

Photoshop 6.0 Instructions

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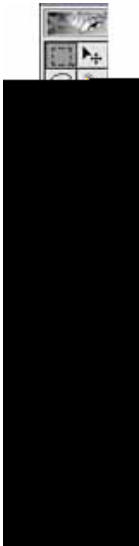
1. Some Photoshop Basics

a. Menus:

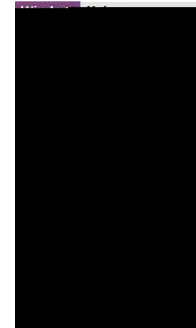
When Photoshop Opens, you see your basic toolbox on the left and the option bar that provides the options for the highlighted tool is also usually visible across the top.



Options bar

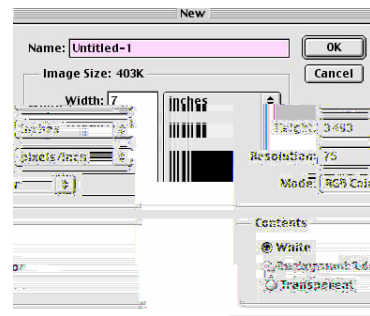


When you double click on a tool from the tool bar, its option bar appears. There are many more options on your top menu bar. The Window Menu allows you to hide or show other palettes at your convenience. These moveable palettes can be closed at anytime and contain a range of options. One palette you might want to always keep open is the layers palette.



b. Starting a new document.

There is no canvas showing unless you create one. To create your canvas, go to the File menu and select new. You can input your width and height and select from Inches, pixels, cm, etc. If you are planning to display your work on the web, it's a good idea to limit your width to @600 pixels. If your work is going to be viewed on a computer screen, you will want to select a resolution of 75 on a Mac and 96 on a Windows machine. Higher resolutions are only for printed materials. Select RGB monitor for viewing on the web.




2. Working with Type in 6.0

Photoshop 6.0 has many new Type features. The foremost being that it uses vector rather than pixelated type. Vectors have crisp defined edges with sharper output that lets you edit and manipulate your text in new ways. There are also differences in where the text menu appears, how you can work with editable and rasterized layers, and save unique layer styles.

a. Some Basics of the Text Tool

When type is created in Photoshop it automatically appears on its own layer. What's new in version 6.0 is that you can change the attributes, (e.g. , font, style, color) and apply different characteristics to text in the same layer. An editable layer lets you transform the type, apply layer effects or change its opacity but you can't apply fillers or fill it unless you rasterize it (Layer Menu/Rasterize/Type). Once it is rasterized, you can no longer manipulate individual attributes.

editable

All type is created using the Type tool. . Selecting this tool opens the type tool option bar.



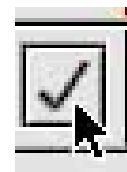
b. To create an editable type layer:

Choose the *Create a text layer* tool from the top menu: Then choose your orientation determining whether your text will be written horizontally or vertically.

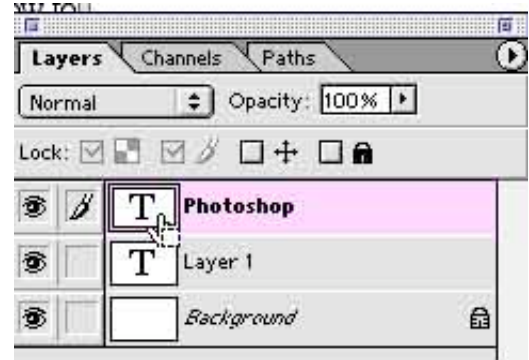
Click to define an insertion point and the cursor will appear on your screen. Select a font family, style, size, and anti-aliasing method (e.g., crisp edges, strong edges). Anti-aliasing smoothes the edges of smaller type by including transparent pixels along its edges.



To Edit text you need to select it. You can select a single character, a word, or all the characters on the same type layer. Those particular letters or words selected, can have a new style, color, or font applied to them. After performing the text editing, click on the commit changes button from the top option bar.




