

# Comdex™

## Computer Course Kit

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First Edition : 2001

*Printed at :* Delhi Press, Jhandewalan, Delhi

## ***Preface***

I would describe this course kit in one simple line. “The kit that makes learning computers, easy for anyone who wishes to learn computers”. The slogan, ‘**Computer learning made easy. Qualification required: Ability to read**’

**sold over a million copies in India alone.**

Perusing the book is the first stage in learning. All the concepts are explained to you in clear, simple language along with hundreds of illustrations and graphics. Unlike with other books your learning doesn't stop here.





Here you can actually practice what you have learnt. To see how these concepts are executed, move to the next mode.

Insert the accompanying software (CD) into your computer and click on the topic you wish to learn. The software automatically starts teaching you step-by-step through audio visual and graphic simulations without your having to do anything – explaining again what you read in the book and thereby, further enriching and enhancing your learning experience. Now you can practice what you've just learnt. Move on to the practice mode.

### Stage 3: Self-Learning Practice Mode (CD)

Here you can test the skills you gained through the previous modes. This mode is designed in such a way that it persuades you to carry out the steps as per the given instructions. If you do it right, you go to the next step. And if you do it wrong, it helps you to correct your mistake. Only when you have done it right will it let you proceed further.

This book also endeavours to provide you some special instructions under the following heads:

	The <b>Note</b> gives you some additional information instructions that you may require from time to time.
	The <b>Important</b> icon acts like a teacher and acquaints you with information that are important and which you may require from time to time.
	The <b>Hot Tip</b> icon gives you some real hot tips that are indispensable while learning computers.
	The <b>TEST</b> section helps you to test yourself and assess your performance as you complete the sections.

This learning kit has been motivated by the desire to bring computers closer to the common man. The book has been so priced that it could be afforded by people from every walk of life who desire to learn computers.

I request every user of this kit to send the feedback on the learning experience provided herein. It is the suggestions and opinions of the users that will serve as the most effective guidelines in effecting improvements and making alterations for the better.

I thank Keerthi and Sugandha for their valuable contributions that proved to be of immense help in developing this kit.

I dedicate this work to my parents and my wife for their unstinted encouragement and support which always inspires me in all my endeavors and to the kids for imbuing me with confidence.

New Delhi  
1<sup>st</sup> August, 2001

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