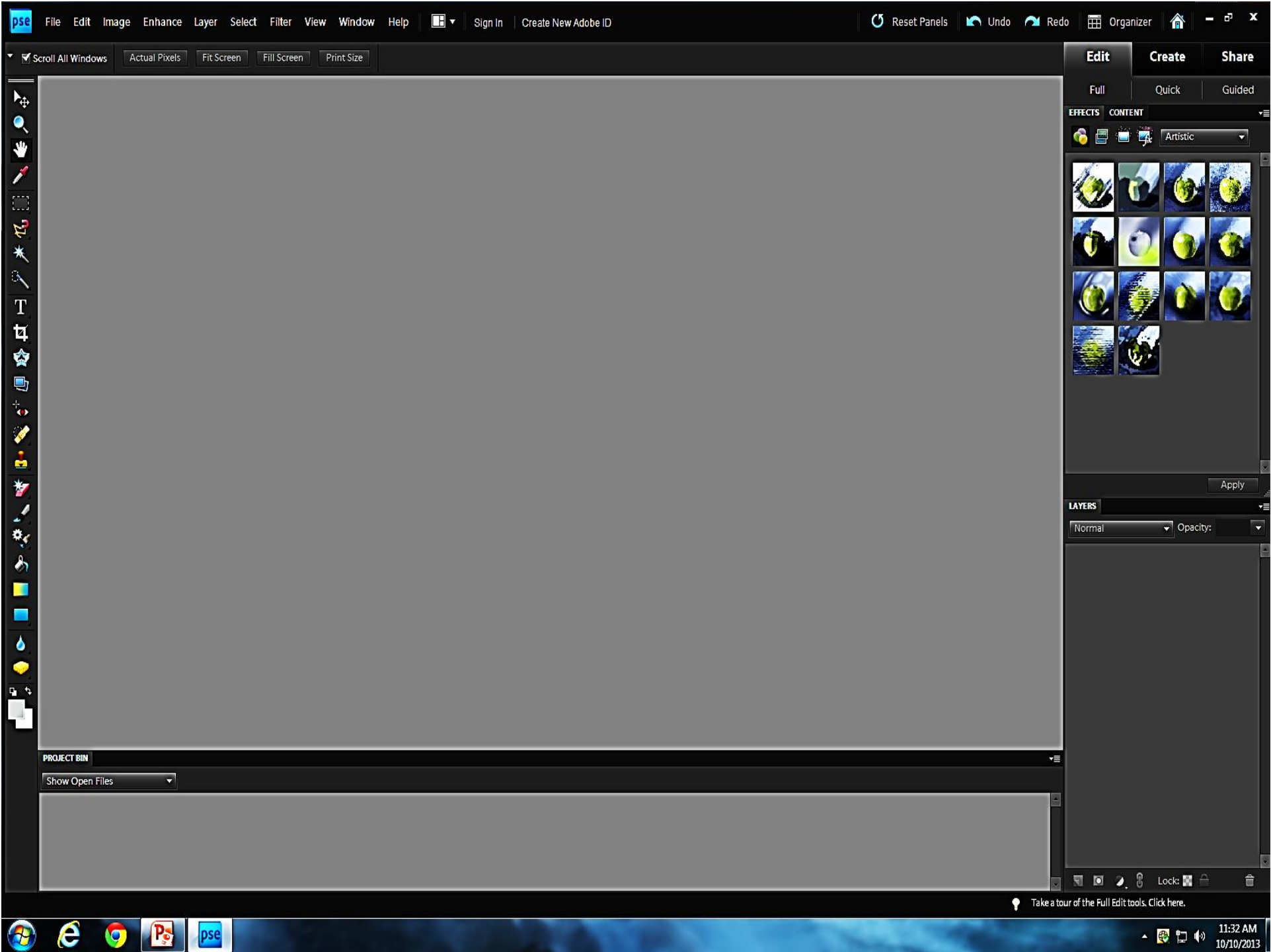


Photoshop Elements 101

By

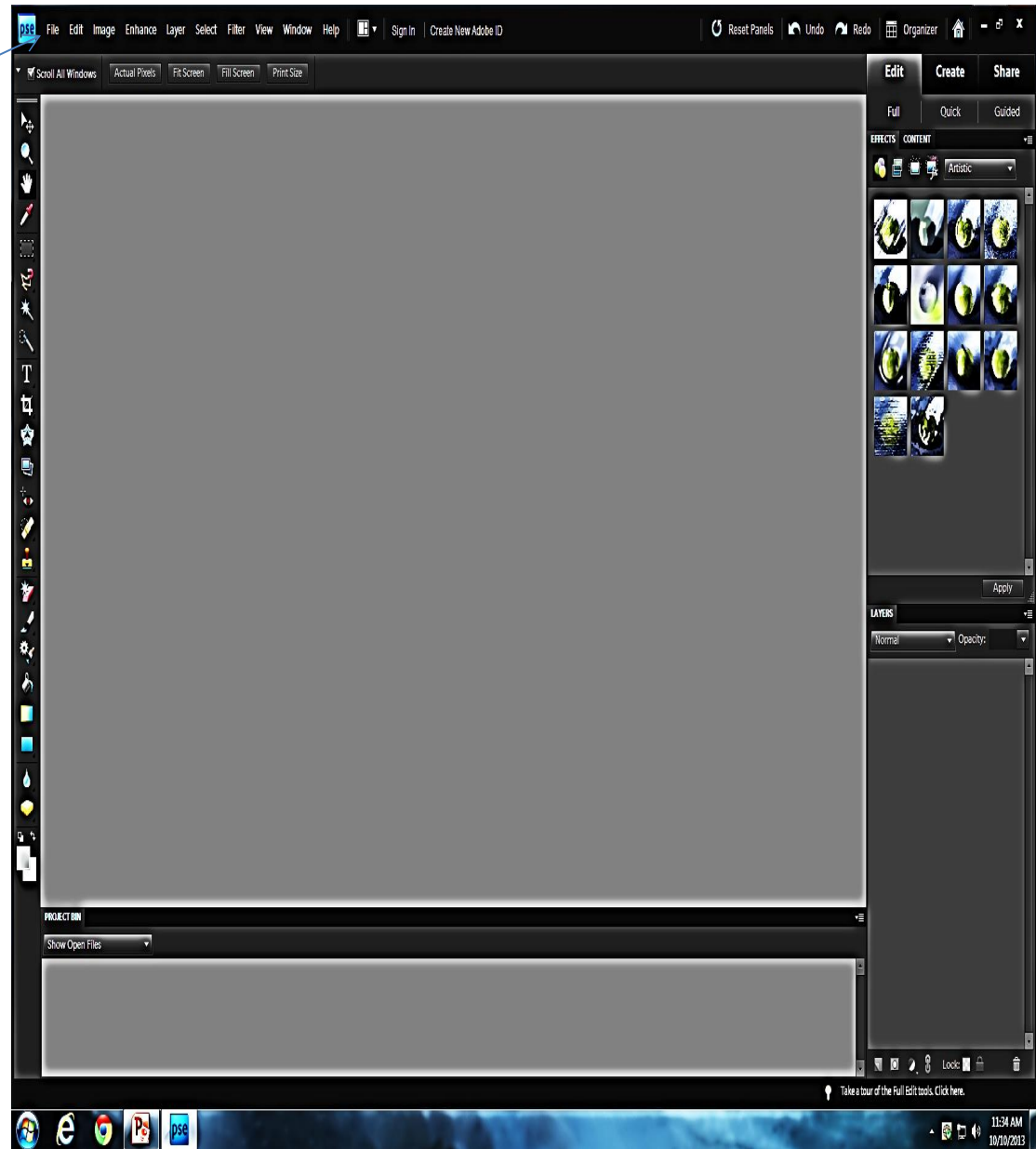
Bill Munch

There will be two additional lectures in the future on Light Room and Photoshop, so I do not want to go into how to use Photoshop. But rather the fundamentals of Adobe Photoshop Elements. With these fundamentals you will be able to use any of the Adobe post processing software.



