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# Lesson Proper for Week 7

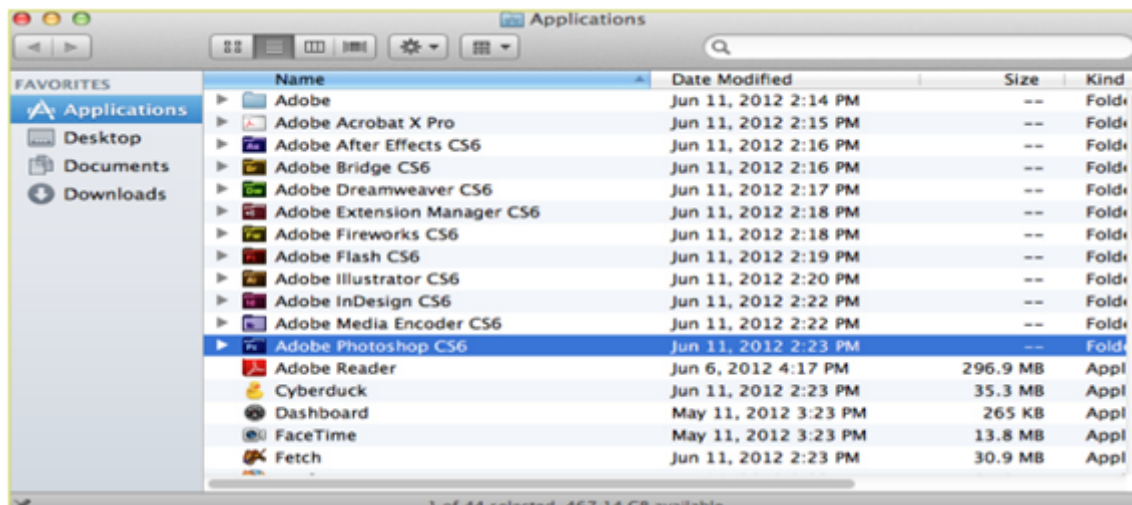
## GETTING STARTED

### 1. Begin by opening Adobe Photoshop CS6.

On a PC, click Start > Programs > Adobe > Photoshop CS6, or click on the shortcut on the desktop.

On a Mac, click Go > Applications > Adobe Photoshop CS6 > Photoshop CS6 shown in

Figure 1, or click the icon in the Dock.



## Setting up the document

Setting up your document correctly from the start will make your job much easier as you work through your project. This will require some advanced planning. For example, if your final output will be a brochure, you may need to set up your document to be horizontal and double-sided.

To create a new document, click File > New. This will open the Document Setup dialog box (Figure 2).



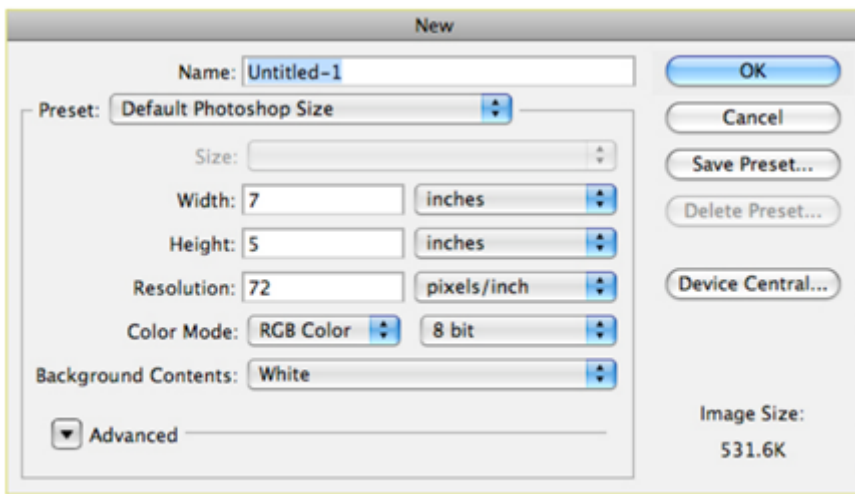


Figure 2. Document Setup dialog box

Here you will be able to name your file, set up the correct page size and orientation for your document. Options include, but are not limited to:

### Page Size and Orientation

Change the page size by typing in new values for width and height. Page size represents the final size you want after bleeds or trimming other marks outside the page. In the Preset dropdown menu, you can find such common sizes as letter, legal, tabloid, etc. Typing in exact values for Height and Width gives you more control over the size and orientation of your page.

