



Setting Up Preferences

To open a preferences dialog box:

1 Choose the desired preference set from the Edit > Preferences submenu.

2 To switch to a different preference set, do one of the following:

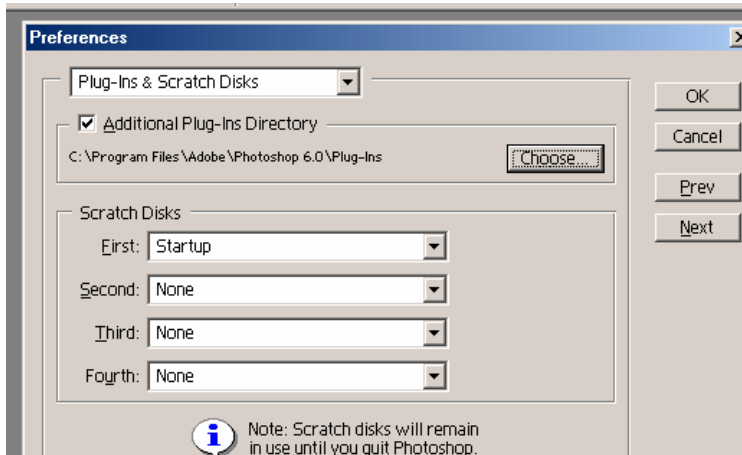
- Choose the preference set from the menu at the top of the dialog box.
- Click Next to display the next preference set in the menu list; click Prev to display the previous preference set.

For information on a specific preference option, see the Index.

To restore all preferences to their default settings:

In Windows, press and hold Alt+Control+Shift immediately after launching Photoshop or ImageReady. Click Yes to (Photoshop) delete the Adobe Photoshop settings file or (ImageReady) erase all ImageReady preferences.

Note:



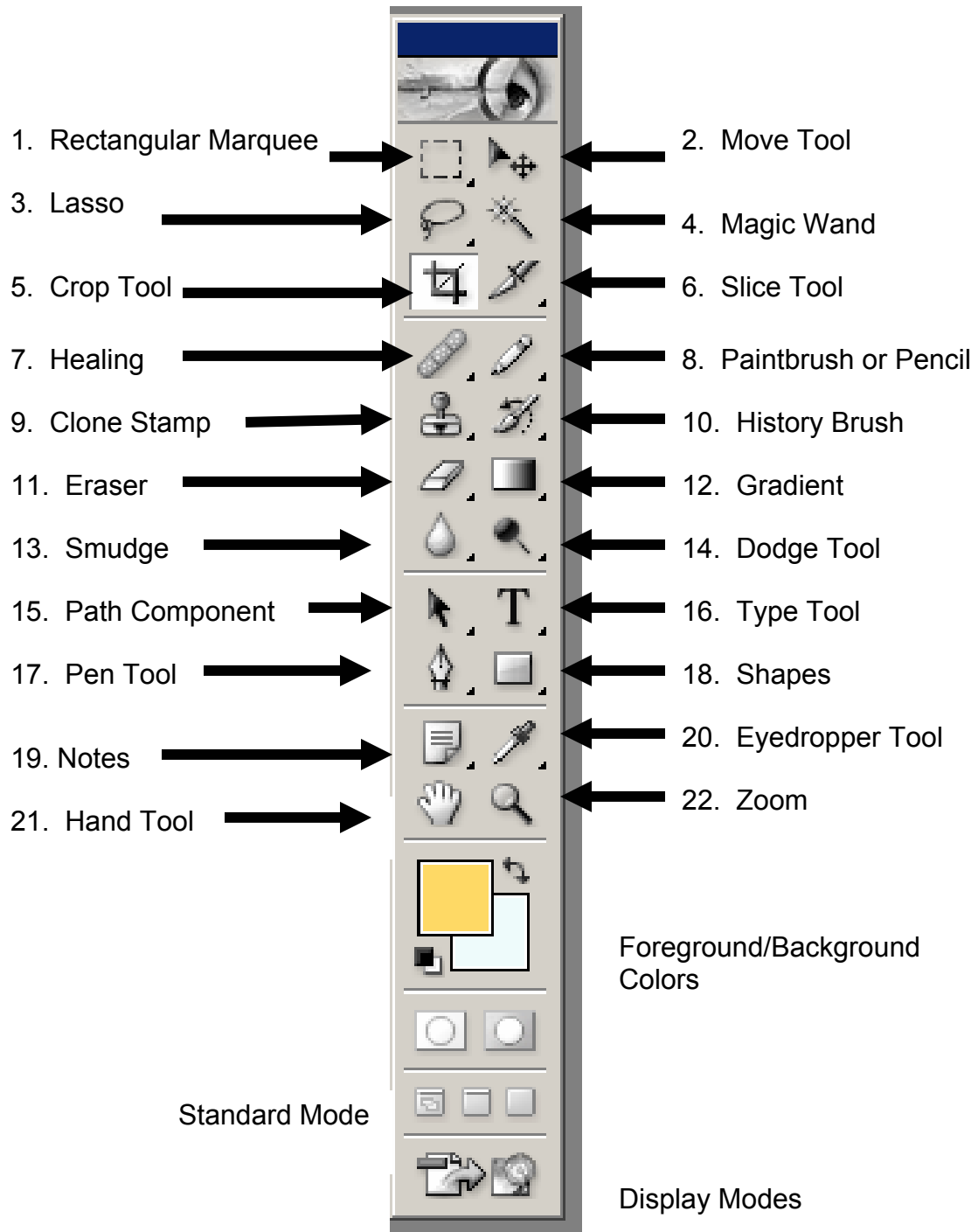
The amount of RAM available should be triple the size of the image file you are working with.