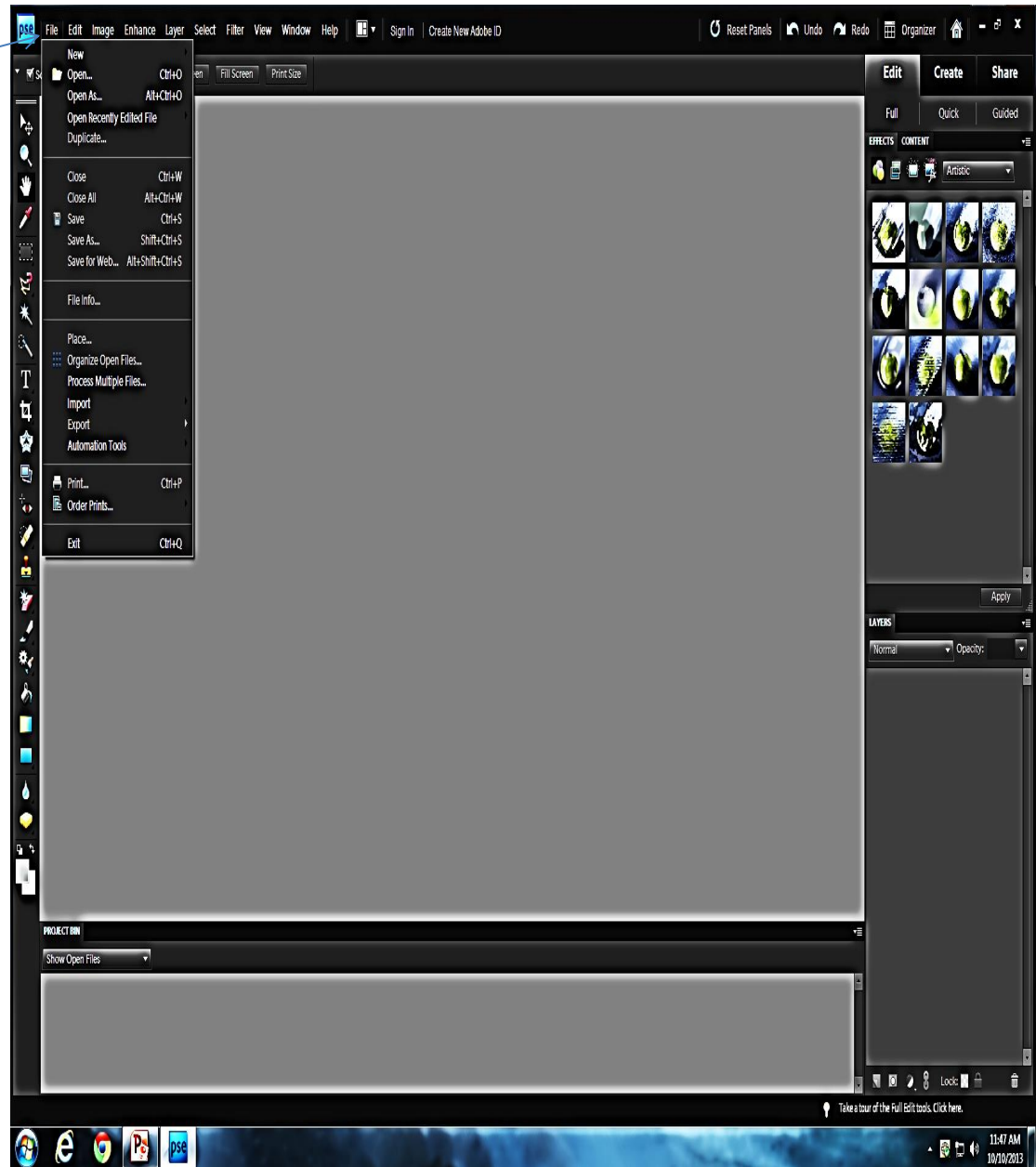
Tool Menu

The tool menu is across the top of the screen. The tool menu is just like the tool bar on any software that you might already have on your PC or Mac.



File Menu

As you can see the file menu is similar to the file tab on many software's, just tailored to Photoshop.



