

A how-to guide and general information to help you get the most out of this file.

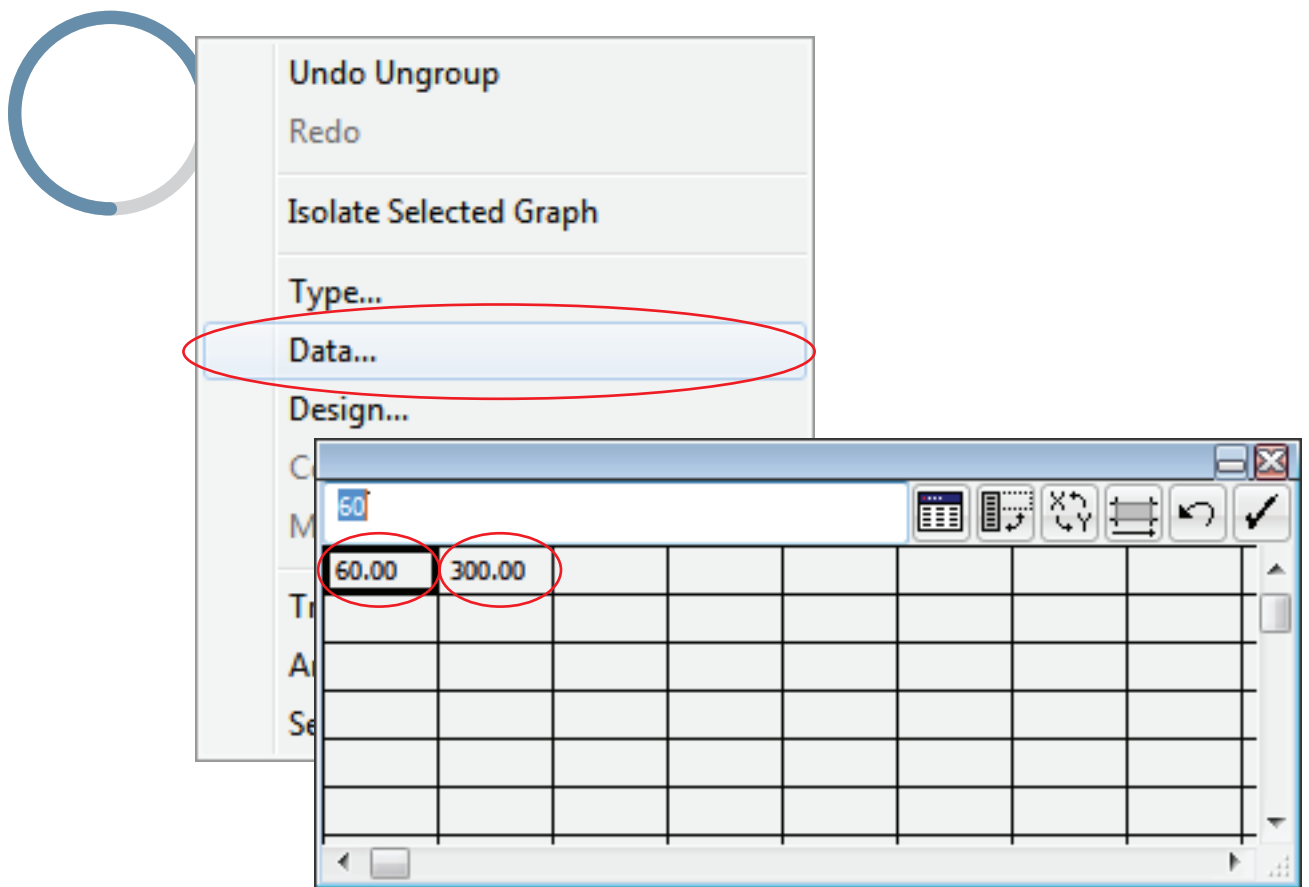
# How to edit the Illustrator file ?

To edit the text, simply choose the “Type Tool” then click on the text area you want to edit and start typing.

To add your photo, put it over the circle object in the header layer. Select the photo and the circle together, right click on them and choose “Make Clipping Mask”.

