

PHOTOSHOP NOTES Part I

Sizing a file for printing

File - open

image - image size - biggest number under second set of numbers - height or width - biggest number set this to 7.

Make sure you uncheck bottom box in this dialogue box that says "resample image" –
UNCHECK IT!

Cropping

File - open - select crop tool

Keep what you want in selection leave out what you don't want - crops ALL layers

Leveling

File - open

Select move tool

Make a copy of your background - drag layer down to piece of paper next to trash can - do this EVERY time you open your photo BEFORE you start to edit

Click on black and white circle at bottom of layer window

On menu choose levels

Move slider with black arrow to adjust shadows, grey to adjust midtones, and white to adjust highlights

Simulating shallow depth of field

File - open

Make sure move tool is selected

make background copy

Make sure colors in foreground/background box are set to black and white

Make sure top layer is selected

Add layer mask

Select photo icon on that layer

Filters- blur-Gaussian blur adjust to amount you desire

Select mask icon on that layer

Make sure black is in foreground (white in background)

Select paintbrush tool

Select size of brush

Paint brush over area you want to NOT be blurred (or have the effect added)

If you make a mistake and paint off area, change white to foreground (black to background) and now you will be painting on the effect.