

Photoshop Elements 3.0

Part 1 For PC

A few tips and hints before we get started...

In focus:

In this class, we will work with digital and scanned images. The better the original picture, the easier it will be for you to get the output you are after. Most digital cameras focus when you depress the shutter halfway. This feature trips up many a photographer and often produces funny results. The key to success is to press the shutter halfway until the blinking green light in your viewfinder turns into a steady green light. Then press the shutter the rest of the way down. Your picture will be in focus, and the subject will be what you intended.


Properly exposed:

While Photoshop can work wonders with under- and overexposed pictures, it still takes a lot of time and skill to fix a poor picture. If you read nothing else in your camera's instruction manual, read about its flash settings. Most cameras will allow you to set your camera to force the flash or to pick a fill (softer) flash. There may be other times when you want no flash at all. It is important to know how to change your camera's flash settings.

Getting started...

Start with a blank canvas

Requires online connection



The screenshot shows the Adobe Photoshop Elements 3.0 interface. At the top, there are several icons for different functions: Product Overview, View and Organize Photos, Quickly Fix Photos, Edit and Enhance Photos, Make Photo Creation, and Start From Scratch. The 'Start From Scratch' option is highlighted in orange. Below the icons, there is a section titled 'Start From Scratch' with a list of instructions: 'Begin with a blank page and then add images, graphics and text.', 'Create a collage or prepare web graphics.', and a note: 'Note: If you'd like to open an already existing photo for editing, select "View and Organize Photos" to find it quickly in the Photo Browser, or choose "Edit and Enhance Photos" to access it via the File Browser.' Below the instructions, there is a preview of a photo collage featuring a lion, a dog, and a child, with a 'ZOO' sign. Annotations with arrows point to the 'Start From Scratch' icon (labeled 'Start with a blank canvas'), the 'Tutorials' icon (labeled 'Requires online connection'), and the 'Start From Scratch' section (labeled 'Navigate to your picture').

























Product Overview View and Organize Photos Quickly Fix Photos Edit and Enhance Photos Make Photo Creation Start From Scratch Tutorials

Start From Scratch

- Begin with a blank page and then add images, graphics and text.
- Create a collage or prepare web graphics.
- Note: If you'd like to open an already existing photo for editing, select "View and Organize Photos" to find it quickly in the Photo Browser, or choose "Edit and Enhance Photos" to access it via the File Browser.

Navigate to your picture

Element Tools

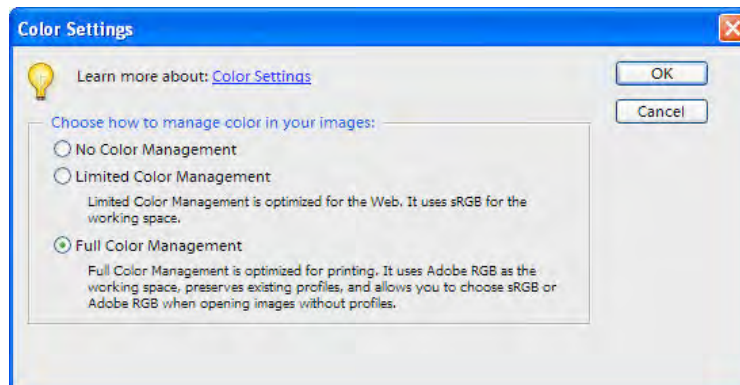
Move Tool		
		Zoom Tool
Hand Tool		
		Eyedropper Tool
Rectangular Marquee Tool		
		Lasso Tool
Magic Wand Tool		
		Selection Brush Tool
Type Tool		
		Crop Tool
Cookie Cutter Tool		
		Red Eye Removal Tool
Spot Healing Brush Tool		
		Clone Stamp Tool
Pencil		
		Eraser Tool
Brush Tool		
		Paint Bucket Tool
Gradient Tool		
		Custom Shape Tool
Blur Tool		
		Sponge Tool
Set Foreground Color		
		Set Background Color

Setting Up Elements' Defaults

When you first print from Elements, you will probably not be pleased with the results. Photoshop Elements is set to print without any color management. Since most of us will be using a color ink-jet printer for our final output, we will need to make some changes.