### Resolution

Resolution is the number of pixels on a printed area of an image. The higher the resolution, the more pixels there are on the page, the better the quality of the image. However, high resolution increases the size of the file. The standard recommended resolution for printed images is 150-300, for Web images it is 72.

### Color Mode

Choose a color mode that will best fit your project. For example, when making a graphic for a web site, choose RGB. When making an image for print choose CMYK.

### Background Contents

Choose the background: white, color or transparent. When you have entered all of your document settings, click Ok.

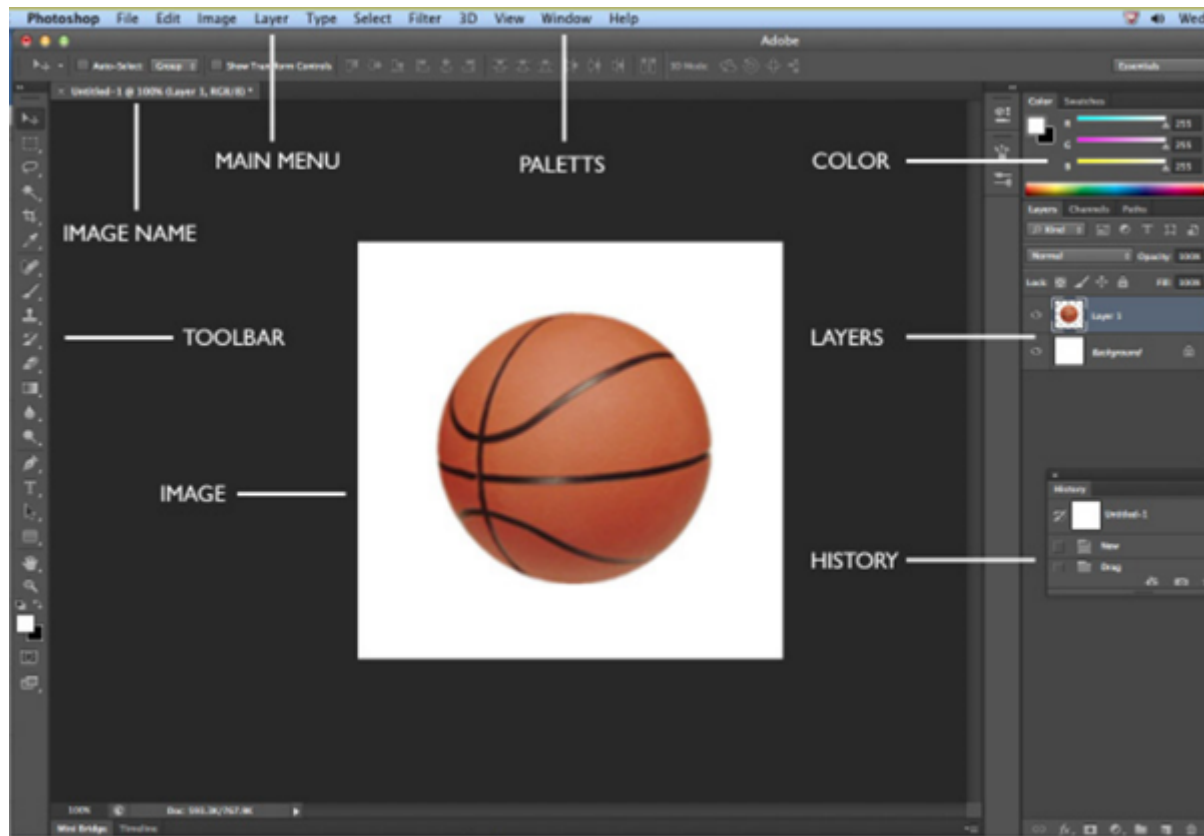
### Opening an image from a disk



If the image you have is saved on a disk or to the computer, select File > Open, and then navigate to the disk drive/file where your image is saved. Choose the image file and click Open. At this point, you may want to save your image under a different name so that you can always have the original to fall back on in case of a mistake.

To save your file, select File > Save As and type in the new name of the file in the dialogue box.

## 2. Interface Layout



### Menu Bar

If you look at the top of the screen you will see the Menu bar (Figure 3), which contains all the main functions of Photoshop, such as File, Edit, Image, Layer, Select, Filter, Analysis, 3D, View, Window, and Help.

### Toolbar

Most of the major tools are located in the Toolbar for easy access.

### The Image

The image will appear in its own window once you open a file.

### Image Name

The name of any image that you open will be at the top of the image window as shown above.

