

# Cum comanzi pe Amazon, din Romania si cat costa

Cum comanzi pe Amazon din Romania – Pasi simpli pentru a face comenzi pe Amazon explicati pe intelesul tuturor.

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## Cum să deblochezi rapid orice telefon. Un truc funcțional 100%!

Multora ni se întâmplă să instalăm o blocare grafică a telefonului cu sistem de operare Android, iar la scurt timp o uităm și nu-l mai putem debloca. Ce-i de făcut în această situație? Nu vă îngrijorați, redacția noastră are o soluție!



Pentru început opriți alimentarea telefonului.



După ce telefonul s-a deconectat, apăsați concomitent butonul de creștere a volumului, butonul de deconectare și butonul “Acasă”.



Dacă telefonul dvs. nu are buton “Acasă”, apăsați în locul acestuia butonul de reducere a volumului. În acest fel telefonul dvs. va trece în regim de repornire.



Pe ecranul telefonului va apărea următorul meniu.



În cadrul acestuia vă puteți deplasa în sus și în jos cu ajutorul butoanelor de volum, iar confirmarea se face cu butonul de deconectare. Alegeți opțiunea **wipe data/factory reset**, apoi alegeți opțiunea "Yes".



Acum restartați telefonul. Dacă pornirea merge foarte greu, nu vă îngrijorați, în asemenea cazuri asta se întâmplă destul de des.



Felicitări, ați ocolit blocarea grafică!

De acum nu vă mai faceți griji pentru consecințele unei memorii slabe: problema blocării telefonului se rezolvă foarte ușor! Încercați această metodă și veniți cu un răspuns în comentarii!

Autor text: Perfect-ask.com

Sursa: perfect-ask.com

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## 12 Easy Ways to Know If Your

# Computer Is Being Hacked

Cyber attacks happen very often, and everyone is worried about the safety of their data. To prevent your passwords and other important data from being stolen, you have to pay attention to any changes on your computer.

**Bright Side** invites you to read this article to learn how to check if your computer has been hacked. If you find out that it was, we will tell you what to do.

## 12. The antivirus is switched off.



If you didn't turn off your antivirus but noticed that it's off, your computer is most likely hacked. It cannot turn off on its own. The first thing hackers do is shut down the antivirus to get easy access to your files.

## 11. Passwords don't work.



If you didn't change your passwords but they stopped working all of a sudden and you can't access your accounts, you should be alert – your computer is most likely hacked.

## 10. Your number of friends has grown.



If you notice that you suddenly have many more friends on your social networks who you don't know and don't remember adding, it means that your account has been hacked and is being used to send spam.

## **9. New icons appear on your dashboard.**



© Pexels

When you launch your browser and notice new icons on your dashboard, this might be a sign of the infiltration of some dangerous code into your computer.

## **8. The cursor moves on its own.**



© Stack Overflow

If you notice that your cursor is moving on its own and is highlighting something, your computer was definitely hacked.

## **7. Your printer doesn't work properly.**



© Luigi Rosa/Flickr

Cyber attack signs influence not only the computer itself but also your printer. For example, when it refuses to print or when it prints out something you didn't want it to.

## **6. You are forwarded to different websites.**



© Depositphotos

If your browser keeps forwarding you to different websites,

it's time to be alert. The same goes for situations when you type something into a search engine and instead of Google pages, you go to another page you don't know. If you see pop-up windows too often, it also signals a hack.

## **5. Files are deleted by someone else.**



Your computer is definitely hacked if you notice that some of your programs or files were deleted without your knowledge.

## **4. Your personal data is on the internet, even though you didn't put it there.**



Check this using your search engine: look for information about yourself that you definitely didn't put online. If you find it, your computer was hacked for stealing information.

## **3. You receive fake antivirus warnings.**



© Valerio Lorenzoni/Wikimedia Commons

If you see antivirus warnings but they look different than usual, this is a clear sign of a hack. Another bad sign is if you have a new antivirus you didn't install.

