

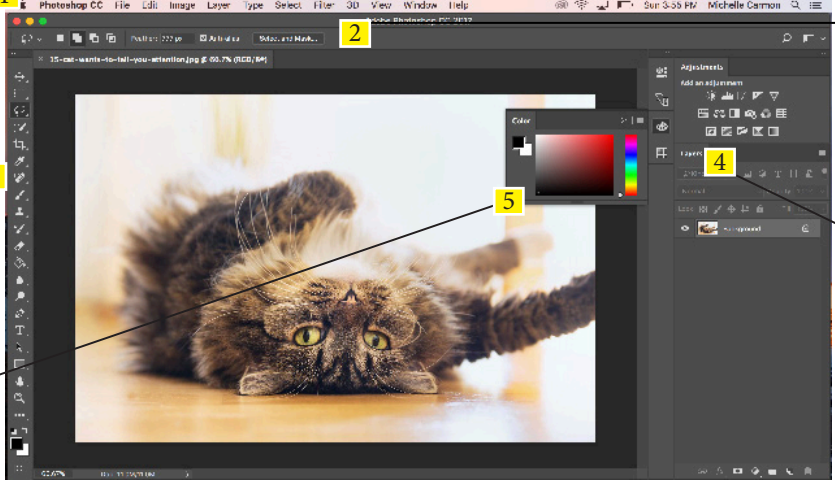
Introduction to Photoshop

Name: _____ Period: _____

This packet will coincide with the lectures, demos, and tutorials we will be doing to prepare for the Final Exam that focuses on Photoshop! You will be graded (given points) for this packet and the tutorials; **it will also serve as a study guide for the FINAL-So keep this packet in a safe place!**

Photoshop Anatomy: The Workspace

Get to know the key section in Photoshop's workspace.



1 These drop-down menus enable you to use commands and access more tools and filters.

2

3 Here you will find a host of tools designed to enable you to edit and enhance your photos.

4

5

Once you choose a tool to work with, you will be able to change the tool's attributes in the Option Bar.

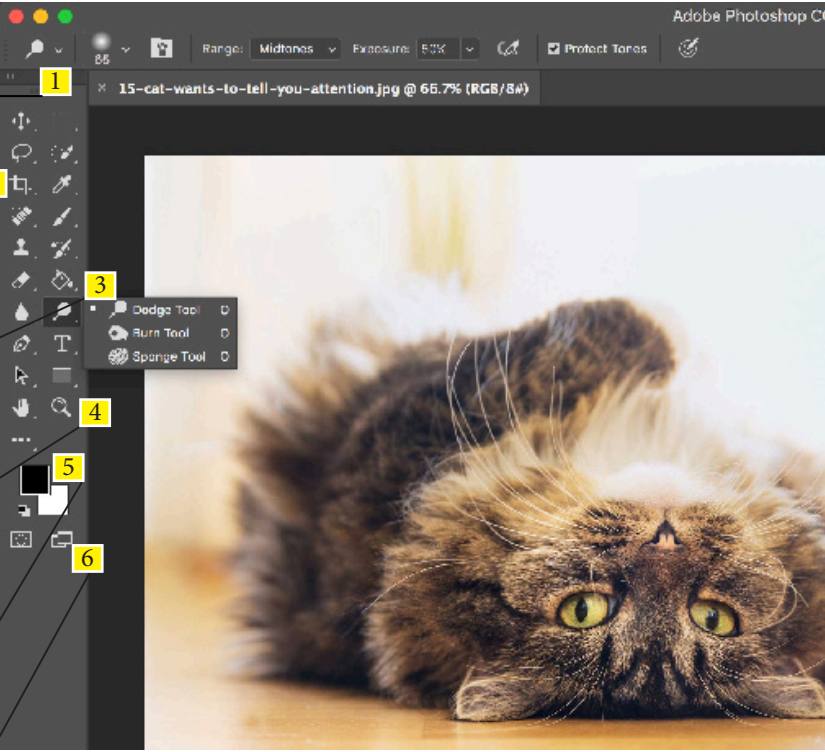
By editing in layers you can seamlessly combine different elements together. You can also make *non-destructive changes of an image using adjustment layers.*

The interface takes up very little space, despite the depth of its tools. Many options and controls are displayed in fly-out panels.

