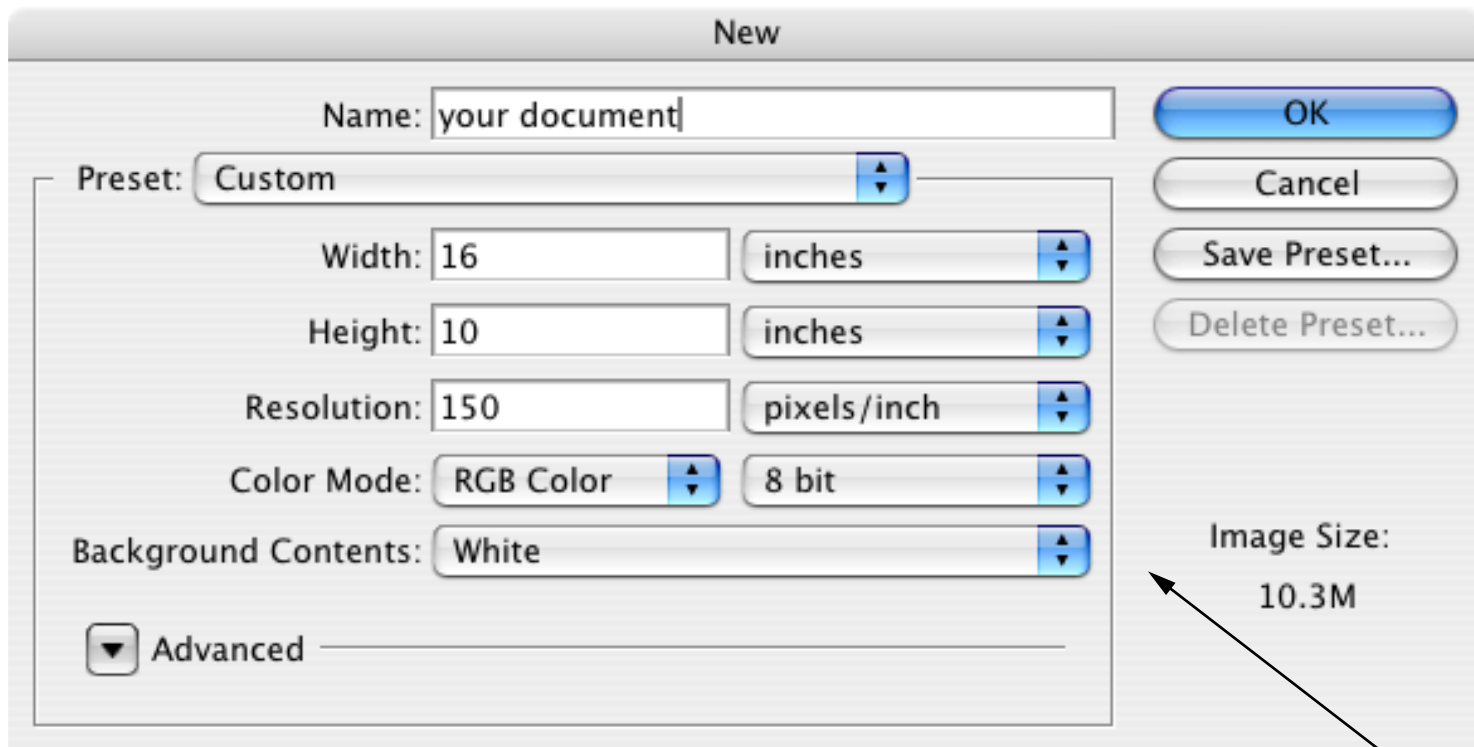


the BASICS:



in this window you can change the settings and orientation for the canvas size to work on in Photoshop.

To print:

when you're satisfied with your collage, save as a photoshop pdf don't save layer information—this just makes the file larger.

