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| **ALC1OIPY Additional Photoshop Tasks** |

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| **Skill/Tools** | **Procedure** |
| **Making Selections**  | **Magic Wand**Click on **Magic Wand tool -** Type a # from 0 to 255 in Tolerance field (to select a narrow range of colours type a small #; to select a wide range of colours, type a large #) - Click on the **image**, in the area you want to select (PS selects the pixel clicked and any similarly coloured pixels near it) - To add to your selection, press **SHIFT –** **To erase background** - Click **Delete** (PS will replace pixels with background colour or makes them transparent)**Color Range** (useful if object hasa contrasting colour to its background) Go to **Select - Color Range**, then use the colour picker to click on the object - Click and drag the **Fuzziness slider** to the right, to increase the range of colour - Clicking **OK** will make the selection, then all you need to do is copy the selection and paste it into another image. |
| **Refine a Selection Edge** (hair, complex elements) | Make a **selection** – Click **Refine Edge** – click and drag **Radius** slider to the right to expand the area – Click and drag the **Smooth** slider to the right to smooth sharp angles – click and drag the **Shift Edge** slider to move edge in or out from the selected object (left moves edge in; right moves edge out) – click **OK** |
| **Adjust Brightness & Contrast** | Click **Image – Adjustments – Brightness/Contrast** – dialog box opens with sliders set at 0 – drag brightness slider to the right to lighten and to the left to darken the image – drag contrast slider to the right to increase contrast and to the left to decrease contrast |
| **Adjust Hue & Saturation** | Click **Image – Adjustments – Hue/Saturation** – (check preview box to see your adjustments) – click and drag the Hue slider to shift colours in the image – click and drag saturation slider to increase/decrease intensity of the colours  |
| **Adjust the Colour Balance** | Click **Image – Adjustments – Colour Balance** - (check preview box to see your adjustments) –choose the tones in the image you want to affect (**shadows, midtones, highlights**) **- click** and **drag** slider towards the colour you want (warm cast – drag toward red or magenta; cool cast – drag toward blue or cyan – you can choose another tone again and adjust the colour balance – click **OK** |
| **Apply a Gradient** | Make a selection – Click on **Gradient tool** – (linear gradient is the default –you can choose different geometries on the options bar) – click the **gradient swatch** – select a **type** from the presets area – click the **Colour Stops** on the slider to change colours (bottom ones)– click on **Opacity Stops** on slider to define transparency (top ones) – click and drag the **Midpoint** to specify where transition occurs - click **OK** – **click** and **drag** inside the selection |
| **Replace a Colour** | Click **colour replacement tool** – click **foreground colour** box to select a colour for painting – choose brush size and type – choose a tolerance if needed – **click and drag** in your image to replace colour |
| **Add colour with paint bucket****-to fill with semitransparent colour****-to constrain where to apply colour** | Click on **Paint Bucket** – Click **Foreground Colour** box to select colour – type **tolerance value** from 0 to 225 (lower value fill adjacent colours that are similar to that of clicked pixel, higher value fills a broader range of colours) – click **inside image** – colour gets replacedAdjust **opacity** – type percentage lower than 100% - click **inside image** – colour should be see throughMake a **selection** before clicking – click inside the selection and the colour stays within the boundary of the selection  |
| **Skill/Tools** | **Procedure** |
| **Add colour with Fill command** | Make a **selection** - Click **Edit** – Click **Fill** – choose the colour, pattern, opacity - click **OK** |
| **Using the clone stamp** | Click the **Clone Stamp tool** – choose a brush size and type – specify an opacity if needed – **Alt + click** select an area inside the current image **–** Release **Alt – Click** and **drag** to apply the Clone stamp – click and drag repeatedly over image to achieve desired result |
| **Using the Healing Brush** (fix image imperfections like scratches, blemishes) | Click the **healing brush** in the toolbox - check the settings in the options bar and adjust if necessary (**Brush size**, **Blending mode, Source** - Sampled from the image or pre-defined pattern, Aligned) - If you're using *sampled* mode, Alt-click an area near the imperfection to define the starting point - **click and drag** over the imperfection. If *aligned* is selected, the healing brush will remember the starting point between mouse clicks |
| **Change the Opacity of a Layer** | Click on **Layers** – click on the layer you want to change; not the background layer – (default opacity is100% which is completely opaque) – drag **the slider** to change the opacity  |
| **Transform a Layer** | Click on **Layers – Click Edit – Transform** – Click on a transform command (scale, rotate, skew, distort, perspective, warp) **or** click the **Move Tool** – **right click** to show transform options  |
| **Apply an outer glow** | Click **Layer – Layer Style – Outer Glow** – change opacity to specify glow’s darkness – change noise value to add speckling to glow – click colour swatch to choose glow colour – change spread value to determine fuzziness of glow – change size to what you want the glow size to be – Click **OK** |
| **Draw a Custom Shape** | Click **Shape tool – Custom shape** – on the options bar, beside Shape **click dropdown menu** – click small **Arrow** to change shape category – Choose a **Shape** – Click **Ok** – Click the **colour** you want – **Click** and **drag** to draw the shape |
| **Adding Layer Overtones** | Click on **Image – Adjustments – Variations** – click on colour overtone you want |
| **Blending images together** | Copy and paste images together - Click on **Eraser tool** - then click the **brush preset** to create soft edges - click the **brush** icon - then right click and a menu will open - set the brush **size** and **hardness** (adjust/slide the hardness to 0%; higher the number the harder the edges; for soft edges keep it at 0%) - then remove the edges of the new layers (To start erasing the edges make sure the **Opacity** is turned all the way up (100%) initially and then erase edges and any parts you don’t want. Then turn the opacity down to 25% and make the fade more gradual. You may want to take a third pass with the opacity set to 10%. To switch between layers, use the Move Tool or the layer panel) |
| **Layer Blend Modes** (changes the ways layers interact with each other) | **Normal** - is the default. The colors of the two layers will not interact in any way, and it will display the full value of the colors in layer 1. **Multiply** - darkens the lower layer based on the darkens of the upper layer. No part of the image will get lighter. Any applied tone darker than white darkens the lower layer. White becomes transparent.**Screen** - brightens by lightning the lower layer based on the lightness of the upper layer. The result is always lighter, and makes it a good mode for correcting exposure in photos that are too dark.**Overlay** - multiplies the light colors and screens the dark colors.**Colour** - changes the hue and saturation of the lower layer to the hue and saturation of the upper layer but leaves luminosity alone.**Luminosity** - changes the luminosity of the lower layer to the luminosity of the upper layer while leaving hue and saturation the same.**Multiply**, **Screen**, **Overlay**, **Color**, and **LuminosityMultiply**, **Screen**, **Overlay**, **Color**, and **Luminosity** |