## **2. There's unusual webcam behavior.**



© Pexels

Check your webcam: if its indicator blinks on its own, reboot the computer and check if it blinks again in about 10 minutes. If it does, it means that your computer was hacked.

## 1. The computer works very slowly.



© Depositphotos

If the simplest operations take your computer a very long time to complete, and if you notice a significant drop in the speed of your internet connection, it might mean that somebody hacked your computer.

### What you should do:

- Warn your friends and other people to whom you sent emails that your computer has been hacked. Tell them not to open messages from you and not to click on any links from you.
- Tell your bank about a possible leak of your personal data. Find out how to protect your money.
- Delete all unfamiliar programs and also those you can't launch.
- Install a reliable antivirus, and scan your system. Some companies make trial versions.
- Change the passwords on all your accounts.
- If you still feel that the problem is not solved, ask a specialist.

### Bonus: When you install a new antivirus



© Imgur

Preview photo credit HP

Sursa: brightside.me

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# Top 40 of the Best Excel Shortcuts You Need to Know

Everyone uses Excel in some form or fashion, so check out our top 40 list of the most useful excel shortcuts to speed up your work!

Almost everyone uses Excel in some form or fashion in the modern workforce, but many of us may be wasting a little too much time trying to format those pesky spreadsheets. In order to help you work a little bit faster, or maybe more efficiently, we have assembled 40 of the best Excel shortcuts that you need to know!

## **F2 : Edit selected cell**

By pressing F2, Excel will enter cell edit mode with the cursor at the end of the cell. A hand shortcut for making quick changes.

## **F4 : Repeat last edit**

Pressing F4 will repeat your last action or edit. If you want to repaste something again or repeat a formula insert, this key will save time.

## **CTRL + ALT + F9 : Calculates all worksheets**

Using this Excel shortcut force calculates all worksheets that have open workbooks.

## **F11 : New chart**

Using F11 is a handy and quick way to create a new chart without having to navigate through Excel's native toolbars. When you have data selected and press F11, a default chart will automatically appear with the selected data inside.

## **ALT : Access the ribbon for formulas**

Pressing the ALT key makes small letters appear on the toolbar ribbons. These are called KeyTips which will help you navigate the ribbons using only your keyboard.

## **ALT + = : Automatically SUM() selected**

If you have a block of data and you want to add all of the columns and the rows, using this command will Autosum the data and put all of the equations in one swoop. Make sure you include a spare column on the right and a spare row on the bottom for the summation data.

## **ALT + Enter : Start a new line in the same cell**

This shortcut is handy for those of us who need to put a lot of data into one cell. It essentially functions as a line break inside of a cell. If you need to write a large paragraph inside a worksheet, knowing this function is essential.

## **ALT + H + O + I : Autosize columns**

This shortcut functions as more of a sequence. First press Alt + H to navigate to the home tab. Then type O to select the format menu (while still holding Alt). Then type I to autofit the column width.

## **PG + UP : Go to next worksheet**

This command switches worksheet tabs to the right.

## **PG + DOWN : Go to previous worksheet**

This command switches worksheet tabs to the left.



## **CTRL + ` : Display Formulas**

By using this Excel shortcut you can quickly switch between displaying a cell's formula and its values in a snap.

## **CTRL + Backspace : Show active cell**

If you have absolutely no idea where the active cell your working on is because you scrolled so far, this one is for you. Pressing CTRL + Backspace will quickly navigate your window right back to the active cell.

## **CTRL + Shift + # : Change Date format with day, month and year**

This shortcut quickly gives you access to the default date format.

## **CTRL + K : To insert Hyperlink**

First, you need to select where you want a hyperlink to appear. Then press these keystrokes and the insert hyperlink box appears, making the process that much easier.

## **CTRL+ Shift + \$ : Applies the currency format to the selected cells**

If you quickly want to change a cell to the currency format, you can select it and hit this shortcut. It will apply to multiple cells as well if you have them selected.