You can customize your Photoshop workspace to suit you or your project -almost everything within your workspace can be repositioned and reconfigured!

Introducing the Tools Panel

Learn how to uncover more tools and discover the key components of the "Tools" panel.



1 Click the "<<" icon to toggle between a long, single column of tools, or a panel containing two columns.

2 The tool panel has "20 compartments." This helps keep the panel a manageable size, many related tools share a compartment.

3 The tools panel contains 66 tools. Click and hold down the mouse and the on compartment to reveal its contents.

4

5 The side by side "Zoom" and "Hand" tools work in conjunction with each other. They enable you to zoom in and pan around your picture.

6 The default foreground and background colors in the tools panel are black and white.

Click here to access the screen modes. Full Screen mode hides all the panels so you can focus on a clutter free image.

Cont. Introducing the Tools Panel

Learn how to uncover more tools and discover the key components of the “Tools” panel.

The image shows a vertical toolbar with various icons. The icons are arranged in a grid-like fashion. The following table summarizes the tools and their corresponding labels:

Tool / Component	Label
Selection Tools (Group)	Selection Tools
Note box	Note - After the “selection” Command D will get rid of the marching ants.
Painting Tools (Group)	Painting Tools
Hand Tool	Hand Tool
Zoom Tool	Zoom Tool
Foreground Color	Foreground Color
Background Color	Background Color
Switch Foreground / Background Color	Switch Foreground / Background Color
Screen Mode	Screen Mode
Drawing Tools (Group)	Drawing Tools
Set To Default Color	Set To Default Color

Photoshop Anatomy: The Option Bar

Discover how to modify the behaviors of the currently active tool.

1 After selecting a tool you can use the option bar to edit attributes and modify the way the tool behaves.

2 Many tools, like eraser, are brush based tools. The brush preset picker in the option bar enables you to modify the size and softness of the tool's brush tip.

3 This icon opens the brush panel. Similar to the brush preset but you can change many more of the tool's attributes.

4 You can click the mode drop down menu to change the way the brush tip behaves.

5 This option enables you to reduce the intensity of the tool so you can perform more subtle edits.

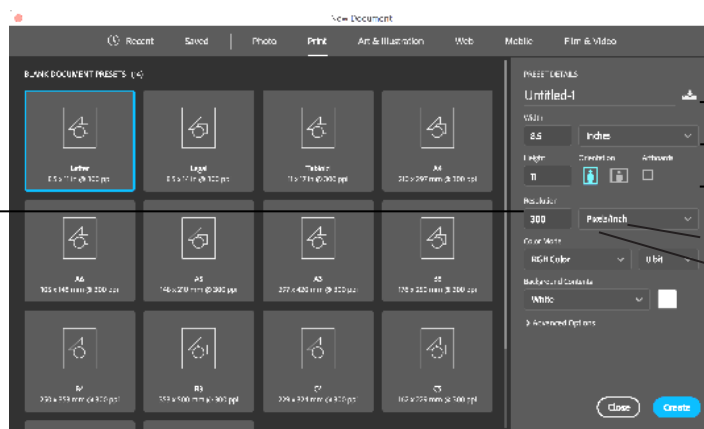
6 Some tools have unique option, such as the eraser's erase to history box.

Working in Photoshop

To create a new document in Photoshop by 1.) _____ or 2.) _____.

Resolution

Choose 300 dpi for print the project
Or _____ dpi for screen.
***The exam will be on the exam!**



To open a file in Photoshop by: 1.) _____ or 2.) _____.