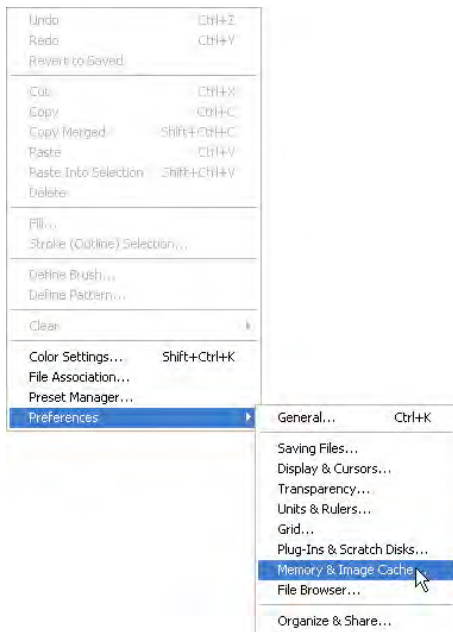


Go to the Edit Menu to pull-down menu and select Color Settings...

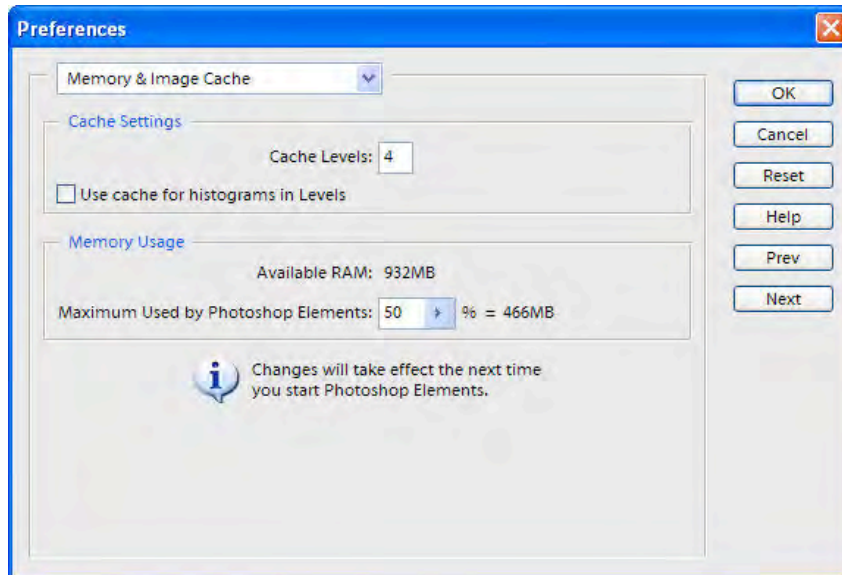


Select the radio button to the left of Full Color Management as pictured above.

Return to the Edit pull-down menu and select Preferences.



Slide over to Memory and Image Cache.

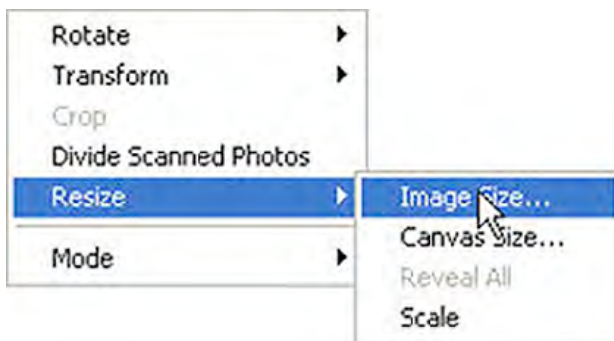


Adjust your setting to match the picture above.