Pie Skill Graph :

To edit the rounded pie skill graph, right click on the graphic and choose “Edit Data”.



Bar Skill Graph :

to edit the pie skill graph, simply select the inner bar using the selection tool then scale the bar to the size you want.



How to add a portfolio image :

To add a portfolio image, place your image above the gray box in the portfolio page, select both the image and the gray box; right click on them and choose “Make clipping mask”



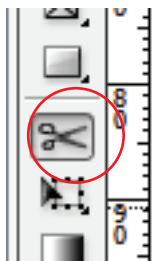
## How to edit the Indesign file ?

To edit the text, simply choose the “Type Tool” then click on the text area you want to edit and start typing.

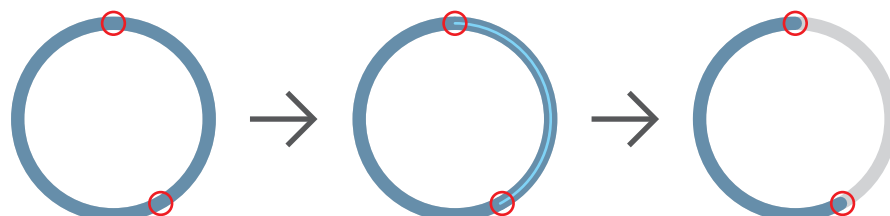
To add your photo, double click the “A-Master” Page then simply drag your photo over the image area placeholder. Drag the photo inside the mask to position it perfectly. Inside the “A-Master” page, you will be able to edit the header text; Name, Position, contact info and image. These changes will automatically affect all the pages.

Pie Skill Graph :

To edit the rounded pie skill graph, choose the “Scissors” tool.



now add the points to the circle where you want to cut and delete that area as illustrated in the image below :



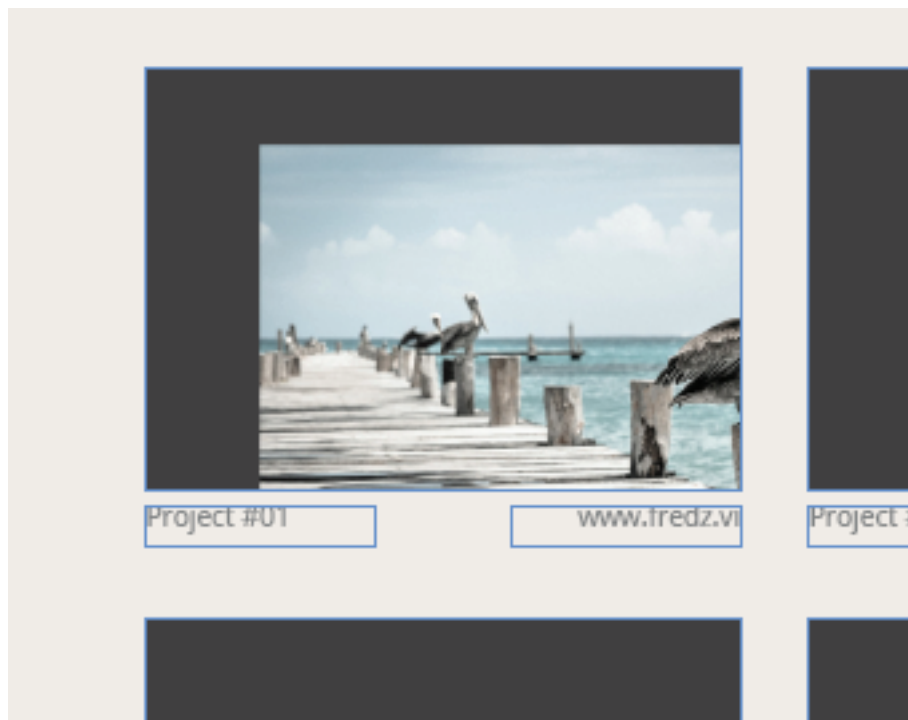
Bar Skill Graph :

to edit the bar skill graph, simply select the inner bar using the selection tool then scale the bar to the size you want.