### Palettes



Palettes contain functions that help you monitor and modify images. By default, palettes are stacked together in groups. These are the palettes that are usually visible: Color, Adjustments and Layers. If none of the palettes are visible, go to Window in the Menu bar and choose the palettes you need.

### 3. Palettes

Below is the description of the most commonly used palettes in Adobe Photoshop CS6. Palettes used for more advanced image editing will be covered in the Adobe Photoshop CS6 Tutorial - Intermediate.

#### Color, Swatches, Style

The Color palette (Figure 4) displays the current foreground and background colors and RGB values for these colors. You can use the sliders to change the foreground and background colors in different color modes. You can also choose a color from the spectrum of colors displayed in the color ramp at the bottom of the palette.



Figure 4. Color palette

In the Swatches palette (Figure 5) you can choose a foreground or background color and add a customized color to the library.



Figure 5. Swatches palette

The Styles palette (Figure 6) allows you to view, select, and apply preset layer styles. By default, a preset style replaces the current layer style. You can use the styles in the palette or add your own using the Create New Style icon.



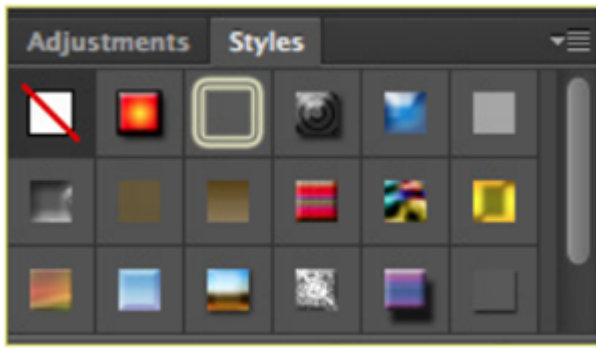


Figure 6. Styles palette

## History

The History palette (Figure 7) stores and displays each action performed allowing you jump to any recent stage of the image alteration. The alterations should be created during the current working session. After saving or closing the document, the History palette clears all the contents. Each time you apply a change to an image, the new state of that image is added to the palette. It is important to know that once you click on any of the previous stages, all the changes that were made after it will be lost.

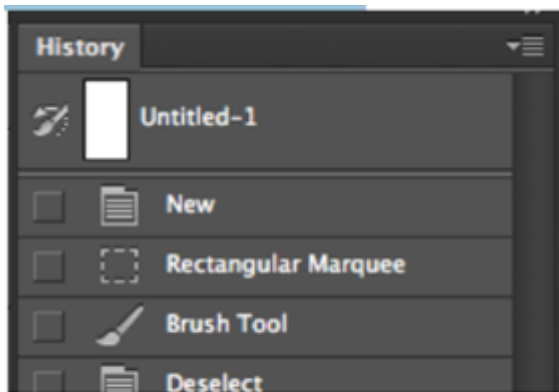
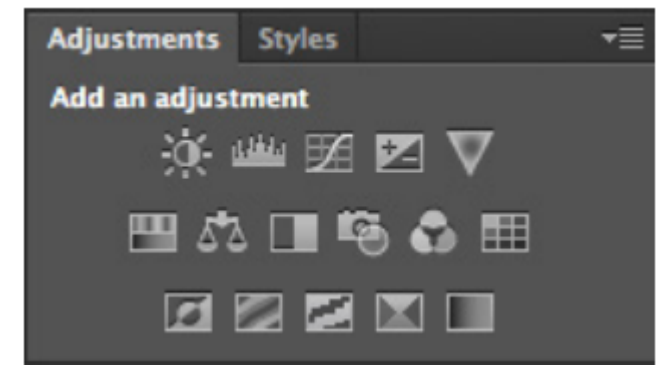


Figure 7. History palette

## Adjustments

The Adjustment layers palette give you the ability to apply an effect to a group of layers in Photoshop, and then you can edit that effect later, while preserving the original layers.



## Layers



Layers let you organize your work into distinct levels that can be edited and viewed as individual units. Every Photoshop CS6 document contains at least one layer. Creating multiple layers lets you easily control how your artwork is printed, displayed, and edited. You will use the Layers palette (Figure 9) often while creating a document, so it is crucial to understand what it does and how to use it.

- A. Layer Visibility -The eye shows that the selected layer is visible. Click on or off to see or to hide a layer.
- B. Layer Locking Options -Click the checkered square icon to lock Transparency, click the brush icon to lock the Image, click the arrow icon to lock the Position, and click the lock icon to lock all options.
- C. Layer Blending Mode -Defines how the layer's pixels blend with underlying pixels in the image. By choosing a particular blending mode from the drop-down menu you can create a variety of special effects.
- D. Fill -By typing in a value or dragging the slider you can specify the transparency.
- E. Opacity -By typing in a value or dragging the slider, you can specify the transparency of the entire layer.