## **CTRL + Shift + & : Applies border to cells**

Instead of navigating through endless menus, use this Excel shortcut to quickly add borders to the cells you have selected. Borders are generally a good idea to use if you want to organize your worksheet and make it more professional.

## **CTRL + B : Bold**

Use this to quickly bold or unbold a cell or text.

## **CTRL + I : Italics**

Use this to quickly italicize or un-italicize a cell or text.

## **CTRL + U : Underline**

Use this to quickly underline or un-underline a cell or text.

## **CTRL + Shift + ~ : General style number**

This command styles your cell to a general style number.

## **CTRL + Shift + % : Percentage style Number**

This command styles your cell to a percentage style number. Make sure your original number has the right number of decimals. If you want 20 percent, you will need to have .2 in the cell before formatting.

## **CTRL + Shift + ^ : Scientific notation style**

Working with a big number? Use this shortcut to quickly convert to scientific notation. This useful for all us engineers out there.

## **CTRL + Shift + @ : Time Style**

This shortcut will give you quick access to the time of day style and allow you to add it into a cell.

## **CTRL + Shift + ! : Number Style**

Using this will give you access to a cells number style.

## **CTRL + F12 : Open**

Forgot that the data you needed was in another workbook? Hit this shortcut and quickly navigate to opening another file.

## **CTRL + Spacebar : Select the entire column**

Instead of using your mouse to click on the header, use this shortcut to automatically select the entire column that you

are working in.

## **CTRL + [ : Select all cells directly referenced by formulas in the selection**

This shortcut is especially useful in excel worksheets that have seemingly endless formulas. If you quickly want to see what cells are referenced in a nother cell, use this Excel shortcut to see them. Of all of the shortcuts, this one I use the most as it keeps me from having to look through a formula and see what is referenced where.

## **CTRL + ; : Insert actual date in active cell**

Can't get a date? Hit this shortcut to get one quickly. (Only works in Excel, not real life)

## **CTRL + : : Insert actual time in active cell**

Need to remember right when you input some data into your spreadsheet? Using this function will place the exact current time in a cell of your choosing.

## **CTRL + A : Select All**

If you are frustrated with your worksheet and just and to start over, use this shortcut to select all and delete. When the frustration abides and you want all your work back, just hit CTRL + Z and your job will be saved.

## **CTRL + Shift + J : List Constants**

Hitting this will list your properties/methods/constants within a worksheet.

## **CTRL + D : Copy equation down**

This command will make an exact copy of the formulas in the cell above it. Useful for repeating cells or if you want a new cell with a slightly altered formula quickly.

## **CTRL + F : Find**

Forgot where you put that crucial piece of data, use this shortcut to quickly find it.

## **CTRL + H : Find&Replace**

If you misspelled a word or just want to replace something with a new something, the find and replace function is the best way to go about it.

## **CTRL + Right arrow : Move right**

Essentially, this pages right in your Excel worksheet.

## **CTRL + Left arrow : Move left**

This does the same thing as the page right above, except it pages left.

## **CTRL + Up arrow : Move up**

Use this function to page up in a worksheet.

## **CTRL + Down arrow : Move down**

Use this function to page down in a worksheet.

## **CTRL + Enter : Same data in multiple cells**

If you need to enter the same data into various cells, this function allows you to do it incredibly quickly.

## **Shift + Spacebar : Select the entire row**

If you are working in a cell and realize you need to select the entire row that cell is in, hitting this Excel shortcut will automatically select the row. You can then delete the entire row or make whatever changes you think are necessary.

## **Shift + F3 : Find Previous**

If something in your data is starting to look a little

repetitive, you can use this shortcut to make sure you aren't just going crazy. Find Previous is especially useful for finding patterns in a spreadsheet or seeing when something occurred before.