Using Help

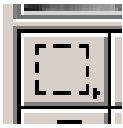
The Help Contents include: Getting Images into Photoshop and ImageReady, Working with Color, Transforming and Retouching, Drawing and Editing, Painting, Using Channels and Masks, Using Layers, Applying Filters for Special Effects, Using Type, Designing Web Pages, Creating Animations (ImageReady), Optimizing Images for the Web, Saving and Exporting Images, Printing (Photoshop), Automating Tasks, and Windows Shortcuts.

These contents can be accessed by clicking the word Help in the top menu line. The Help menu also provides access to the Adobe Online resources if your computer is connected to the Internet.

The Tools

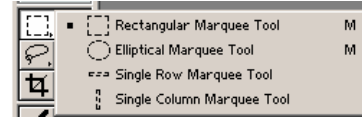


Jump to Image Ready, Photoshop's companion program



1. Rectangular Marquee

selects a rectangular portion of the image to move or modify. To view other types of selection shapes, right-click the down arrow in the lower right corner of each tool.



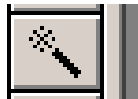
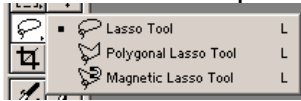
2. Move Tool

moves the images elements.



3. Lasso Tool

draw around a particular area of an object. (right-click to view other selection options).



4. Magic Wand

selects a specific color.



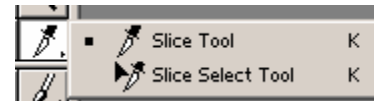
5. Crop Tool

cuts around a specific area of the image.

6. Healing Brush Tool



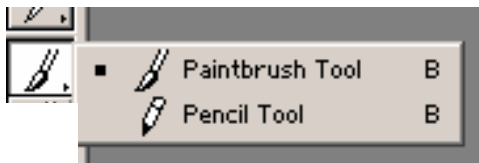
7. Slice Tool cuts the image into sections for web bitmap graphics (right-click to view other slice options).



8. Airbrush creates airbrush effect on image.

9. Paintbrush or Pencil

paints or draw on image.



10. Clone Stamp or Pattern Stamp copies a selected portion of the image and recreate it on another portion of the image or on another

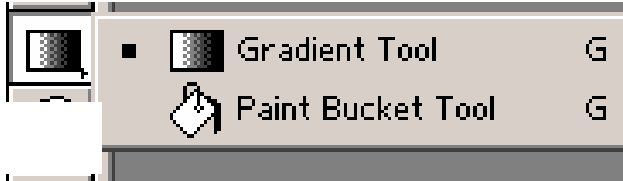
image.



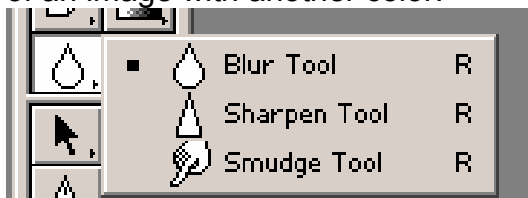
11. History Brush copies a portion of an image onto a missing portion of an image.



