

A red bucket and a yellow shovel are lying on a sandy surface. The bucket is on the left, and the shovel is on the right. The background is a bright yellow gradient at the top and bottom of the page.

mesa
ctl

OPEN FOR SUMMER

*Dig into learning at the MCC
Center for Teaching & Learning*

Summer 2013
Learning Guide

Register Now:

<http://tinyurl.com/MCCRegisterNOW>

Adobe Products

Get creative. Photoshop & more!



Picture Perfect: Basic Photo Editing with Photoshop - Pt. 1, Beginners

Discover the power of photo editing in Photoshop. This session will cover opening photos, cropping and resizing photos, basic filters and layer adjustments to make every image picture perfect! Bring your own projects, the last half-hour of the session will be open lab time!

Course #/Session #	Room	Day/Date/Time
001753/0009	AS175	Monday, July 8, 3:00p.m. - 5:00p.m.
001753/0010	AS175	Tuesday, July 9, 9:00a.m. 11:00a.m.

Picture Perfect: Basic Photo Editing with Photoshop - Pt. 2, Intermediate

This session will cover how to use selections, layers adjustments and effects to edit images and text. Bring your own projects, the last half-hour of the session will be open lab time!

Course #/Session #	Room	Day/Date/Time
001754/0005	AS175	Wednesday, July 10, 3:00p.m. - 5:00p.m.
001754/0006	AS175	Wednesday, July 17, 9:00a.m. 11:00a.m.

Picture Perfect: Basic Photo Editing with Photoshop - Pt. 3, Advanced

Perform magic tricks with photos by making things disappear and reappear with the Content Aware, Patch and Spot Healing tools in Photoshop. Bring your own projects, the last half-hour of the session will be open lab time!

Course #/Session #	Room	Day/Date/Time
001755/0004	AS175	Monday, July 15, 3:00p.m. - 5:00p.m.
001755/0005	AS175	Thursday, July 18, 9:00a.m. 11:00a.m.

Go Pro: Getting Started with Adobe Acrobat Pro for Forms & More

Get an overview of the Pro features of Acrobat Writer such as fillable forms, combined files and eportfolios. Participants will see examples and get a chance to share ideas on how to use Adobe Acrobat Pro for department projects.

Course #/Session #	Room	Day/Date/Time
001714/0009	AS175	Tuesday, July 16, 3:00p.m. - 4:30p.m.

Adobe InDesign - Pt. 1, Basics

Adobe InDesign is the industry leader in design software used for creating a variety of publications including posters, catalogs, flyers, brochures and more. Learn how to navigate the interface and get started with document layout, placing text/images, exporting and printing publications and more.

Course #/Session #	Room	Day/Date/Time
001853/0004	AS175	Monday, July 22, 3:00p.m. - 5:00p.m.
001853/0005	AS175	Tuesday, July 23, 9:00a.m. 11:00a.m.

Adobe InDesign - Pt. 2, Basics

Learn how to maximize Adobe InDesign by using advanced editing techniques, paragraph/character styles and master pages. Learn to create interactive PDFs that incorporate image slideshows and videos.

Course #/Session #	Room	Day/Date/Time
001854/0004	AS175	Monday, July 29, 3:00p.m. - 5:00p.m.
001854/0005	AS175	Tuesday, July 30, 9:00a.m. 11:00a.m.



Google Apps

Mail, calendar and so much more!

mesa
ctl

Get to Inbox Zero! Organizing Gmail with Labels & Filters

Don't be overwhelmed by your mail! In this session we will explore how to use the Gmail search, filters and labels features to organize your Gmail Inbox while not compromising your access to important messages.

Course #/Session #	Room	Day/Date/Time
001746/0005	AS175	Thursday, July 18, 3:00p.m. - 4:30p.m.
001746/0006	AS175	Wednesday, July 31, 11:00a.m. 12:30p.m.

Office Calls, Appointments

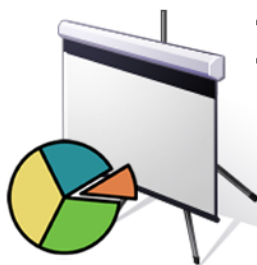
The CTL is here for you.

mesa
ctl

(480) 461-7331
ctl@mesacc.edu



summer 2013 learning session guide



Professional Presentation is everything; say it with style!

mesa
ctl

Alternative Presentation Tools

Tired of PowerPoint? Reach your audience with the latest and greatest in presentation options on the web. In this session we will explore alternative tools for making visually beautiful, highly engaging and even interactive presentations including Slidrocket, Haiku, Prezi, Google Presentations and more.

Course #/Session #	Room	Day/Date/Time
001460/0006	AS175	Wednesday, July 17, 3:00p.m. - 4:30p.m.
001460/0007	AS175	Thursday, July 25, 11:00a.m. - 12:30p.m.

Building Awesome Infographics

Infographics are a visual way for people to creatively display complex data in a simple format. Attend this overview session to find out what infographics are, how they can be created, and how to integrate them into your department marketing or information plan using free tools on the internet.

Course #/Session #	Room	Day/Date/Time
001917/0003	AS175	Tuesday, July 23, 3:00p.m. - 4:30p.m.
001917/0002	AS175	Thursday, July 25, 9:00a.m. - 10:30a.m.

Linked-In Essentials

Establish or refresh your online professional persona using Linked-In. Learn how to control and keep your profile current and available for colleagues and potential employers. Put your best foot forward by showcasing your abilities, skills and accomplishments. Network with professionals from around the world and join professional interests groups to provide your insight and learn from others. Even if you are not looking for a new job, Linked-In is a great place to be and be seen!

Course #/Session #	Room	Day/Date/Time
001954/0001	AS175	Tuesday, July 30, 3:00p.m. - 4:30p.m.
001954/0002	AS175	Wednesday, July 31, 9:00a.m. - 10:30a.m.



The college of you.



**MESA
COMMUNITY
COLLEGE**

No time? No worries!

"How-To" documents, ctl.mesacc.edu.

