



# **Your iPad at Work (Covers iOS 6 on iPad 2, iPad 3rd/4th generation, and iPad mini) (3rd Edition)**

*Jason Rich*

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### Your iPad at Work

iOS 6 on iPad 2 and iPad 3rd generation

Supercharge your business effectiveness with any model of iPad—in the office, on the road, everywhere!

Do you have an iPad? Put it to work! If you're a manager, entrepreneur, or professional... a consultant, salesperson, or freelancer... this book will make you more efficient, more effective, and *more successful!*

*Your iPad at Work* includes the latest information about all iPad models running iOS 6 (or later), whether the tablet is equipped with Wi-Fi only or Wi-Fi + 3G/4G Internet connectivity.

It's packed with *easy*, *nontechnical* business solutions you can use right now—each presented with quick, foolproof, full-color instructions. Securely connect your iPad to your network; sync your email, contacts, calendar, Office documents, and smartphone; make the most of iPad's latest productivity apps; capture up-to-the-minute news and financial data; even discover powerful specialized apps for *your* job and *your* industry.

You already know how much fun your iPad is, now discover how incredibly productive it can make you!

- Secure your iPad with passwords and data encryption
- Connect your iPad to a wireless printer
- Discover today's most powerful iPad business apps
- Manage your contacts and relationships with a Contact Relationship Manager (CRM) app
- Do your word processing, spreadsheet and database management while on the go
- Access your email and surf the Web from almost anywhere
- Make winning sales and business presentations from your iPad
- Read PC and Mac files, from Microsoft Office to Adobe PDF
- Use Siri as your virtual assistant to control your iPad using your voice
- Use your iPad more efficiently on the road and while traveling
- Manage your company's social networking presence from your tablet
- Participate in real-time video conferences and virtual meetings using FaceTime, Skype, or another app
- Print wirelessly from your iPad to almost any printer
- Create and distribute iPad content, or have a custom app developed for your business
- Add hardware and accessories that make your iPad even more useful

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