

Instrucziun

Modifichar/müdar purtrets cun Windows

Utensils per modifichar purtrets in Microsoft Word o PowerPoint (per Windows Office, Windows 7/Office 16)

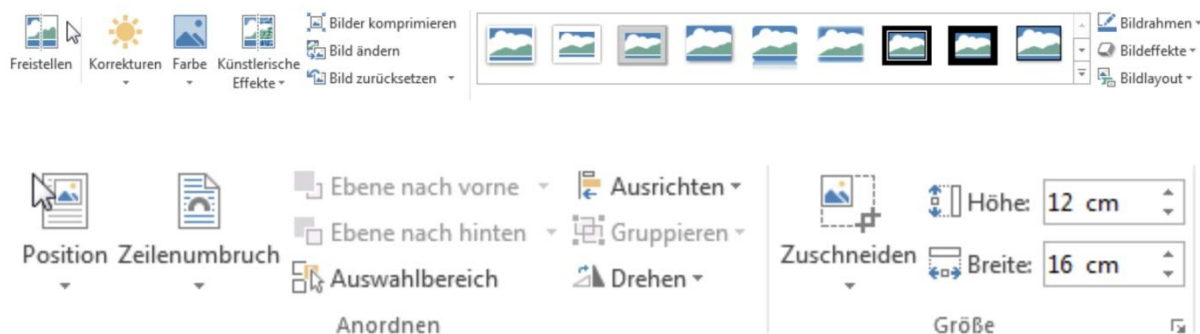
1. Drivir Word.
2. Trar ün purtret i'l documaint avert.
3. Cun cliccar sül purtret inseri as driva la carta da register «Bildformat».



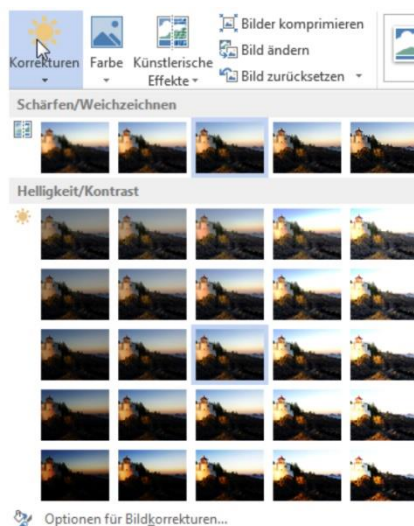
I dà differents utensils per modifichar il purtret.

Illa trav da funcziuns directamaing suot las cartas da register daja cumonds per la modificaziun.

Scha tü cliccast süls simbols «Korrekturen», «Farbe» o «Künstlerische Effekte», as driva subit ün menü da dropdown cun propostas co modifichar il purtret. Cun cliccar sülla proposta vegn il purtret modifichà correspondentamaing.



