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Hame: Paulis McKaye	Test Date: September 25, 2052
Subject: Environmental Science	Topic: Biodiversity & Conservation

WEBSITE REFERENCE	TEXTBOOK REFERENCE
www.springer.com	Ecosystem Ecologist and Environmentalist by Eugene Odum
www.netsure.com	Wildlife Ecology, Conservation, and Management by John M. Fryxell, Anthony R. E. Sinclair et al.
www.asianacientificjournals.com	Impacts of Human Population on Wildlife by Trevor J. C. Beebee

CLASSROOM DISCUSSION NOTES

- Principles of biogeography and speciation.
- Impacts of anthropological activities; mutation, biodiversity, and deforestation
- Biodiversity indices: Simpson's Index (Ds), Shannon Diversity Index (M).

TO-DO LIST

- Familiarize the different measurements of diversity and its implications.
- Find recent studies on comparison of biodiversity of isolated islands and mainland landscapes
- Create an essay on principles and implications of the different paradigms in environmental science.





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MCA Microsoft Office Specialist (Office 365 and Office 2019) Study Guide Eric Butow, 2020-12-04 Learn the realities of being a Microsoft Office Specialist and efficiently prepare for the Word Associate MO 100 Exam with a single comprehensive study quide MCA Microsoft Office Specialist Study Guide Word Associate Exam MO 100 comprehensively prepares you for the MO 100 Exam Accomplished and experienced author Eric Butow provides readers with a one stop resource for learning the job responsibilities of a Microsoft Office Specialist and succeeding on the MO 100 Exam The study guide is written in a straightforward and practical style which when combined with the companion online Sybex resources allows you to learn efficiently and effectively The online resources include hundreds of practice questions flashcards and a glossary of key terms In addition to preparing you for the realities of the Microsoft Office Specialist job role this study guide covers all the subjects necessary to do well on the certifying exam including Managing documents Inserting and formatting text paragraphs and sections Managing tables and lists Creating and managing references Inserting and formatting graphics Managing document collaboration Perfect for anyone seeking to begin a new career as a Microsoft Office Specialist or simply wondering what the job entails the Study Guide also belongs on the bookshelf of currently practicing professionals who want to brush up on the fundamentals of their role MOS Study Guide for Microsoft Word Expert Exam MO-101 Paul McFedries, 2020-04-24 Advance your expert level proficiency with Word And earn the credential that proves it Demonstrate your expert level competency with Microsoft Word Designed to help you practice and prepare for Microsoft Office Specialist Word Expert Word and Word 2019 certification this official Study Guide delivers In depth preparation for each MOS objective Detailed procedures to help build the skills measured by the exam Hands on tasks to practice what you ve learned Ready made practice files Sharpen the skills measured by these objectives Manage Document Options and Settings Use Advanced Editing and Formatting Features Create Custom Document Elements Use Advanced Word Features About MOS Expert Certification A Microsoft Office Specialist MOS Expert certification validates your hands on experience and competency with an Office product at an expert level It demonstrates that you can apply the product s principal features at an advanced level can complete expert tasks independently and are ready to enter the job market See full details at microsoft com learn Practice Files Available at MicrosoftPressStore com MOSWordExpert101 downloads **Microsoft Word Introduction and** Certification Study Guide (Microsoft 365 Apps and Office 2019) Daniel John Stine, 2021-04 Combining two books in one Microsoft Word Introduction and Certification Study Guide serves as a training guide for Microsoft Word and a study guide for the Word Certification Exam Students professionals beginners and more experienced users alike can all benefit from this manual Learn how to create well formatted high quality documents by following along with chapters that focus on six exam topics These topics closely follow what is needed to ace the exam but also provide comprehensive information for everyday Word users Careful descriptions and helpful tips for when and how to use important features are provided Images and

