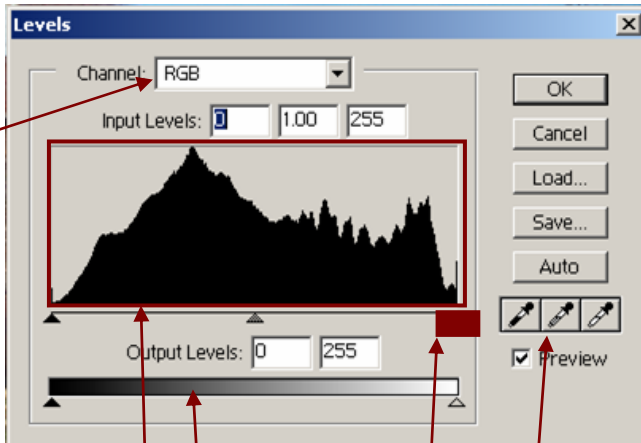


## Levels



Choosing a color from here allows you to adjust that color only.

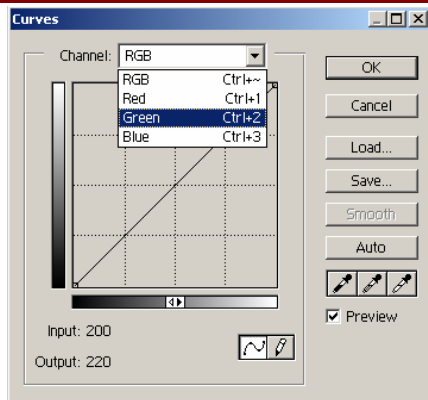
**Output Levels Bar** slide right arrow makes image darker, slide left arrow lighter

The eyedroppers are used to select tones from the image rather than using the arrows.

**Histogram** – shows you the distribution of tones in your image

The three arrows in order are shadows, midtones and highlights. Move the left and right arrows towards center where the Histogram begins to increase. Move the center arrow to modify midtones.

## Curves



**Curves** - in **image >> adjust >> curves** (Ctrl +m) pull down menu.  
- Allows you to adjust a color channel(s) in an image or selection. (defaults to RGB)

1.) Click on color button to select channel to change  
2.) By clicking/holding/dragging any of the points on the line you can increase/decrease the contrast and brightness or a color.

\* Look at the gradients to the left and below the curve to see if you are increasing/decreasing the value

## Layers Palette

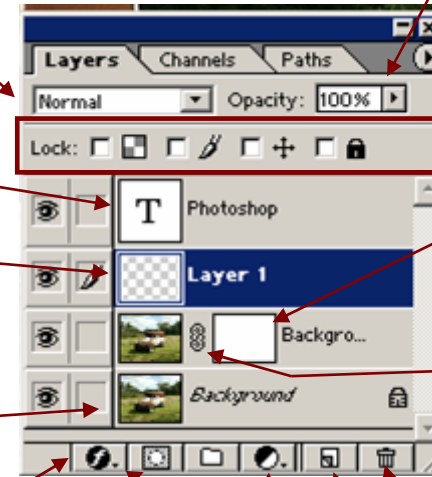
**Blend Modes** – Blend selected layer with the layers below it.

**Text Layer** – When you use the text tool it will automatically create this layer.

**New layer** – obtained by clicking new layer icon. Currently selected layer is highlighted in blue.

**Background layer** – by default this layer is locked and you can make very few changes to this layer (this is indicated by the padlock on the right side). To change a background layer to a normal layer, double click.

**Add Layer Style** – Allows you to apply several styles to the selection, like drop shadow, bevel, emboss, gradient, texture, etc.



Allows you to adjust the opacity of the current layer, so that the layer directly below will show through

Leave unchecked by default.

**Layer Mask** – used for modifying selection or entire layer. Must click in layer mask box for it to be active.

**Link symbol** – Shows that the layer mask is linked to the image to the left. Multiple layers can be linked together for editing or exporting, the link symbol would then appear next to the eyeball.

**Delete Layer** – drag a layer onto this icon to remove it.

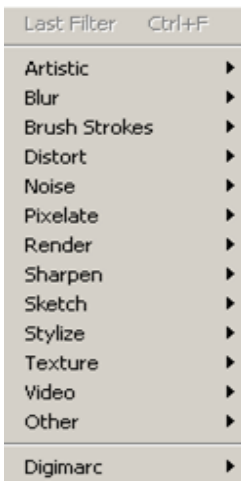
**New/Duplicate Layer** – Single click to create a new layer or drag an existing layer onto this icon to duplicate it.

**Add Layer Mask** - See layer mask box for details

**New Adjustment Layer** – allows you to use all the options from the adjustment menu without effecting the underlying image.

**New Set** – Group or merge selected layers together

## Filters



Filters allow you to create special effects to an image or layer. The filters menu is located on the menu toolbar.

