



## Course Outline

# Adobe Photoshop Fundamentals -2 days

PhotoShop has become synonymous with editing images; like Hoover is with vacuum cleaners.

Adobe PhotoShop is without doubt the industry-standard for Image editing, but because of it's inclusion in the Creative Suite it draws on some of the features of associated programs for things like text-editing, and vector graphics.

Our scheduled course is on the Fundamentals which will enable you to Understand how the program works and by the end of the second day you will be confident in editing Images in a way that will work for your business.

We are also able to customise this course to suit your needs. Please call for more details.

### Contents

#### Getting To Know Adobe Photoshop

- Starting Photoshop
- Dark Versus Light Interface
- The Photoshop CS6 Workspace
- Understanding Panels
- Working With The Panel Dock
- Working With Panels And Panel Groups
- Panel Techniques
- Understanding The Tools Panel
- Working With The Tools Panel
- Understanding Mini Bridge
- Working With The Options Bar
- Opening An Existing Document
- Creating A New Image
- Brush Tool Essentials
- Selecting Colours Using The Swatches Panel
- Selecting Colours From An Open Image
- Undoing Actions

#### Navigating Images

- Understanding The Document Window
- Navigating With The Zoom Tool
- Navigating With The Hand Tool
- Navigating With The Navigator Panel
- Navigating With Keyboard Shortcuts
- Changing Screen Modes
- Working With Multiple Images

#### Digital Image Basics

- Understanding File Formats
- Understanding File Size
- Understanding Colour Mode
- Understanding Resizing And Resampling
- Resizing An Image For Printing
- Resampling An Image

- Understanding The Crop Tool Options Bar
- Cropping Images
- Cropping Images To A Preset Size
- The Delete Cropped Pixels Option
- Using The Crop Tool To Add A Border

#### Making Selections

- Using The Marquee Tools
- Working With Selections
- Using The Quick Selection Tool
- Using The Magic Wand Tool
- Using The Lasso And Polygonal Lasso Tools
- Understanding The Refine Edge Dialog Box
- Refining A Selection

#### Working With Layers

- Understanding The Layers Panel
- Creating Layers
- Adding Images To Layers
- Working With Layers
- Working With The Background Layer
- Changing The Layer Stacking Order
- Changing Layer Opacity
- Transforming Layers

#### Transforming Images

- Flipping And Rotating Images
- Straightening Images
- Straightening Scanned Images
- Correcting Perspective Problems
- Fixing Perspective Problems With Puppet Warp
- Scaling, Skewing And Rotating Images
- Warping Images
- Creating A Panorama

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## Tonal And Colour Corrections

- Understanding Adjustment Layers
- Using Adjustment Presets
- Understanding Tonality And Histograms
- Using Levels To Improve Contrast
- Using Curves To Improve Contrast
- Opening Up Shadows
- Repairing Photos That Needed Fill Flash
- Using Auto Colour
- Adjusting Colour Temperature
- Desaturating Colours Selectively
- Changing Hues Selectively
- Converting Colour Images To Greyscale
- Brightening Washed Out Colours
- Adjustment Layers In A Multi-Layered Image

## Retouching And Repairing Images

- Removing Blemishes
- Reducing Wrinkles
- Whitening Teeth
- Removing Red Eye
- Removing Unwanted Objects And Wires
- Using The Clone Stamp Tool

## Masks Filters And Blending Modes

- Understanding Layer Masks
- Understanding Filters
- Understanding Blending Modes
- Applying A Vignette
- Applying A Soft Focus Effect
- Applying A Blurred Lighting Vignette
- Applying A Focus Vignette Effect
- Blending Images
- Sharpening Images With The Unsharp Mask
- Adding Grain With The Add Noise Filter
- Applying A Creative Filter
- Smoothing Skin
- Dodging And Burning With Overlay Mode

## Layer Effects

- Applying A Drop Shadow
- Applying A Glow
- Adding Borders
- Copying Effects To Other Layers
- Saving Layer Effects As A Style

## Working With Text

- Adding Point Type
- Changing Text Size
- Changing Text Colour
- Changing The Font Family
- Editing Text
- Adding Paragraph Type

- Warping Text
- Drawing Paths For Text
- Creating Text On A Path
- Filling Text With An Image

## Printing Sharing And Saving Images

- Printing Single Images
- Using The Print Dialog Box
- Creating A PDF Presentation
- Creating A Web Photo Gallery
- Saving Layered Files
- Saving Images In A New Format
- Understanding The Save For Web Dialog Box
- Optimising Photos For The Web – Part 1
- Optimising Photos For The Web – Part 2

## Concluding Remarks