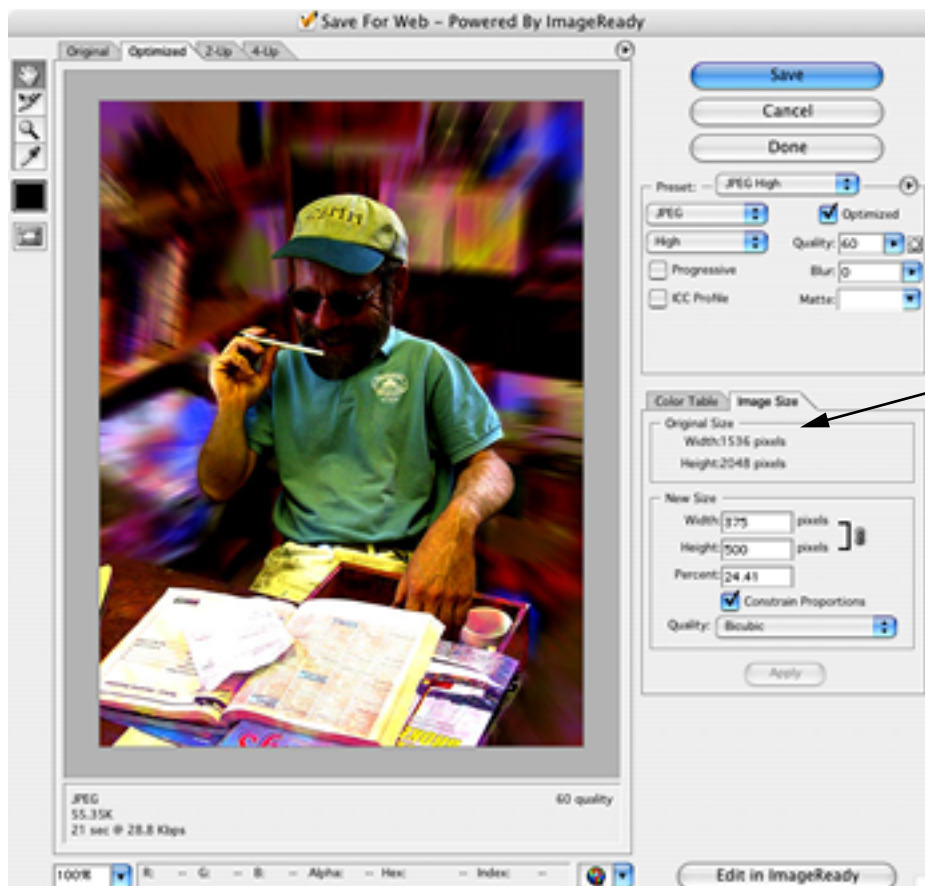
follow aaa-output's guidelines for printing.

For web:

use save for web to output jpegs for your website.

click the image size tab to shrink your image down. max width should be about 700 pixels. max height about 500.

make sure to click "apply" before saving, and make sure to save files in the proper folder (i.e., arch610>web>a2>image)



the MOVE TOOL

the move tool can be used to drag layers from one document to another, to select layers, duplicate layers, and to resize, distort, rotate, and otherwise transform the active layer.

