

TOTAL TRAINING™ FOR MICROSOFT® EXPRESSION® MEDIA QUICK REFERENCE GUIDE

Part 1 – Catalog & Strategy

1 OVERVIEW & IMPORTING ASSETS 22:19

- 1 Introducing Expression Media
- 2 Setting Up the Preferences
- 3 Importing Files
- 4 Importing from a Disk or Camera
- 5 Renaming Images
- 6 Using Auto-Update

2 ORGANIZING & VIEWING ASSETS 20:20

- 1 Viewing the Interface
- 2 Sorting, Viewing & Playing Media
- 3 Setting View Options
- 4 Viewing Individual Layers from .PSD Files

3 ADDING ANNOTATIONS 41:56

- 1 Introducing Metadata
- 2 Creating a Metadata Template
- 3 Annotating Images
- 4 Cataloging Annotated Images
- 5 Inline Editing
- 6 Using the Vocabulary Editor
- 7 Understanding Field Names
- 8 Adding Custom Fields
- 9 Synching Annotations

4 ADVANCED ORGANIZATION OF ASSETS 16:22

- 1 Introducing Metadata
- 2 Working with Catalog Sets
- 3 Transferring Files
- 4 Creating Sub Catalogs
- 5 Resetting the Capture Date & Time

5 FILTERING & EDITING 27:38

- 1 Filtering Media Files
- 2 Searching for Images
- 3 Working with Image Editing Features
- 4 Converting Image Files
- 5 Working with the Light Table

Part 2 – Publishing & Helper Apps

1 PUBLISHING & PROOFING 25:52

- 1 Emailing Images
- 2 Creating Contact Sheets & Printing
- 3 Using the PDF Maker
- 4 Exporting Data
- 5 Exporting XML
- 6 Exporting to a Web Gallery
- 7 Using the Media Reader

2 INTERFACING WITH OTHER APPLICATIONS 44:41

- 1 Working with Mail, Acrobat® & QuickTime®
- 2 Working with Photoshop® CS3
- 3 Working with Helper Applications
- 4 Working with Camera Raw
- 5 Exploring the Camera Raw Converted Images
- 6 Working with Capture One™
- 7 Creating a CD for a Client

3 SLIDE SHOW & BACKUP 22:35

- 1 Running a Slide Show
- 2 Backing Up the Assets
- 3 Reviewing Important Tips
- 4 Creating Metadata Templates
- 5 Creating Project Templates
- 6 Final Comments & Credits