

PRACTICAL PHOTOSHOP® CS4

TABLE OF CONTENTS

Overview and Tutorial Guidelines.....	1
Tutorial 1: Photoshop Basics.....	7
Tutorial 2: Files For Print & Web.....	28
Tutorial 3: Selection	38
Tutorial 4: Layers	57
Tutorial 5: Layers Case Studies	74
Tutorial 6: Painting	90
Tutorial 7: Image Management and Adobe Bridge.....	114
Tutorial 8: Design Principles	137
Tutorial 9: Simple Automations.....	145
Tutorial 10: Correcting Image Tonality.....	159
Tutorial 11: Adjusting Image Colors.....	170
Tutorial 12: Painting with Special Tools.....	188
Tutorial 13: Restoration Case Studies.....	199
Tutorial 14: Fun with Filters.....	206
Tutorial 15: Putting it All Together.....	217

Overview & Tutorial Guidelines

Tutorial Guidelines	2
Using These Tutorials with Photoshop	2
The Photoshop Application.....	2
Hardware and Software Requirements.....	3
Creative Suite Requirements.....	3
Setting up your Monitor for Photoshop.....	4
Photoshop CS4 Installation	5
A Few Tips Before You Begin	5
Activation & Deactivation	5
Checking for Free Updates.....	5
Uninstalling Photoshop CS4	6
The Photoshop Settings File.....	6
To Restore the Adobe Photoshop Settings File.....	6

Tutorial 1: Photoshop Basics

Objectives	7
The Photoshop Workspace.....	7
Guided Exercise 1.1: Navigate the Photoshop Workspace	7
Photoshop Help	14
Guided Exercise 1.2: Use Photoshop Help....	14
Panel Manipulation & Customization	15
Dock Manipulation	15
Panel Controls	16
Panel Manipulation.....	17
Document Navigation.....	17
Guided Exercise 1.3: Navigate a File with Menu Commands.....	18
Guided Exercise 1.4: Use the Zoom Tool with Options	18
Guided Exercise 1.5: Use the Navigator Panel.....	19
Navigation Shortcuts.....	20
Context Menus.....	20
Restore Tool Defaults.....	20
Zoom with Context Menu	21

Your First Photoshop Project.....	21
Guided Exercise 1.6: Begin to “Carve” a Pump- kin, Photoshop Style.....	21
The History Panel	22
Guided Exercise 1.7: Use the History Panel to Undo Image Changes	23
History panel Keyboard Shortcuts.....	24
The Layered Photoshop Document	25
Guided Exercise 1.8: Use Layers to Finish “ Carving” the Pumpkin.....	25

Tutorial 2: Files for Print and Web

Objectives	28
Resolution.....	28
Monitor Resolution.....	28
Document Resolution	28
Printer Resolution.....	29
Setting up Documents for Print	29
Printing Photoshop Documents.....	30
Printer	30
Black dots only	30
Color and/or grayscale dots	30
Ink jet Paper Quality and Image Longevity ...	31
Guided Exercise 2.1: Print Your Pumpkin.....	31
Beware of Scale to Fit Media	32
Saving a File for Fast Online Transmission.....	33
Guided Exercise 2.2: Save a Duplicate File for the Web.....	33
JPG Quality.....	36
How Big is Your File?	37

Tutorial 3: Selection

Objectives	38
Selection Principles.....	38
How Do You Select?	39
How Do You Deselect?	39
The Marquee Tools	39
Rectangular Marquee	39

