

ADOBE PHOTOSHOP – FOUNDATION COURSE OUTLINE

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| APPLICATION | ADOBE PHOTOSHOP |
| LEVEL | FOUNDATION |
| DURATION | TWO DAYS |
| WHO SHOULD ATTEND | The course is designed for new users of Adobe PhotoShop or for users of earlier versions wishing to bring their skills up to the current level of this industry standard image-editing package. |

OBJECTIVES

This course introduces the array of features available within this professional design tool - now an industry standard among graphic artists, desktop publishers and printing-house professionals. The course will enable the delegate to gain competence in using the precision capabilities of the software, and teaches them to become confident with the range of features and functions shown below.

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| Introduction | basic PhotoShop concepts; navigating around the PhotoShop window. |
| The Toolbox | the PhotoShop toolbox; what the tools do; PhotoShop toolbox; keyboard shortcuts; toolbox groups; toolbox fly-outs; toolbox "ToolTips" |
| The Options Palette | opening the palette; selecting colours; keyboard shortcuts |
| PhotoShop Preferences | general preferences; resetting preferences; saving files; transparency and gamut; units and rulers; plug-ins and scratch disks; guides and grids; memory and memory cache; physical memory usage. |
| Painting Tools | airbrush and paintbrush; pencil and line tool; history brush and rubber stamp tool; rubber stamp tool in action. |
| Working Views | monitor colour depth and resolution; the navigator palette; the zoom tool and the hand tool. |
| Making Selections | magic wand tool; modifying selections; quick mask mode; quick mask options; useful conversions. |
| Layer Tips | copying and duplicating a layer; changing the layer palette thumbnail. |
| Layer Modes | merge modes and opacity. |
| Layers | modifying; flipping a layer; removing fringe pixels; adding an adjustment layer; creating a clipping group; locking layers together. |
| Graphic File Formats | file compression; file formats. |
| Photo Edges | soft edge effect; distressed edge |
| Using Channels | what are channels; the channels palette; alpha channels; modifying a mask channel; channel operations. |
| Filters | third-party plug-in filters |
| Text Effects | clipping layers; drop shadows. |