To save a file in Photoshop by: 1.) _____ or 2.) _____.

****Save early, and save often...**

Photoshop crashes all too often on these computers. Get in the habit of saving frequently to spare yourself some grief.

What is the best file format to save your work?

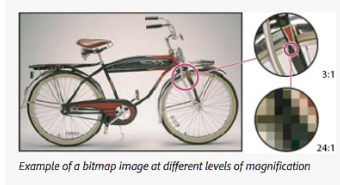
- .psd - _____
- .jpeg - _____
- .tiff - _____

Cont. Working in Photoshop

Bitmap or Vector Images

Bitmaps are composed of

_____ , they tend to scale poorly. That is, when you try to increase their size, their edges become blurry.



Example of a bitmap image at different levels of magnification

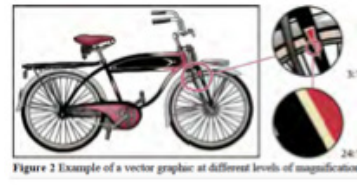


Figure 2 Example of a vector graphic at different levels of magnification

Vector images, on the other hand, scale well, because they rely on _____ to determine their appearance.

Introducing the Layers Panel

The layers panel is central to most creative photo projects. Get to know the key features of the versatile layers panel.

1 Like the levitating island, the layer panel can float anywhere in the workspace. Just click on the tab and drag it out of the panel.

2 By changing layer 3 blend mode to overlay, we are able to make the painted shadows darken the ocean's color while preserving the lighter tones = appearing more realistic.

3 These useful layer based tool enables you to change the color and tones on the layer below.

4 Each layer thumbnail provides a preview of the contents. The transparent sections of the layer are indicated by a checkered pattern.

Once you selected a layer, you can adjust the opacity to make it translucent.

By applying a black to a layer mask you can hide the corresponding pixels on the attached layer. White strokes on the mask enable you to reveal hidden content.

You can double click the layer's "lock" icon to unlock the layer. *You should always duplicate the layer thus having the "background" as a the original file.

Some important Photoshop layers short cuts and task to know are:

A _____ grid shows the transparent parts of any layer; allow the layers beneath that layer to show through.

You can show and hide each layer in an image by clicking on its corresponding _____ icon in the layers palette.

Rename layers by _____ on the layer name.

Duplicate a selected layer by pressing _____.

Select multiple layers by holding down _____ and clicking the layer names.

Rearrange layers by _____ the layer above or below other layers.

Create a new layer by pressing Shift-_____. This will bring up the New Layer dialog box.

To rasterize a layer by _____ or _____.

To make a layer a smart object by _____ or _____.

1. Introducing the Layer Panels Tutorial:

- Organize Your Layer Efficiently (1)
- Photoshop Layers (2)
- Be Creative with Blending Modes (3)

The Power of Adjustment Layers

With adjustment layers you can stack up as many reversible, non-destructive image adjustments as you like.

Adjustment layers in Photoshop provide a quick, non-destructive way to edit and make changes to your photos. Adjustments layers appear as actual layers in the layers palette made on top of the layer. In the bottom of the layers palette click on the adjustment layer



icon, this will bring up a menu of different types of adjustment layers or you can from the Menu bar to Layer > _____

_____. You can also make adjustment by going from the Menu>Image> Adjustment but image

adjustments _____ image (permanent changes).

The different types of adjustment layers:

*Levels - _____

*Curves - _____

Color Balance - _____

Brightness and Contrast - _____

Black and White - _____

Hue Saturation - _____

Channel Mixer - _____

Gradient Map - _____

Photo Filter - _____

Posterize - _____

*Use _____ and _____ adjustment layers to control the brightness and contrast of an image.

