

Adobe PhotoShop Intro/Intermediate



Duration: **2 Days** Course Code: **I-K001**

This course is designed to teach users essential information about Photoshop and working with images and graphics for Documents, Brochures and the Web.

Learning Outcomes

By the end of this course students will be able to use Photoshop tools to enhance Images, use Layers effectively, alter image Modes, select and apply colours, Crop and Transform images, create Gradient Blends, Paint and Draw with different tools, add and Edit text, Correct colour and Image Tones, Retouch images, Apply special effect Filters, create selection using Masks, understand printing and Scanning requirements and Prepare files for different applications and Output devices/services.

Prerequisites

This course is designed for students with little or no knowledge of Photoshop, basic understanding of graphics and formats is an advantage. Basic computer awareness, keyboard and mouse skills are essential.

About Photoshop

- The Photoshop screen
- Available Menus
- Using the Toolbox
- Working with Palettes
- Graphics in Photoshop
- Rulers, Guides and Grids

Opening, Saving and working with File Formats

- Opening and Saving Files
- File Format Options
- Converting Files
- Closing Photoshop

Selecting Images

- Using the Marquee, Lasso and Magic Wand tools
- Adjusting selections

Working with Layers

- What is a Layer?
- Manipulating and Grouping Layers
- Available Layer Styles

Image Modes and Colour tools

- Using Web Safe Colours
- Foreground and Background colours
- The colour Palette and Picker
- Custom colours
- The Eyedropper tool
- The Swatches palette
- Colouring Layers and Selections

Defining and Manipulating Selection Borders

- Anti-aliasing and Feathering
- The Halo effect

Transforming Images

- Cropping & Transforming
- Changing the Image and Canvas Size

Gradients

- Creating Gradient Fills

Painting and Drawing Tools

- Using Auto Erase
- Using Brushes

Creating Text Effects

- Adding and Editing Text
- Converting a Type Layer
- Applying Effects to a Type Layer

Colour Correction

- The Colour Wheel
- Working with Channels
- Applying Calibration
- Colour and Level Adjustment
- Hue and Saturation
- Brightness and Contrast
- Balancing Colours

Image Retouching

- Using the Eraser Tool

Filters

- Quick reference guide to Filters and Options

Masks

- Quick Mask Mode

Exporting Images

- Creating Images with Transparent Backgrounds
- Opening in other applications
- Printing from a Page Layout application

Resolutions and Scanning

- Monitor, Image, Print and Scan Resolutions