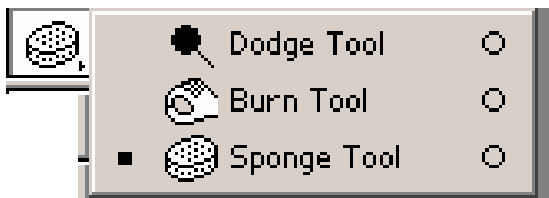
12. Eraser removes part of the image.



13. Gradient assigns a gradient to a selected area or background of an image. Paintbucket fills a selected area of an image with another color.



14. Smudge smudges, blurs, or sharpens areas of the image.



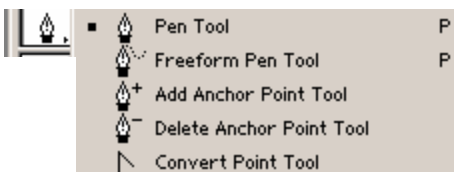
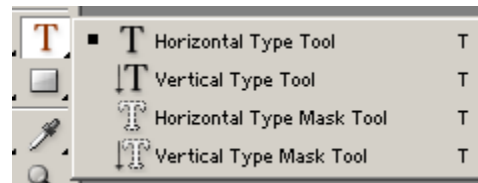
15. Dodge Tools lets you lighten image areas.



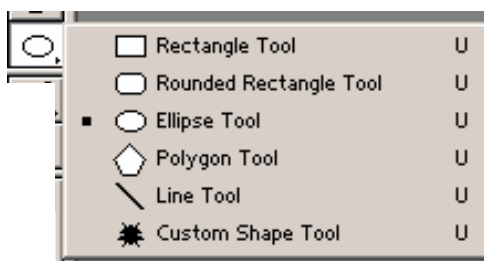
16. Component Path works with or modifies paths you create in your files.



17. Type Tool types on image.



18. Pen Tool create a path by laying down points.



19. Shapes add a variety of shapes to your image.



20. Notes make text or auditory notes.



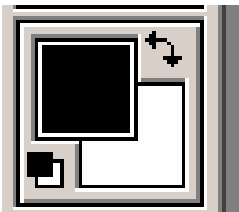
21. Eyedropper Tool selects a specific color in your image.



22. Hand Tool pans across your image.

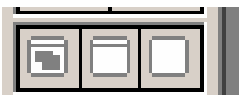
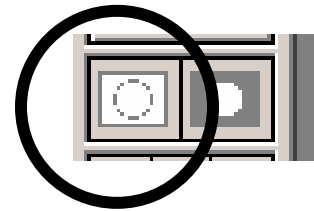


23. Zoom Tool increases or decreases your image view. Alt + Zoom increases view. Alt + Shift + Zoom decreases view.

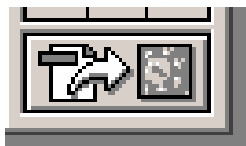


Foreground/Background Colors Opens the color picker so you can choose a color or swaps the foreground and background colors.

Standard Mode which is the most common mode for building images.

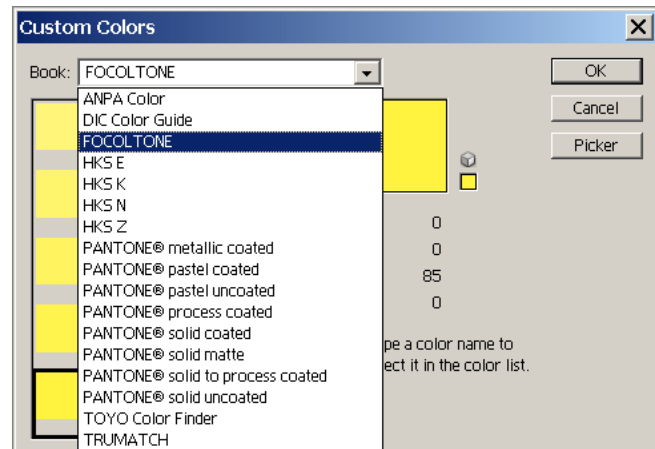


Standard Screen Mode, Full Screen Mode with Menus, Full Screen Mode changes display.