A image that has well balance level of light and darks "histogram" looks like:



How would you apply an adjustment layer to a certain part of a picture? _____

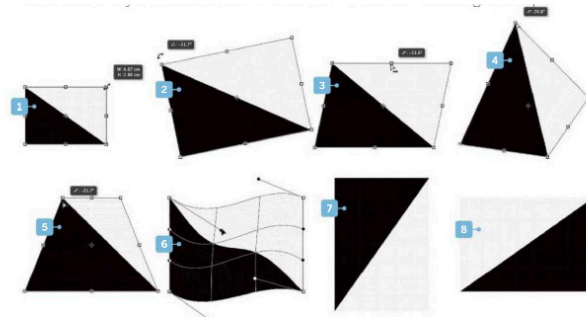
2. Adjustment Layer Tutorials:

- The Power of Adjustment Layer(1)
- Selective Hue/Saturation Tweaks (4)
- Basic Fixes with a Levels Layer (2)
- Convert Color Photos to Mono (5)
- Master Curves in Photoshop (3)
- Adjustment Layer Masks in Action (6)

Transform Tools

Distort, scale, rotate and even warp layer content with the transform command's suite of tools.

Transforming scales, rotates, skews, stretches, or warps an image. You can apply transformations to a selection, an entire layer, multiple layers, or a layer mask. Transforming affects image quality when you manipulate the pixels. To apply non-destructive transformations to raster images, use Smart Objects. To transform an image from the menu bar go to _____.



1. Scale - _____
2. Rotate - _____
3. Skew - _____
4. Distort - _____
5. Perspective - _____
6. Warp - _____
7. Rotate 180, Rotate 90 CW, Rotate 90 CCW - _____
8. Flip - _____

“Command T” so you can scale an item but remember to hold down the _____ to keep the image in proportion.

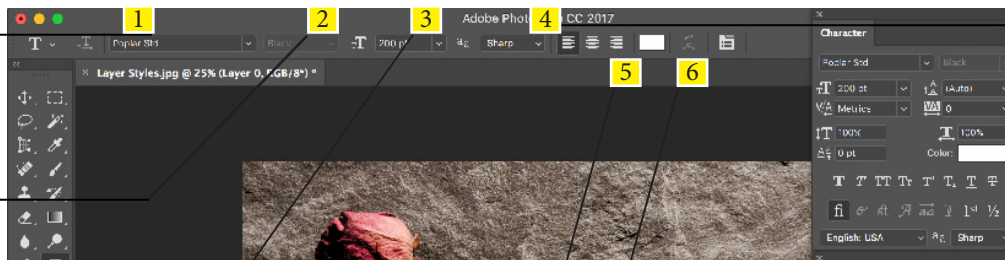
3. Transform Tutorials:

- Transform Tools (1)
- Perspective Transformation (2)

Type Tool

Displays all the fonts you have on your computer inside the system's Fonts folder.

This menu has the font styles and weights built into the font itself. It includes options like Regular, Italic, Bold, Condensed, etc.



The familiar left align text, center text, and right align text options.

When you click the icon, the color picker dialog box will appear so that you can choose any color you like.

Anti-aliasing is a technique for rendering smooth edges of the text (or bitmap images).

The levels are: Sharp, Crisp, Strong, and Smooth.



You can also use the “Character Window.” From the menu bar go to _____.

Add Effects in Layer Styles

Enhance your photos with simulated depth and lighting effects.

To add your own layer effects, and create your own styles, go to _____ or double click on the layer. This will bring up the Layer Style Options.

Layer styles are _____ that can be quickly and easily applied to _____ layers in Photoshop to drastically change the appearance of something in very little time. They can be preset, customized, or even saved and used for later.