Elliptical Marquee	39
Guided Exercise 3.1: Use the Marquee and Move Tools.....	40
Modifying a Selection.....	41
Tolerance	42
Anti-aliasing	42
Contiguous.....	42
Use All Layers	42
Transforming Pixels and Selections	43
Guided Exercise 3.2 : Use the Magic Wand Tool.....	43
Lasso Tools	44
(Standard) Lasso	44
Polygonal Lasso.....	44
Magnetic Lasso.....	44
Guided Exercise 3.3: Use the Lasso Tool	45
The Quick Selection Tool	46
Guided Exercise 3.4: Use The Quick Selection Tool.....	46
Refining Selection Edges.....	48
Guided Exercise 3.5: Refine the Edges of the Sunflower Selection	48
Refine Edge Suggestions.....	51
Guided Exercise 3.6: Compare the Polygonal Lasso Tool with the Quick Selection Tool.....	51
Guided Exercise 3.7: Use the Magnetic Lasso Tool.....	53
Guided Exercise 3.8: Combining Selection Tools.....	54
Refining Selections.....	54
Shrinking Selections for Cleaner Edges.....	54
Hiding Selections	55
Cross-hair Cursor	55
Partly-Guided Exercise 3.9: Finishing the Critter	55
Copying and Pasting Selections.....	56
Partly-Guided Exercise 3.10: Enhancing the Critter.....	56

Tutorial 4: Layers

Objectives	57
Layer Organization	57
The Background Layer.....	57
Pixel Layers.....	58
The Layers panel	58
Stacking Order.....	58
Layer Components.....	58
The Active Layer.....	59
Layer Visibility.....	59
Layer Groups.....	59
Layers Panel Buttons.....	59
The Layers Panel Menu.....	59
Guided Exercise 4.1: Organizing Layers.....	60
Adding, Linking, & Removing Layers & Groups.....	61
Creating New Layers.....	61
Creating a Selection from a Layer.....	61
Creating New Layers from Selections.....	61
Naming Layers.....	61
Linking Layers.....	62
Grouping Layers.....	62
Expanding and Contracting Layer Groups.....	63
Deleting Unnecessary Layers and Groups.....	63
Merging Layers	64
Guided Exercise 4.2: Layers Panel Manipulation	64
Layer Options	65
Layer Blend Modes.....	65
Opacity	66
Guided Exercise 4.3: Layer Experimentation 1	66
Shortcut to Preview Blend Modes.....	67
The Pass Through Blend Mode	68
Layer Locking.....	68
Guided Exercise 4.4: Locking Layers	68
Layer Styles	69

Layer Style.....	70
Preview.....	70
Layer Style.....	70
Preview.....	70
Expanding and Contracting the Effects List ...	71
Turning Styles and Effects On and Off.....	71
Editing Styles.....	71
Opacity and Fill.....	71
Partially Guided Exercise 4.5: Working with Layer Styles.....	72
On Your Own.....	73

Tutorial 5: Layer Case Studies

Objectives.....	74
Type Tools and Type Layers.....	74
Guided Exercise 5.1: Make a Type Layer.....	75
Editing Type.....	76
Formatting Type.....	76
Type Layer Options and Use.....	77
Partially Guided Exercise 5.2: Edit and Format Type Layers.....	77
Guided Exercise 5.3: Combine Three Images.....	78
Case Study 1: Build a Composite Image.....	78
Guided Exercise 5.4: Layer Stacking & Blending Experimentation....	82
Experiment On Your Own.....	83
Case Study 2: Redo the Tool Critter with Layers.....	83
Guided Exercise 5.5: Make a New Photoshop Document and Give It Critter Parts.....	83
Before.....	83
After.....	83
Guided Exercise 5.6: Layers Panel Organization.....	86
Guided Exercise 5.7: Set Up a Template.....	86
Guided Exercise 5.8: Use the Template to Make the Critter's Body	87

On Your Own.....	89
------------------	----

Tutorial 6: Painting

Objectives.....	90
Choosing Colors.....	90
Foreground Color or Background Color?.....	91
The Color Picker.....	91
Swatches Panel.....	92
Color Panel.....	93
Background Color Specifics.....	93
The Eyedropper Tool.....	93
Brush Tool.....	94
The Tool Preset Picker.....	94
The Brush Preset Picker.....	95
Painting Modes.....	96
Guided Exercise 6.2: Apply Painting Modes.....	96
Opacity.....	97
Flow.....	97
Guided Exercise 6.3: Compare Opacity and Flow.....	97
Airbrush.....	97
Guided Exercise 6.4: Use the Airbrush Setting.....	98
The Brushes Panel.....	98
Additional Painting Tools.....	98
Differentiating Between the Brush Tool and the Pencil Tools.....	98
Eraser Tool.....	98
Fills and Strokes.....	99
Fill Tools.....	99
The Gradient Tool.....	99
Guided Exercise 6.5: Use The Gradient Tool.....	100
The Paint Bucket Tool.....	102
Guided Exercise 6.6: Use the Paint Bucket Tool.....	102
More Fill Techniques.....	103