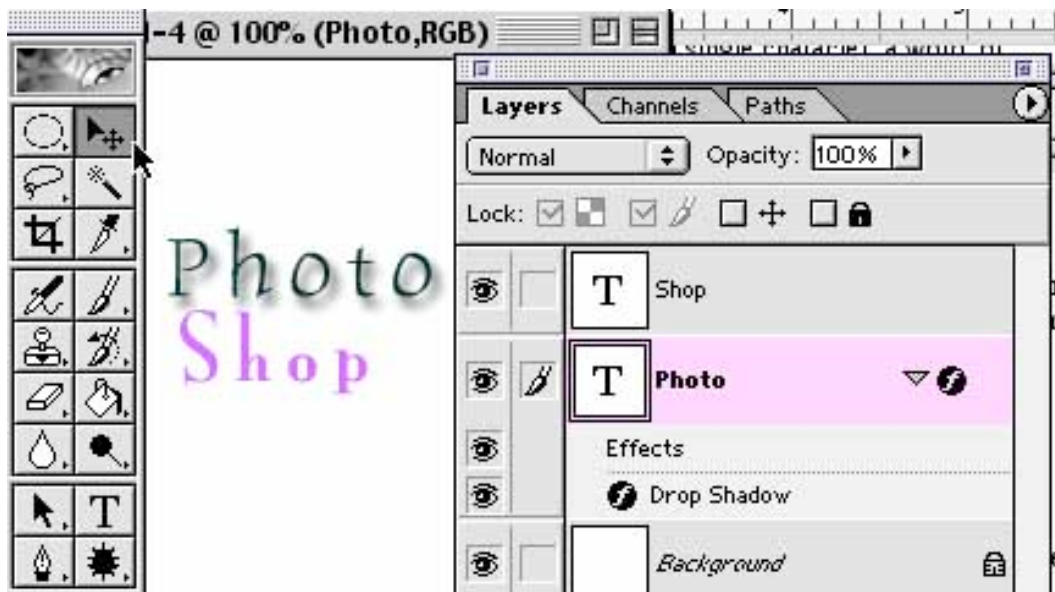
If you wish to go back to a previously written text layer, double click on the **T** tool from the Layer menu. You can open this from the top Window menu. You will then be able to edit your text as long as you have not rasterized it. Select the text you wish to change and then the features you wish to change. You can select all of the text or just a letter.



TIP:: For greater flexibility, place individual words or characters on separate layers so they can be moved around independently. (Create a New layer from the Layer Menu)

C. How to move a type layer

Choose the move tool from the side menu . From the layers palette, click on the name of the layer you want to move. Click on the type from that layer and drag the type to its new destination.

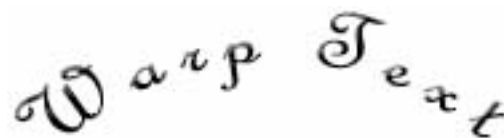


d. Some Special Effects:

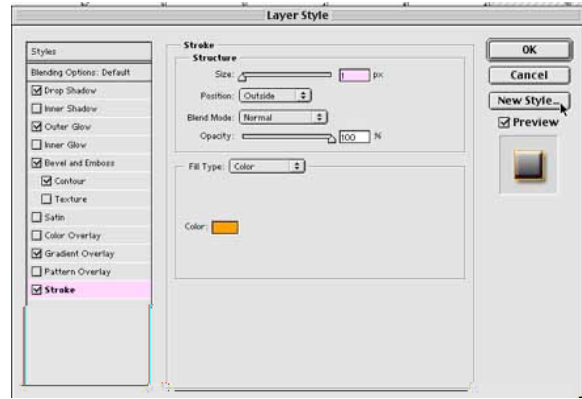
1) **To Warp Text** you can use the warp button on the top Text menu bar.



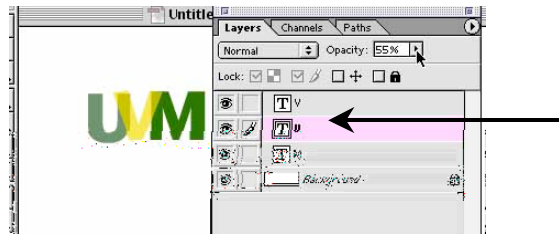
In the Warp text dialogue box, select the kind of warp effect.



