

IDEAS Training Module: Photoshop Level 1 Class Topics

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Introduction to Photoshop

- Vector vs. Pixel images
- Using Adobe Bridge

The Work Area

- Overview
 - Document Window
 - Toolbar
 - Finding Hidden Tools
 - Option bar
 - Palettes
 - Menus
- Opening & Saving files
- Working with palettes
- Using online Help
- Using Rulers
 - Guides
- Grid

Document Dimensions

- New Documents
 - Resolution vs. File Size
- Canvas Size
 - Enlarging Canvas size
 - Rotating Canvas
- Crop Tool
 - Shielding Cropped Area
 - Crop & Straighten

Views & Navigation

- Views
 - Fit on Screen
 - Actual Pixels
 - Print Size
- View Zoom
 - Menu
 - Zoom tool
 - Keyboard shortcuts
- Moving Around
 - Hand tool
 - Navigator palette
 - Keyboard shortcut
- New View(s)

Undo & History Palette

- Undo Redo/Revert
- History Palette
 - Stepping Back in "Time"
- History Palette Features

Setting Preferences

- Resetting Prefs
- Setting Prefs
 - General Preferences
 - Saving Files Preferences
 - Display and Cursor Preferences
 - Transparency and Gamut Preferences
 - Units and Rulers Preferences
 - Guides and Grid Preferences
 - Plugins and Scratch Disks
 - Image Cache Preferences
- Assigning RAM to Photoshop

Color

- Color Modes & Uses
 - RGB Mode
 - CMYK Mode
 - Grey Scale Mode
 - Bitmap Mode
- Selecting Colors
 - Eyedropper tool
 - Foreground/Background colors
 - Color palette
 - Swatch palette

Layers

- Organizing artwork on layers
 - Creating and viewing layers
 - Selecting and removing artwork on a layer
 - Rearranging layers
 - Changing the opacity of a layer
 - Linking layers
- Adding a gradient mask to a layer
- Adding a layer effect/style
- Flattening layers and saving files

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Painting/Editing

Painting Tools

- Brush Tool
- Eraser Tool
- Clone Tool
- Pencil Tool
- Line Tool

Filling with Color

- With Paint Bucket tool
- With Fill menu

Painting & Editing images

- Selecting a Paint or Editing Brush
 - Hard-Edge vs. Soft Edge
- Adjusting Opacity
- Painting within a selection
- Erasing Tools

Airbrushing and smudging

Gradients

- Using Pre-defined gradients
- Editing Gradients

Masks, Selections, and Channels

Defining masks, selections, and alpha channels

Quick Mask

- Creating a quick mask
- Editing a quick mask
- Editing a mask

Selections

- Making a mask as a selection
- Using the Selection tools
 - Rectangular marquee tool
 - Elliptical marquee tool
 - The Lasso tools
 - The Magic Wand
- Moving a selection
- Adding and subtracting selections
 - Via Option Bar
 - Via Keyboard shortcuts

Editing Selections

- Moving a Selection
 - Selection only
 - Image Selection
- Transforming a selection
- Modifying Selections
- Inversing Selections
- Saving a Selection
- Loading a Selection

Cropping

- Image>Crop
- Crop Tool
- Rotation during crop

Type

- Type Tools
 - Normal Type
 - Type Mask
- Setting Type
 - Font, Style, Size, Alignment
 - Color
 - Warped Text Effects
 - Anti-Alias Settings
- Using Palettes

Color Adjustment

Easy Methods

- Variations
- Auto Levels
- Auto Contrast
- Auto Color
- Red Eye Tool

Levels

Filters

- Sharpen
- Blur
- Filter Gallery, including:
 - Artistic
 - Sketch
 - Stylize
 - Texture

Printing Files

- Print With Preview
- Scaling to fit
- More Options
- Output options

Saving files

- Layered Formats
 - Photoshop
 - TIFF with layers
 - PDF
- Flat Format
 - TIFF
 - JPEG
 - PNG-24