The Fill Command	103	Troubleshooting Your Scanner Setup.....	123
Filling with Layer Styles	103	Adobe Bridge.....	124
Fill Layers.....	103	Launching Bridge	124
Make a Fill Layer	103	The Bars at the Top.....	124
Modifying Fill Layers	104	Application Bar Elements	124
Guided Exercise 6.7:		Quick Search	125
Fill with Layer Styles and a Fill Layer	104	View Modes.....	126
Stroking Techniques.....	107	The Path Bar	126
The Stroke Command	107	Thumbnail Rotation.....	127
Guided Exercise 6.8:		File Management.....	127
Use the Edit > Stroke Command.....	108	Guided Exercise 7.2:	
Stroking with a Layer Style	109	Use the Content Panel.....	127
Guided Exercise 6.9:		Bridge Workspaces.....	132
Apply a Stroke Layer Style.....	109	More Bridge Panels.....	132
Painting with a Variety of Tools,		Uniting Bridge CS4 with other	
Options, and Commands	110	Adobe CS4 Applications.....	136
Guided Exercise 6.10: Painting a Cartoon....	110	On Your Own With Bridge	136
Tutorial 7:		Tutorial 8: Design Principles	
Image Management & Bridge		Objectives	137
Objectives	114	PARC: The Four Basic Design Principles	138
Watermarking.....	116	Alignment.....	138
The Digimarc Filter.....	116	Proximity	139
Image Sources	116	Contrast.....	139
Stock.xchng	117	Repetition.....	140
Free Stock Photos.....	117	Photographic Design Principles.....	142
FreeFoto	117	Framing.....	142
Public Domain Photos.....	117	Emphasis.....	142
Google Image Search.....	117	Angle of View.....	142
The Image Size Dialog Box	118	Rule of Thirds	142
Resampling.....	119	Close Ups	143
Interpolation.....	119	Balance.....	143
Digital Cameras	120	Contrast.....	143
Guided Exercise 7.1:		Line and Shape	144
Resize a Digital Camera Image	121	Tone and Sharpness	144
Scanning Photographs &		Arrangement	144
Other Printed Materials	123	On Your Own.....	144
To Scan Directly into Photoshop.....	123		

Tutorial 9: Simple Automations

Objectives	145
Cropping & Straightening Images	145
Guided Exercise 9.1: Use the Crop and Straighten Photos Command	146
The Crop Tool.....	146
Guided Exercise 9.2: Use the Crop Tool	146
Guided Exercise 9.3: Use the Crop Tool to Crop and Straighten an Image	147
Guided Exercise 9.4: Straighten an Image with the Ruler Tool.....	147
Output to PDF.....	151
Viewing PDFs	153
Guided Exercise 9.6: Make a PDF Slide Show	154
On Your Own	157

Tutorial 10: Correcting Image Tonality

Objectives	159
Tonal Range	159
Tutorial 10.1: Use the Histogram Panel to Assess Image Tonality	160
The Image > Adjustments Menu	161
Brightness/Contrast	161
Guided Exercise 10.2: Use Brightness/Contrast to Improve a Photograph	162
Avoid the Legacy Check box.....	163
Adjustment Layers and the Adjustments Panel	163
Using the Adjustments Panel.....	164
Guided Exercise 10.3: Use Brightness/Contrast from the Adjustments Panel.....	164
Levels.....	165
Guided Exercise 10.4: Use Levels Presets.....	166
On Your Own	167
Adjusting the Tonality of Color Images	167
Auto Color Correction Options	168

Guided Exercise 10.5: Use the Auto Color Correction Options	168
On Your Own.....	169