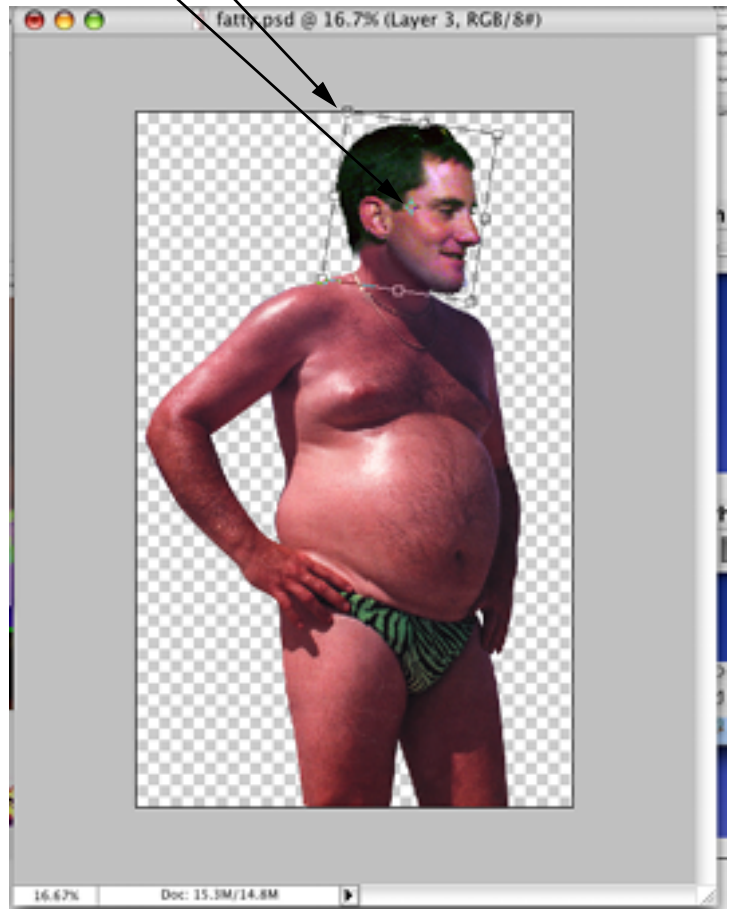
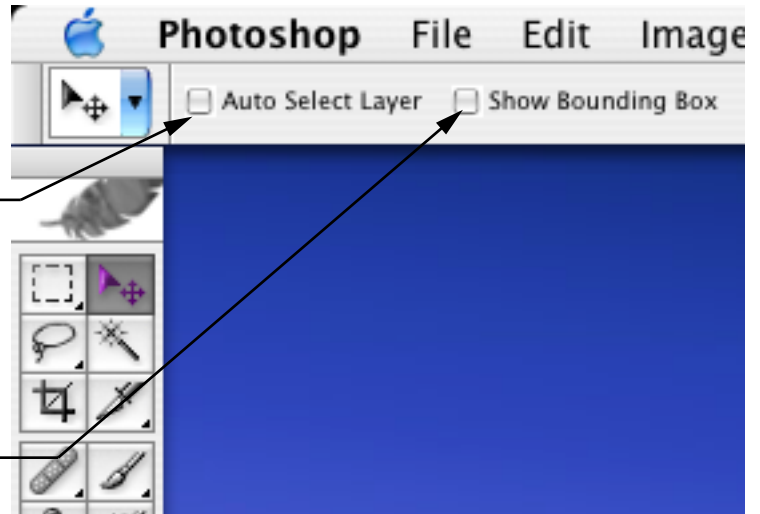
if you want to be able to select a layer by clicking on it with the move tool, check the auto select layer box, or just hold down the apple key when you click on the desired layer.

to duplicate layers, hold down option and then drag the layer to where you want the duplicate to go.

the bounding box allows you to transform the active layer. drag the handles to resize the layer. holding shift will lock the layers proportions, holding apple will allow you to distort the image by dragging the handles individually.

holding option will cause the transformation to center around the crosshairs

if, like me, you find the bounding box distracting, don't worry: you don't need it. you can also transform the active layer (or selection) by pressing apple + t



LAYERS:

these buttons prevent certain changes to the active layer

click on eye to toggle layer visibility

to clip a layer to the outlines of the layer directly underneath it, hold option and click between the layers