Layer Effects. Styles can be built with the following effects:

Drop Shadow - _____

Inner Shadow - _____

Outer Glow - _____

Inner Glow - _____

Bevel and Emboss - _____

Satin - _____

Color Overlay - _____

Gradient Overlay - _____

Pattern Overlay - _____

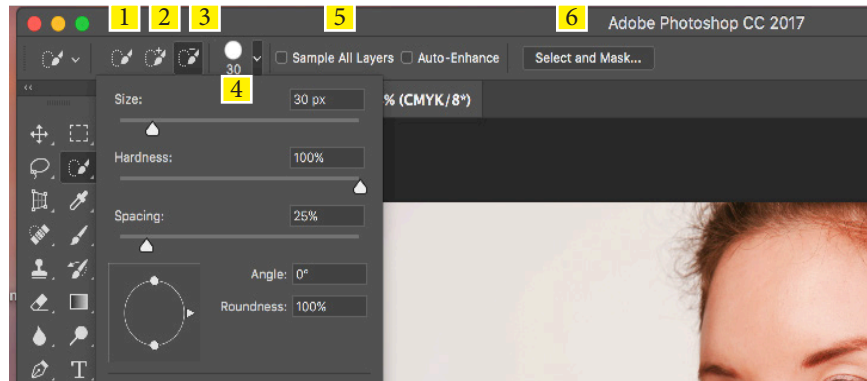
Stroke - _____

4. Add Effects with Layer Styles Tutorial:

Add Effects with Layer Styles

The Selection Tools

Selections are the cornerstone of creative compositing.



1. _____
Creates a selection marquee independent of any previous selections you may have made. With this highlighted, you can begin brushing over your subject.

2. _____
Once you've created your initial selection, the Quick Selection tool will automatically change over to this option that allows you to add further areas.

3. _____
Enables you to remove unwanted areas from your selection. Select it directly from the Options bar, or hold down Alt to activate it.

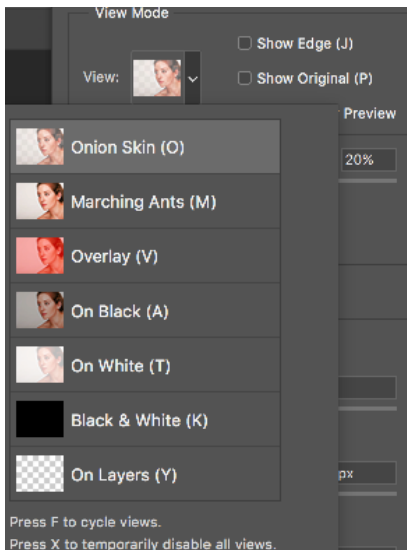
4. _____
Gives you access to options such as Diameter, Hardness, Spacing and Shaping that will customize the brush tip of the Quick Selection tool.

5. _____
Check the box to sample pixels from all layers in the document simultaneously; uncheck it to sample pixels only from the currently selected layer.

6. _____
The Select and Mask button will give you a variety of choices for defining the work you've already done with the Quick Selection tool.

_____ to restore the image to its original state.

The Selection Tools Continued



View Mode

- **Onion Skin (O):** Visualizes the selection as an animation-style onion skin scheme.
- **Marching Ants (M):** Your selection will be surrounded by marching ants.
- **Overlay (V):** Your selection will be overlaid by the layer mask that default color is light red.
- **On Black (B):** In this mode the area that is not selected is filled with black color. It gives you high contrast so its easy for you to select the image.
- **On White (W):** Just opposite of “on black” mode. The area that is not selected will be filled by white color.
- **Black & White (K):** In this mode the area that is selected will be filled by white color and that is not selected will be filled by black color.
- **On Layers (L):** In this mode the area that is not selected will becomes transparent. Note that you may see check board pattern. That pattern indicates the transparent layer.

Once you have chosen you “view mode,” you need to play with the slides till it looks good.