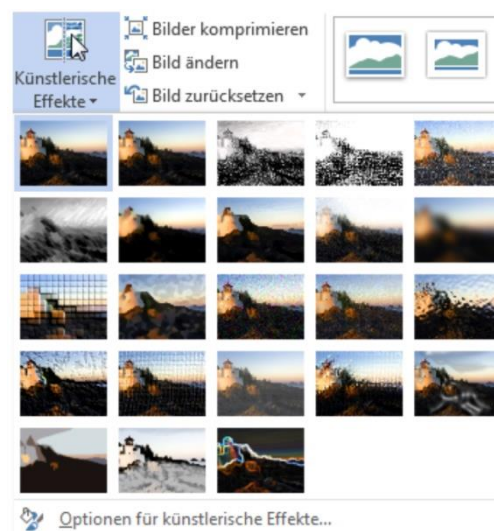
Propostas da correcturas



Propostas da culurs



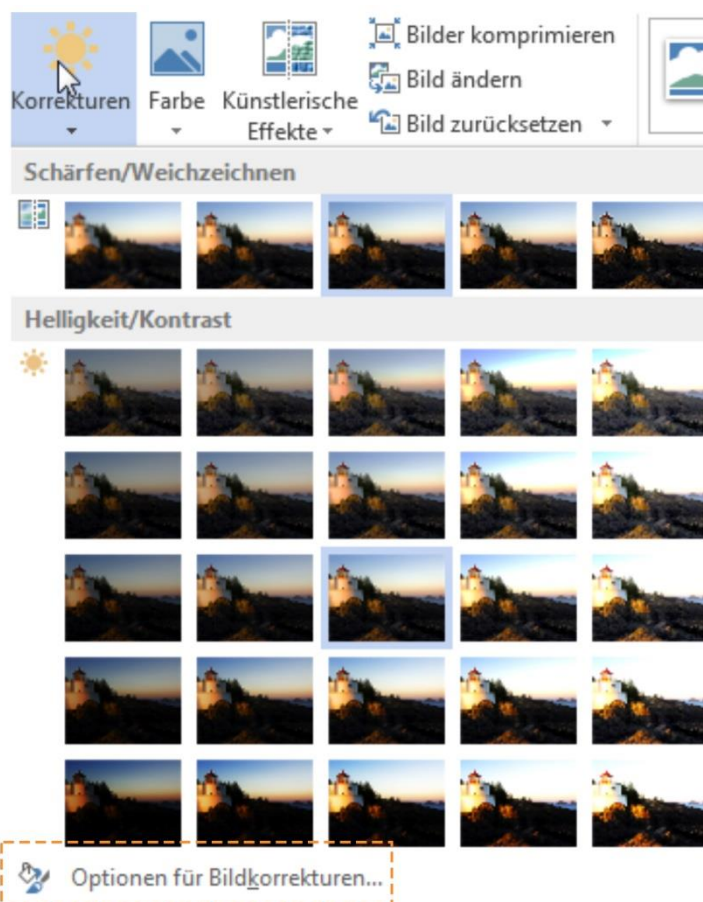
Propostas d'effets artistics



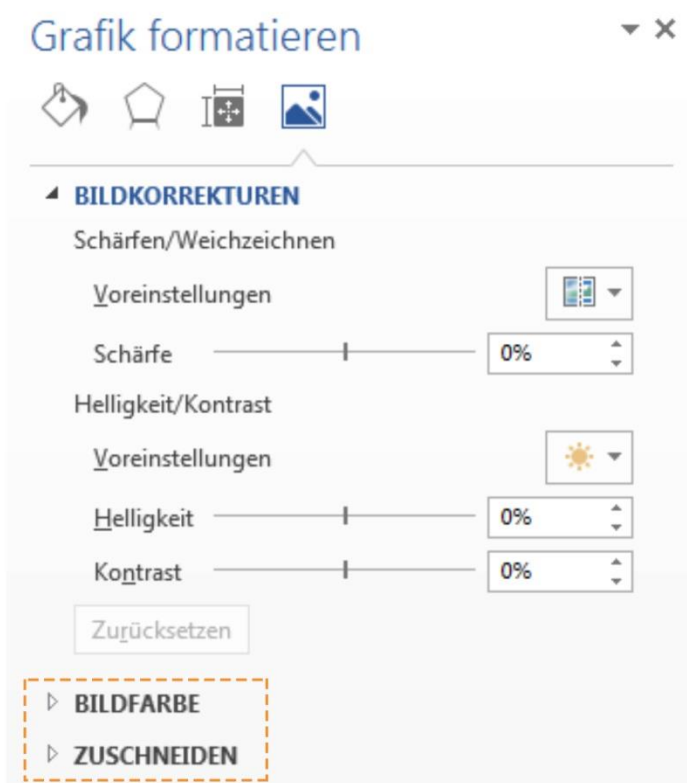
Las correcturas

Ils utensils per modifichar ils purrets vezzast tû, scha tû cliccast sün «Optionen für Bildkorrekturen» a l'ur suotvart.

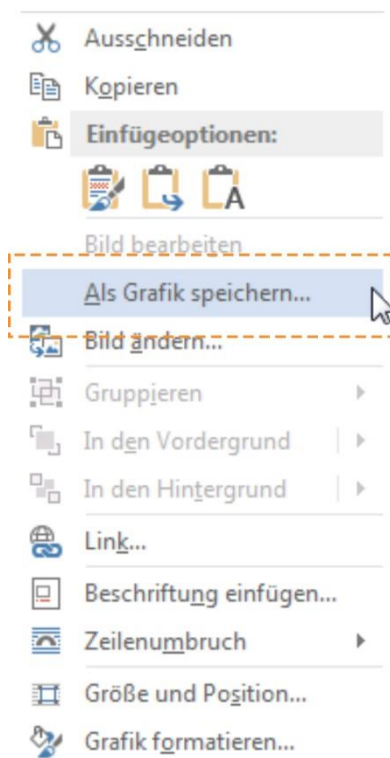
Uschè poust tû eir modifichar il purret, schi nu's voul surtour las propositas dal program. Cun spostar ils regulaturs as müda il purret.



Cun cliccar sùls trianguls pitschens as driva ün ulteriur menü da modificaziun.



Cun cliccar sülla tasta dretta da la mür poust darcheu arcunar il purtret modifichà.



Cun PowerPoint funcziuna la modificaziun da purtrets listess.