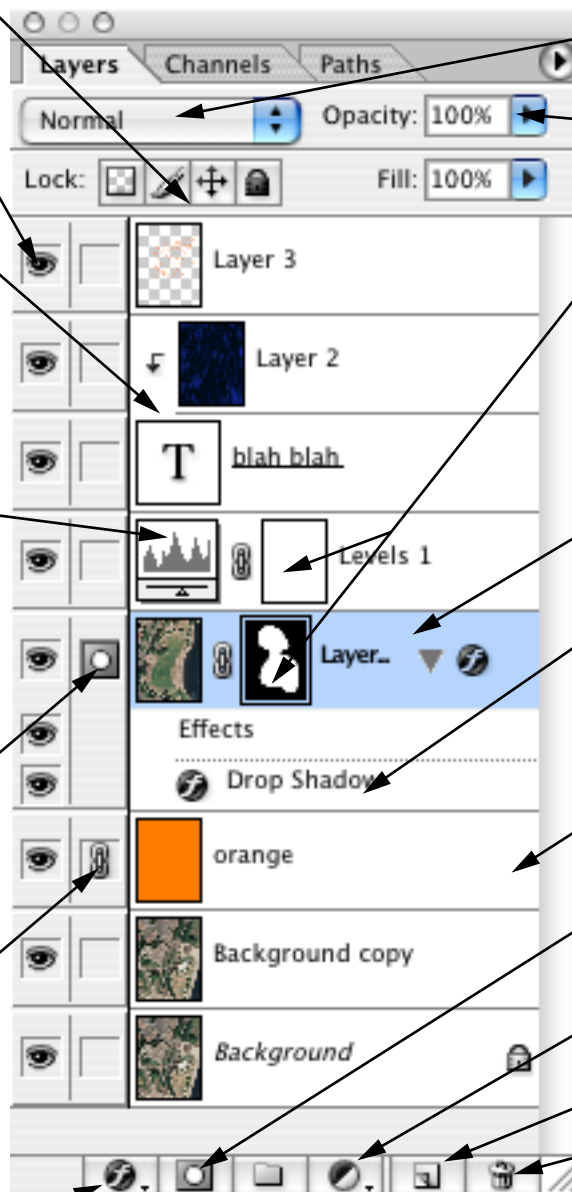
adjustment layer affects brightness, contrast, and other aspects of all layers below it in stack.

double click to change parameters.

circle icon indicates that clipping mask is active. a brush would indicate that layer image was active.

chain indicates that layer is linked to the active layer for purposes of moving and transformation. click to toggle.

pull down menu for different layer effects



changes how active layer interacts with layers below it

adjusts transparency of active layer

image mask defines visibility of layer:
white = 100% visible
black = 100% invisible
grey = somewhere in between

click image mask to edit (use paintbrush, eraser, filters, etc.)

blue highlight indicates layer is active

list of effects applied to layer. visibility can be toggled by clicking the eye. parameters of effect can be adjusted by double clicking on effect name

drag layers up or down to change stacking order

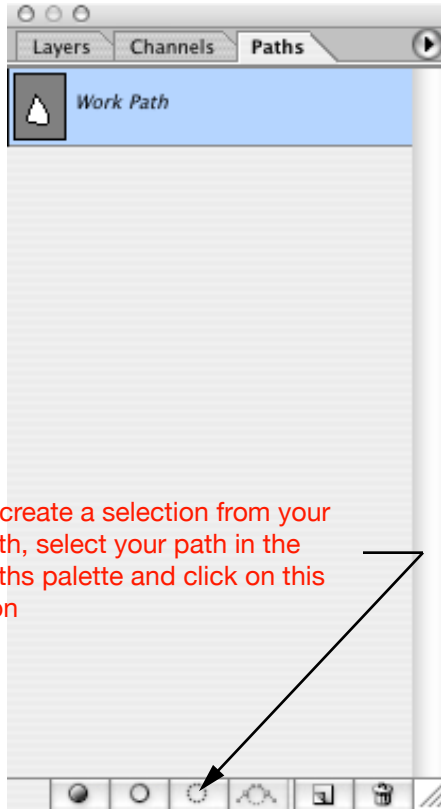
click to create image mask from current selection

click to create new adjustment layer (see note above left)

drag layers here to duplicate them

drag layers here to delete them

SELECTION and REMOVING BACKGROUNDS:



to create a selection from your path, select your path in the paths palette and click on this icon

use the pen tool to create precise, smooth selections. click to make a corner point, click and drag to make a smooth curve

