

Photoshop Elements

CREATING FANCY TEXT

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Once you know how to insert text into a graphic, it's time to begin to use more fancy text. Here's how to do that.

1. INSERT GRAPHIC.

Note that the name of the graphic is shown on the TitleBar of that photo (**Figure 1**). In this case, it's name is "01 Photo.jpg" which means that it is a Joint Photographic Experts Group (JPEG/JPG) or, normally, — in plain English — a photograph.

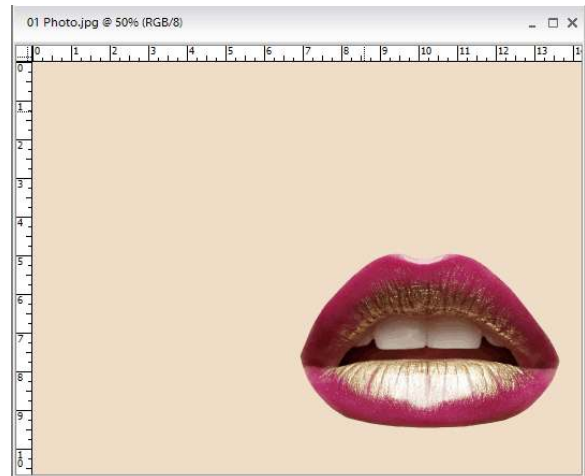


Figure 1



Figure 2

2. RE-NAME THE FILE.

The first thing is select File > Save As and in Save As window (**Figure 2**):

① Name the file. In this case, I named it "08 Photo" due to its place in the lesson. Normally, I name the file with: DATE + SUBJECT _ ACTIVITY.

For example: "051120 Peggy Garden Walk" if the photo were of my wife, Peggy, on a garden walk on November 20, 2005.

② SAVE your work by using either the *Ctrl + S* keys or, from the MenuBar, select *File > Save*.

3. SELECT THE TEXT TOOL. (Figure 3)

- ① Click on the Text Tool (T), the 9th tool in the Tool palette
- ② The various options for the text are along the expanded Text tool palette running across the top of the screen.

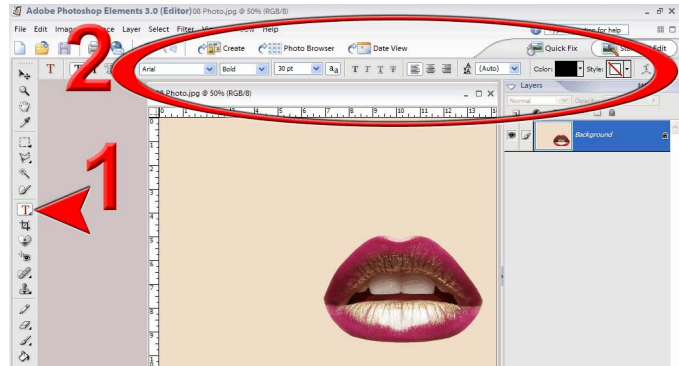


Figure 3

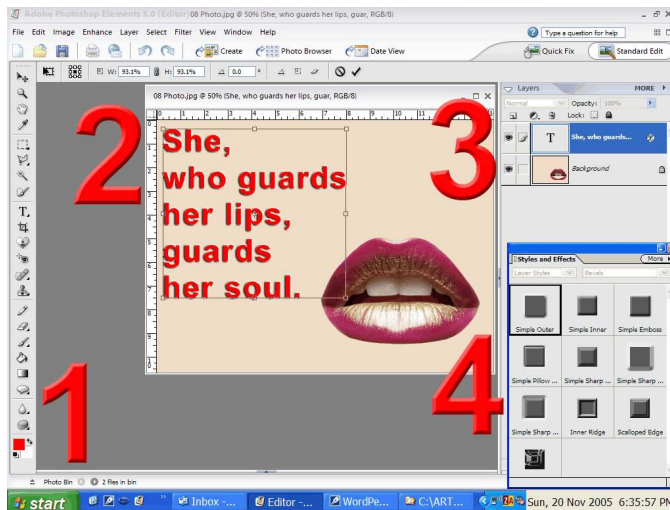


Figure 4

4. TYPE THE TEXT.

Type the message (Figure 4):

- ① By clicking on the foreground color, I have selected red text.
- ② Type the content.
- ③ Note that a new layer is automatically created.
- ④ There are ten options for fancy fonts. See examples at the end of this lesson.