Using some of these shortcuts can seem tedious at first, but as soon as you get the motions down, it can speed up your work pace by a lot! All of these shortcuts should work on Windows machines, but Mac keystrokes will likely be different. Some will be similar but others won't exist. If you know of a Mac shortcut that does the same as some of the shortcuts listed here, post them in the comments to help everyone out!

If we missed anything, or you just want to share your favorite Excel shortcut, **let us know in the comments!**

## **SEE ALSO: Best Hidden Tricks in Microsoft Excel**

Written by Trevor English

Sursa: [interestingengineering.com](http://interestingengineering.com)

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## **Cele mai bune 37 de site-uri cu care vei învăța ceva nou**

Uită de cursuri scumpe, audiențe înfundate și rezultate lamentabile.

Aceste site-uri și aplicații sunt dedicate unei game variate de subiecte din domeniul științei, artei și tehnologiei.

Ele te vor învăța totul, de la gătitul cartofilor prăjiți până

la crearea aplicațiilor în node.js, și în cele mai multe cazuri – absolut gratuit!

Acum nu ai nicio scuză pentru a nu dobândi o nouă abilitate și multiplica cunoștințele.

Poți învăța interactiv, în ritmul propriu și fără a vă părăsi casa. Este greu să îți imaginezi ceva mai simplu.

### **Cursuri online**

edX – Cursuri online de la cele mai bune universități din lume

Coursera – Cele mai bune cursuri online gratuite din lume

Coursmos – Micro cursuri în orice moment și pe orice suport

Highbrow – Abonament la cursuri, la ora convenabilă

Skillshare – Lecții online și proiecte pentru dezvoltarea creativității

Curious – Extinde-ți abilitățile cu ajutorul cursurilor video

lynda.com – Studiază tehnologiile, creativitatea și afacerile

CreativeLive – Lecții gratuite de creativitate de la experții de frunte din lume

Udemy – Dezvoltă aptitudini reale și utile online

### **Învăță să programezi**

Codecademy – Curs gratuit și interactiv de programare

Stuk.io – Învăță programarea de la zero

Udacity – Obține o diplomă, recunoscută de liderii industriei

Platzi – Streaming video cu lecții de design, marketing și programare

Learnable – Cel mai bun mod de a învăța programarea web

Code School – Află cum să programezi în practică

Thinkful – Dezvoltă-ți cariera prin sesiuni 1 la 1

Code.org – Începe să înveți astăzi cu o practică ușoară

BaseRails – Învăță Ruby on Rails și alte tehnologii web

Treehouse – Învăță aplicații HTML, CSS, aplicații pentru iPhone și multe altele

One Month – Învăță cum să programezi și să creezi aplicații web într-o lună

Dash – Învăță să dezvoți site-uri cool

### **Învăță să lucrezi cu datele**

DataCamp – Tutoriale online și cursuri de lucru cu date

DataQuest – Învăță să lucrezi cu datele în browser

DataMonkey – Dezvoltă-ți abilitățile analitice într-un mod simplu și interesant

### **Învăță o limbă nouă**

Duolingo – Învăță limbi străine gratuit

Lingvist – Învăță o limbă nouă în 200 de ore

Busuu – Comunitate gratuită pentru învățarea limbilor străine

Memrise – Memorează cuvintele cu ajutorul cardurilor

### **Extinde-ți cunoștințele în toate domeniile**

TED-Ed – (*Tehnologie Divertisment și Design*) Sunt o serie de conferințe globale, organizate pentru a răspândi “ideile care merită promovate”

Khan Academy – Vizitează o vastă bibliotecă de conținut interactiv

Guides.co – Aici găsești cea mai mare colecție de ghiduri online

Squareknot – Ghiduri utile pas cu pas

Learnist – Învăță după un conținut foarte bine selectat

Prismatic – Învăță lucruri interesante pe baza recomandărilor sociale

### **Bonus**

Chesscademy – Învăță gratuit să joci șah

Pianu – Un nou mod de a învăța interactiv pianul online

Yousician – Profesorul tău personalul de studiere a chitarei în format digital

Sursa: lifter

Sursa: eustiu.com

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## **8 Secret Android Functions 90% of Users Don't Know About**

There probably isn't a person now who hasn't got an absolutely indispensable smartphone in their pocket. However, despite this fact, there aren't many people out there who know about all the incredible things these devices are actually capable of.