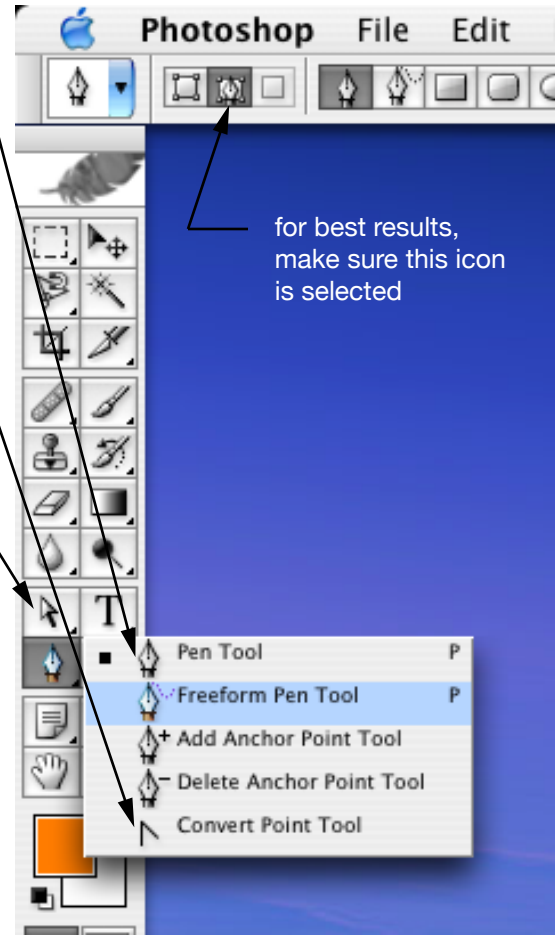
while using the pen tool, use these keys to access different tool modes:

option: convert point tool (changes points between hard corners and smooth curves)

apple: white arrow tool (lets you move existing points)

to delete an existing point place the pen tool over the point and click

to add a new point, place the pen over the section of curve to which you want to add a point and click.



for best results, make sure this icon is selected



when using any selection tool, (i.e. marquee, lasso, magic wand) hold shift to add to an existing selection and option to subtract

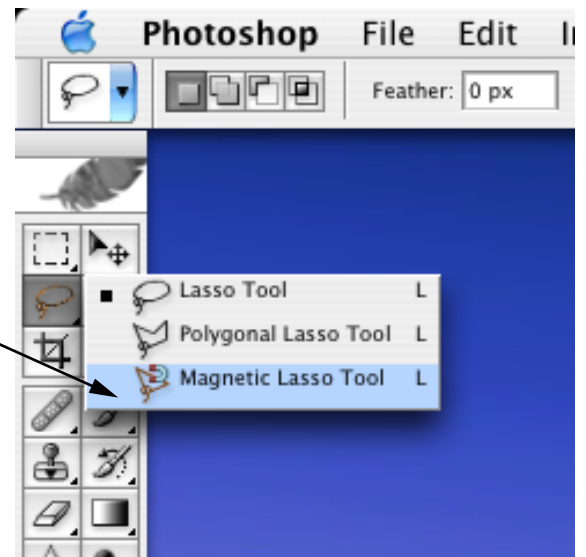
if your image has a simple background and high contrast between the background and the object you want to cut out, the following tools will cut out your objects quickly.

magic wand tool: will select an area of similar color and value around the point on the image that you click. sensitivity can be adjusted by typing a number between 0 (most sensitive) and 255 in the tolerance box at the top of the screen