Tutorial 11: Adjusting Image Colors

Objectives	170
Color Wheels	170
The "Art" Color Wheel.....	170
The "Science" Color Wheel	171
Tones and Colors	171
Color Casts and the Info Panel.....	171
The Info Panel.....	172
Guided Exercise 11.1: Identify and Correct a Color Cast	172
Balancing Colors with their Opposites.....	175
The Color Balance Adjustment.....	175
Guided Exercise 11.2: Apply a Color Balance Adjustment.....	175
Creating an Adjustment Layer with a Selection.....	177
Hue, Saturation, and Lightness.....	178
Variations	178
Guided Exercise 11.3: Identify and Correct a Color Cast	178
Sharpening Images.....	180
Guided Exercise 11.4: Sharpen an Image with the High Pass Filter.....	181
High Pass Sharpening Tip.....	182
Hue/Saturation.....	182
Guided Exercise 11.5: Modify an Image by Combining Hue/Saturation with Other Adjustment Layers.....	183
On Your Own.....	184
Color Range	185
Guided Exercise 11.6: Color Range + Color Balance	185
Replace Color.....	186
Guided Exercise 11.7: Use Replace Color ...	186
On Your Own.....	187

Tutorial 12: Painting with Special Tools

Objectives	188
The Clone Stamp Tool.....	188
Guided Exercise 12.1: Use the Clone Stamp Tool	188
Guided Exercise 12. 2: Refine Clone Stamp Tool Usage.....	189
The Spot Healing Brush tool.....	190
Guided Exercise 12.3: Use the Spot Healing Brush Tool	191
Guided Exercise 12.4: More Spot Healing...	192
The Red Eye Tool	192
Guided Exercise 12.5: Use the Red Eye Tool.....	193
The History Brush Tool.....	193
Guided Exercise 12.6: Use the History Brush Tool	194
History Brush Uses and Limitations	196
Guided Exercise 12.7: More History Brush Tool Experimentation ..	196
The Art History Brush Tool	196
Guided Exercise 12.8: Experiment with the Art History Brush Tool	197

Tutorial 13: Restoration Case Studies

Objectives	199
Scanning Photographs for Restoration.....	199
Case Study 1: Repair an Aged & Damaged Color Photograph	200
Case Study 2: Repair An Aged Color Snapshot	202
Case Study 3: Adjust and Repair a Modern Photograph ...	203
Case Study 4: Restore and Colorize An Aged Black and White Photo.....	204

Tutorial 14: Fun with Filters 206

Objectives	206
Filter Guidelines.....	206

The Filter Menu.....	207
Liquify Filter	208
The Liquify Tools.....	208
Guided Exercise 14.1: Use the Liquify Filter to Enhance a Woman's Portrait	210
Clouds Filter.....	211
Guided Exercise 14.2: Make a Replacement Sky with the Clouds Filter.....	211
Guided Exercise 14.3: Use the Clouds Filter to Change the Color and Tone of an Image	212
Difference Clouds	213
Guided Exercise 14.4: Use the Difference Clouds Filter	213
Motion Blur	214
Guided Exercise 14.5: Use the Motion Blur Filter	214
Guided Exercise 14.6: Use the Motion Blur Filter to Soften a Distracting Background....	215
Lens Flare Filter	216
Guided Exercise 14.7: Lens Flare Filter.....	216

Tutorial 15: Putting It All Together

Objectives	217
The Eraser Tools Revisited.....	217
The Eraser Tool	217
The Magic Eraser	218
The Background Eraser.....	218
Eraser Cautions	218
Guided Exercise 15.1: Use the Eraser Tools to Clean Up a Selection.....	218
Semi-Guided Exercise 15.2: Make a Custom Postcard.....	220
Guided Exercise 15.3: Use the Magic Eraser	222
Guided Exercise 15.4: Use the Background Eraser	222
On Your Own: Make a Sunflower Postcard .	224
Patterns	224
To Define a Pattern by Selection.....	224
Guided Exercise 15.5: Making Patterns	224

Presets, Libraries, & the Preset Manager	225
Guided Exercise 15.6:	
Making and Loading Libraries.....	226
Semi-Guided Exercise 15.7:	
Use Presets to Make a Postcard.....	227
Where Do You Go From Here?	230