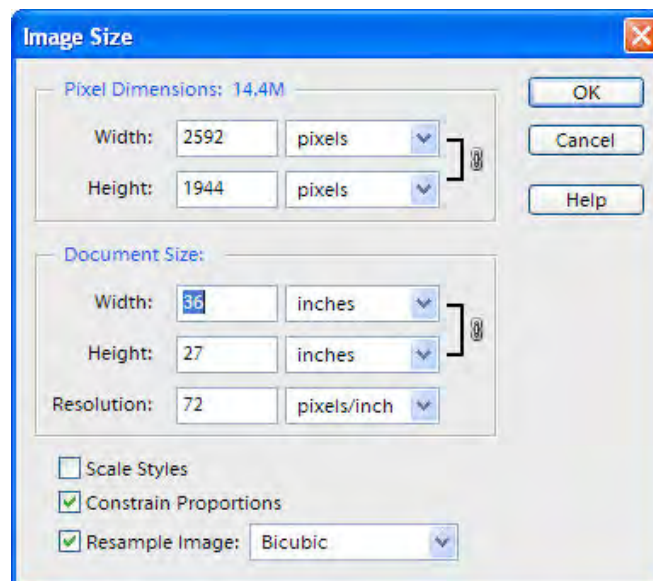
Getting Picture Information



Photoshop Elements automatically adjusts the picture size depending on the size of your display. This can be a bit deceptive at times, leading you to think a picture is much smaller than its actual size. Here is how to get information on your picture: Open the picture titled **Kids_in_Car.jpg**



Go to the Image pull-down menu and slide over to Image Size...



Are you surprised by the Width and Height? Could we print this picture as is?

Resizing Digital Pictures



Let's continue with the same picture. In its raw 36"x27" form, the kids are in 72 ppi format. This is great for email or your website.

If you were to print on plain copy paper, you would want to increase the ppi to 150.

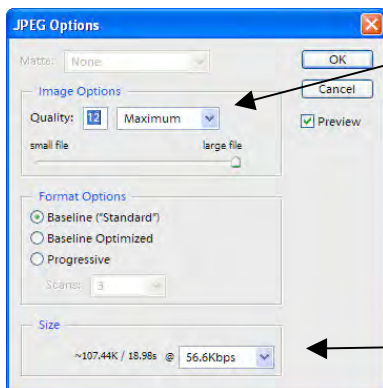
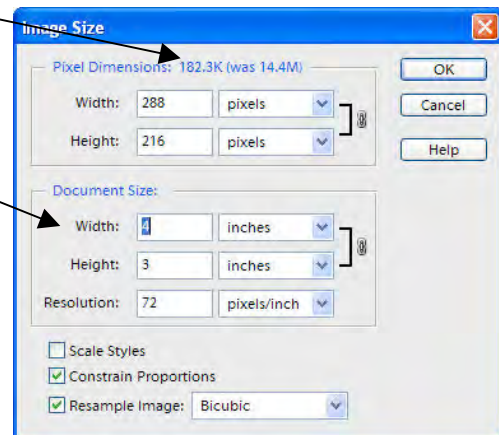
For special glossy prints, you could push the ppi to 300 or even 600.

For email or the web: Let's reduce the size of this picture to a more friendly 3"x 4". Since it's for display only, there is no need to increase the resolution beyond 72ppi.

Note difference in file size.

Change 36 to 4. Notice the height changes automatically.

Click the OK button.
Go to the File menu and pull down to Save As...
Click OK.



Notice the Quality is set to Maximum. This setting gives you the truest colors but also the largest file size.

This information tells you how long it would take to email this file using a modem.