We at **Bright Side** would like to end this vicious circle and tell you about 8 of the most fascinating features of Android.



# The easiest way to save your battery power



© pixabay

If you choose a black or simple dark background for your screen, the automatic pixel highlighting will turn off, and you'll notice that your device keeps its charge for much longer. This feature isn't available for all Android devices yet, but it's already implemented on most Samsung smartphones and tablets. Give it a try!

## Text-to-speech



© pixabay

Not only can you read this article but you can also listen to it if you have an Android device. So if you prefer to hear incoming information rather than see it, go to Settings -> Accessibility and turn on the Text-to-Speech Output option.

## Smartphone remote control



© pixabay

Just go to Settings -> Security -> Device administrators, and check the boxes next to Android Device Manager, *Remotely locate this device*, and *Allow remote lock and erase*. Now if you lose your smartphone, you can locate and block it without losing your data via this website.

## Turning on Guest Mode



© pixabay

If you would like to temporarily give your phone to another person yet keep your personal data confidential, use Guest Mode. Swipe down from the top with two fingers, and touch the user icon on the upper right. The *Add guest* icon will appear, and you'll be able to choose which actions the person handling your smartphone will be allowed to take.

## Screen magnifier



© pixabay

People with poor eyesight often have no idea how much this feature can help them. Just go to Settings -> Accessibility -> Magnification gestures. Then you'll be able to zoom in on any part of the display just by tapping it.

## Hotspot mode



You needn't buy a separate 3G modem or a router to use the Internet on different devices because your smartphone can do this easily. Go to Settings -> Tethering and portable hotspot, and turn on *Portable WLAN hotspot*. That's it!

## Control your smartphone with head movements



© pixabay

There are situations when you just have to use your gadget but your hands are otherwise occupied or it's just too cold outside to take your warm gloves off. However, there's a solution for this! After installing a free app called EVA Facial Mouse you'll be able to control your Android device with movements of your head! The detailed guide on installation is [here](#).

## A secret game



Starting with Android 2.3 Gingerbread, Google puts a small secret present for users into all their devices. However, finding it may prove to be quite difficult. Here are instructions on how to do it despite the odds. First, go to Settings and choose About phone or About tablet. Quickly tap *Android version* several times, and when a small marshmallow shows up on the screen, quickly tap it again, and a special mini-game will open. You haven't found it yet? Well, what are you waiting for?

Sursa: [brightside.me](http://brightside.me)

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# 20 clever tricks for YouTube that no one knows about

outube is undoubtedly one of the best sites on the net. There are millions of people watching videos and movies on it at any moment. But there are plenty of tricks you can apply to make

your viewing experience more enjoyable and more simple. We put together 20 of the best ones.

## 1. How to make GIFs

Just add the letters „GIF” at the start of the YouTube URL, like this:



You will be taken to the YouTube to GIF website, where you can set the length of the GIF you want to create and give it a title.



## 2. How to find your favourite artist's page

Simply write # + the artist's name (without spaces) in the search bar:



You can find full albums of any given artist in the Albums section.

## 3. How to find tracks for karaoke



Musixmatch is a free app for Chrome which provides subtitles for music videos. It contains the lyrics to more than seven million songs in 32 different languages.

## 4. How to find out what song is playing in a video



MooMa.sh can help you identify any song or melody playing in a YouTube video. All you have to do is copy and paste the link.

## 5. How to use Theatre Mode

If you click on the small rectangle in the lower right corner of the video, it will be displayed in 'theatre mode'.



## 6. How to use Autoplay

Toggle the Autoplay button to prevent the next video from starting automatically once the one you are currently watching has finished.