Edit Menu

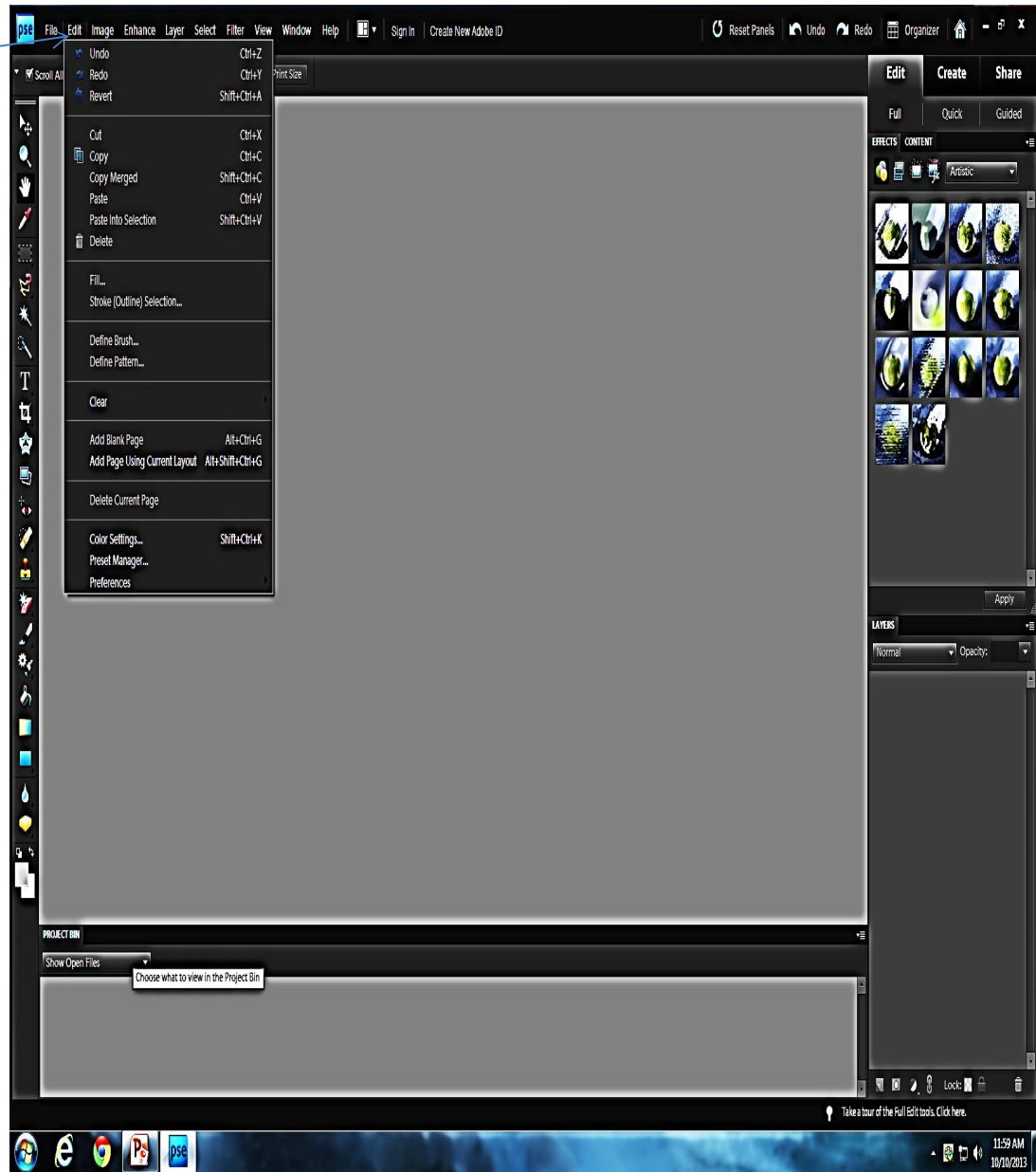
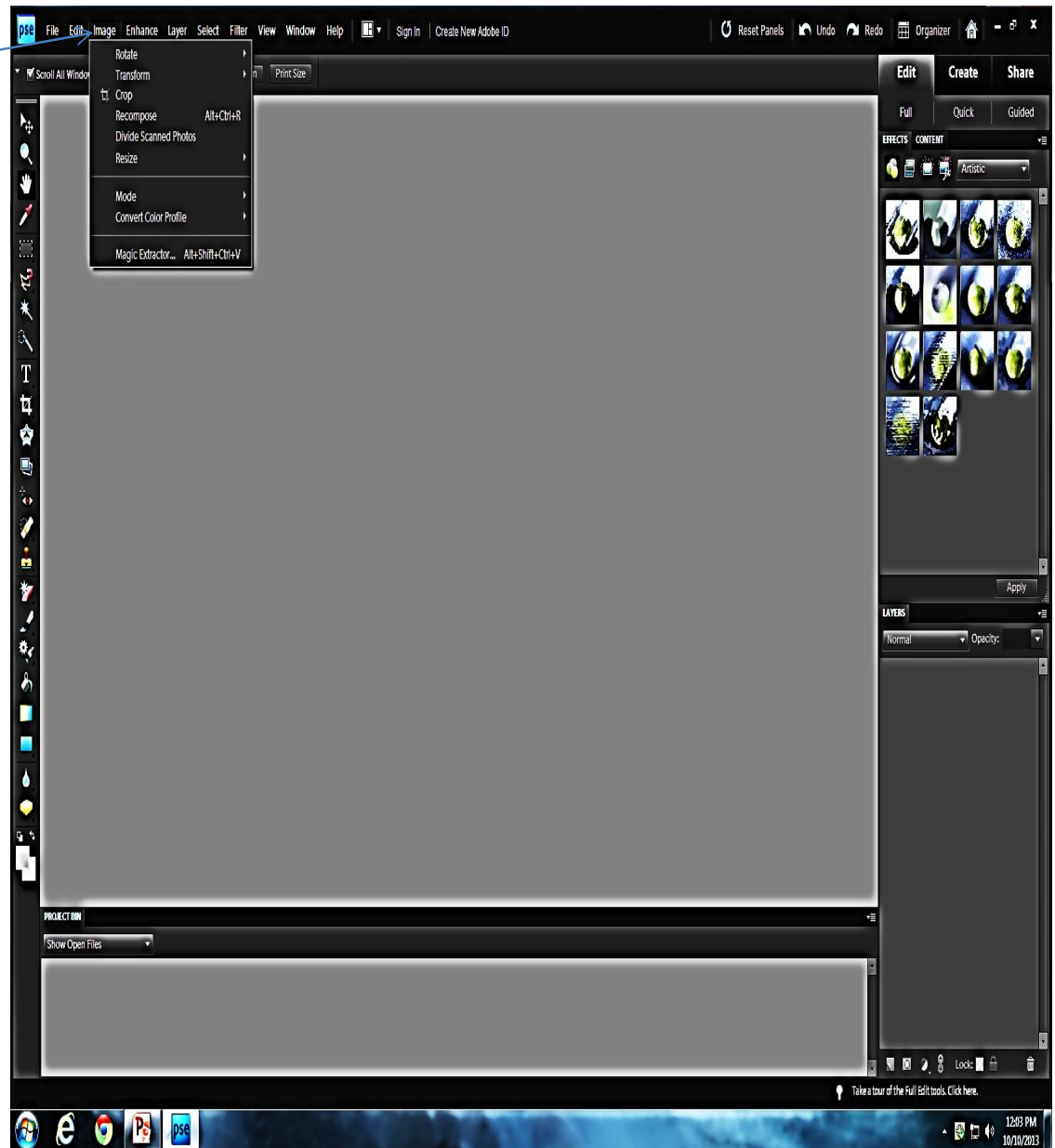