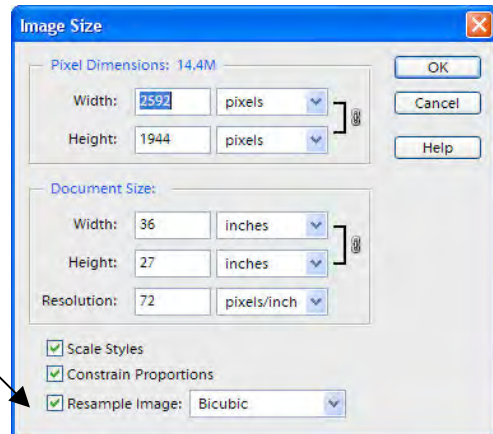
Plain paper printing:

Next, let's adjust the size of this picture for a "plain paper" printing. An example would be inserting a picture into a newsletter or a handout like the one you are using today.

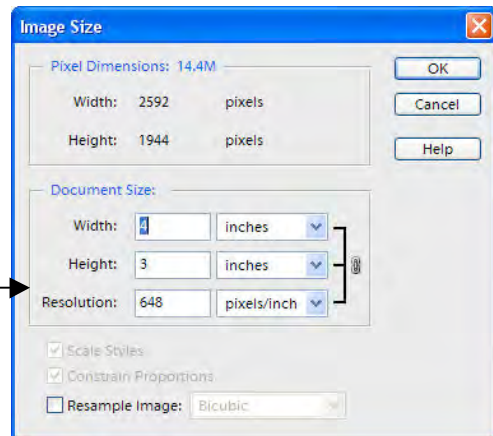
Open the original picture Kids_in_Car.jpg. Remember, it is 36" x 27" in 72 ppi. We will want to change the picture to 4" x 3" in 150ppi

Deselect the check box to the left of Resample Image.

Next, change the Width to 4".



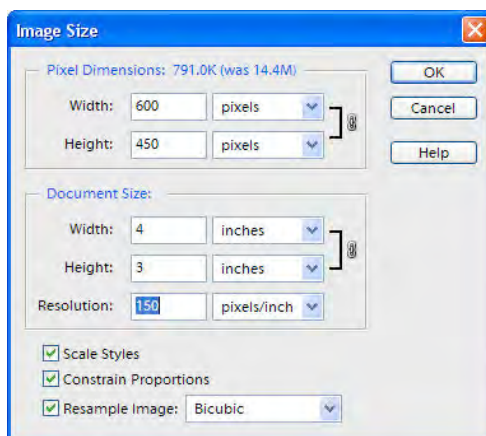
Notice the Resolution has changed to 648 ppi.



Reselect the Resample Image checkbox.

Highlight the number 648 to the right of the word Resolution and change it to 150.

Click the OK button.



Printing on Glossy Photo Paper:

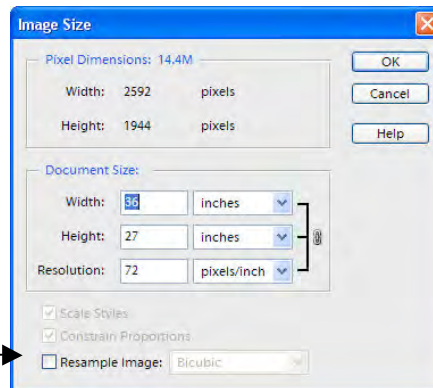
By now, I'm sure you are sick of looking at the two kids in the car. Let's open a picture titled **two_guys.jpg**



Again this picture which was taken with a 5MP digital camera, is 36" x 27" and 72 ppi. Let's go into the Image menu and create a 7" x 5" high-resolution picture suitable for framing (opinions will vary on how suitable...).

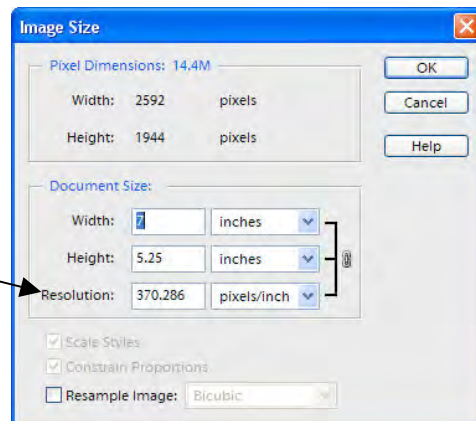
Before...

