



Adobe PhotoShop 7

An In-Depth Look

Adobe PhotoShop is the industry standard for professional photo editing, graphic design, and digital imaging. This handout goes over some of the standard editing features like: understanding layers, adjustment layers and some touch up and repair techniques.

Main Toolbar

You can move the toolbox by dragging its title bar. You can also show or hide the toolbox by choosing Window > Tools.

You select a tool by clicking its icon in the toolbox. Some tools in the toolbox have options that appear in the context-sensitive tool options bar. These include the tools that let you use type, select, paint, draw, sample, edit, move, annotate, and view images. Other tools in the toolbox allow you to change foreground/background colors, go to Adobe Online, work in different modes, and jump between Photoshop and ImageReady applications.

Expand some tools to show hidden tools beneath them. A small triangle at the lower right of the tool icon signals the presence of hidden tools. View information about any tool by positioning the pointer over it. The name of the tool appears in a tool tip below the pointer. Some tool tips contain links leading to additional information about the tool.

(M) Rectangular Marquee Adobe Online

..... Move (V)

(L) Lasso Magic wand (W)

(C) Crop† Slice (K)

(J) Healing brush* Brush (B)

(S) Clone stamp History brush (Y)*

(E) Eraser Gradient (G)*

(R) Blur† Dodge (O)†

(A) Path selection* Horizontal Type (T)

(P) Pen* Rectangle (U)

(N) Notes* Eyedropper (I)

(H) Hand Zoom (Z)

..... Switch colors (X)

(D) Default colors Background color

(Q) Standard mode* Quick mask mode (Q)*

(F) Standard screen mode Full screen mode (F)

(F) Full screen mode with menu bar Jump to ImageReady (Ctrl + ⇧ + M)

..... Rounded rectangular marquee§

..... Elliptical marquee

..... Single row marquee

..... Single column marquee

..... Polygonal lasso

..... Magnetic lasso*

..... Patch*

..... Pattern stamp*

..... Background eraser*

..... Magic eraser

..... Sharpen†

..... Smudge†

..... Direct selection*

..... Freeform pen*

..... Add anchor point*

..... Delete anchor point*

..... Convert point*

..... Audio annotation*

..... Rectangle image map§

..... Circle image map§

..... Polygon image map§

..... Image map select§

..... Slice select

..... Airbrush†

..... Pencil (B) (Photoshop) (N) (ImageReady)

..... Art history*

..... Radial gradient†

..... Angle gradient†

..... Reflected gradient†

..... Diamond gradient†

..... Paint bucket†

..... Bum†

..... Sponge†

..... Vertical type*

..... Horizontal type mask*

..... Vertical type mask*

..... Rounded rectangle

..... Ellipse

..... Polygon*

..... Line

..... Custom shape*

..... Color sampler*

..... Measure*

(A) Toggle image maps visibility

(Y) Preview Document Preview in default browser (Ctrl + Alt + P)

..... Jump to Photoshop (Ctrl+⇧+M)

..... Toggle slices visibility (Q)

* Not in ImageReady

† In a different location in the ImageReady toolbox

‡ Tools appear in Options bar only

§ ImageReady only

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Cropping

Cropping can improve the look of your image by eliminating empty/white space which will help keep your file sizes smaller also. Use the Marquee tool instead of the crop tool for more control.



- ◆ Using the **Marquee** tool, click drag the area you want to keep
- ◆ Using the top menu, select **Image > Crop**
- ◆ If you don't like the effect, use **Ctrl + Z** to undo.

Understanding Layers

A layer is simply one image stacked on top of another. Imagine a piece of red paper, then place a blue circle on top and finally a green triangle. This is three layers: a red background and two layers - one blue circle and one green triangle. Now you can make changes to the individual layers without effecting the others. But remember, having several layers will increase the size of the file if you do not flatten all the layers once you are done editing.



When you first open or create an image, you will be working on the "background" layer. You can't use every effect Photoshop on a background layer, so you may want to duplicate this layer or add additional layers. Then when you are finished with the image, you can "flatten" the layers into one layered image.

Also when working with layers, you want to save the file as a PSD as this will keep all layers as individual layers which you can keep editing.

To view your layers, select >Window > Layers. The layer that is selected under the "Layers" tab will be the one that the changes you make will effect. Click any other to make changes to that layer.

Adjusting Levels Using a Levels Layer

By adjusting your levels, you will improve the tonal quality of your original image. However, always use an adjustment layer to do this, so you will not change the original.



- ◆ Make sure the layers window is open: window > layers
- ◆ Click the New Layer Adjustment button
- ◆ From the drop down menu, select > Levels
- ◆ Be sure the Preview box has been checked
- ◆ Use the point sliders to make any changes



Before



After

Adjusting Curves Using a Curves Layer

The next step to improve your image, is a Curve Adjustment Layer to change the brightness & contrast. This too will add an additional layer so the original can be unchanged.

- ◆ Make sure the layers window is open: window > layers.
- ◆ Click the New Layer Adjustment button
- ◆ From the drop down menu, select > Curves
- ◆ Be sure the Preview box has been checked
- ◆ The Curves window opens



The most common correction is an "S" curve. By clicking



onto the diagonal line in three places you can adjust the dark, light and midtone areas.