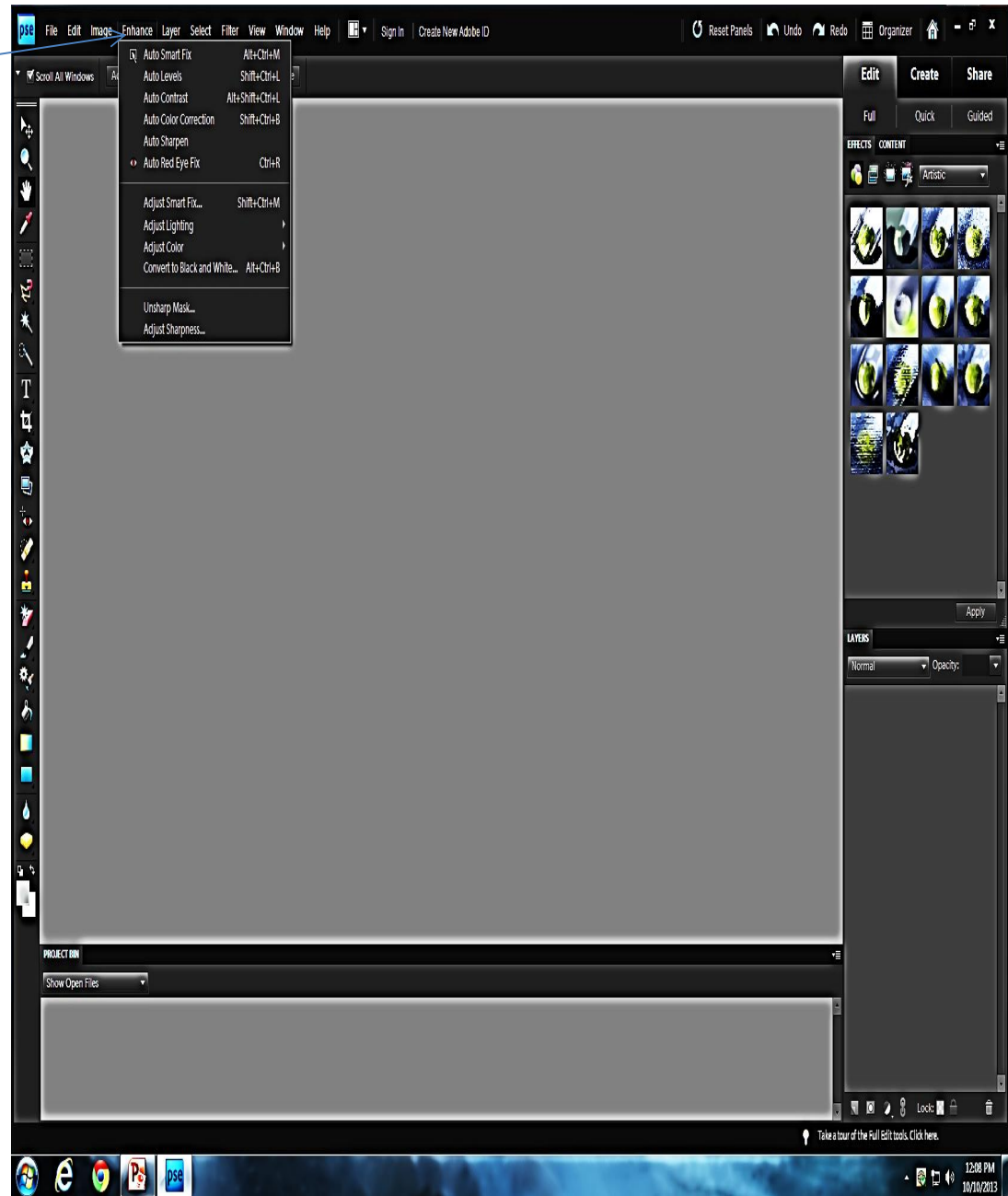
Image Menu

Here is one of the first menu you will use in your post processing



Enhance Menu

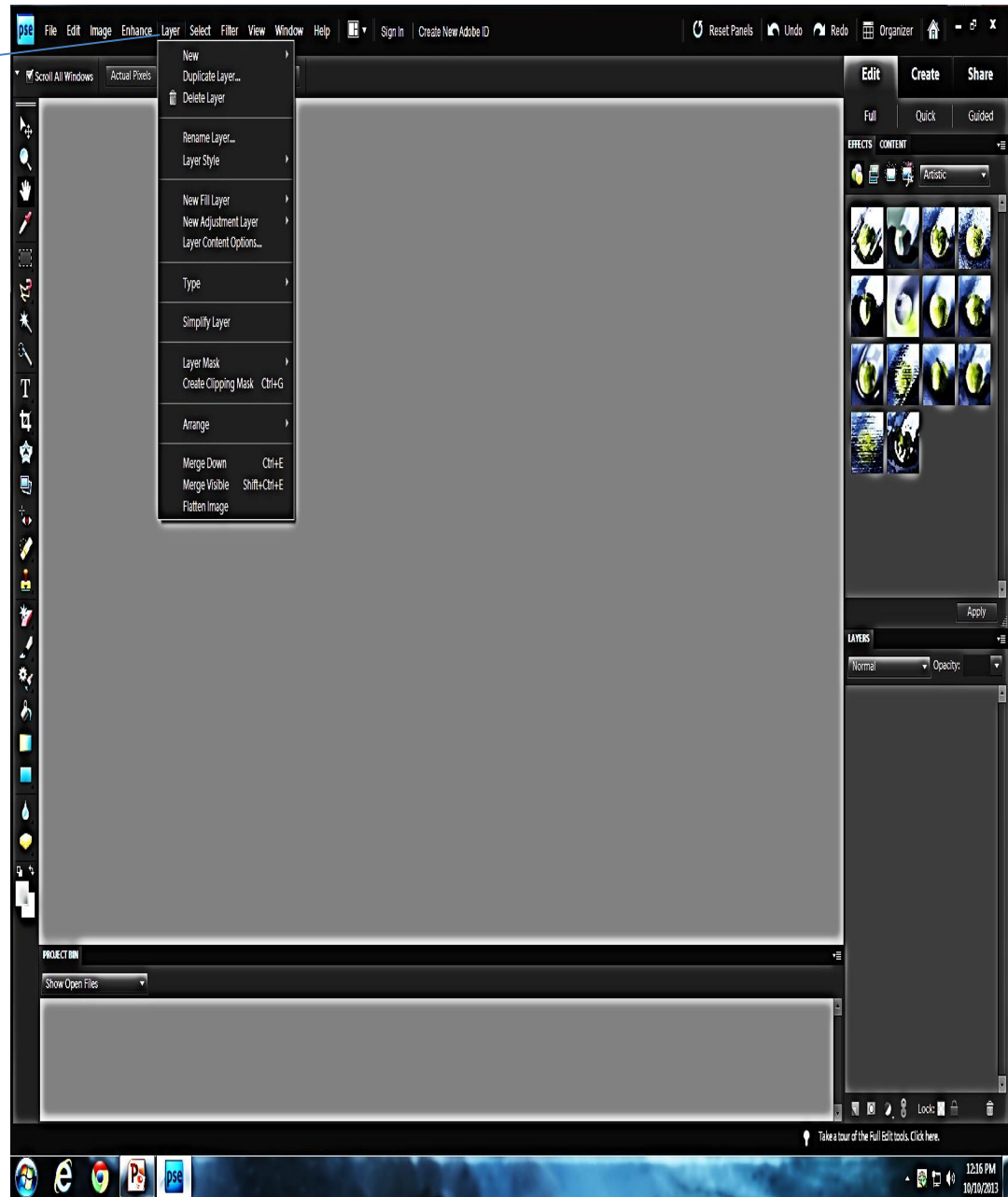
This menu allows you to manipulate your photo



Layer Menu

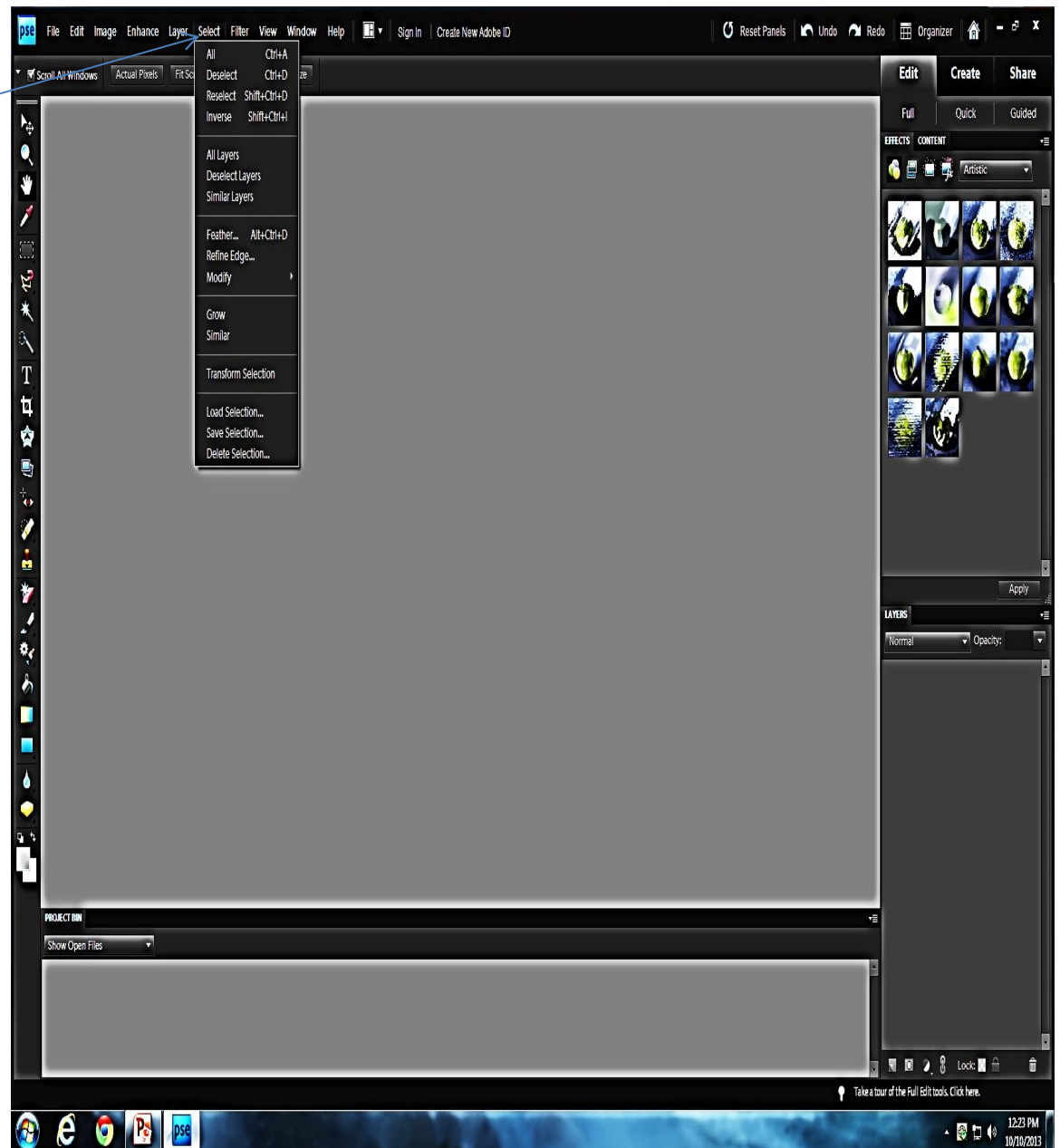
The Layer menu is the most important tab in Photoshop. By using this tab on all photo's mainly the duplicate layer, you always edit or enhance the duplicate layer or layers and not your original photo.

