

# IBM Lotus Notes 8.5 User Guide

Von Karen Hooper

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## IBM Lotus Notes 8.5 User Guide

A practical, hands-on user guide with time-saving tips and comprehensive instructions for using Lotus Notes effectively and efficiently

Foreword by Ed Brill  
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Karen Hooper

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**Von Karen Hooper : IBM Lotus Notes 8.5 User Guide** before purchasing it in order to gage whether or not it would be worth my time, and all praised IBM Lotus Notes 8.5 User Guide:

KundenrezensionenHilfreichste Kundenrezensionen0 von 0 Kunden fanden die folgende Rezension hilfreich. Recommended readingVon Ulrich KrauseThe "IBM Lotus Notes 8.5 User Guide" is a practical, hands-on user guide with time-saving tips and comprehensive instructions for using Lotus Notes effectively and effiently.The author, Karen Hooper, has over 13 years of experience in Lotus Notes and Domino. She has a good writing style and you can feel that she knows how to teach.The foreword is written by Ed Brill and going to the list of reviewers, you'll find well known names like Susan Bulloch, Mary Beth Raven, Karen Hobert and Kathy Staples.As the title implies, the "IBM Lotus Notes 8.5 User Guide" is written for end-users and from their perspective, the contents covers all aspects of Lotus Notes in an detailed and comprehensive way without being too technical.I even recommend this book to servicedesk staff. Reading the book will take you to the same level in communication your users are on. This can make communication with your servicedesk more effectively. As an example, take a look at the screenshot on page 7 which

names all the relevant parts of the user interface. Knowing your vocabulary is very important in communication. Another valuable information I found on page 12; shortcuts! Users love shortcuts. They can make their daily work easier. What I am missing here is a printed version of all the shortcuts that could be detached from the printed copy of the book. The book contains tons of screenshots. IMHO some of the screenshots are a bit overloaded with information. The publisher should also think about the print quality. It is sometimes not easy to see the details. And very important; keep in mind that the screenshots are taken in color mode, but the book shows the pictures in grayscale mode. Despite this, I recommend the book as a valuable resource for all users of Lotus Notes. If you are looking for a resource for teaching your users how to use Lotus Notes effectively and efficiently, "IBM Lotus Notes 8.5 User Guide" is for you. I hope that this book will also be available in other languages soon.

**Kurzbeschreibung** A compact Lotus Notes User Guide, this book covers best practices, hints, tips, and tricks of Lotus Notes 8.5. It draws on real-world examples and you will find this book to be an invaluable reference for Lotus Notes. There are significant changes from the earlier versions of Lotus Notes to the current version of 8.5 and this book covers the new features in detail so that you will be able to take advantage of them. However, this book also covers key features from earlier versions, which have stood the test of time. If you are a business user who wants to get the most out of Lotus Notes, then this book is for you. From beginners to seasoned professionals, this book aims to cover the features, best practices, tips, tricks, and tools that enable you to work smarter almost effortlessly in Lotus Notes 8.5.

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**ber den Autor und weitere Mitwirkende** Karen Hooper is a member of the Dr Notes Solutions team and is an IBM Certified Instructor and Lotus Notes consultant. Karen has over 13 years experience with Lotus Notes and Domino. In that time Karen has been involved in several major upgrade projects and company wide training initiatives. She is responsible for customizing and producing training material for several organizations. Karen is also a technical trainer in both Domino System Administration and Development. Her passion is to empower people to be more productive and she has seen thousands of people benefit from her style of training. Karen lives in Melbourne, Australia with her husband Steve. They are blessed with two children Zac and Zoe and two Cavoodles, Jess and Bella.