

Photoshop Elements 5.0

EDITING BASICS

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OVERVIEW

This lesson shows digital photo files; however, you can use your own images. You don't have to use a digital camera to capture photos for your computer; you can use a scanner, have photos put on disk *via* Picture CD or other processing, or even have them posted to the Internet.

Use of Photoshop Elements can be divided into four main processes: bringing images into the program, fine tuning the images, adding special effects, and outputting the images to a printer, the Internet, or other device.

CONVENTIONS

Commands are abbreviated with the ">" symbol. For example, File > Open (Figure 1) means to first click on the File menu, then drag down in the menu to Open.

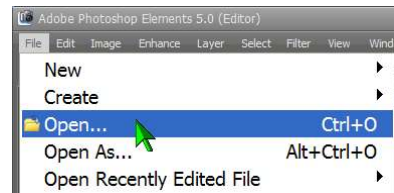


Figure 1

Commands, such as File > Open, can be done quicker by using — in this case — Ctrl+O. In each case that a keyboard command can be used, it will show to the right of the mouse command (Figure 1).

MAIN WINDOW

The main screen is the control center (Figure 2).

You can access tools and features in 3 ways: select commands from pull-down menus on the MenuBar (File, Edit, Image, etc), click on icons in palettes, or use keyboard short-cuts by using 1–2 keys on the keyboard.

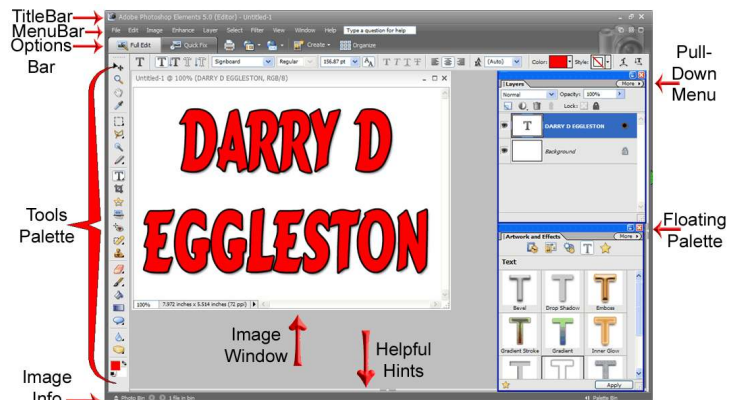


Figure 2

MENUS & PALETTES



Figure 3

1. Click on any menu title — File, Edit, Image, etc. (Figure 3) — and drop-down commands appear. Commands will be grayed out (dimmed) when *not* currently available.

2. The *Tools Palette* floats (Figure 4) on the left-side of the screen. This contains basic painting and editing tools. If you pause the mouse on a tool, its name will appear.

3. Note how the settings in the upper-left, change as you click on different tools. This is called the *Options Bar* (Figure 5).



Figure 5



Figure 4

GETTING HELP

Elements has an improved online help; but, it still needs . You view it *via* your Web browser, allowing quick access to new information online.

Normally, Help is shown on a palette (Figure 6). However, it can be accessed from the MenuBar (Help > Photoshop Elements Help) (Figure 7).

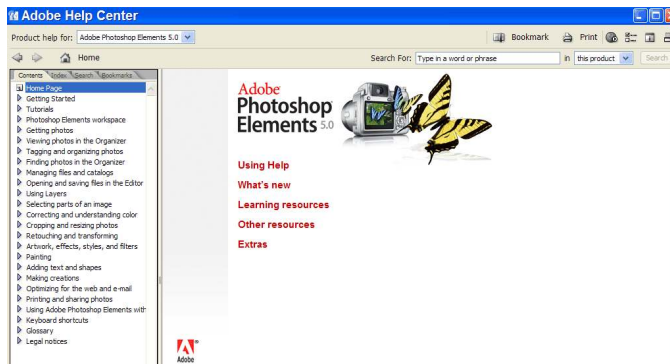


Figure 7

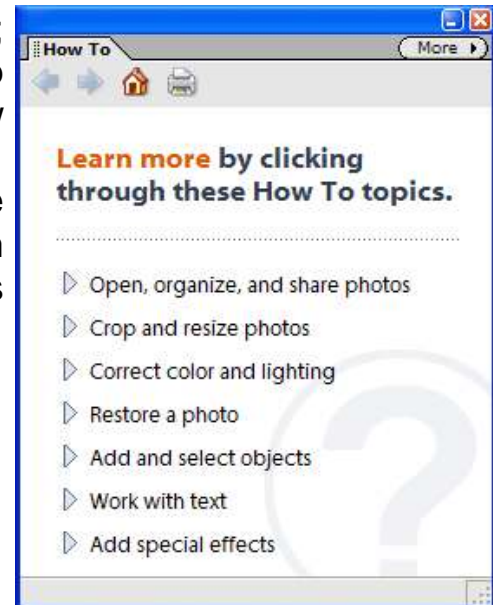


Figure 6

TIPS ON EACH TOOL

It might be hard to remember what all those tools in the palettes do, so Adobe has provided a device called “Hints” to explain them.

To view them, place your cursor over a tool — without clicking — and you’ll see a pop-up menu (Figure 8).

IF you click on the blue-lettered, underlined phrase, it will take you to the Help tip for that tool.

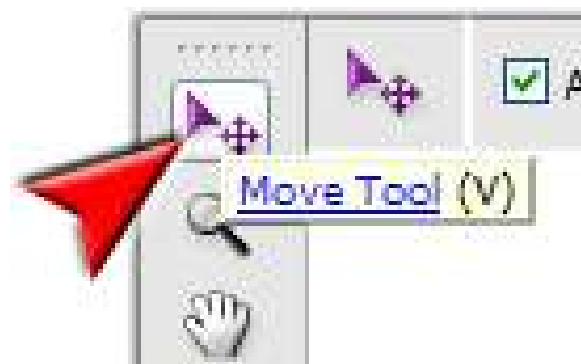


Figure 8