Edge Detection

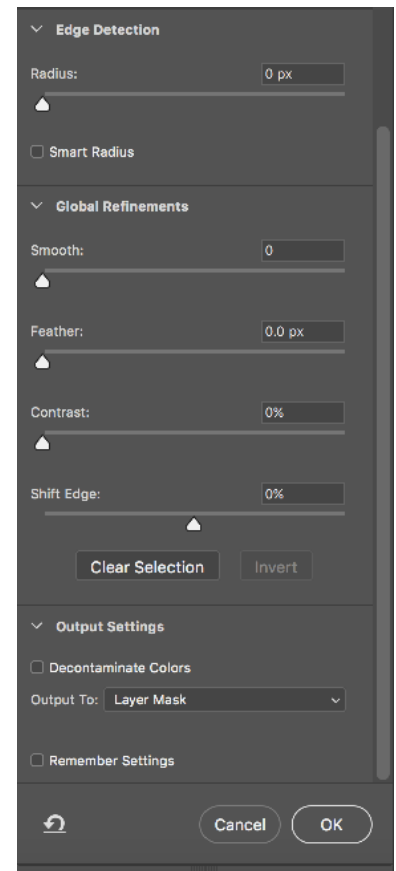
- **Smart Radius:** By turning this setting on, Photoshop will decide weather the selection is hard (selection of table, chair) or soft (hair, fur). I totally recommend you to turn on this setting every time.
- **Radius:** It determines how far should your refine edge tool should go to refine your edge.

Global Refinements

- **Smooth:** It smoothens your selection. I recommend not to use it while selecting hair, fur, trees(in this case).
- **Feather:** It softens the selection. It helps a loot when you are creating vignette effect to your photo.
- **Contrast:** This setting sharpens your edge even if you soften it by using feather or smooths it by using smooth.
- **Shift Edge:** This setting shifts your edge. It can either contract your selection or expand your selection. By adjusting these 4 adjustments you can make your selections ever better.

In the **Output Settings** section you see various drop down menus.

- **Selection:** Basically when you press OK after refining the edge, then your output will be just a selection in your activated layer. It leaves you with marching ants.
- **Layer Mask:** Add a layer mask to the selection.
- **New Layer:** Creates a new layer that contains only the selection. It deletes the background.
- **New Layer with Layer Mask:** Creates a new layer with layer mask.
- **New Document:** Create a new document/file that contains only the selected image.
- **New Document with Layer Mask:** Creates a new document with layer mask that only contains the selected image.



5. The Selection Tool Tutorials:

- The Selection Tools (1)
- Coloring Line Art (2)
- More Advanced Selections (3)
- Intelligent Selection Tools (4)
- Replace a Background (5)

Filter Gallery

Add creative effects to your photos.

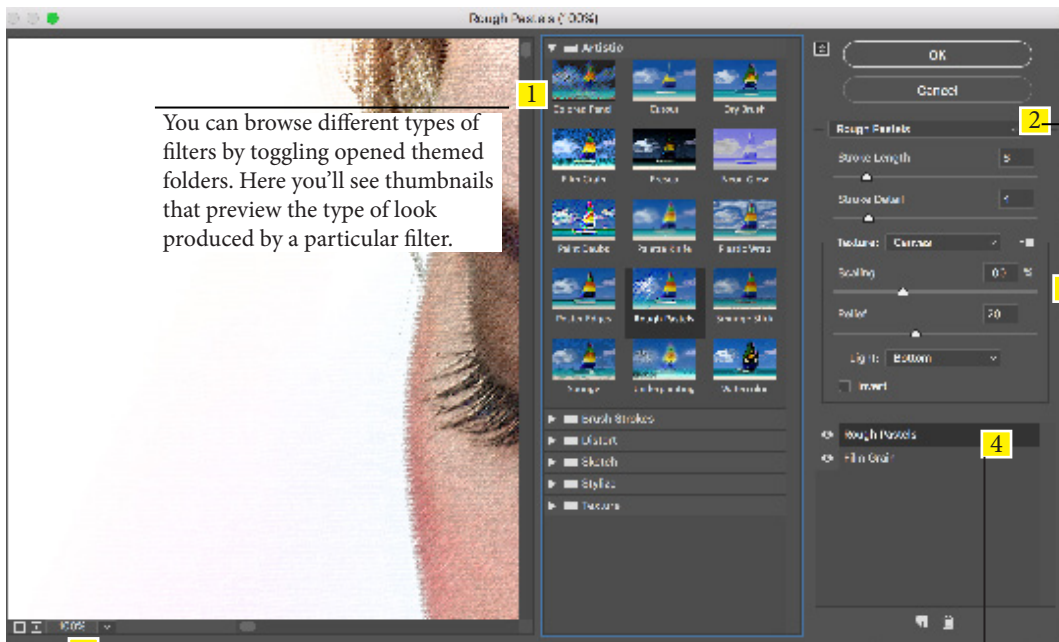
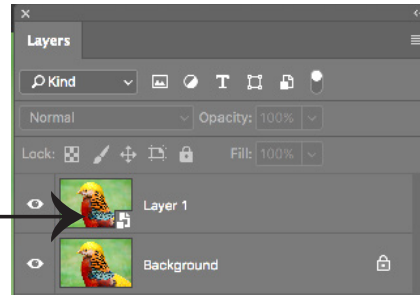
Photoshop's Filter Gallery is basically a one-stop place for working with filters in your documents. In the Filter Gallery, you can browse through many different types of filters, apply them individually to your image, or even stack them on top of one another like you would with layers. You can get to the Filter Gallery by going to _____.

