



## Photoshop

### Document Outline Layers

1. Create a project
2. Layers, tools, and shortcuts
3. Blending modes and masking
4. Save



### What is Photoshop?

Photoshop is a powerful image editor and graphics generator used by amateurs and professionals to get the highest quality visual content.

### Create a project

To start a project, either click and drag your image into the Photoshop document, or click on the Photoshop icon > Create New > and select the dimensions of your document, then click create.

### Layers

Layers sit on top of one another, much like a paper collage, so you can make adjustments to your original image without destroying the integrity of your original copy. If you make a new layer and don't like an edit, you can simply delete the layer. They are also helpful in graphics to add realistic visual queues such as depth and lighting.

### Transform

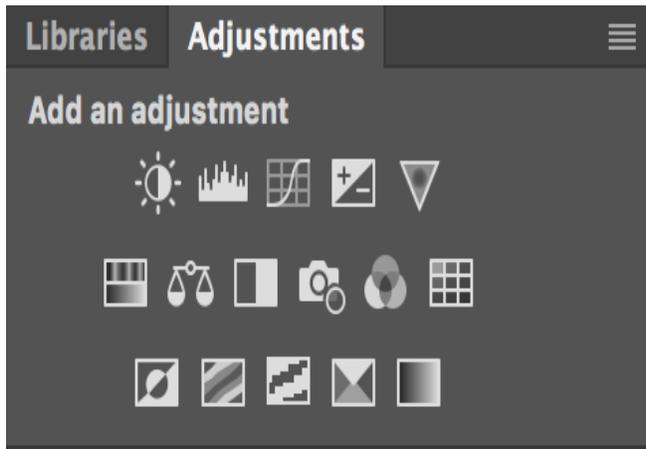
Use the transform tool to scale or rotate your selection. When you click transform or use the keyboard shortcut CMD + T, boxes will appear around the image. To scale the object proportionately, hold down the shift key and click and drag the image from one of the corners. To rotate the image, hover on the outside corner of your image and the cursor will turn to a rotational arrow. Hold the shift key to rotate the image in 15 degree increments.

|   |                              |  |  |
|---|------------------------------|--|--|
|    | <b>Move Tool</b>             | <b>Move</b>  | Move documents and layers. Move pictures from one document to another                                    |
|    | <b>Rectangular Selection</b> |  |  |
|    | <b>Lasso Tool</b>            |  |  |
|    | <b>Quick Selection</b>       | <b>Selection Tools</b>                               | Make selections in order to cut them out, make new layers, or make custom adjustments                    |
|    | <b>Crop Tool</b>             | <b>Crop</b>  | Make adjustments to the size of the image and how much is visible  |
|    | <b>Eye Dropper</b>           |  |  |
|    | <b>Spot Healing Brush</b>    | <b>Spot Healing Brush, Healing Brush, Patch Tool</b> | Remove spots, artifacts, or items you do not want to see in your image                                   |
|    | <b>Healing Brush</b>         |  |  |
|    | <b>Patch Tool</b>            |  |  |
|    | <b>Content Aware Move</b>    |  |  |
|    | <b>Brush</b>                 | <b>Brush</b>   | Used for painting and more often masking   |
|    | <b>Clone Stamp</b>           |  |  |
|    | <b>History Brush</b>         |  |  |
|    | <b>Eraser</b>                |  |  |
|   | <b>Gradient</b>              |  |  |
|  | <b>Blur Tool</b>             | <b>Text Tool</b>                                     | Write text on a new layer. Consider making new layers instead of trying to align text all within one box |
|  | <b>Sharpen Tool</b>          |  |  |
|  | <b>Dodge Tool</b>            |  |  |
|  | <b>Text Tool</b>             | <b>Pen Tool</b>                                      | Used to make custom shapes and selections  |
|  | <b>Pen Tool</b>              |  |  |

## Common Keyboard Shortcuts

|  |  |
|--|--|
| Transform:                               | CMD + T  |
| New Layer:                               | CMD + J OR Click + Hold + Drag to the Layer Icon     |
| Deselect:                                | CMC + D  |
| Zoom In/Out:                             | CMD ++ (Plus)/CMD+ - (Minus)                         |
| Undo:                                    | CMD + Option + Z                                     |
| Clip Layer:                              | Option + Click (Must see down arrow before clicking) |
| Brush Tool:                              | B  |
| Default Paint Colors:                    | D  |
| Switch Foreground and Background Colors: | X  |

## Adjustment Layers



### What Do They Do?

Adjustment layers blend with the layers below to create a more interesting result. Hover over the icons in the panel to see the name of the adjustment.