Photoshop layers are like sheets of stacked transparent papers. You can see through transparent areas of a layer to the layers below. You move a layer to position the content on the layer. You can also change the opacity of a layer to make content partially transparent



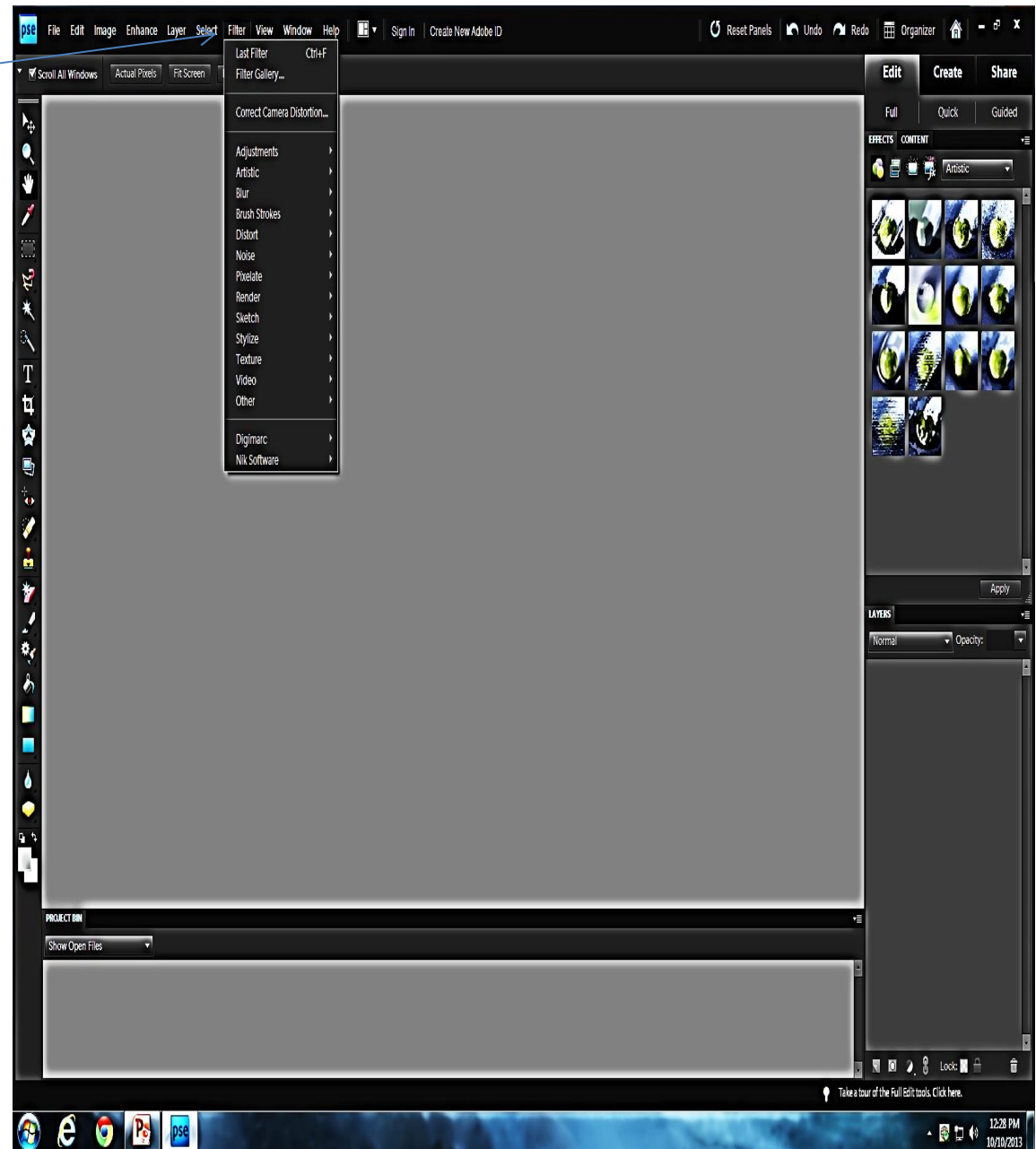
Select Menu

The select tab allows you to choose something in your photo or a layer or layers that you want to edit or enhance. The select tab also allow you to feather or refine edges



