explains how to connect eBay pages to the APIs of related companies (PayPal, Fed Ex, UPS,

and the USPS) as well as to Microsoft Office applications such as Outlook and Excel Provides expert tips and tricks for implementing eBay technologies such as image handling, shipping calculators, enhanced About Me pages, and back-office tools

With the ever-increasing usage of distance learning programs in academia, the need for well-designed automated systems has become vital to the success of open and distance education. Practical solutions should be discovered and disseminated to meet the software needs of instructors, academic researchers, and software engineers. System and Technology Advancements in Distance Learning meets this need, outlining computational methods, algorithms, implemented prototype systems, and applications of open and distance learning. It is targeted toward academic researchers and engineers who work with distance learning programs and software systems, as well as general participants of distance education.

Learn at your own pace how to create entire documents fully illustrated with tables, animations, and even direct links to Web pages. Or dive right into the latest Web capabilities of Word 2000. No question is too small or too big, too old or too new for The Microsoft Word 2000 Bible. All-inclusive, easy-to-use, and Web-smart, it is one of those references you just can't put away. This textbook gives up-to-date coverage of information technology for all IT courses at Key Stage 4. Each chapter covers a different application so students should learn about all the areas of IT, how they work, and the latest developments in that area. Become a full-fledged Qlik Sense Consultant with the help of this unique guide About This Book Become a successful Qlik consultant with the help of this insightful guide Build what is in line as well as exceeding your customer's expectations from your Qlik Sense solutions using this highly practical guide Build result-driven optimized BI solutions using Qlik with the help of industry examples Who This Book Is For If you have basic familiarity with Qlik Sense and want to upgrade your skills to become a full-fledged Qlik Consultant, this book is for you. With this book, you will be able to create efficient business intelligence solutions that would fetch client satisfaction, and in turn, more projects. What You Will Learn Understand the importance and expectations of a consultant's role Engage with the customer to understand the ir goals and future objectives Design the optimum architecture, using the best practices for the development and implementation of your projects Ensure successful adoption using real-life examples to make your learning complete Learn about the important stages of a Qlik project's life cycle In Detail Qlik Sense is a leading platform for business intelligence (BI) solutions. Qlik Sense helps organizations in making informed decisions based on the data they have. This book will teach you how to effectively use Qlik for optimum customer satisfaction. You will undergo a metamorphosis from a developer to a consultant who is capable of building the most suitable BI solutions for your clients. The book will take you through several business cases – this will give you enough insight to understand the needs of the client clearly and build a BI solution that meets or exceeds their expectations. Starting from the pre-project activities, you will go to the actual execution of the project, the implementation, and even maintenance. This book will give you all the information you need - from the strategy to requirement gathering to implementing BI solutions using Qlik Sense. The book will empower you to take the right decisions in tricky and diffi cult situations while developing analytics and dashboards. Style and approach This book will be a hands-on guide that will teach you all the what-to-do's, when-to-do's, and how-to-do's for becoming a successful Qlik Sense

Consultant. With the help of various business scenarios, the book will cover real-world problems that you can relate to. Various solutions in the book will be backed up by the thought process of why are these solutions used and how you can implement them in your own business environment.

Deliver a successful SharePoint solution to your organization Take control of the complex requirements for delivering a SharePoint 2013 solution to your organization. Led by a SharePoint MVP specializing in SharePoint service delivery, you'll learn proven methods to help you prepare for a smooth adoption and governance process throughout the enterprise. This guide is ideal for IT professionals, including service delivery managers, project and program managers, and business analysts. Discover how to: Align your SharePoint solution with organizational goals and business priorities Engage executive sponsors, stakeholders, and SharePoint champions Provide detailed plans and schedules for an effective, structured delivery Build a team with appropriate roles to match delivery requirements Prepare user adoption, training, and communication plans, with clear business rules and policies Plan ongoing platform governance, service releases, and solution maintenance Build effective customer service models and provide SharePoint support

A guide to the Web authoring program for experienced users explains how to develop team-based Internet, intranet, and extranet sites

Streamline your workflow and bring your vision to life The Together Leader is a practical handbook for the busy mission-driven leader. With an emphasis on time management, the book provides all of the tools, templates, and checklists necessary for leaders to stay organized and keep on top their responsibilities. Maia Heyck-Merlin describes step-by-step a set of habits and systems that help leaders to keep everything running smoothly and, most importantly, achieve their mission-driven goals. By learning how to plan for the predictable, leaders can face the unexpected head-on, going off-plan while keeping their eye on the objective.