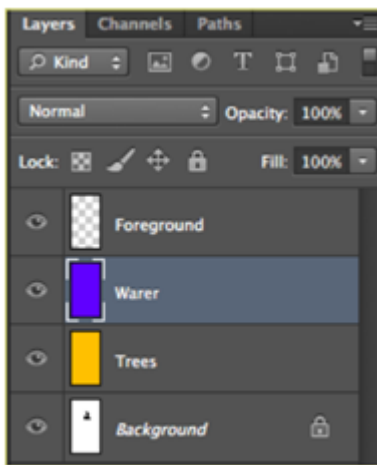


Figure 9. Layer palette

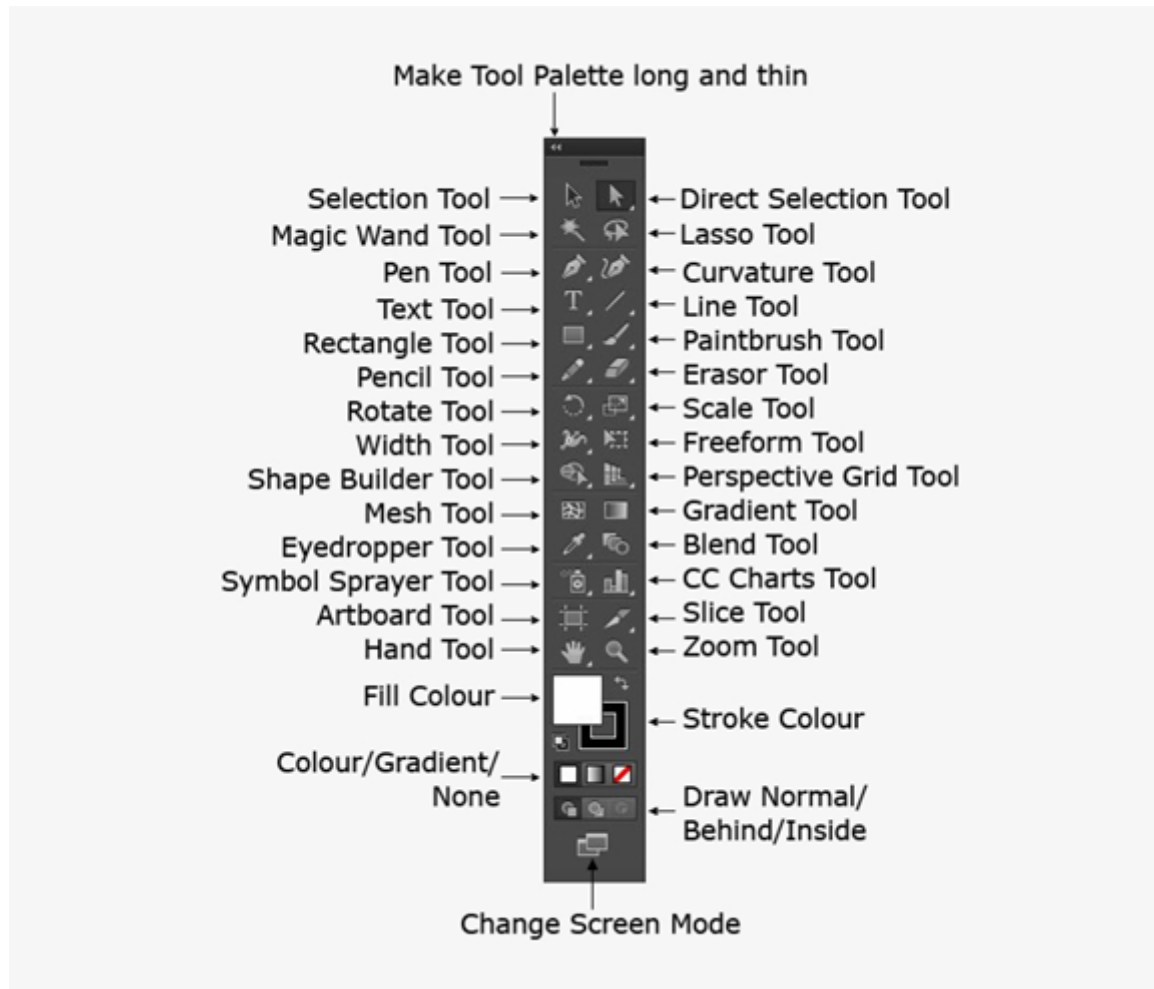
- F. Layer Lock -The icon shows when the layer is locked and disappears when it is unlocked. Double-click the icon to unlock the layer.
- G. Layer Options Menu -Click the black triangle to display the following options: New Layer, Duplicate Layer, Delete Layer, Layer Properties, etc. Some of the options are presented as icons at the bottom of the Layers palette.
- H. Link Layers – Can be used to link layers together.
- I. Layer Styles -If a layer has a style, an “F” icon shows at the bottom of the Layers palette. Click the little black triangle to see style options.
- J. Layer Mask -Allows you to hide certain parts of the layer, which can then be revealed by using the paintbrush and the white paint color to expose portions of the layer.
- K. Layer Set -This option helps to organize images with multiple layers. Click the icon to create a folder for several layers.
- L. Create New Fill or Adjustment Layer -Have the same opacity and blending mode options as image layers and can be rearranged, deleted, hidden and duplicated in the same manner as image layers. Click the icon and select an option to create a new fill or adjustment layer.