## 7. How to check the definition of a video

The Video Quality Report programme from Google allows you to check the quality of videos which your provider offers.



## 8. How to use the new YouTube layout

Go to [byoutube.com/testtue](https://byoutube.com/testtue) and select the **Try out the redesigned YouTube player** function. You'll be able to test the new player design, which has a transparent status bar that lets you set any screen resolution you want.



## **9. How to watch YouTube on our TV**

**You can start a video on your smartphone or tablet and then watch it on a larger screen via a WiFi-enabled SMART TV.**

To do this, open YouTube on your device, launch a video and then find your TV's WiFi through the app. Your device should only be connected to that one Wi-Fi network. It normally finds it automatically, but it can be done manually as well.

## **10. How to share a video from a certain point**

Press the control key and right click the mouse and select the second option to share a video to another website which starts at a point other than the beginning.



## **11. How to make YouTube safe for your kids**

The YouTube Kids app for iOS and Android offers videos which are suitable for children to watch.



## **12. How to optimise YouTube for a slow connection**

If a video is stuttering because of your slow connection go to [youtube.com/account\\_playback](https://youtube.com/account_playback) and click on the second option.



## **13. How to quickly find a specific video you're looking for**

In order to find a specific video, you can add the following words to your search terms:

- "channel" or "playlist";
- "HD" for higher definition videos, or "3D" for videos in 3D;
- add quotation marks and the plus and minus signs in order to get more refined search results.

## **14. How to turn a YouTube audio track into an MP3**

Simply go to the Peggo website.



## **15. How to make your own video playlist**

The site Solon can combine videos from YouTube and Vimeo, as well as audio files from SoundCloud, into one playlist.



## **16. How to watch a video in a 'floating' window**

Floating YouTube is an app for Chrome which lets you play a YouTube video in a window which 'floats' above the rest of the screen, allowing you to get on with other things simultaneously.



## 17. How to change the speed of a video

If you click on the gear symbol in the lower right corner of any video on YouTube, you will be able to change its speed.



Slowing down a video can be very useful when you are watching instructions on how to do something.

## 18. How to keep activity private

If you are registered on YouTube, go to privacy settings and check the boxes to make sure no one can see what channels you subscribe to.



## 19. How to use keyboard shortcuts

- K = pause or play
- J = rewind 10 seconds
- L = fast forward 10 seconds
- M = turn off the sound
- Number 0 = jump to the start of the video
- Numbers 1 to 9 = jump to between 10% and 90% of the way through the video.
- "+" = Increases font size
- "-" = Reduces font size

## 20. How to download videos from YouTube

There are several sites and apps for Chrome to help you do this. Here's one of the best:



1. Save From Net. You simply have to copy the video link, and it won't take long.



## How to get rid of adverts



Google Chrome users can install the Adblock for YouTube extension. Now you'll be able to watch videos without any waiting!

Sursa: [brightside.me](http://brightside.me)

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## 20 of the best poses for a photo shoot

This post will come in handy not only for photographers looking for inspiration, but also all the ladies out there who want to look great in every shot. Here are some of the best poses which highlight your best features and hide even the most obvious imperfections. You'll be a supermodel in no time.

1. **This is simply a great angle** which always make you look slimmer. The model faces the camera side-on, with her chin pushed down and her shoulders slightly raised.



(c) Ali ilker Elci

2. **Often, the most straightforward poses turn out to be the best ones.** Here, the model should put her body weight all on one leg, bending her overall stance slightly so that her silhouette is 's-shaped'.



(c) Tjipto Suparto

3. Here the model lightly touches a vertical surface, such as a wall or a tree, with both hands. **This is a great pose for taking a portrait shot.**



(c) Konstantin Lelyak

4. **If the model has long hair, definitely try to take an 'action shot' of her while she is moving.** A good way to do this is to have her turn her head sharply.



(c) Mariya Petrova

5. **This is a great, comfortable pose** which can be used when taking photos at home, in a studio, and in many other locations.