5. The easiest way to enlarge the text is to *hold down the Shift key, click + hold and drag one of the diagonal corners* (Figure 5) which keeps the text congruent to its original size and shape.

However, you can left-click, hold, and drag those same corners without holding down the Shift Key to create a more specialized look.

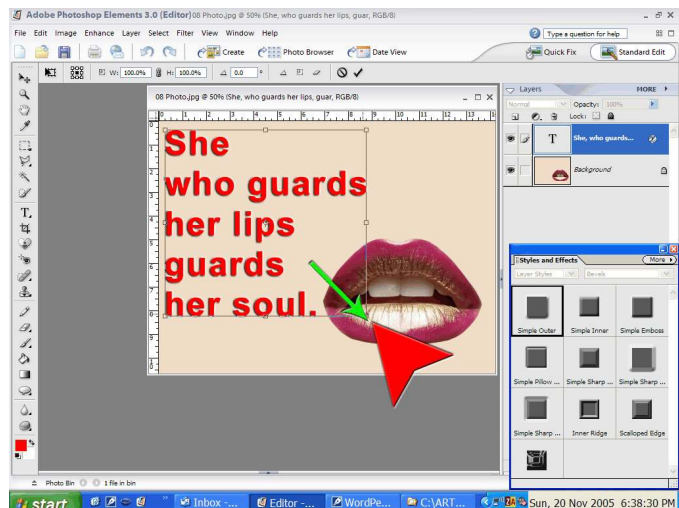


Figure 5

6. ENLARGE TEXT DROP-DOWN.

Another way to select the text size is to use the Drop-down menu (**Figure 6**).

You can click on the drop-down and select one of the alternatives 6 – 72 point (pt) or you can Left-click, hold, and drag over the number in the drop-down box and type a new number.

Note that I have typed 100 to create a 100 point font size.

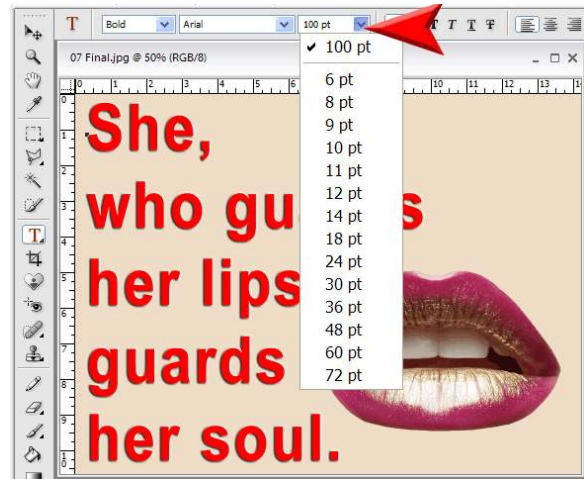


Figure 6

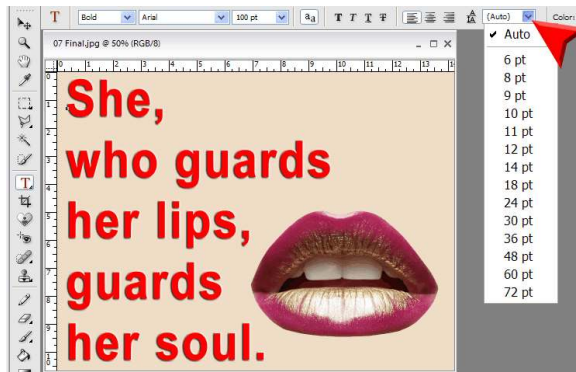


Figure 7

7. SET THE LEADING.

An alternative in setting the space between lines is to use the drop-down menu for “Set the Leading” (**Figure 7**).

Again, I can use the alternatives offered (6 – 72) or Left-click, hold, and drag on the “(Auto)” in the window and type a number.

8. LAYER STYLES.

There are 10 bevel styles which you can use to create fancy fonts (**Figure 8**).

