

acadEMy Photoshop Shortcuts

Designed to optimize your delivery and automate certain tasks.

#1

Saving a file for web using the standard extensions (PNG for full transparency – functional images, JPEG for presentational images) can be done via:

Ctrl + Alt + Shift + S

#2

The process for exporting an icon as a separate image is:

- a) Finding the icon layer. Can usually be done using the move tool (**V**) and **Right Clicking** the icon. Then, sifting through the list and finding the appropriate layer, then **Left Clicking** it in the list and selecting it in the Layers panel.
- b) Pressing **Ctrl + Left Click** on the preview box in the left part of the Layers panel, on the layer with the icon. This makes a selection with the pixels in that layer.
- c) Creating a new layer (anywhere, preferably on top of all others) with **Ctrl + Shift + N** then **Enter**, then stamping all the visible layers onto it with **Ctrl + Alt + Shift + E**, so the selection reflects the real context in which it is used.
- d) Copying the selection with **Ctrl + C** and creating a new file with **Ctrl + N** then **Enter**. This automatically makes the canvas exactly as big as the selection. Then pasting the copied pixels from the flattened layer with **Ctrl + V**. This acts as a placeholder for the real icon, which we'll add right now.
- e) **Dragging** the tab of this new file out of the stack of tabs in Photoshop to view it in parallel with the source PSD.
- f) **Clicking** the source PSD, **Selecting** the icon layer in that PSD, then **Dragging** and **Dropping** that icon layer into the newly created PSD. This copies that layer from the original PSD into the new PSD.
- g) The layer might not be well aligned, so use the **Arrow keys** or **Dragging** and **Dropping** the layer with the mouse to perfectly align the new icon layer over the original pixels pasted in step D. To help viewing the overlap better, you might try to select the pasted pixels layer by **Left Clicking** it, then pressing **Ctrl + I** to invert the color of the original pixels, for contrast.
- h) After aligning the icon layer perfectly, you can hide the pixels layer by **Left Clicking** the eye icon on the far left side of the layer in the Layers panel. If you also have a (locked) Background layer, please hide it as well by **Left Clicking** the eye icon for that too.
- i) You can now safely Save for Web using **Ctrl + Alt + Shift + S**.