(c) Christian Teß

6. **This is a great pose for when the model is sitting on a sofa.**



Pinterest

7. **This is a superb choice for a shot when the model is sitting on the ground.** She can be photographed from many different positions.



(c) Ben Heys

8. **This pose is ideal for an artistic shot.** There are a huge number of positions for the head, arms and legs which can be adopted.



(c) Vladimir Zhukov

9. It's believed that folded arms and legs create psychological barrier between people, and therefore is not recommended for photographs. However, it's worth trying a shot where the **model has her arms folded across her chest.**



Pinterest

10. However, you don't always have to worry too much about where to put the arms. **It's perfectly OK to leave them in a relaxed position at one's sides.** The same goes for the legs, although remember that body weight should always be on one foot only.



(c) Andy Quarius

11. This pose is ideal for a full-length photo. **The model's hands should be placed either partly or fully in her pockets.**



(c) Alexander Loginov

12. Placing the hands behind the back, whilst unusual, is nevertheless an interesting idea for a photo, which **gives the model an open, sincere look.** The option is also available here to have her lean against a wall.



(c) Ali ilker Elci

13. **Having the model sit or lean against something is also a great idea.** This can work for shots taken both indoors and outside.



(c) Marco Ciofalo Digispace

14. This is another great pose for a **full-length shot**. It really brings out the model's femininity.



(c) Thomas Agatz

15. This interesting pose involves **adopting a perspective from below**. The model's upper half should be raised slightly, whilst her head should be inclined downwards. The legs are bent at the knees and the feet are folded across each other.



(c) Alexander Loginov

16. **A really beautiful pose which brings out the model's desirability and femininity.**



(c) Karen Abramyan

17. The most important thing to get right with this pose is **the position of the legs**. Also, the model should wear high heels to get the best effect.



(c) Marco Ciofalo Digispace

18. **A nice sentimental pose**. The model should be kneeling, but not leaning too hard on her feet. She should also be looking over her shoulder.



(c) Brian Storey

19. A great pose for taking a **full-length shot by a wall**.  
The model's back should be at the centre of the picture.



(c) Karen Abramyan

20. Finally, we have this **highly elegant pose**. The model should be leaning forward slightly whilst sitting on the edge of the sofa, bed or bench.



(c) Yuliya Sariy

Source: lepser.ru

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# **69 combinatii pe tastatura care iti usureaza munca. E bine sa le stii!**

**In Windows:**

1. Ctrl+C – copiere.
2. Ctrl+N – crearea unui nou document.
3. Ctrl+0 – deschide.
4. Ctrl+S – salvează.

5. Ctrl+V – inserează.
6. Ctrl+W – închide fereastra.
7. Ctrl+X – taie.
8. Ctrl+Y – repetă acțiunea anulată.
9. Ctrl+Z – anulează ultima acțiune.
10. Ctrl+Home – reîntoarcere la începutul documentului.
11. Ctrl+End – revenire la sfârșitul documentului.
12. Windows+E – deschide browserul Windows (Explorer).
13. Windows+D – închide toate ferestrele, accesează desktopul sau restabilește toate ferestrele.
14. Windows+U – deconectează computerul.

### **MS Word:**

1. Ctrl+Space – șterge formatarea din spațiul selectat. Schimbă formatul textului scris.
2. Ctrl+0 – schimbă intervalul între aliniate.
3. Ctrl+1 – plasează un interval obișnuit între rânduri.
4. Ctrl+2 – plasează un interval dublu între rânduri.
5. Ctrl+5 – plasează un interval de 1,5 între rânduri
6. Alt+Shift+D – inserează data actuală.
7. Alt+Shift+T – inserează ora actuală.