Filter Menu

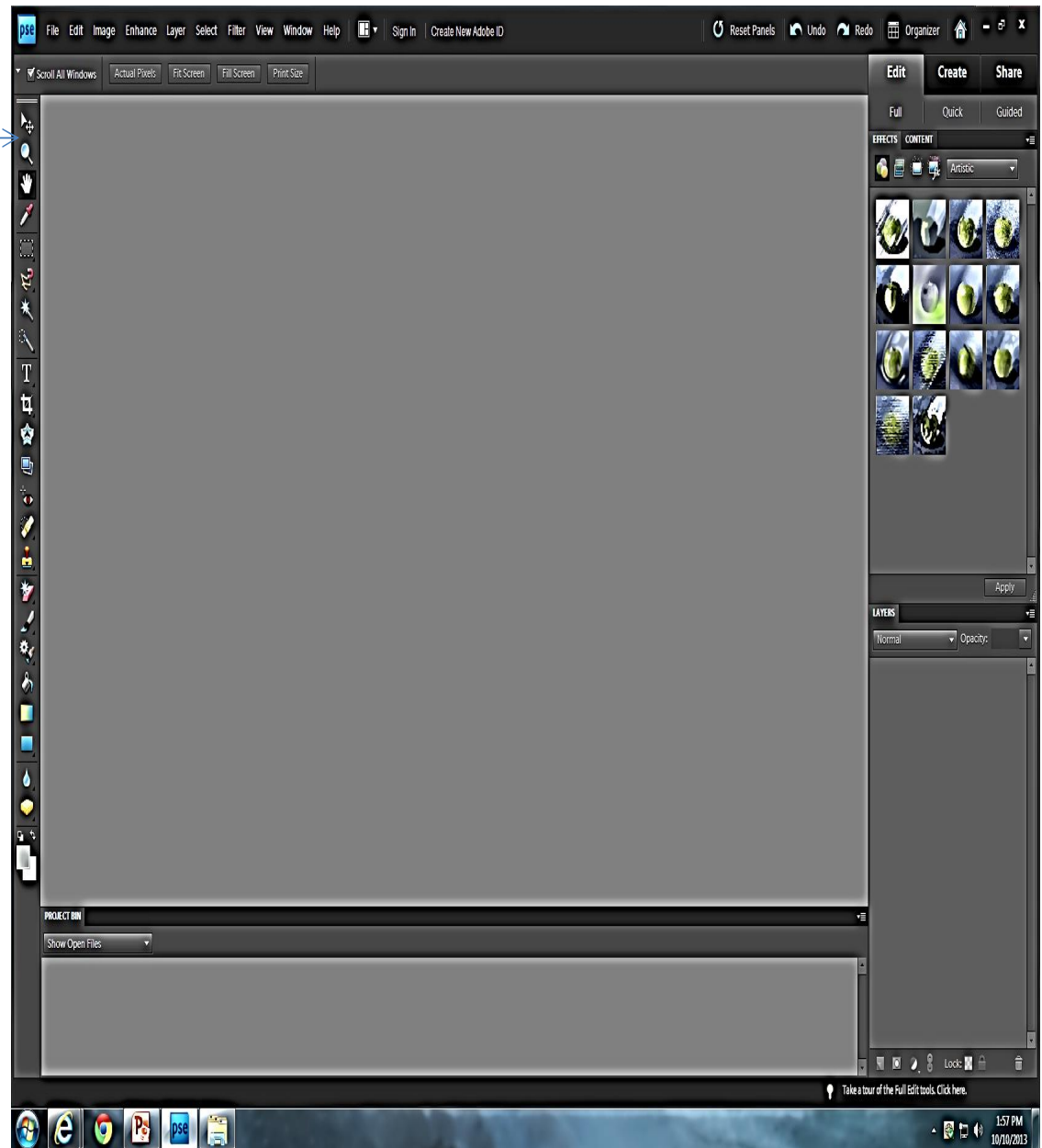
You can use filters to clean up or retouch your photos, apply special art effects that give your image the appearance of a sketch or impressionistic painting, or create unique transformations using distortions and lighting effects. The filters provided by Adobe appear in the Filter menu. Some filters provided by third-party developers are available as plug-ins. Once installed, these plug-in filters appear at the bottom of the Filter menu.



Left side of screen is the Tool Box

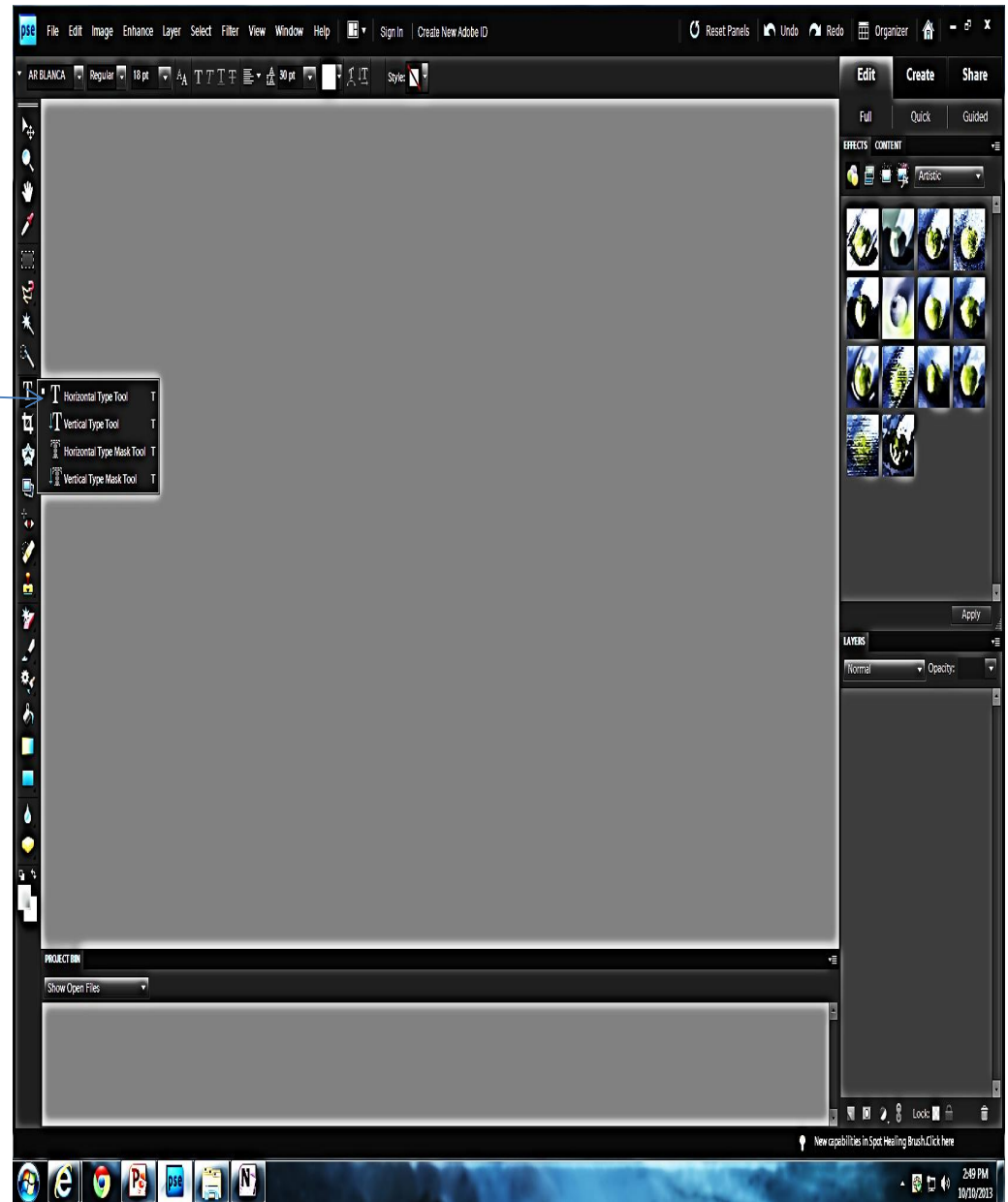
The toolbox contains the main tools for working on images. Click any tool to select and use it.

A small arrow next to a tool in the toolbox indicates that the tool also has additional options available. In Photoshop, click and hold your mouse on a tool to see its options.