2) To Apply a Style. You can enhance a layer by adding a shadow, glow, bevel, emboss, or other special effects from a collection of automated and editable layer styles. On the layer palette menu, you will see all the layers in your document. Text layers have a **T** with their words to the right. Double click on the layer's words and the Layer Style menu will appear in the diagram below, you would double click on the **U** to access the style



menu for that layer..

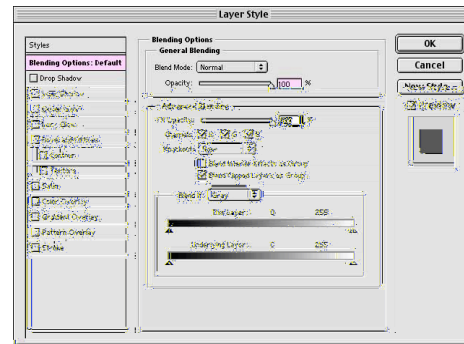


This Photoshop graphic was made with a Drop Shadow/Bevel and Emboss combination applied.

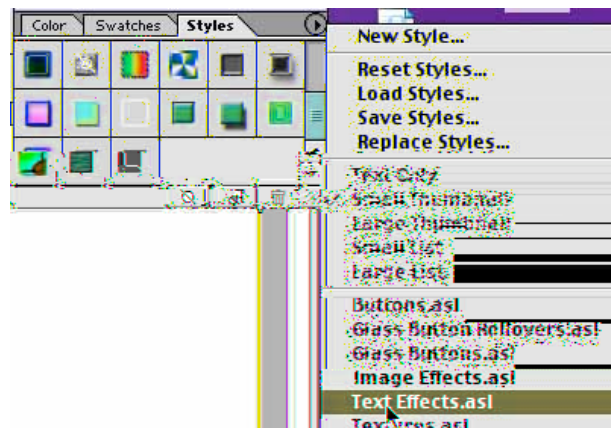


Anyone of the styles has an adjustable menu also. Double click on the effect's word to bring up this menu.

After checking the box, to add a Stroke to the text (a stroke creates a border around the text) click on the word Stroke. By double clicking on the word Stroke, the menu below appears. Here you can select your border color and width and other characteristics. If you create a unique style that you wish to keep and apply to other text, click the New Style button on the right. .



To Apply a pre-designed Style: Select the layer of text you wish to apply a special style to. Open the Styles Window from the Window menu on the top of the page. Select the style you wish to apply to your text. You



can load other style palettes by clicking on the arrow to the right of the styles tab and indicating the selection to load.
You can create your own styles and add them to the menu.



3) To Fill text with a Pattern

Double click on the name of the text layer that you wish to fill with a pattern. Check the pattern box and double click on Pattern Overlay. A series of patterns will appear. You can add your own patterns from pictures or drawings.