### **MS Excel:**

1. F2 – deschide fereastra și permite redactarea.
2. Ctrl+space – alege coloana.
3. Ctrl+Enter – inserarea în coloană a datelor.
4. Shift+space – alege rândul.
5. Ctrl+Home – mutarea la începutul documentului, celula A1 devine activă.
6. Ctrl+Page Up – mergi la pagina următoare.
7. Ctrl+Page Down – mergi la pagina anterioară.

### **Google Chrome:**

1. F11 – deschide fereastra pe întreg monitorul, pentru a reveni la normal, reapeși F11.
2. Alt+Home – deschide pagina HOME.

3. Backspace sau Alt+săgeata stângă – întoarcerea la pagină anterioară, conform istoriei.
4. Shift+Backspace sau Alt+săgeata dreaptă – deplasarea în pagina următoare conform istoriei.
5. Ctrl+Shift+Delete – deschide pagina „Șterge istoricul”.
6. Ctrl+Enter – adaugă www. înaintea scrii adresei și .com după(prin urmare google devine www.google.com).
7. Ctrl+Shift+N – deschide o fereastră în modul incognito.
8. Ctrl+Tab sau Ctrl+Page Down – deschide un nou tab.
9. Ctrl+Shift+Tab sau Ctrl+Page Up – trecerea la tab-ul anterior
10. Ctrl+Shift+T – din nou, deschide pagina accesată anterior.
11. Ctrl++ (plus) – zoom +.
12. Ctrl+- (minus) – zoom - .
13. Ctrl+0 – redă paginii zoom-ul standard (100%).
14. Ctrl+D – salvează pagina în bookmarks.
15. Ctrl+F sau Ctrl+G – deschide fereastra de căutare.
16. Ctrl+H – deschide pagina cu istoric.
17. Ctrl+J – deschide pagina cu descărcări.
18. Ctrl+N – deschide o fereastră nouă.
19. Ctrl+P – permite imprimarea paginii deschise.
20. Ctrl+R sau F5 – face refresh paginii.
21. Ctrl+S – salvează pagina deschisă.
22. Ctrl+T – deschide un nou tab.

### **Mozilla Firefox:**

1. F5 – face refresh paginii.
2. Shift+space – derulează pagina în jos.
3. Alt+Home – deschide pagina HOME.
4. Ctrl+Shift+T – din nou deschide un tab.
5. Ctrl++ (plus) – zoom +.
6. Ctrl+- (minus) – zoom - .
7. Ctrl+D – salvează pagina ca marcaj.
8. Ctrl+F – deschide căsuța de căutare a textului.
9. Ctrl+T – deschide o fereastră nouă.



## Gmail:

1. Tab+Enter – expediază o scrisoare.
2. A – trimite un răspuns tuturor.
3. C – scrie o nouă scrisoare.
4. F – redirecționează scrisoarea.
5. N – deschide următoarele scrisori din listă.
6. P – deschide scrisorile anterioare din listă.
7. R – scrie răspuns la scrisoare.
8. G+C – deschide agenda contactelor.
9. G+I – deschide mapa scrisorilor primite.
10. Ctrl+S – salvează scrisoarea ca ciornă.

Sursa: eustiu.com

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## Photography tips

Hello, my friends! My name is Oleg Samoilov! I'm from Russia and I've been doing photography since 2006. I love photography and I enjoy sharing my knowledge with the beginning photographers and colleagues.

My main project in Russia is [www.OpenSchool.biz](http://www.OpenSchool.biz). One year ago we created a collection of photo tips for beginners in photography in Russian language. It became popular and I was offered to translate these photo tips into English – I couldn't refuse.

And here is the New Year's gift for you! Photography tips in English. =)

## **Aperture**



## **Exposure**



## **ISO**



## **Focal length**



**The rule of thirds. The basics of composition.**



**Diagonals. The basics of composition.**



**Color wheel.**

**The ration of image sensor and film.**

**Camera modes.**

**How to use a reflector.**

**Portrait with blurred background.**

**Framing portraits.**

**A trick with a mirror.**

**Types of lighting**

**Flash photography**

Sursa: coapp.pro