How to add a portfolio image :

To add a portfolio image simply drag your photo over one of the image area placeholders (Gray boxes). Then drag the image inside the clipping mask to position it correctly.



## How to edit the photoshop file ?

All sections of the cv in the photoshop file are organized in well named layers.

To edit the text, simply choose the “Type Tool” then click on the text area you want to edit and start typing.

To add your photo, go to the “photo” group layer, add your photo above the “Photo mask layer” then right click on your photo layer and choose “Create clipping mask”.

### Pie Skill Graph :

To edit the rounded pie skill graph, expand the layer “Computer Skills” then expand one of the skill layers inside. Inside the “Skill” layer, find the layer “Edit”, once you select the object in this layer, you can add anchor points on the circle and delete part of the circle as needed.



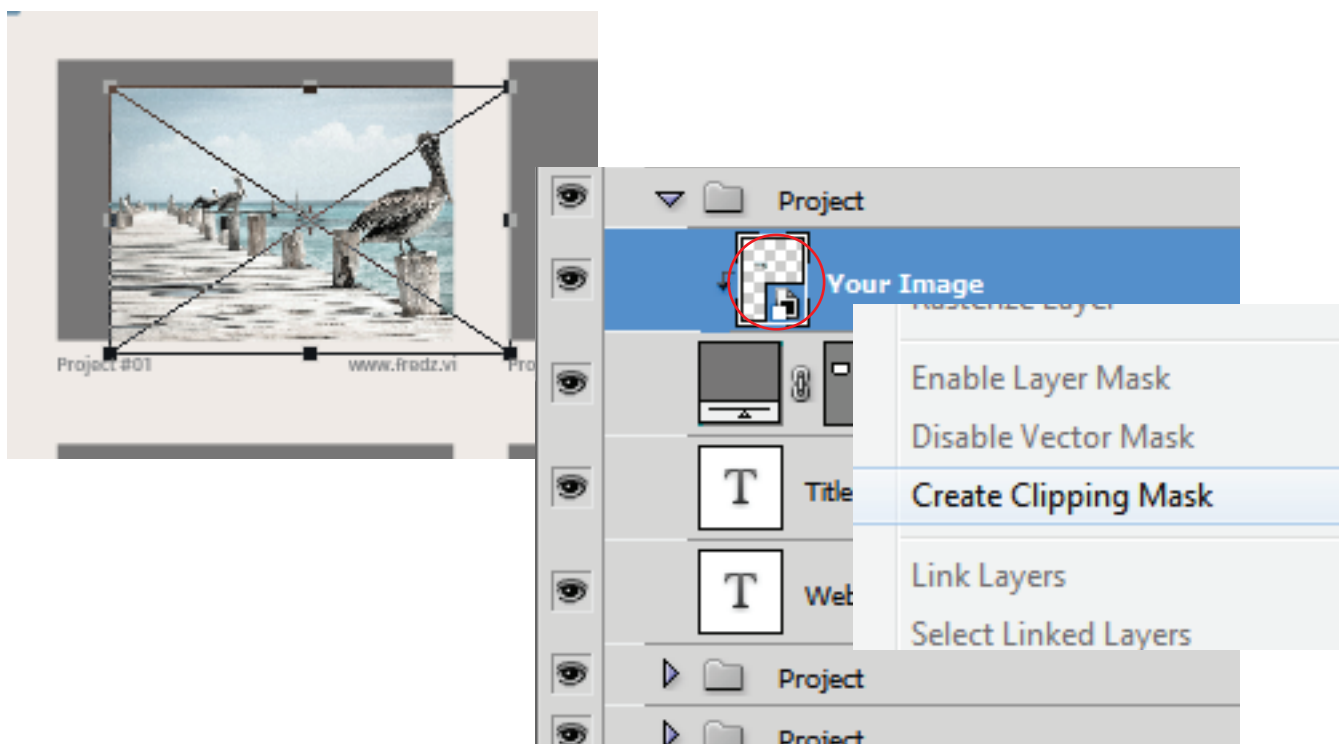
### Bar Skill Graph :

to edit the pie skill graph, expand the layer “Personal Skills” then expand a “Skill” Layer. simply select the inner layer “Bar” then scale the bar to the size you want.