Click on the diagonal line at the center. This will place a grab point. Next click the lower left and then the upper right.

Grab the lower left point and drag it down and to the right. View the preview to see the effect.

Next, grab the upper right point and drag left and up a little

You can play with this feature to get some really strange effects.



Clone Stamp Tool

The clone stamp tool takes a sample of an image, which you can then apply over another image or part of the same image. Each stroke of the tool paints on more

of the sample. This tool is great for removing tears, scratches and other imperfections in a photograph.

- ◆ Select the Clone Stamp Tool
- ◆ Choose a brush and set brush options
 - ◆ Specify a blending mode, opacity and flow
 - ◆ Determine how you want to align the sampled pixels. If you select Aligned, you can release the mouse button without losing the current



sampling point. As a result, the sampled pixels are applied continuously, no matter how many times you stop and resume painting. If you deselect Aligned, the sampled pixels are applied from the initial sampling point each time you stop and resume painting.

- ◆ Select Use All Layers to sample data from all visible layers; deselect Use All Layers to sample only from the active layer.
- ◆ Set the sampling point by positioning the pointer in any open image and Alt-clicking.
- ◆ Drag in the image

Patch Tool

The patch tool lets you repair a selected area with pixels from another area or a pattern. Like the healing brush tool, the patch tool matches the texture, lighting, and shading of the sampled pixels to the source pixels. You can also use the patch tool to clone isolated areas of an image.



- ◆ Select the patch tool
- ◆ Draw around the area you wish to repair
- ◆ Once the area is selected, drag to the area you wish to take the sample from
- ◆ Work in small areas and match the areas as closely as possible to get the best results



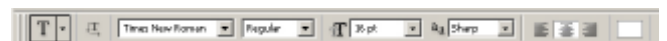
Using Text in PhotoShop

Adding text to your image will add another layer. You can make several different layers of text just like making several layers of the image and its adjustments.

- ◆ Select the Text tool from the toolbar
- ◆ click anywhere on your image. You can move your text later using the grab tool (upper right of the toolbar)
- ◆ Notice that when you selected the "T" the menu at the top changed to a text menu.
- ◆ On the text menu make your choices of font name, type, size, style, alignment and color.
- ◆ After typing your text, you must select any other tool on the toolbar to now move your text.



You can edit your text by selecting your text layer, then select the text tool and highlighting your text.



Sometimes it may be more appropriate to add text in another program where you will be using your image. For instances: if you add text to an image and then enlarge that image in PowerPoint, the text will degrade as you enlarge.



Saving as Jpeg vs. Tiff

Each of these formats has it's unique benefits and is better suited for certain people or situations. Below are some of the pros and cons of each of these formats.

JPEG - Pros

- ◆ Smaller File Siz. JPEG uses lossy compression to reduce file size making use on the Internet or creating backup CDs less hassle
- ◆ Supported by most software and photo sharing websites

JPEG - Cons

- ◆ Lossy Compression: Lossy means with data loss. JPEG compression does discard some image data based on the amount of compression used.
- ◆ High Quality but not the absolute best.

TIFF - Pros

- ◆ No Compression: TIFF files do not get compressed. 100% of the data is included.
- ◆ Absolute best quality!

TIFF - Cons

- ◆ Large File Size: TIFF files are much larger than JPEGs making them harder to upload or email.
- ◆ Not supported by most photo sharing websites but is supported by most software.

Conculsion:

- ◆ JPEG: Not as good a choice for editing: JPEG files use lossy compression. If you plan to edit a phot and then re-save it you will lose some quality each time.
- ◆ TIFF: Better if you plan to edit: Because TIFF files don't use compression they do not degrade in quality each time the photo is edited.

Links

Below are two helpful links for Adobe Photoshop. The first is for online video training. This is free to all UofA students and employees. The second is an exchange service by Adobe.

<http://uacbt.arizona.edu/>
<http://share.studio.adobe.com/>

Scanning Your Images for PowerPoint & Emailing

By using Photoshop to scan your pictures, you can make your improvements before saving to disc.

- ◆ Start PhotoShop 7
- ◆ Open the scanner's lid
- ◆ Look for an arrow that indicates what corner to place your item, place picture face down.
- ◆ In Photoshop select **File, Import** and choose the **Epson** listing
- ◆ The scanning software will start and do an intial scan or you can press **Preview**
- ◆ Using the mouse, click and drag to marquee the area you wish to scan
- ◆ Change the resolution to 100-150dpi
- ◆ Press **Scan**. You will see your image appear in the PhotoShop window
- ◆ Before Editing, **close** the scanning software



PhotoShop Classes

The Arizona Health Sciences Library offers free classes, one such class is for Scanning with PhotoShop. Learn the tips and tools for scanning and how to use graphics from the Internet for your presentations.

<http://www.ahsl.arizona.edu/services/classes/AHSL-classes.cfm>

Contact Us!

Information Services: 520-626-6125
Loan Services: 520-626-1218
Learning Resource Center: 520-626-6707

Arizona Health Sciences Library
The University of Arizona
1501 N Campbell Ave
PO Box 245079
Tucson AZ 85724-5079