For more non-destructive editing options you can convert an image file into a _____.

Most images in Photoshop are rasterized. If you transform a rasterized image it changes the pixels thus the quality suffers.

Smart Object (the ones that appear with a square icon on the lower right of the thumbnail)

Smart Objects preserve an image's source content with all its original characteristics, enabling you to perform nondestructive editing to the layer.



1 You can browse different types of filters by toggling opened themed folders. Here you'll see thumbnails that preview the type of look produced by a particular filter.

2 You can replace a currently selected filter with something new by clicking this drop-down menu.

3 Once you select a filter by clicking its thumbnail, any editable properties will appear in this section. Altering these is the key to producing more convincing art effect.

5 It can be difficult to see the filter effect when looking at the entire image. Click here to zoom in for a closer and clearer look at the filtered image.

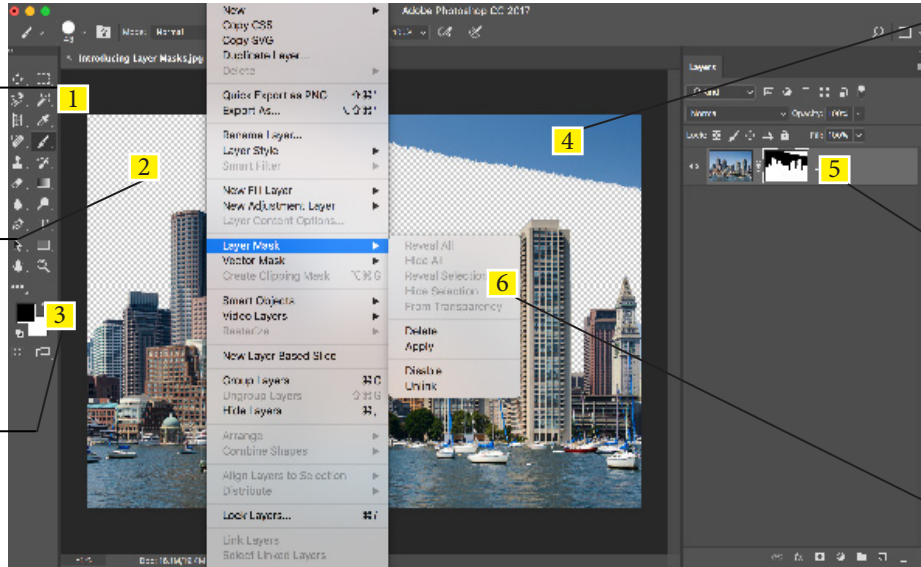
4 You can create more convincing artistic looks by combining multiple filters. Drag a filter up or down in the layer stack to change the art effect.