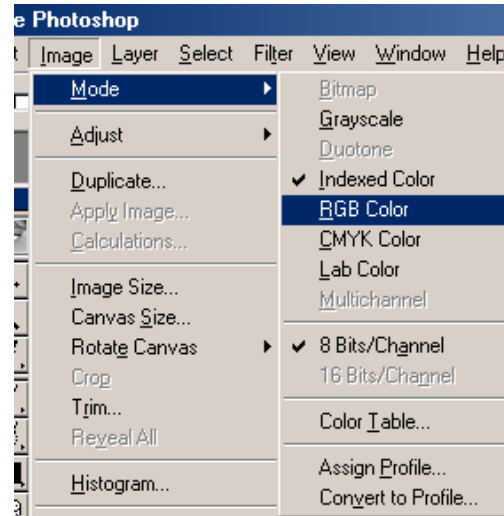
Jump to Image Ready, Photoshop's companion program

Custom Colors

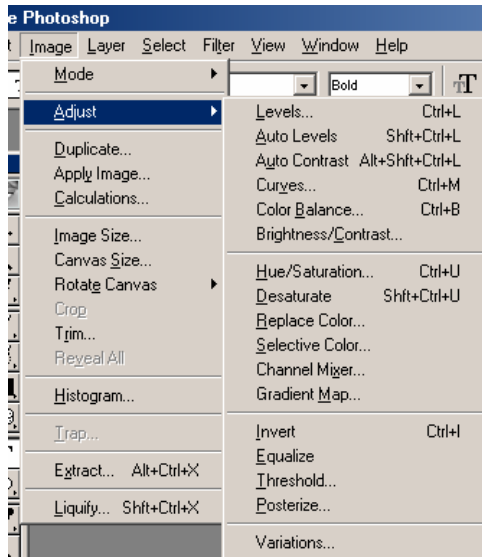


Quick Tips:

1. Always work in the RGB color mode. Here's how:
Open your image. Click Image...Mode...RGB Color



2. To unselect an area choose Ctrl + D
3. Magic Wand To select more variations of a color increase the tolerance level. To select more than one area of an image, hold the Shift key will you use the magic wand.
4. Image Size can be changed in Pixels or Inches by clicking Image...Image Size. By checking constant proportions the image size will change without distorting the image.
5. You can quickly open an image by double clicking on the work area.
6. To rotate the image click Image...Rotate Canvas
7. To select everything in an image click Select..All or press Ctrl + A.
8. Many functions in the toolbar will not perform if an area is still selected. Turn off the “running ants” by clicking Ctrl + D if a tool isn’t functioning.
9. To swap the selected area of an image choose Select...Inverse.
10. When pasting a selection into an image you can move or resize it by choosing Ctrl + T (Transfer). Or choose Edit...Free Transfer. If this option doesn’t function, click the zoom tool and try again. This function also works when moving text in an image.
11. To change the appearance of an image choose Image...Adjust and choose the desired function.
12. To save an image, click File...Save As. This will create a Photoshop file that will allow you to still make any changes you desire. To create a .jpg or .gif file click File...Save for Web. This process will give you a reading of image load times on the Internet in the lower left corner of the screen.



You can change brightness, contrast, hue, etc.

More Online Resources:

Photoshop Tips

http://www.arrach.com/ps6_tips_basics1.htm

Free Plugins

- **The Plugin Site** <http://theplugin.site.com/>
- **Adobe Downloads**
<http://www.adobe.com/support/downloads/main.html>
- **The Ultimate FREE Photoshop Plugins**
<http://www.computerarts.co.uk/downloads/2d/plugins.asp>
- **Photoshop Resources**
<http://www.opusartis.ppg.br/freewebdesign/inicial.html>
- **Resources for Photoshop**
<http://showcase.netins.net/web/wolf359/plugcust.htm>
- **Planet Photoshop**
<http://www.planetphotoshop.com/resources.html>
- **Groundlayerz.com**
<http://www.groundlayerz.com/apps/photplug.shtml>

Tutorials

- **Photoshop tutorials: learn everything about Adobe Photoshop** <http://www.photoshoproadmap.com/>
- **Photoshop Tips** <http://www.mccannas.com/pshop/photosh0.htm>
- **Photoshop Tutorials** <http://www.grafx-design.com/phototut.html>
- **PS Workshop** <http://www.grafx-design.com/phototut.html>