Education leaders will learn how to prioritize quickly and efficiently, and gain access to hands-on tools that take the turbulence out of their days, allowing them to truly become a Together Leader. Mission-driven leaders are often required to multi-task; it's part of the job. This book gives leaders the tools and information they need to streamline their workflow, to take the day one task at a time without sacrificing productivity. The book includes lessons on how to: Prioritize effectively and work efficiently Get organized and stay prepared no matter what Manage time, staff, and resources Develop the habits of an effective leader A leader's time is valuable, as is that of their staff. There's no room for waste. The Together Leader prepares leaders to truly lead their teams, with the tools and strategies that make real, effective mission-driven leadership possible.

Written by members of the Oracle XML group, this is a must-have reference for all IT managers, DBAs, and developers who want to learn the best practices for using XML with Oracle's XML-enabled products. Includes real-world case studies based on the authors' experience managing Oracle's XML Discussion Forum--a community of 20,000+ XML component users.

savvy n. Practical know-how Both new and experienced Flash users need plenty of help mastering these versatile, powerful applications.

Whichever group you belong to, Flash MX 2004 Savvy gives you the resources you need to advance your skills. This means clear

explanations, real-world examples, and carefully crafted tutorials in which you'll learn the full range of Flash techniques. You'll find in-depth introductions to the features new to Flash MX 2004 and Flash MX Professional 2004: Timeline Effects, the expanded components library, built-in project management tools, and more. Designed so you can work your way from front to back or focus on the topics most important to you, this book helps you understand why Flash works as it does and how to meet the demands of your Flash-based projects. Coverage includes: Content creation: painting and drawing, text manipulation, reusable content, interactive slideshow presentations, content for the Pocket PC ActionScript: manual scripting, movie clip management and parameter control--plus a complete ActionScript Reference on the CD Interactivity: interface elements and controllers, new Flash components, new ActionScript behaviors Audio integration: synchronization, compression schemes, implementing interactive audio Media integration: with Director, with CD-ROM content, with 3D animation, with full-motion and streaming video Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

The Complete Guide to Human Resources and the Law will help you navigate complex and potentially costly Human Resources issues. You'll know what to do (and what not to do) to avoid costly mistakes or oversights, confront HR problems - legally and effectively - and understand the rules. The Complete Guide to Human Resources and the Law offers fast, dependable, plain English legal guidance for HR-related situations from ADA accommodation, diversity training, and privacy issues to hiring and termination, employee benefit plans, compensation, and recordkeeping. It brings you the most up-to-date information as well as practical tips and checklists in a well-organized, easy-to-use resource. The 2017 Edition provides new and expanded coverage of issues such as: The Supreme Court held in March 2016 that to prove damages in an Fair LaborStandards Act (FLSA) donning/doffing class action, an expert witness testimony could be admitted Tyson Foods, Inc. v. Bouaphakeo, 136 S. Ct. 1036 (2016). Executive Order 13706, signed on Labor Day 2015, takes effect in 2017. It requires federal contractors to allow employees to accrue at least one hour of paid sick leave for every 30 hours they work, and unused sick leave can be carried over from year to year. Mid-2016 DOL regulations make millions more white-collar employees eligible for overtime pay, by greatly increasing the salary threshold for the white-collar exemption. Updates on the PATH Act (Protecting Americans From Tax Hikes; Pub. L. No. 114-113. The DOL published the fiduciary rule in final form in April 2016, with full compliance scheduled for January 1, 2018. The rule makes it clear that brokers who are paid to offer guidance on retirement accounts and Individual Retirement Arrangements (IRAs) are fiduciaries. In early 2016, the Equal Employment Opportunity Commission (EEOC) announced it would allow charging parties to request copies of the employer's position statement in response to the charge. The Supreme Court ruled that, in constructive discharge timing requirements run from the date the employee gives notice of his or her resignation not the effective date of the resignation. Certiorari was granted to determine if the Federal Arbitration Act (FAA) preempts consideration of severing provisions for unconscionability. "