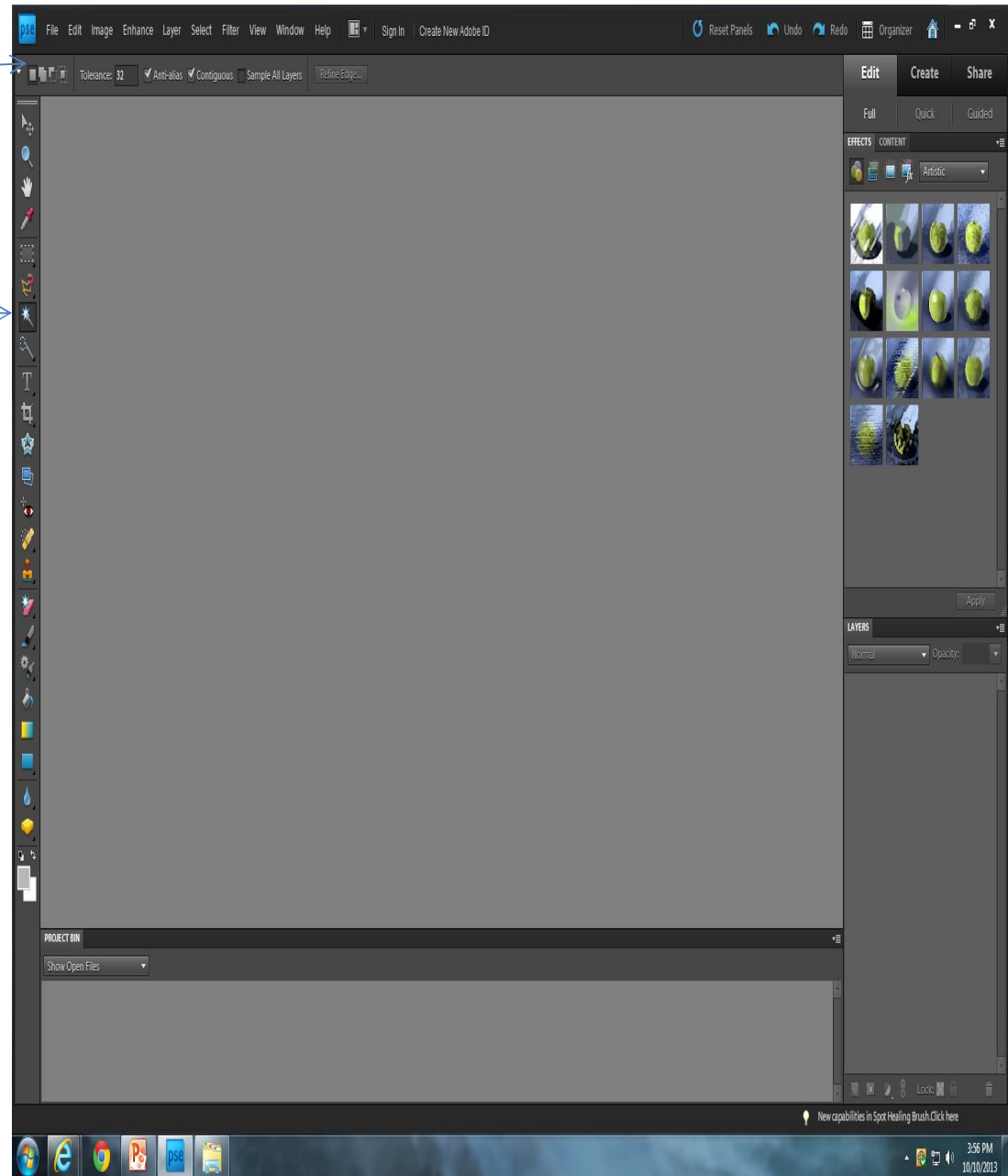
A small arrow next to a tool in the toolbox indicates that the tool also has additional options available. In Photoshop, click and hold your mouse on a tool to see its options.

This is just one sample of what the drop down boxes looks like

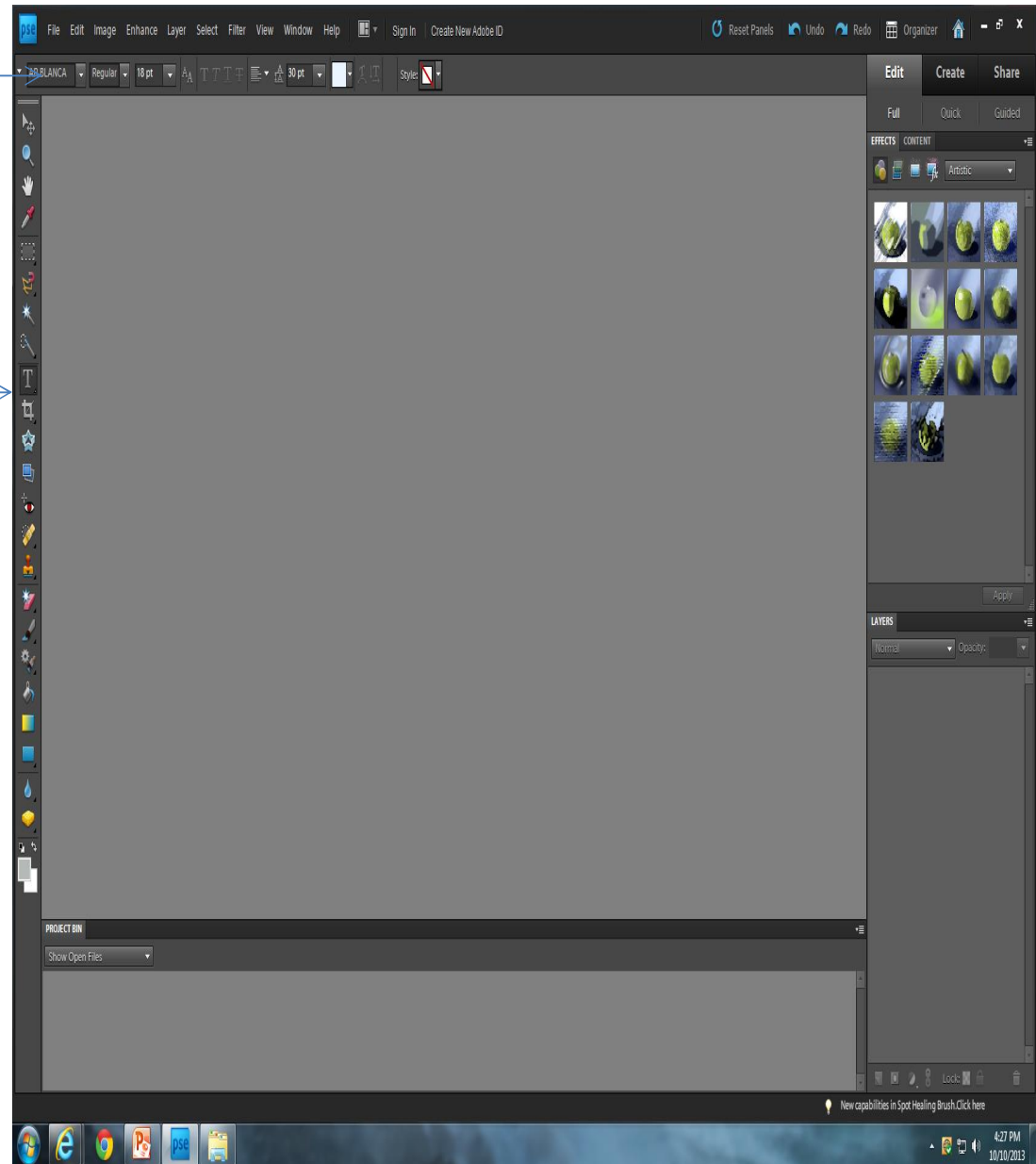


Option Bar

Option bar is totally context sensitive. Here I have the magic wand tool selected, and above in the option bar is listed your option for the magic wand.