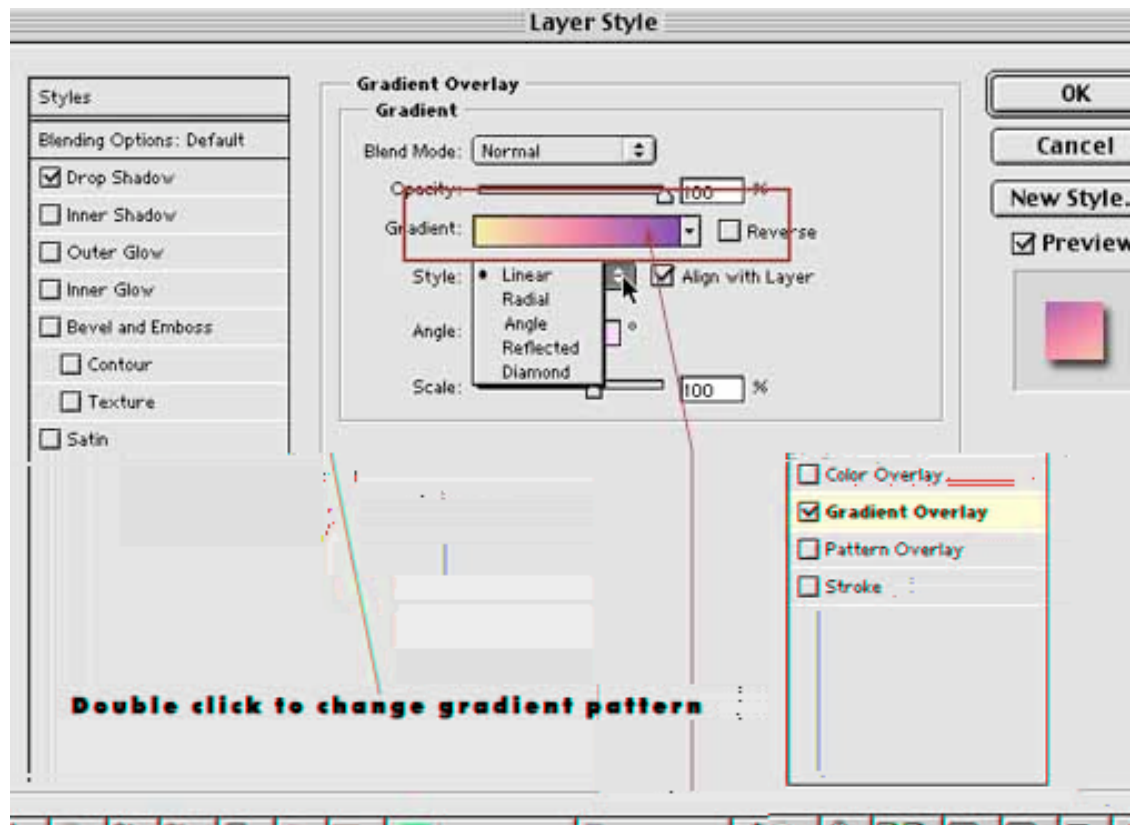


To make your own pattern, you can select a portion of a photograph, picture, or open a new canvas and paint a pattern.
Whatever the source, define the area of your pattern using the marquis tool. Then go to the Edit area and select Define Pattern. You will then be given a chance to name your pattern.

4) To fill your type with a gradient.

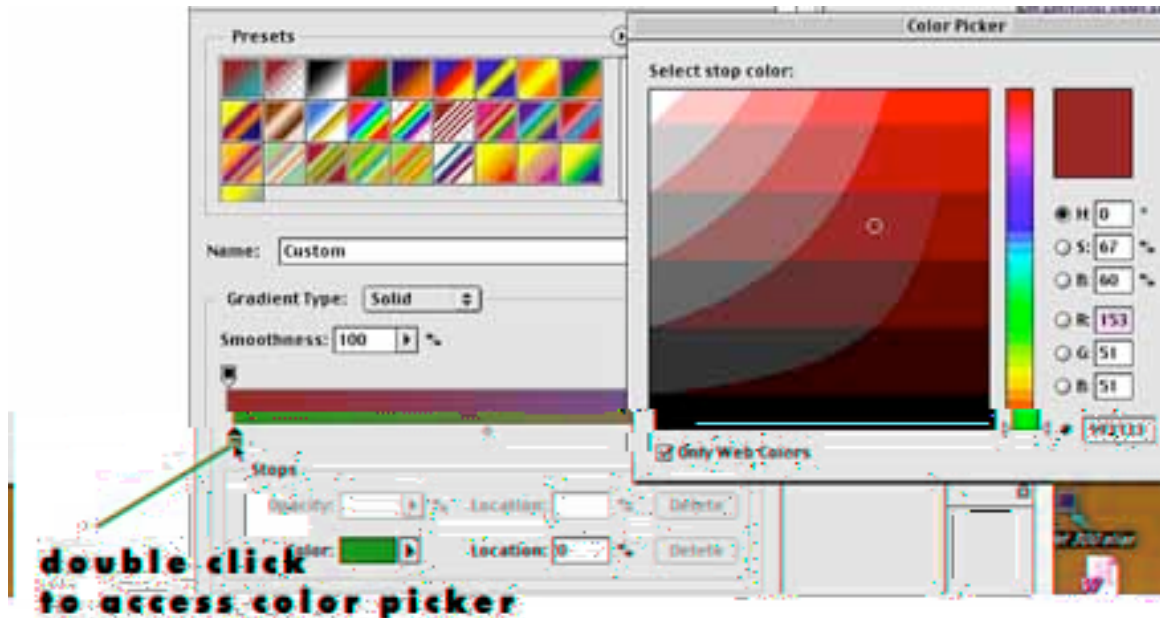


Double click on the name of the text layer that you wish to fill with a pattern. Check the gradient box and double click on the Gradient bar to create your own gradient or select from a variety of pre-set ones.