6. Filter Gallery Tutorials:

- Add Creative Effects to Your Photos (1)
- Apply Editable Filter Effects (2)

Introducing Layer Masks

Hide or show details of an image layer in a non-destructive way.



To select the sky in the starting image, grab the Magic Wand tool from the Tools panel.

Once you turn a selection into a layer mask, the masked (or hidden) pixels are replaced by a checkerboard pattern (transparent).

If you want to restore any pixels hidden by the selection tool's initial layer mask, set the Brush tool to white and paint.

In this example the Magic Wand has failed to select all the sky. By painting with a black brush on the layer mask you can hide the remaining unwanted pixels.

After converting a selection into a layer mask, the black parts of the mask hide the corresponding pixels (sky). The white parts of the mask make the unselected buildings on the image layer solid.

After selecting most of the sky you can hide the unwanted pixels by choosing Layer>Layer Mask> Hide Selection.

7. Introducing Layer Mask Tutorials:

- Introducing Layer Masks (1)
- Make Better Layer Masks (2)

What is a mask? _____

What is a layer mask? _____

How do you apply a layer mask? _____

What are the advantages of using layer masks? _____

What is the difference between a selection and a mask?

Selection - _____

Mask - _____

The Healing Tools

Master the Healing Brush, Spot Healing Brush, and Clone Stamp tools for speedy image tidying and flawless retouching.

Spot Healing Brush and Healing Brush are commonly used to tidy up images; **both tools are texture replacement tools.**

Healing Brush - _____

Spot Healing Brush - _____

The two healing tools are powerful enough to give you superb results; they occasionally slip up around areas of detail. When this happens switch to the _____ tool, hold _____ to define the source.

Used together, the three tools constitute a formidable retouching team. The Clone Stamp tool might not be as clever as the healing ones, but it does make it far easier to predict what your stroke will do. (Note: On portraits, the Clone Stamp Tool works best when set at a low opacity of about 20% to allow for a more seamless blending.)

8. The Healing Tools Tutorials:

- The Healing Tools (1)
- Get Clever with Content Aware (2)
- Content Aware Move Tool (3)
- Fix Photos with Fill and Patch (4)

From the tutorials above what tool did you use to move a part of the image and Photoshop automatically filled the area with matching elements form the existing background? _____

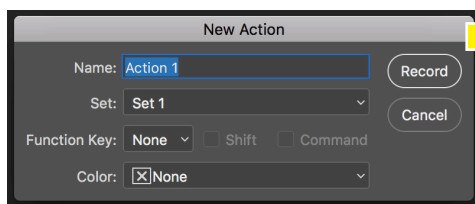
What is the difference between content aware fill and regular fill? _____

Content Aware - _____

Regular Fill - _____

Automated Actions

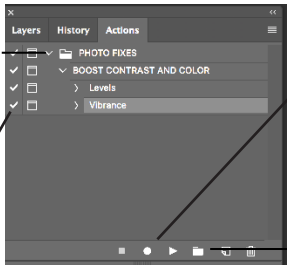
Streamline your image-editing work-flow by turning repetitive tasks into automated Photoshop Actions.



1 When you create a new Action you can choose which Set to keep it in, assign a keyboard shortcut to it and color code it.

2 Click the triangle next to a folder icon to list the Actions contained in that set. Click it again to close the set.

3 Click here to toggle any dialog boxes you've set to appear (to define the attributes of a process, for example) in the Action on or off.



4 Here you'll find the Actions panel's Stop, Record and Play controls. You would use these to insert a manual act ion with the automated ones.

5 Click this folder icon to create a new set of Actions. Like Layer Groups and layers, you'll find this feature most useful when the number of Actions grows.

9. Automated Action Tutorials:

- Automated Actions (1)

Why would you use set up an action? _____