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the New Perspectives series this text offers a case based problem solving approach and innovative technology for meaningful learning of Microsoft Word 2003 in a full semester course By popular demand this book now includes coverage of file management

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Computer and Information Security Handbook John R. Vacca, 2009-05-04 Presents information on how to analyze risks to your networks and the steps needed to select and deploy the appropriate countermeasures to reduce your exposure to physical and network threats Also imparts the skills and knowledge needed to identify and counter some fundamental security risks and requirements including Internet security threats and measures audit trails IP sniffing spoofing etc and how to implement security policies and procedures In addition this book covers security and network design with respect to particular vulnerabilities and threats It also covers risk assessment and mitigation and auditing and testing of security systems as well as application standards and technologies required to build secure VPNs configure client software and server operating systems IPsec enabled routers firewalls and SSL clients This comprehensive book will provide essential knowledge

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