M. Create New Layer -Click this icon to create a new layer.

N. Delete Layer -To delete a layer, select a layer in the Layers palette and drag it to the trash can icon, or select a layer and click the icon.

## Toolbox



If you used other Adobe products, such as Illustrator or InDesign, you should be familiar with the toolbox in Adobe Photoshop CS6 as it shares some of the tools from these applications. If you are a new user of Adobe products, you should keep in mind that you might not need to use all of the tools. In this tutorial, only the basic tools will be discussed in-depth.

## Move Tool

Moves selections, layers, and guides.

## Rectangular Marquee tool

Makes a rectangular selection and provides access to the *Elliptical*, *Single Row*, and *Single Column Marquee Tools*.

## Lasso tool



Draws free-hand segments of a selection's border and provides access to the *Polygonal Lasso Tool* and *Magnetic Lasso Tool*.

### **Magic Wand tool**

Selects consistently colored areas without requiring you to trace the outline and provides access to the *Quick Selection Tool*.

### **Crop tool**

Removes unwanted portions from an image.

### **Slice tool**

Creates slices so you can separate your document into areas, which makes it more functional. It also provides access to the *Slice Select Tool*.

### **Spot Healing Brush tool**

Corrects imperfections in an image by making them disappear into the surrounding image. It also provides access to the *Healing Brush Tool*, *Patch Tool*, and the *Red Eye Tool*.

### **Brush tool**

Paints brush strokes onto an image and provide access to the *Pencil Tool* and *Color Replacement Tool*.

### **Clone Stamp tool**

Paints a clone of an image or area of an image you have already selected. It also provides access to the *Pattern Stamp Tool*.

### **History Brush tool**

Paints a copy of one image state or snapshot of an image into your current image's window. It also provides access to the *Art History Brush Tool*.

### **Eraser tool**

Erases pixels wherever the mouse is clicked. It also provides access to the *Background Eraser Tool* and the *Magic Eraser Tool*.

### **Gradient tool**

Creates a gradual blend between colors and also provides access to the *Paint Bucket Tool*.

### **Blur tool**

Softens the edges of an image. It also provides access to the *Sharpen Tool* and the *Smudge Tool*.

### **Dodge tool**

Allows you to darken or lighten areas of an image. It also provides access to the *Burn Tool* and the *Sponge Tool*.

### **Pen tool**





Allows you to create, edit, or smooth lines and shapes. It also provides access to the *Freeform Pen Tool*, *Add Anchor Point Tool*, *Delete Anchor Point Tool*, and the *Convert Point Tool*.

### Horizontal Type tool

Allows you to insert text onto an image. It also provides access to the *Vertical Type Tool*, *Horizontal Type Mask Tool*, and the *Vertical Type Mask Tool*.

### Path Selection tool

Makes shape or segment selections that show anchor points, direction lines, and direction points. It also provides access to the *Direct Selection Tool*.

### Rectangle tool

Allows you to draw different shapes. It also provides access to the *Rounded Rectangle Tool*, *Ellipse Tool*, *Polygon Tool*, *Line Tool*, and the *Custom Shape Tool*.

### Notes tool

Allows you to add notes to any image. It also provides access to the *Audio Annotation Tool*.

### Eyedropper tool

Allows you to get colors from an image to designate as a new background. It also provides access to the *Color Sampler Tool*, the *Ruler Tool*, and the *Count Tool*.

### Hand tool

Moves an image within its window.

### Zoom tool

Magnifies or reduces the view size of an image.

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