You can also adjust the kind of gradient style: linear, radial, angle, reflected and diamond effects are available.

After double clicking on the gradient bar the following option menu will appear.



To create a gradient from your selected colors, double click on the icon shown above. Your Color picker will appear allowing you to select a color. Click the same icon on the right side of the gradient slider to change that color.

5) To make text look almost invisible create a layer of text with same pattern you fill in your text with. Some times it is so hard to see that I recommend that you include a bevel and shadow effect. In this example,



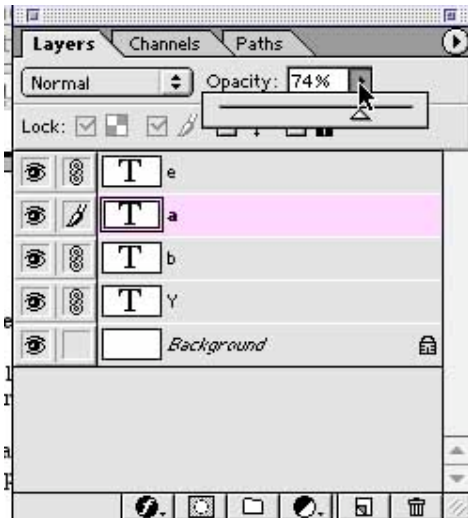
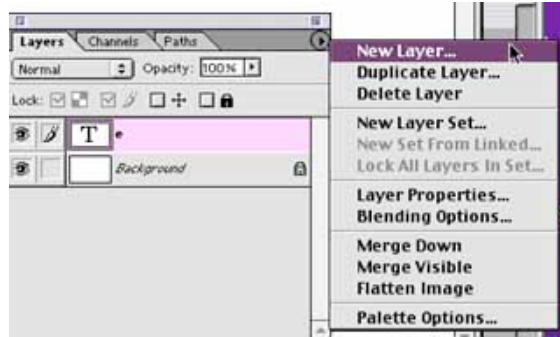
- The background was first filled with a pre-identified pattern. (Select paint can then top Edit menu/fill/pattern).
- Next select the text tool and type your editable layer.
- After checking the box indicating you are done, double click the name of the text layer from your layer window menu.
- When your layer style menu appears, click Pattern Overlay and select the same pattern as your background. You can they explore shadows, glows, and other styles so that you subtly see your text.

- To get the angle, I typed Photo and Shop in separate layers and then in the Shop layer, went to Layer/Type/warp text and selected bulge.

6) **Controlling letter opacity** creates some other interesting text effects:



In this graphic each letter was done on a separate layer. You can create a new layer from the layer menu palette.



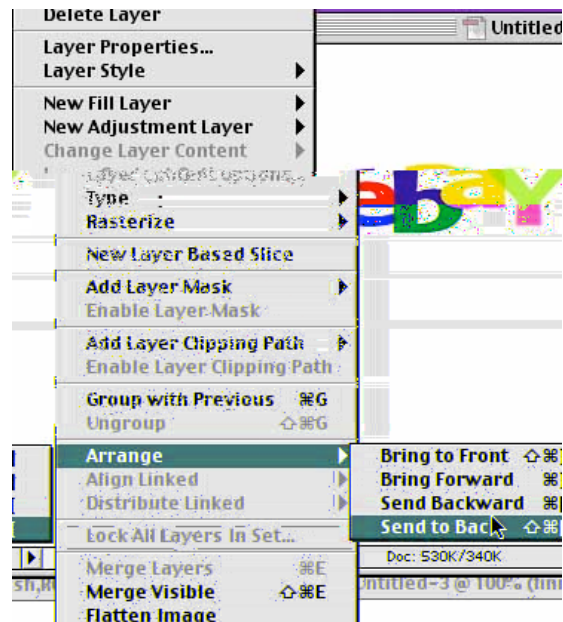
After applying the letters, click on the layer you wish to adjust.