**Sharpen >> Unsharp Mask** – When trying to enhance a photo it's the last step in bring the image into focus.

**Render >> Lens Flare** – Creates the effects of the sun striking the camera lens

**Texture >> Stained Glass** – Simulates the look of stained glass from existing image

**Noise >> Add Noise** – Adds granular effect on the image. (pixilates the image)

**Stylize >> Emboss** – Creates a three dimensional effect on the selection.

**Blur >> Gaussian Blur** – will create a gradual blur of selected area. Allows you to bring focus to a particular object by blurring the surroundings.

**Artistic >> Watercolor** – Creates the effect of an artist painting with watercolors.

# Photoshop 6.0

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## Toolbox

**Marquee & Lasso Tools** – Allows you to make selections.

**Crop Tool** – Allows you to crop an image

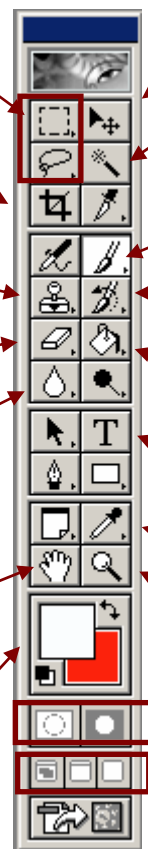
**Clone/Stamp Tools** – Allows you to clone part of a layer and paint it at another spot on the layer.

**Eraser Tool** – Erase current layer allowing subordinate layer to show through

**Blur/Sharpen Tool** – Allows you to sharpen or blur image where the cursor is applied to the image.

**Hand Tool** - double clicking on this will fit current image to screen. Also allows you to move your view to a different part of the layer.

**Foreground/Background Colors** – Allows you to choose the foreground and background colors and quickly switch between the two.



Right click on any tool in toolbox to see additional options.

**Move Tool** – Click and hold to move objects within a layer.

**Magic Wand** for making selections

**Paintbrush/Pencil** – Uses foreground color to draw on canvas.

**History Brush** – Allows you to form a mask which uses the history palette.

**Gradient/Paint Bucket** – Used to fill an area with a gradient or foreground color.

**Text Tool** – places text within a layer.

**Eyedropper** – Allows you to select an already existing color

**Zoom** – Allows you to Zoom in and out. (Ctrl + or Ctrl -)

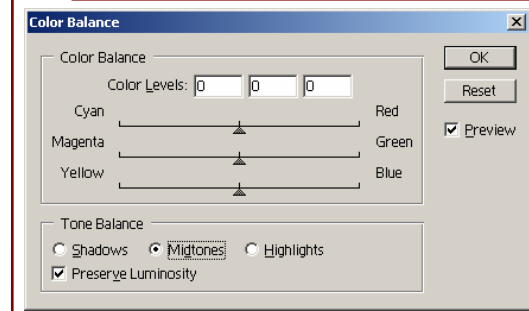
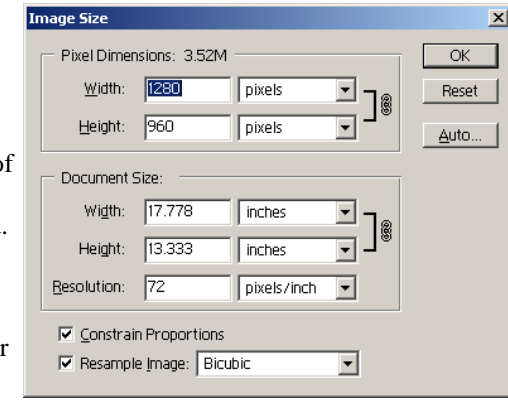
**Quick Mask**- Allows you to revise a selection.

**Screen Modes** – Eliminates bars to allow more of the screen to be used for image

## Basic Image Editing Tasks

**Resizing** – Go to Image, then Image Size.

For **Print Quality** you should set the resolution to between 150-300, this will tell you the Max/Min size of the printed image. Make sure resample is unchecked. For **Web Quality**- resolution should be set to 72 and resample should be checked. Adjust the pixel or document size to desired height and width.



Click on **Image, Adjust, then Color Balance.**

Allows you to correct for color cast and tinting.

Select Shadows, Midtones or Highlights to give color to the dark, middle or light areas.

**To adjust Brightness or Contrast.**- Click image, adjust, Brightness Contrast.

This is a quick and dirty way to adjust over & under exposed pictures. (Levels is a better way see instructions on back)

Raising the brightness and lowering the contrast will washout a picture so it can be used as background or watermark.

## Options Toolbar



**Direction** – Choose the direction in which the type will go.

**Font, Font Style & Font Size** – Choose from the standard windows options.

**Justification** – Left Center, Right within selected area.

Select your color for text here

**Shaping** – Stretch text to fit a shape or curve

After clicking on any tool in the toolbox the option tool bar appears below the menu bar. The options bar that appears here is the **Text Tool Options Bar.**