### Where Can I Find Them?

Adjustment layers are located the right side of the workspace, above the layers panel. If you do not see adjustment layers, go to Window > Adjustments

### Common Adjustment Layers

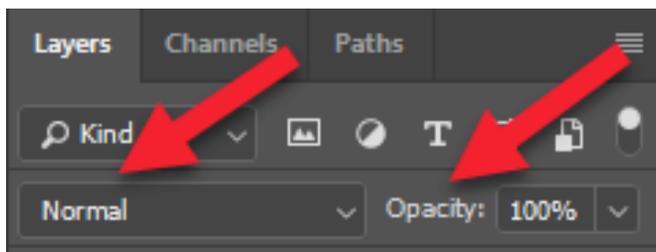
**Tone Curve** Quickly adjust the amount of contrast in the image. You can selectively adjust the midtones, shadows and highlights. Click and hold the white line to make adjustments. Move the line up to make the image brighter, and down to make it darker. Black levels are at the bottom left, midtones are in the middle, and highlights are located in the upper right. If you want to make the midtones darker, click, hold and drag the middle of the white line down. This will make the midtones darker.

**Vibrance/Saturation** These sliders have a very similar effect. Both will de-saturate the image or intensify the color, but vibrance will try to protect skin tones so they appear natural despite the adjustments made to the other parts of the image.

**Solid Color** This adjustment will sit atop one of your layers to change the universal coloration of your original image. You must use a blending mode and change the opacity when using this blending mode, or you will not be able to see through the top layer. Note: this adjustment must be selected from the bottom panel, next to the layer mask icon (see masking)

## Blending and Opacity

Blending modes can be applied to adjustment layers, and the opacity can be adjusted to reduce the strength. You can also duplicate a layer to strengthen the blending mode. The default blending mode is Normal. Clicking the drop-down menu will pull up many more options. The most common blending modes are Screen (to lighten) and Multiply (to darken).



## Clipping Layer

Clipping layers are useful when you want to make an adjustment to one layer, but not all of the layers beneath it.

To clip a layer, the layer must be directly above the layer you'd like to clip the adjustment to. When your adjustment is in position, hold down option and hover the cursor directly above the layer you'd like to clip. The cursor will turn into a 90 degree arrow pointing down. When this icon is visible, click to clip the adjustment to the layer beneath.

## Masking

Masks sit beside the active layer and are used to hide or show the image beneath in a non-destructive manner. Masking is a much more effective tool than the eraser because you're not deleting pixels, you are simply hiding (masking) or making them visible. If you accidentally hide a section you want to see, change the color from black to white and the effect will be reversed.



- To begin masking, click on the layer you'd like to mask, then click the mask icon
- Make sure the layer mask to the side of the layer is selected and choose your brush tool
- Paint with black to reveal the layer beneath. White will hide the layer beneath
- You can invert the layer mask by double clicking on the layer mask and choosing Invert in the properties box

## Select and Mask

Select and mask is often used for very detailed selections like a model's hair or branches on trees. The select tool allows you to cut out images and place them on a different background, or make edits to only certain parts of your images.

- The quick selection tool will often be the best tool to start
- To make a selection, click, hold, and drag around the exterior of your subject. The tool will try to detect the edges of your subject
- When the selection includes an area you do not want, you can refine the edge by holding the Option key while you click, hold and drag the mouse/tablet. This will deselect the areas you have moved over
- When you have a good selection, press the select and mask tool at the top of the screen
- This allows you to make more detailed selections
- You can then output the selection to a new layer, or create a layer mask from it by choosing from the drop-down menu at the bottom of the panel

## Save

When you have finished your edits, you may want to save the image as both a Photoshop file and a JPEG. The Photoshop file (.psd) will only open in the Photoshop program, but it will contain all of the layers and edits assigned to the original image. You will be able to open that file and edit the image at a later time.

When you save the image as a JPEG, it will be easy to share, print, and open in a host of other programs, but the original photo and the edits will be final.

The process is the same to save a Photoshop file and JPEG:

- Go to the top menu and click File > Save As
- Click on the Format drop-down menu that appears and choose Photoshop
- Click Save

Repeat the same process to save in JPEG, but instead of choosing Photoshop from the drop-down menu, select JPEG.