Workflow and Post-processing

Computer Organization – file naming and file structure

Sizing Images – for emailing / website / Facebook / uploading

Opening & Browsing

Sizing –

click image

Image size

Set new size in window (make sure you're set on inches)

All photos to be used for the internet should be set at around 4" to 5" @100dpi

This size gives you a 500kb – 750kb file size which is good for emailing or posting on the web.

Photographs to be printed by a professional printer (home printer) should be sized at the needed dimensions (5x7 / 8x10) and the resolution should be set at 300dpi. 300dpi is the standard used for printing

Tools / Controls / Application - Menu Drop-downs & Workspace

Workflow – this is the normal post processing of images

Photographic Workflow in Photoshop – Dedicated Workflow

1) Levels

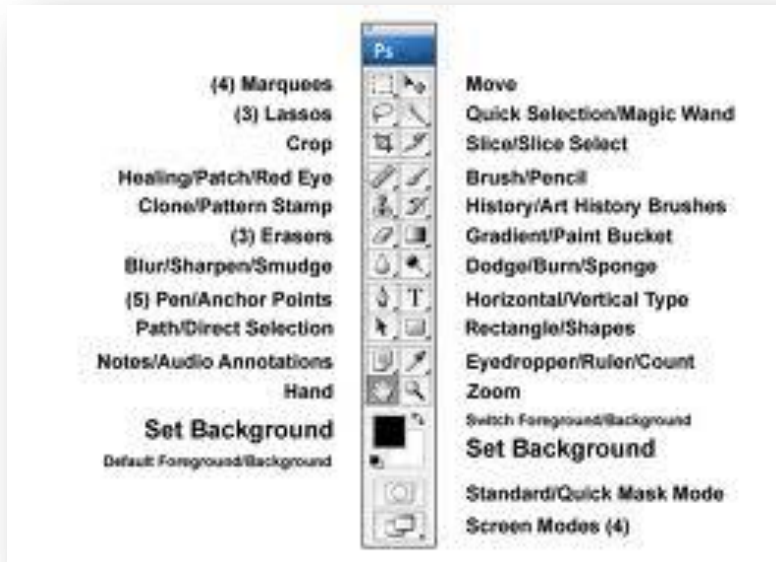2) Contrast

3) Color Saturation

4) Color Balance

5) Unsharp Mask (Optional)

6) SAVE AS (Rename)

7) Sizes for use

8) SAVE-AS (new size renamed)

Photoshop Tools

Photographer Tools

Move Tool

Marque Tools

Quick Selection Tool

Cropping Tool

Brush

Cloning Stamp

History Brush
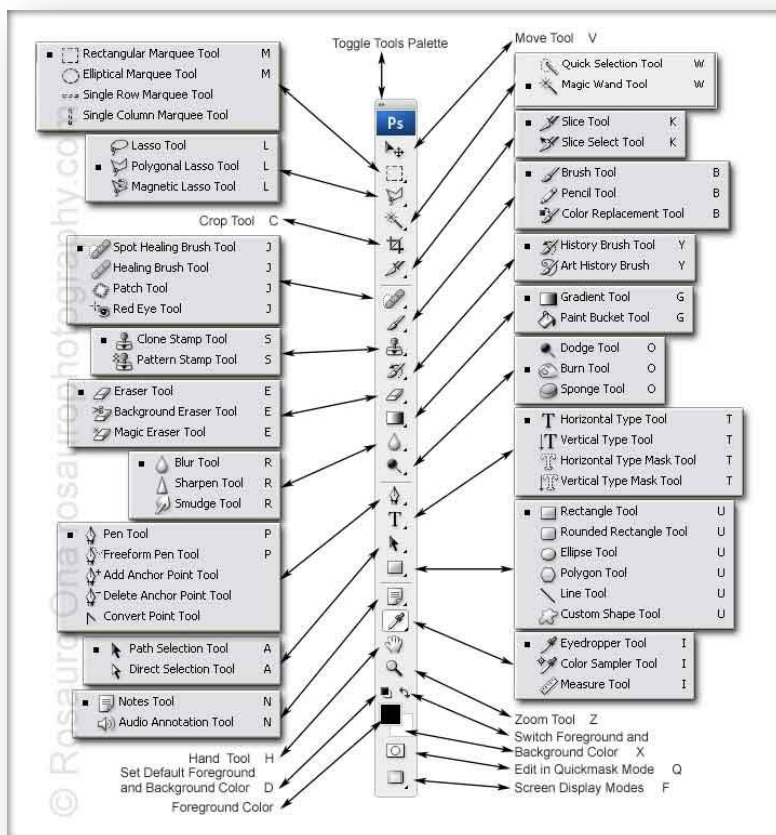
Erasers

Dodge Tool

Burn Tool

Sponge Tool

Pen Tool

Type Tool

Eye Dropper Color Picker

Magnifier

Brief Explanation of the Tools Photographers Use

Move Tool – Use this tool as your default tool. Click back on this tool when you are finished with another tool. This tool is to move outlined or clipped objects.

Marque Tools – This tool creates an instant clipping path in various shapes. The Marque tool allows you to select and move areas of an image.

Quick Selection Tool – This is similar tool to the Marque tool except that you control the area you select.

Cropping Tool – The Cropping tool is the tool used to create an exact sized image with exact dimensions and DPI. This tool is used to create the different sized for printing.

Brush – This Paint Brush is exactly that. It allows us to paint colors on images.

Cloning Stamp – The Cloning Stamp is the tool that allows us to camouflage and disguise things we don't want to see in the image. We can also use it to fix blemishes on people and remove unwanted items.

History Brush – This brush allows us to re-capture color on an RGB image where we have de-saturated the color.

Erasers – This tool erases pixel in an image.

Dodge Tool – This tool is used to lighten up areas in an image.

Burn Tool – This tool is used to darken areas in an image.

Sponge Tool – This tool can be used to reduce or add color saturation in a specific area.

Pen Tool – The Pen Tool is used to create exact paths around areas in an image.

Type Tool – This tool is a tool that allows the use to put type on an image using an additional layer.

Eye Dropper Color Picker – This tool is used to select specific colors for tools

Magnifier – This tool is used to zoom in or out of an image.

You'll notice that we've skipped some tools on the pallet. In 25 years of using Photoshop there are some tools that photographers just don't use or need. Now, that's not to say that there aren't various other ways of completing the same tasks or things by using other tools; I'm just saying that "these" tools are the ones used my most pro photographers. Remember, photographers are not the only create types to use Photoshop. Graphic Designers, Graphics Illustrators, and Marketing Departments all use Photoshop for specific tasks. They will use tools and commands that we might not use.