

Adobe Photoshop Foundation Course Outline

Duration: Two Days

Pre-requisites: Keyboard and mouse experience and ideally have a good working knowledge of Windows.

Photoshop Overview

- Inspecting images using File Browser
- Using the Workspace option
- Using Crop, Hand and Zoom tools
- Using navigator palette for scrolling

Selection Techniques

- Making selections with selection tools
- Adding to and subtract from an existing selection
- Copying and pasting selections
- Creating a soft effect on the edges of a selection
- Moving a selection

Working with Layers

- Using layer management
- Adding, duplicating and deleting layers
- Reordering and flattening layers
- Creating special effects with layers
- Application of layer styles

Working with Vector Shapes

- Working with paths
- Creating rectangles, ellipses and polygons
- Using add, subtract and intersect Commands

Working with Text

- Placing editable text on the canvas
- Editing text attributes and contents
- Creating special text effects
- Expanded text options

Painting and Editing

- Using colour palettes and the eyedropper tool
- Foreground and background colour control
- Filling an area with the paint bucket tool
- Applying gradient fills
- Using other painting tools
- Creating random patterns using the Pattern Maker

Editing and Retouching Images

- Retouching with the smudge, blur, sharpen, dodge, burn and sponge tools
- Cloning elements using the rubber stamp tool
- Using the Healing Brush to remove artefacts
- Using the Patch tool to auto-correct images
- Using the History Brush to apply image enhancements
- Erasing sections of a layer using magic and background eraser
- Using Levels and adjusting Hue/Saturation
- The Blur tool options

Workflow Tools

- Using the undo functions
- Clearing using the eraser tool
- Using history palette to revert to previous states
- Reverting to last saved image

Web Graphic Essentials

- Keeping your web images small: Pixels, and file size
- JPEG and GIF Options
- Reducing colours using the Colours option
- When to use the Web Safe palette

Optimising Images

- Quality and the format options
- The Save for Web dialog box
- Understanding lossy compression
- Working with colour settings
- Understanding anti-aliasing and when to use it
- Cropping and re-sampling images