**Information and Digital Technologies**
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# How to Edit an Image in Adobe Photoshop CS 3

To begin image editing with Adobe Photoshop CS 3, start by scanning your photo at the highest possible resolution your scanner allows. Assuming your storage space can accommodate the file size, save it as an RGB Photoshop file. If not, reduce the resolution just enough to fit the space you have.

Image Editing can be handled by using the following commands/tools:

**Levels**
The Levels command can be used to correct an image's color, even in a yellowed B&W photo

1. From the **Layer** menu, choose the **New Adjustment Layer** option. In the displayed dialog box, select **Levels** from the pop-up menu. When the **New Layer** dialog box appears, click **OK** and a **Levels** window appears.

2. In the **Levels** window, select the black eyedropper from the row of eyedroppers in the lower-right corner and click on the darkest area of your image. This sets the black point triangle to the pixel value of the area you've clicked in.

3. Do the same with the white eyedropper, but this time click on what should be the whitest area of your image. Sometimes there's an area in a photo called the specular highlight (a reflection or a lens flaw), an unnaturally bright spot. Don't use it. Try an area that represents a natural white. Doing this sets the white point triangle to the pixel value of the area you've clicked in.

4. Now that the black and white triangle points are set, slide the middle triangle point slowly to the left. This will open up the middle tones of the photo's color. Go slow and decide when you like the results to stop. Click **OK.**

**Crop**
Photos generally contain areas surrounding the main subjects that are extra and won't add value to the final image.

1. To crop and eliminate these areas, select the **Crop** tool from the **Tools** palette.

2. Click and drag a rectangle around the area of your photo that you want to keep. Releasing the mouse creates a box around the area. You can adjust the size of the box by moving the sizing handles on the corners and sides.

3. When the box's size and position meets your needs, press the **Return** key. The area outside the box is cropped out.

**Enlarge**

If the remaining subject area is a wallet size picture, you can enlarge the image to some degree.

1. From the **Image** menu, choose the **Image Size** option. In the displayed dialog box under Document Size, make sure the Width, Height, and Resolution fields are linked (has the **chain** icon displayed). If they aren't, deselecting the Resample Image check box should link all three fields.

2. With the fields linked, change the values in the Width and Height fields. The Resolution amount will decrease as the other fields are increased. Image quality will remain fairly good as long as the resolution stays above 300 ppi. Retaining image quality after enlarging is the reason for scanning your photo earlier at the highest possible resolution.

**Editing**

Photos are prone to having some visual glitches caused by age, poor treatment, bad photography or even dust particles in the scanner. With some careful retouching you can create a new image that's an improvement over the original.

1. To begin retouching, click on the photo Layer (not the Adjustment Layer) and use the **Zoom** tool from the **Tools** palette to enlarge the area containing the problem spot.

2. Select the **Clone Stamp** tool from the **Tools** palette. You can set the tool's brush size and shape, as well as the Mode and Opacity options, in the toolbar below the Photoshop menus. Select a brush size that's appropriate for the area you're retouching. Don't use the largest brush, if the problem spot is only a couple pixels wide.

3. With the **Clone Stamp** tool selected, hold down the **Option** key (Mac) or the **Control** key (Win) and click and drag in an area closest to the problem spot. This will load the tool with pixels of similar color.

4. Release the **Option** key (Mac) or the **Control** key (Win), then click and drag the **Clone Stamp** tool over the problem spot. The spot's pixels are now replaced with the pixels from the nearby area.

5. Repeat this process wherever there's an imperfection you want to eliminate. Don't over do. Remember much of this pixel-level manipulation won't be noticeable when you return the image to normal magnification.

An alternative to using the **Clone Stamp** tool can be found in the **Filter** menu. Select the **Noise, Dust & Scratches** options. Keep the Radius low and play with the Threshold setting to blur out imperfections.

**Unsharp Masking**

The **Unsharp Mask** filter is a great tool for replacing focus that's lost when an image is scanned. It adjusts the contrast of the edges and creates the illusion of a more focused image.

1. To use this filter, select the **Sharpen, Unsharp Mask** options from the **Filter** menu. In the displayed dialog box, be sure the Preview box is checked. This fills the box on the left with a portion of your image that reflects the settings you choose for the three sliders below.

2. The Amount slider sets the percentage amount your image is sharpened. Slowly drag its slider to the right until the Preview image looks right to you. The amount may be too high if you have halos around objects in your Preview image.

3. The Radius slider controls the thickness of the sharpened edges. Try a setting of 1.5 for a 300 ppi image. If you don't like it, increase or decrease the amount to your liking.

4. The Threshold slider left at 0 will sharpen all pixels in the image, while a higher setting will sharpen fewer pixels. Try several settings and check the Preview image for the effects of each.

5. After adjusting these settings where you want them, click **OK**.

The resulting improved image is ready for saving as a .tif file (if you plan to use it in a printed document) or as a .jpg or .gif file (if you plan to use it on the web or as an Email attachment).