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By Kathy Ivens

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### Editorial Review

#### About the Author

**Kathy Ivens** is the senior contributing editor for *Windows IT Pro* magazine and she writes regularly about computer and small business topics for a variety of periodicals. She is the author of more than 50 books, including *Home Networking for Dummies*, *Quickbooks: The Official Guide*, and *Running Quickbooks 2010 Premier Editions*. She lives in Philadelphia.

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