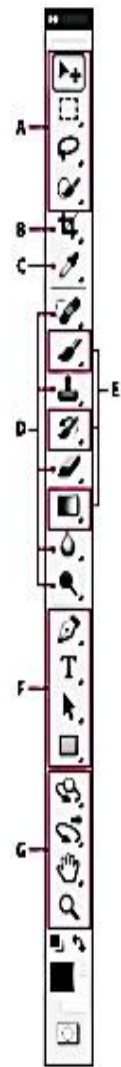


Here I have selected the text tool and as you can see the option for the text tool are listed



Tool Box Over View

This over view breaks down what each tool box icon is used for.



Selection tools

- **Move (V)***
- **Rectangular Marquee (M)**
- Elliptical Marquee (M)
- ⋮ Single Column Marquee
- Single Row Marquee
- **Lasso (L)**
- ⋮ Polygonal Lasso (L)
- ⋮ Magnetic Lasso (L)
- **Quick Selection (W)**
- ⋮ Magic Wand (W)

Crop and slice tools

- **Crop (C)**
- ⋮ Slice (C)
- ⋮ Slice Select (C)

Measuring tools

- **Eyedropper (I)**
- ⋮ Color Sampler (I)
- ▭ Ruler (I)
- 📄 Note (I)
- 123 Count (I)†

Retouching tools

- **Spot Healing Brush (J)**
- ⋮ Healing Brush (J)
- ⋮ Patch (J)
- ⋮ Red Eye (J)
- **Clone Stamp (S)**
- ⋮ Pattern Stamp (S)

- **Eraser (E)**
- ⋮ Background Eraser (E)
- ⋮ Magic Eraser (E)
- **Blur**
- ⋮ Sharpen
- ⋮ Smudge
- **Dodge (O)**
- ⋮ Burn (O)
- ⋮ Sponge (O)

Painting tools

- **Brush (B)**
- ⋮ Pencil (B)
- ⋮ Color Replacement (B)
- ⋮ Mixer Brush (B)
- **History Brush (Y)**
- ⋮ Art History Brush (Y)
- **Gradient (G)**
- ⋮ Paint Bucket (G)

Drawing and type tools

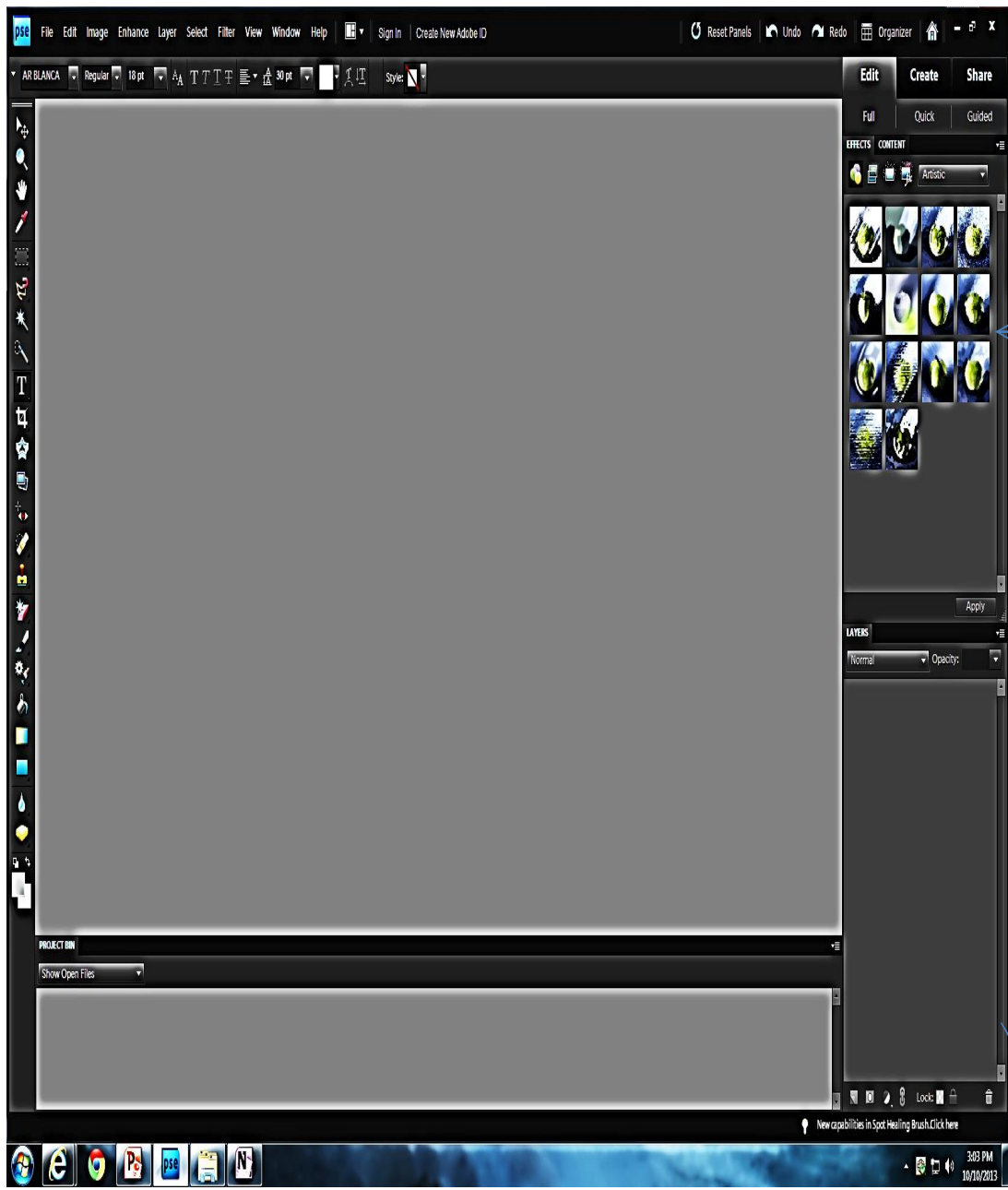
- **Pen (P)**
- ⋮ Freeform Pen (P)
- ⋮ Add Anchor Point
- ⋮ Delete Anchor Point
- ⋮ Convert Point
- **Horizontal Type (T)**
- ⋮ Vertical Type (T)
- ⋮ Horizontal Type Mask (T)
- ⋮ Vertical Type Mask (T)

- **Path Selection (A)**
- ⋮ Direct Selection (A)
- **Rectangle (U)**
- ⋮ Rounded Rectangle (U)
- ⋮ Ellipse (U)
- ⋮ Polygon (U)
- ⋮ Line (U)
- ⋮ Custom Shape (U)

Navigation & 3D tools

- **3D Object Rotate (K)†**
- ⋮ 3D Object Roll (K)†
- ⋮ 3D Object Pan (K)†
- ⋮ 3D Object Slide (K)†
- ⋮ 3D Object Scale (K)†
- **3D Rotate Camera (N)†**
- ⋮ 3D Roll Camera (N)†
- ⋮ 3D Pan Camera (N)†
- ⋮ 3D Walk Camera (N)†
- ⋮ 3D Zoom Camera (N)†
- **Hand (H)**
- ⋮ Rotate View (R)
- **Zoom (Z)**

■ Indicates default tool * Keyboard shortcuts appear in parenthesis † Extended only



Right side of the screen are Pallets or Panels

The End

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