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complete classroom training manual for photoshop elements 2023 280 pages and 196 individual topics includes practice exercises and keyboard shortcuts you will learn how to use the organizer and camera raw use basic painting and selection tools create and manage layers draw manipulate and edit images enhance photos and much more topics covered getting acquainted with photoshop elements 1 introduction to photoshop elements 2 the home screen importing photos into the organizer 1 the organizer environment 2 jpeg and camera raw 3 importing photos from files and folders 4 importing photos from cameras and card readers 5 importing photos from a scanner 6 importing photos in bulk 7 setting watch folders windows only using the organizer 1 grid single photo and full screen views 2 creating and using albums 3 photo sharing 4 managing albums 5 the taskbar 6 creating a new catalog 7 renaming images 8 creating keyword tags 9 creating new tag categories 10 assigning and managing tags and ratings 11 stacking and unstacking 12 assigning digital notes 13 sorting images 14 searching and finding your images 15 date view and timeline view 16 back up and restore a catalog 17 managing files in the organizer 18 elements features in the organizer camera raw 1 about processing camera raw files 2 opening a camera raw image from the organizer 3 opening a camera raw image from the editor 4 the camera raw dialog box in the editor 5 edit tools in camera raw 6 crop and rotate tools in camera raw 7 red eye removal in camera raw 8 camera raw preferences 9 process versions 10 camera raw profiles 11 adjusting the white balance 12 making basic tonal adjustments 13 making image detail adjustments 14 resetting camera raw settings 15 using the filmstrip 16 opening processed camera raw files in the editor 17 saving a camera raw file as a dng file edit modes 1 the different edit modes 2 the expert edit mode environment 3 the panel bin and taskbar 4 the photo bin 5 the undo command and undo history panel 6 opening images 7 image magnification 8 viewing document information 9 moving the image 10 setting preferences 11 quick edit mode 12 guided edit mode basic image manipulation 1 bitmap images 2 vector images 3 image size and resolution settings 4 creating new images 5 placing files 6 displaying drawing guides color basics 1 color modes and models 2 color mode conversion 3 color management 4 foreground and background colors 5 using the color picker 6 selecting colors with the color picker tool 7

selecting colors with the swatches panel painting tools 1 painting tools 2 the brush tool 3 blending modes 4 the impressionist brush 5 the pencil tool 6 the color replacement tool 7 the eraser tool 8 the magic eraser tool 9 the background eraser tool 10 the smart brush tools brush settings 1 using the brush preset picker 2 loading new brush sets 3 creating custom brush presets 4 creating brush tips from selections 5 setting shape dynamics 6 resetting the brush and tool settings making selections 1 selection basics 2 making pixel selections 3 the marquee tools 4 the lasso tool 5 the polygonal lasso tool 6 the magnetic lasso tool 7 the magic wand tool 8 the auto selection tool 9 the selection brush tool 10 the refine selection brush tool 11 the quick selection tool 12 modifying pixel selections 13 refining selection edges 14 transforming selections 15 copying and pasting pixel selections 16 saving and loading selections filling and stroking 1 applying fills 2 using the paint bucket tool 3 using the gradient tool 4 using the gradient editor 5 using patterns 6 stroking layers 1 about layers and the layers panel 2 layer types 3 creating new layers 4 converting a background layer 5 selecting layers 6 hiding and showing layers 7 duplicating layers 8 stacking and linking layers 9 linking layers 10 grouping layers 11 color coding layers 12 moving layer content with the move tool 13 locking pixels in layers 14 renaming layers and deleting layers 15 merging layers and flattening layers 16 layer styles 17 adjustment layers and fill layers 18 creating clipping groups 19 layer masks text 1 text basics 2 creating point text 3 creating paragraph text 4 selecting text 5 manipulating and moving text boxes 6 creating a type mask 7 warping text 8 applying layer styles to text layers 9 simplifying text 10 text on selections shapes and custom paths tools drawing 1 raster vs vector 2 shape layers and shape options 3 using the shape tools 4 the cookie cutter tool manipulating images 1 changing the canvas size 2 rotating and flipping images 3 cropping images 4 the free transform command 5 the smudge tool 6 blurring and sharpening images 7 using the dodge tool and the burn tool 8 the sponge tool 9 filters and the filter gallery 10 the liquify command 11 applying effects 12 the clone stamp tool 13 the recompose tool 14 photomerge 15 the pattern stamp tool 16 the healing brush tool 17 the spot healing brush tool 18 the straighten tool 19 the content aware move tool 20 correcting camera distortions enhancing photos 1 auto fixes 2 the red eye removal tool 3 adjusting shadows highlights 4 adjusting brightness contrast 5 using levels 6 removing color casts 7 hue saturation 8 removing color 9 replacing color 10 color curves 11 adjusting skin tone 12 defringing layers 13 adjust smart fix 14 convert to black and white 15 colorize photo 16 haze removal 17 adjust

sharpness 18 smooth skin 19 open closed eyes 20 adjust facial features 21 shake reduction 22 unsharp mask 23 repairing photos 24 moving photos 25 moving overlays 26 moving elements saving images 1 saving images 2 the save for dialog box printing sharing creating 1 printing images 2 creation wizards 3 creating a slide show 4 editing a slide show 5 sharing your creations help 1 elements help 2 system info 3 online updates

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just as you can lead a horse to water but it won t necessarily drink so you can give an employee training but he may not actually learn unless of course the trainer uses this insightful new book turning training into learning provides a specific tested method for making sure training equals real learning written for anyone who must train others this step by step guide shows exactly how to create a program that engages trainees and ensures that they remember and use what they ve learned when they get back to work readers learn how to analyze exactly what a particular trainee needs establish a safe environment where questions are welcomed demonstrate to learners why the training is relevant to them understand the process by which adults learn place real learning within the context of the traditional training cycle assessment design delivery and evaluation

through an ethnographic study of gender training practices in peacekeeping institutions aiko holvikivi examines how gender is conceptualised taught and learned in these settings and with what political effects she finds that this training constitutes a deeply ambivalent practice from the point of view of intersectional feminist political commitments drawing on queer and postcolonial feminist thought fixing gender examines the contradictory politics of gender training arguing that we need to develop the analytical tools to grapple with paradoxical practices that are simultaneously good and bad feminist politics

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