➤ The first 5 are shown in **Figure 13**.

➤ The second 5 are shown in **Figure 14**.

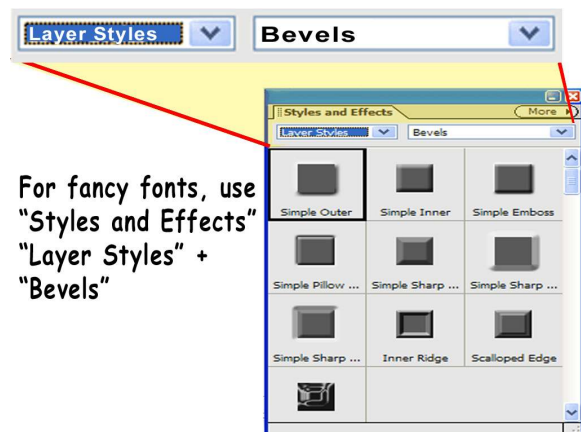


Figure 8

9. SAVE AS PSD.

It is — *always* — better to save the file as a Photoshop Graphic (PSD) before you complete your work. Thus, if you have to make changes later on, you have preserved all the layers of your work (Figure 9).

- ❶ From the MenuBar, select File > Save As.
- ❷ Type a name for the file (green arrow) and Left-click on the Save button.
- ❸ Ensure that the “Maximize compatibility” is checked and Left-click on “OK” button.

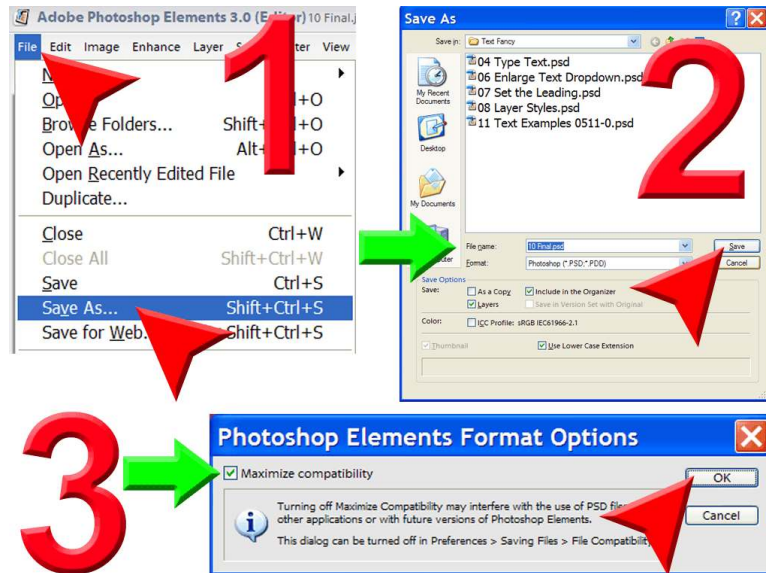


Figure 9

10. FLATTEN LAYERS.

Once you like the production, flatten the graphic by using the Layers palette (Figure 10).

You must flatten it in order to save it as a JPG which can be used in a word processor or other graphics program.

Note: WordPerfect 11, 12 and 13 can insert layered PSD but MS Word can not. However, you will fare better to always flatten your work before converting it to a JPG.

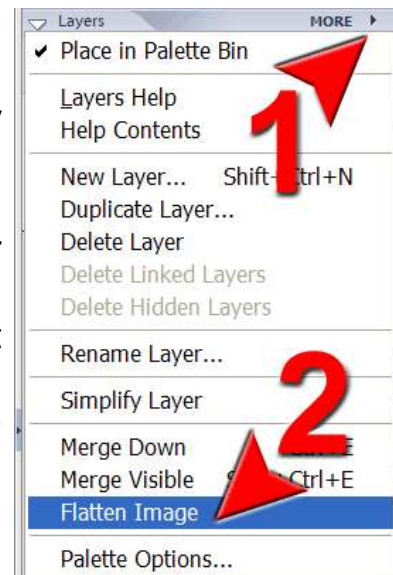


Figure 10

11. SAVE AS JPG

(Figure 11):

① From the MenuBar, select File > Save As.