In the diagram on the left, the letter a is having its opacity adjusted. Selecting the Arrow next to the opacity button reveals a slider or you can input the percent of opacity you wish.

Arranging your layers

You may also note that the order of the layers of the letters has also been manipulated.

To move layers to different levels access the Arrange option from the Layers top menu bar. The Arrange option has four commands so you can move your letters to any level.



You can also drag the layers in the layer menu box and drop them to a higher layer for them to appear most forward.

You can delete a layer by dragging it from the layer menu to the trash.

7) Putting text on a graphic

You can label or write on any graphic. From the file menu, select open and the graphic you wish to write on. Your graphic will appear on the background layer. Click your T tool and write on your background as if it were any regular background.

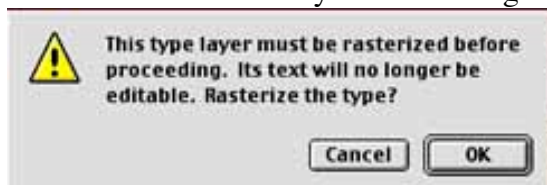


8) Applying Filters:

After writing and committing to your text, you can apply a number of filters to your text to create different effects. Here are a couple of combinations I found interesting.

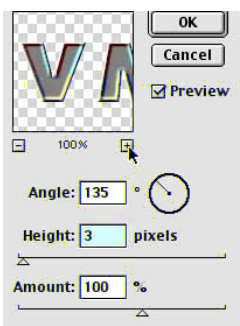


- Write UVM using a thick font (Modern Black).
- Apply Filter/Artistic/Poster Edges
- You will be asked to rasterize the text: Remember this means you can no longer



individualize fonts on the same layer.
Check OK

- Apply Filter/Stylize/Emboss – I also adjusted some of the emboss settings



You can look at a preview of your text while you adjust the settings. The + zooms you in and the – takes you out to a smaller view of the text.

Each of the filter options lets you adjust the settings.

- Add layer style of drop shadow

9. Saving in Photoshop

Before you save in any other format, it is advisable to save your graphic as a Photoshop File. This will protect the separate layers and allow you to edit the graphic. For work that will appear on the web, you want to save your graphic as either a JPEG or GIF. For printed material, use Tiff.

- **JPEG or JPG** Jpeg= Joint Photographic Expert Group

A jpeg is a cross-platform graphic file format. It reduces the size of a file by removing data from the graphic image to make it smaller. It does not reduce the number of colors.

- Limitations:

You can't make jpegs transparent.

- Advantages:

Uses a multitude of colors.

Better suited for photographs, watercolor images, pencil or charcoal drawings.

You can choose a variety of compression levels.

- **GIF or JIFF** Gif= Graphic Interchange Format. Gifs are another compressed graphic file format better suited for clip art, text, and simple graphics

Gif images use indexed color which means they have a maximum of 256 colors. They compress files by removing color.

- Limitations:

They sometimes look grainy

- Advantages:

They can have one transparent color.

They can be interlaced. (Graphics appear in layers with increased clarity when they load)

They can be animated

They are low file size and will load more quickly

For further information on whether to use a jpeg or gif, check out <http://www.widearea.co.uk/designer/>

Below is a photograph saved in both formats for your comparison.



Jpeg

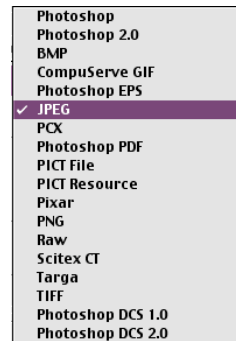


Gif

To save as a **JPEG** in Photoshop, select save as from the File menu. Then select jpeg as your format.

After selecting your file type with a Jpeg, you will be asked to select a quality.

Use low for most things (2-3), medium (4) for people's faces.



To save as a **GIF** select Save for Web from the file menu. You can look at your potential gifs optimized, 2-up, 4-up and original by selecting the corresponding tab on the main window. In the 4-up window you can view your gifs with different pixel patterns and quality with an approximate download time.

