



Adobe Photoshop CC

Level 1 (Introduction)

One Day Workshop

You will work in a small group. You will have your own individual PC and will work through a specifically prepared coursebook, under the direction of a highly experienced, technically qualified trainer.

General Description:

The skills and knowledge acquired in Adobe Photoshop CC - Level 1 are sufficient to be able to use and operate the software effectively.

What You Will Learn:

At the completion of this course participants should be able to:

- recognise and understand the fundamental aspects of Photoshop
- create your first Photoshop document
- navigate images
- understand the concepts of file formats, file size, colour modes and image resizing
- make effective selections in an image
- understand and work with layers and the Layers panel
- resize images using a variety of techniques
- understand how to select, use and work with colour.
- create and format text layers
- draw and format standard and custom shapes
- retouch and repair artefacts in images
- understand the process of saving in Photoshop
- understand printing and printing techniques
- use the Help menu and access online help resources

Course Content

The course covers:

Getting to Know Adobe Photoshop

- Starting Adobe Photoshop in Windows 8
- The Welcome Experience
- Dark Versus Light Interface
- The Photoshop CC Workspace
- Understanding Panels
- Working With the Panel Dock
- Working With Panels and Panel Groups
- Panel Techniques
- Understanding the Tools Panel

- Working With the Tools Panel
- Resetting the Tools Panel
- Understanding the Options Bar
- Opening an Existing File

Your First Document

- Creating a New Document
- Customising and Saving Workspaces
- Understanding the Rulers and Ruler Tool
- Understanding the Preferences Dialog Box
- Saving a Document

Navigating Images

- Understanding the Document Window
- Navigating With the Zoom Tool
- Navigating With the Hand Tool
- Navigating With the Navigator Panel
- Navigating With Keyboard Shortcuts
- Understanding Screen Modes
- Working With Tabbed Documents
- Arranging Multiple Documents



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- Working With Multiple Documents

Digital Image Basics

- Understanding File Formats
- Understanding Image Size Versus Resolution
- Understanding File Size
- Understanding Colour Mode

Making Selections

- Using the Marquee Tools
- Understanding the Lasso Tools
- Using the Lasso Tool
- Using the Polygonal Lasso Tool
- Using the Magnetic Lasso Tool
- Using the Quick Selection Tool
- Using the Magic Wand Tool
- Growing a Selection
- Add to or Subtract From a Selection
- Saving a Selection
- Understanding the Refine Edge Dialog Box
- Refining Hard-Edged Selections
- Refining Soft-Edged Selections
- Selecting With Colour Range
- Moving and Copying Selections
- Working With Layers
- Understanding Layers
- Understanding the Layers Panel
- Creating a New Layer

Working With Layers

- Adding Images to Layers
- Working With Layers
- Working With the Background Layer
- Changing the Layer Stacking Order
- Changing Layer Opacity
- Transforming Layers
- Organising Layers Into Groups

Resizing Images

- Understanding Resizing and Resampling
- Resizing an Image for Printing
- Using the Print Dialog Box to Resize Images
- Resampling an Image for Email or Web
- Guidelines for Cropping Images
- Understanding the Crop Tool Options Bar
- Cropping Images
- Cropping Images to a Preset Size
- Applying a Non-Destructive Crop
- Using the Crop Tool to Add a Border

Colour

- Understanding Colour
- Colour Fundamentals
- Understanding the Colour Panel
- Applying Colour With the Colour Panel
- Selecting Colours Using the Swatches Panel
- Selecting Colours Using the Eyedropper
- Selecting Colours Using the Hue Cube
- Identifying a Colour
- Using the Brush Tool to Apply Colour
- Changing Brush Styles
- Creating a Custom Brush
- Using the Mixer Brush

Working With Text

- Understanding Vector Based Text
- Adding Point Text
- Changing Text Size
- Changing Text Colour
- Changing the Font Family
- Installing Typekit Fonts

- Editing Text
- Creating a Custom Path Frame
- Adding Text Inside a Custom Path
- Filling Text With an Image
- Creating and Applying Paragraph Styles
- Creating and Applying Character Styles
- Creating a Watermark

Shapes

- Drawing a Standard Shape
- Drawing a Custom Shape
- Arranging Shapes
- Drawing a Straight Line
- Selecting and Editing Shape Layers
- Understanding Guides
- Understanding Smart Guides
- Using Smart Guides to Position Shapes

Retouching and Repairing

- Understanding the Retouch and Repair Tools
- Removing Blemishes
- Reducing Wrinkles
- Removing Stray Hairs
- Whitening Teeth
- Intensifying Eye Colour
- Removing Red Eye
- Sculpting With Liquify
- Removing Unwanted Objects and Wires
- Moving Objects
- Using Content Aware
- Using the Clone Stamp Tool

Saving

- Understanding Saving
- Saving Layered Files
- Saving PSD Images in Another Format
- Understanding the Save for Web Dialog Box



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- Optimising Photos for the Web Part 1

Printing

- Printing Single Images

- Understanding the Print Dialog Box
- Using the Print Dialog Box
- Understanding Printing Marks

Getting Help

- Understanding the Help Menu
- Investigating New Features
- Using Online Help
- Searching for Online Help
- Accessing Online Tutorials

What You Take Away:

At the completion of the course, you get to take away the extensive coursebook for future reference.

What You Need To Know:

Adobe Photoshop CC - Level 1 assumes little or no knowledge of the software. However, it would be beneficial to have a general understanding of personal computers and the Windows operating system environment.

Measure of Success:

A questionnaire or workshop exercise at the end of each course enables participants to evaluate the success of the course and determine the extent of their enhanced productivity.

Certificate:

Upon successful completion of the workshop, you will be issued with an official course certificate

Which Course Next?:

Adobe Photoshop CC Level 2

Dates & Times:

Please refer to separate workshop schedule.

Course Policies Warranty:

There are no warranties expressed or implied relating to the content or results of attending a Screen Smart course