### How to add a portfolio image :

Expand the group layer “Work Sample / Portfolio”, then expand one of the “Project” group layers inside. Now place your image above the image mask layer then right click on its layer and choose “create clipping mask”.



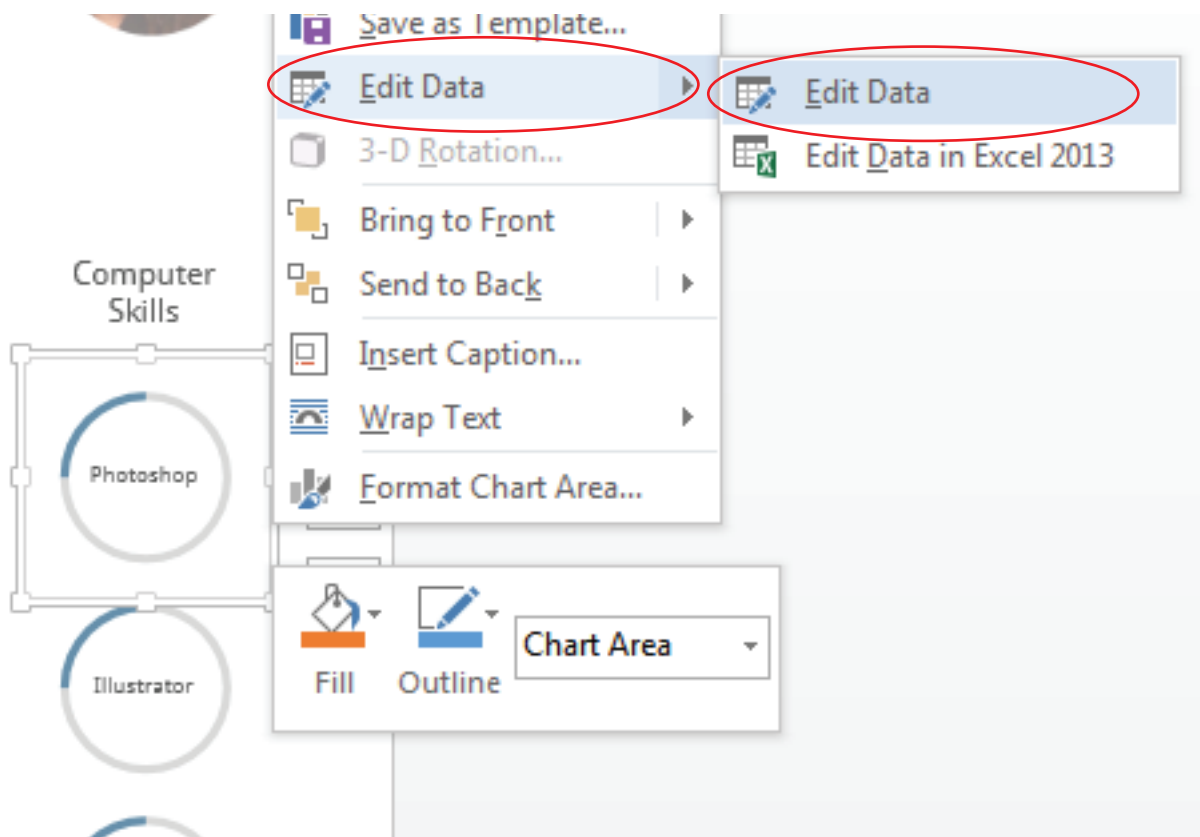
## How to edit the word file ?

The header contains the Name, position, contact info and the person's image. To edit these, simply double click on the header area and update them. Once updated these data will automatically update on all pages.

To edit the text, simply double click on the text area you want to edit and start typing.

Pie Skill Graph :

To edit the rounded pie skill graph, right click on the graphic and choose "Edit Data".



Bar Skill Graph :

to edit the pie skill graph, simply select the inner bar and scale it vertically or horizontally



thank you.