Deselect before changing size...



After...

Note the ppi



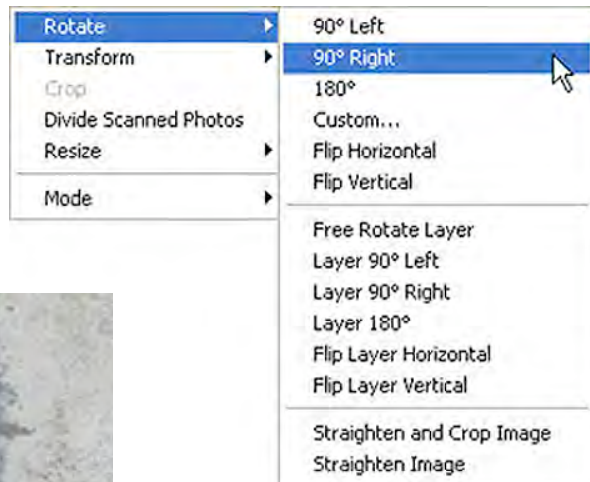
Rotating a Picture

If your camera was quarter turned while taking a picture, you will need to use Photoshop's rotation feature. Open picture **pettingcat.tif**

Before...



Go to the Image menu and pull down to Rotate. Select 90° Right

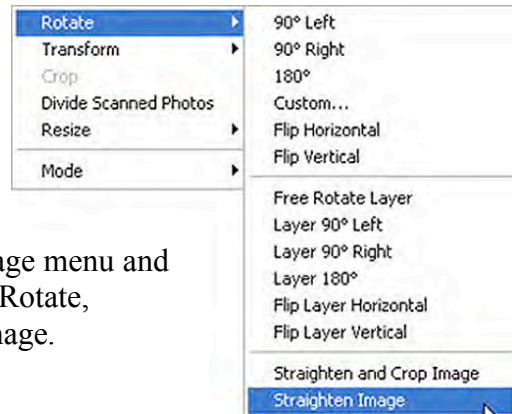


After...

Straightening a Picture

Elements 3.0 takes all the guesswork out of straightening a crooked picture. Open a picture titled AlanJackson.tif.

Before...




Go to the Image menu and pull down to Rotate, Straighten Image.

After...



Cropping a Picture

Now that your photos are all pointed in the desired direction, the next step is to crop them. Generally, people don't think about cropping their photos because of the desire to keep all parts of their picture. Many photos could be greatly improved by removing the part of the scene that distracts the viewer's eye.

Open a picture titled cropme.jpg. Select the Crop tool.  Drag it over the part of the image that you want to keep. When you release the mouse button, the crop marquee appears as a bounding box with handles at the corners and sides. You can use these handles to fine-tune the size of your crop.



Original picture...

The part we want to "keep."

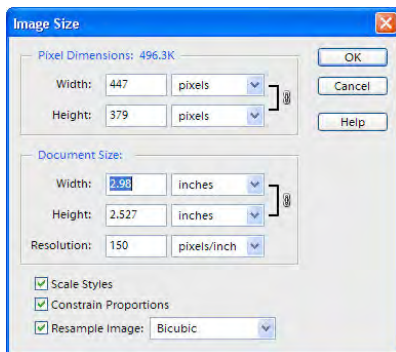


The cropped results. Go to the File menu and pull down to Save As... Save this picture as TwoGirls.jpg with the Desktop as the location. We will use this picture in our next lesson.