② Since your cursor is in the Name pane, touch the *Tab* key, on your keyboard, and type “J” which will bring up the JPG option. Alternatively, you can Left-click on the down-arrow in the Format pane and select JPG.

Left-click on “Save” button.

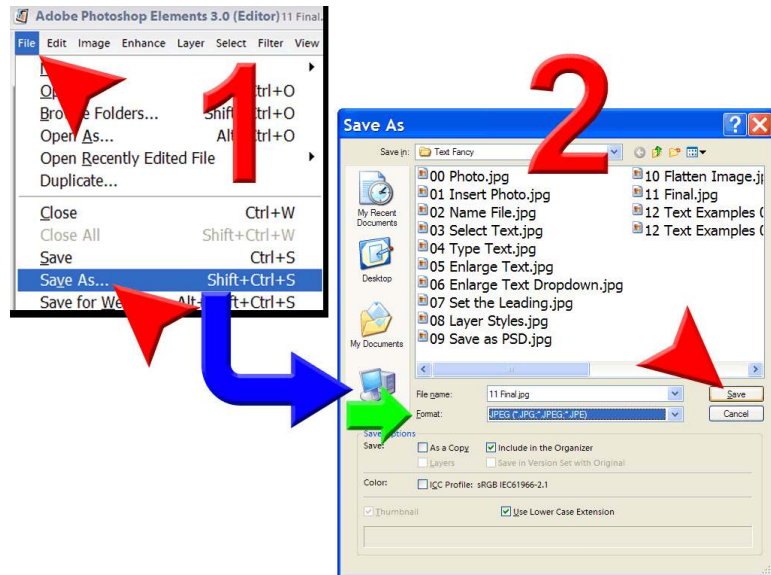


Figure 11



Figure 12

12. COMPLETED WORK.
Figure 12 shows the result.

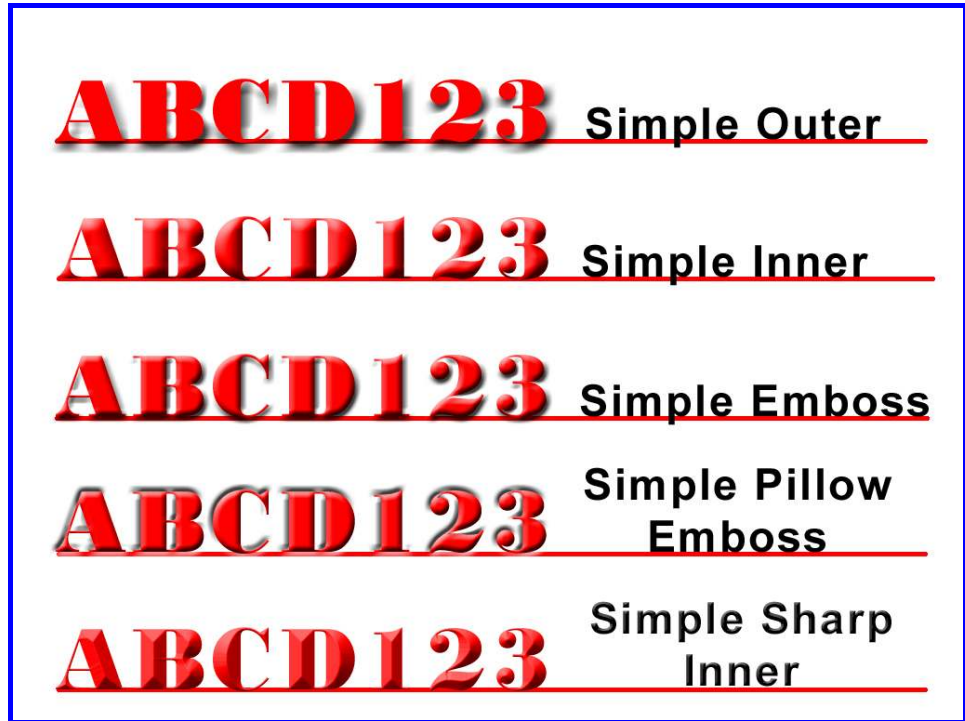


Figure 13



Figure 14