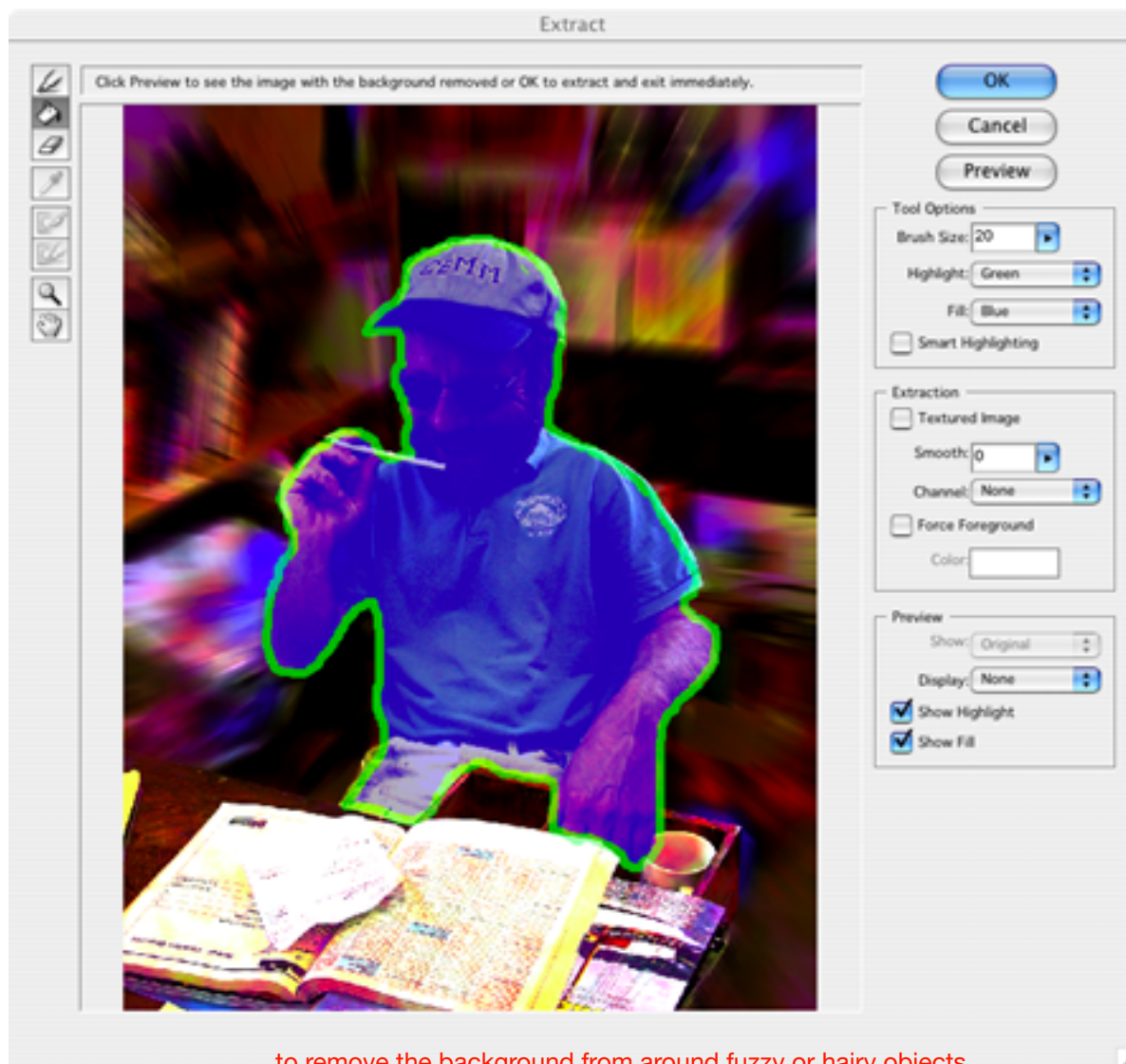
magnetic lasso: snaps the lasso line to a nearby high contrast border.

see the layers page for info on how to create a clipping mask from your selection.

to simply delete the selection, press "delete" (you may need to invert the selection to remove the background; to do this, press apple+shift+i)



REMOVING BACKGROUNDS (cont.):



to remove the background from around fuzzy or hairy objects, try using the extract tool, located at the top of the filters menu.

to extract the object, first draw an outline surrounding it using the marker tool. then use the paint bucket tool to fill in the object so photoshop knows what to keep.

press the preview button to see how it looks. if it looks good, click ok. otherwise, you can use the two buttons in the middle group of tools to try and clean things up.

other ways of selecting stuff:

in the layers palette, clicking on a layer while pressing the apple key will load that layer's transparency map as a selection.

in the channels palette, holding apple and clicking on a channel will load that channel as a selection as if it were a clipping mask: white = selected, black = deselected.

in the paths palette, holding apple and clicking on a path will create a selection based on the path outline.