Among the many different approaches to "templating" with Perl--such as Embperl, Mason, HTML::Template, and hundreds of other lesser known systems--the Template Toolkit is widely recognized as one of the most versatile. Like other templating systems, the Template Toolkit allows programmers to embed Perl code and custom macros into HTML documents in order to create customized documents on the fly. But unlike the others, the Template Toolkit is as facile at producing HTML as it is at producing XML, PDF, or any other output format. And because it has its own simple templating language, templates can be written and edited by people who don't know Perl. In short, the Template Toolkit combines the best features of its competitors, with ease-of-use and flexibility, resulting in a technology that's fast, powerful and extensible, and ideally suited to the production and maintenance of web content and other dynamic document systems. In Perl Template Toolkit you'll find detailed coverage of this increasingly popular technology. Written by core members of the technology's development team,

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the book guides you through the entire process of installing, configuring, using, and extending the Template Toolkit. It begins with a fast-paced but thorough tutorial on building web content with the Template Toolkit, and then walks you through generating and using data files, particularly with XML. It also provides detailed information on the Template Toolkit's modules, libraries, and tools in addition to a complete reference manual. Topics in the book include: Getting started with the template toolkit The Template language Template directives Filters Plugins Extending the Template Toolkit Accessing databases XML Advanced static web page techniques Dynamic web content and web applications The only book to cover this important tool, Perl Template Toolkit is essential reading for any Perl programmer who wants to create dynamic web content that is remarkably easy to maintain. This book is your surefire guide to implementing this fast, flexible, and powerful templating system.

Textbooks are symbols of centuries-old education. They're often outdated as soon as they hit students' desks. Acting "by the textbook" implies compliance and a lack of creativity. It's time to ditch those textbooks--and those textbook assumptions about learning In Ditch That Textbook, teacher and blogger Matt Miller encourages educators to throw out meaningless, pedestrian teaching and learning practices. He empowers them to evolve and improve on old, standard, teaching methods. Ditch That Textbook is a support system, toolbox, and manifesto to help educators free their teaching and revolutionize their classrooms.

Apply lean principles to your next architectural project and improve your bottom line with the help of this practical volume Lean Architecture: Excellence in Project Delivery shows readers a path to improve their project delivery via the application of lean concepts and process management. Authors Michael Czap and Gregory Buchanan challenge readers to reexamine their approach to architectural practice and projects by presenting a unique and compelling alternative. Lean Architecture details the crucial metrics and implementation strategies that combine to improve the efficiency and profitability of projects taken on by firms of all sizes. Readers will learn to: Maximize the use of their resources to deliver superior results in less time Minimize waste, cost, and inefficiency in their firm's operations Move between radically different project scales while retaining efficient and effective processes Lean Architecture is perfect for firm leaders, project managers, and project architects who seek to improve their ability to deliver better results while reducing their cost base. Students, designers and emerging professionals will also benefit by learning key principles for more effectively executing design ideas.

Document the architecture of your software easily with this highly practical, open-source template. Key Features Get to grips with leveraging the features of arc42 to create insightful documents Learn the concepts of software architecture documentation through real-world examples Discover techniques to create compact, helpful, and easy-to-read documentation Book Description When developers document the architecture of their systems, they often invent their own specific ways of articulating structures, designs, concepts, and decisions. What they need is a template that enables simple and efficient software architecture documentation. arc42 by Example shows how it's done through several real-world examples. Each example in the book, whether it is a chess engine, a huge CRM system, or a cool web system, starts with a brief description of the problem domain and the quality requirements. Then, you'll discover the system context with all the external interfaces. You'll dive into an overview of the solution strategy to implement the building blocks and runtime scenarios. The later chapters also explain various cross-cutting concerns and how they affect other aspects of a program. What you will learn Utilize arc42 to document a system's physical infrastructure Learn how to identify a system's scope and boundaries Break a system down into building blocks and illustrate the relationships between them Discover how to describe the runtime behavior of a system Know how to document design decisions and their reasons Explore the risks and technical debt of your system Who this book is for This book is for software developers and solutions

architects who are looking for an easy, open-source tool to document their systems. It is a useful reference for those who are already using arc42. If you are new to arc42, this book is a great learning resource. For those of you who want to write better technical documentation will benefit from the general concepts covered in this book.

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