screenshots make the steps easy to follow and remember Each topic starts out with the basics and builds to more complicated steps Those taking the exam will find practical tips on how to locate a testing center register for the exam and get the best score possible along with study materials including practice exam software and video tutorials for every outcome in the book Whatever your reason for studying Word this manual will develop your skills bolster gaps in your knowledge and give you the confidence to get certified Why certification is important Microsoft Word Certification is an easily verifiable way to showcase your willingness to learn new skills and software and it provides a myriad of other benefits as well Not only can certification enhance your Word skills it can help you get hired boost academic performance prepare for the demands of a job open doors to career opportunities and be more productive and confident working on projects at school home or work Microsoft Word Microsoft 365 Apps and Office 2019 certification is the first step to prove your skill level and open doors to career opportunities Outline of the book The dual nature of this book helps you build a strong foundation in Word and prepares you for the exam The first chapter gets you started right away opening Word and learning about the user interface and important terminology For those interested in taking the exam it includes how to register for the exam and find an exam center tips on using your time wisely during the exam and information on scores and retaking the exam The next six chapters cover all of the topics you need to become proficient in Word and coincide with the objective domain categories in the Microsoft Word Certification Exam Manage Documents Insert and Format Text Paragraphs and Sections Manage Tables and Lists Create and Manage References Insert and Format Graphic Elements and Manage Document Collaboration Short video tutorials are included for every single outcome in the book 95 in all for when you need extra help or learn best by observation Word practice exam software included Unlike any other Word exam manual available this book includes Word practice exam software The final chapter focuses on the practice exam software which closely mimics the format of the real exam Custom built and specially designed by SDC Publications this practice exam software can be taken multiple times so you are comfortable with the real test software how to mark and return to questions question format live in application steps and how the results are presented Study materials for all learning styles Custom made Practice Exam Software 95 short narrated video tutorials for every outcome in the book End of chapter self exam and review questions 75 Flashcards Exam Day Study Guide About the author Daniel John Stine AIA CSI CDT is a registered architect with over twenty years of experience in the field of architecture Throughout these years of professional practice Stine has leveraged many of the Microsoft Office products to organize and manage complex projects In addition to Microsoft Office certification study guides Stine has written multiple books on architectural design software all written using Microsoft Word and published by SDC Publications

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Specialist MOS PowerPoint Associate certification exam MO 300 for Office 2019 It covers all essential topics focusing on the skills required to create manage and deliver presentations using PowerPoint The guide provides a structured approach to learning broken down into chapters that align with the official exam objectives Key areas of focus include creating and managing presentations inserting and formatting slides adding content such as text images charts and multimedia and applying transitions and animations The guide also delves into advanced features such as collaboration tools custom slide layouts and presentation design principles to enhance the overall impact of the presentation Each chapter includes detailed explanations of concepts step by step instructions and practical exercises to reinforce learning The content is designed to ensure that users are proficient in both basic and advanced PowerPoint techniques The study guide also offers practice questions review quizzes and tips for test taking to help users gauge their readiness and build confidence before taking the exam By the end of this study guide candidates will have a solid understanding of the core functionalities of PowerPoint and will be fully prepared to pass the MO 300 exam and earn the Microsoft Office Specialist certification

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Table of Contents Study Guide Microsoft

- 1. Understanding the eBook Study Guide Microsoft
 - The Rise of Digital Reading Study Guide Microsoft
 - Advantages of eBooks Over Traditional Books
- 2. Identifying Study Guide Microsoft
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
- 3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Study Guide Microsoft
 - User-Friendly Interface
- 4. Exploring eBook Recommendations from Study Guide Microsoft
 - Personalized Recommendations
 - Study Guide Microsoft User Reviews and Ratings
 - Study Guide Microsoft and Bestseller Lists
- 5. Accessing Study Guide Microsoft Free and Paid eBooks
 - Study Guide Microsoft Public Domain eBooks
 - Study Guide Microsoft eBook Subscription Services
 - Study Guide Microsoft Budget-Friendly Options
- 6. Navigating Study Guide Microsoft eBook Formats

- o ePub, PDF, MOBI, and More
- Study Guide Microsoft Compatibility with Devices
- Study Guide Microsoft Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - o Adjustable Fonts and Text Sizes of Study Guide Microsoft
 - Highlighting and Note-Taking Study Guide Microsoft
 - Interactive Elements Study Guide Microsoft
- 8. Staying Engaged with Study Guide Microsoft
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Study Guide Microsoft
- 9. Balancing eBooks and Physical Books Study Guide Microsoft
 - Benefits of a Digital Library
 - o Creating a Diverse Reading Collection Study Guide Microsoft
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Study Guide Microsoft
 - Setting Reading Goals Study Guide Microsoft
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Study Guide Microsoft
 - Fact-Checking eBook Content of Study Guide Microsoft
 - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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