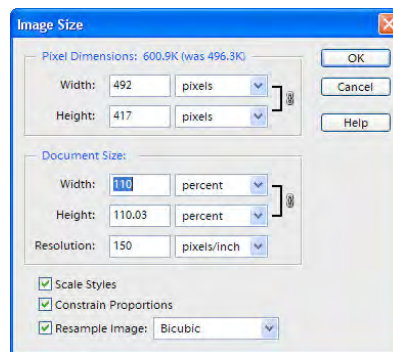
A Cool Trick for Enlarging Small Photos

At times, someone may hand you a photo from your past. The negative, no doubt, is long gone. Using the technique described below, you can enlarge a small photo to poster size with little loss of quality. If you are scanning a photo, scan the photo at 300 ppi; if you know you are going to enlarge a picture greatly, scan the photo at 600 ppi.

Open TwoGirls.jpg. Go to the Image menu and pull down to Resize, Image Size. Make sure that Resample Image is turned on.



Before...



Change inches to percents
Change 100% to 110%
Click the OK Button.

The first time you follow the above directions, your picture enlarged 1/10 of an inch. Obviously we need to repeat the above procedure many times.



This example is more than twice the size of the original crop with no softening or blurring of the image. I can't explain why it works, but it does.

The picture at right is an example that was enlarged to 8" by 10". The original size was 2" x 3". It was scanned at 600ppi.

Scanning and saving images on CD or DVD is a great way to preserve and Back up family albums.



Fixing Underexposed Pictures

So you didn't take my advice to read about your new digital camera's flash settings seriously, and now the picture that you want is massively underexposed.

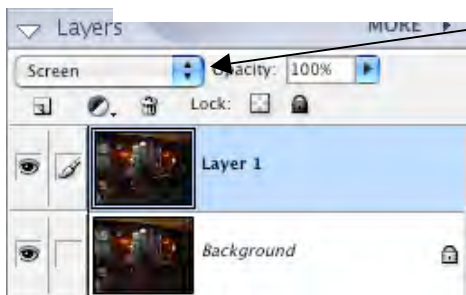


Roll up your sleeves...here's the big fix...

Before...

Open a picture titled toodark.jpg

Press **Control+J** to duplicate your Background layer.



On the new layer, change the Blend Mode in the Layers palette from **Normal** to **Screen** to lighten the entire photo. If the photo is still too dark, press **Control+J** and duplicate the screen layer again. If you duplicate the layer to the point where one more time is too much, lower the Opacity on the final layer to dial in the perfect amount of light.



After...

Once the photo looks perfect, choose Flatten Image from the Layer menu.

Save your picture.

Fixing Overexposed Pictures

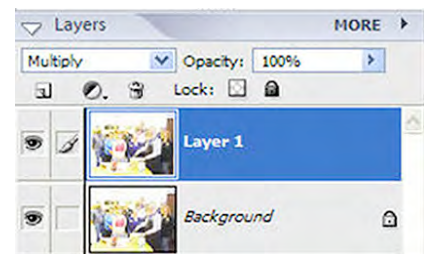
Okay. So this time you listened a little. You remembered something about using the flash and that it was important, but you still haven't quite gotten around to reading your new billion-megapixel, Terminator's camera manual. Your default flash setting is set to STUN, and now your family and even your dog run when you reach for your camera.

Before...



Open a picture titled `toolight.jpg`. Make a copy of this photo by pressing `Control+J`.

Change the Blend Mode of Layer 1 from Normal to Multiply on the pop-up menu. This multiplier effect will bring back a lot of the original detail the flash blew out.



If the photo still looks washed out, duplicate Layer 1 again, `Control+J`. You can lower the Opacity setting of a layer to achieve the perfect look.

Remember to go to the Layer menu and pull down to Flatten before you save your image.

After...



Sharpening an Image

The Last Step

After you are happy with all of the other adjustments that you made to your photo, you should sharpen it. Here are a few things to know about sharpening photos.

- If the photo is out of focus, it will still be out of focus after you apply sharpening.
- Photoshop Elements offers several different types of sharpening. Make sure you use the Unsharp Mask. This is a great tool even though it has a weird name.
- Apply sharpening last after you have done everything else.
- Don't sharpen an image until you have an image in its final size. Always sharpen with your picture at 100% viewing size.

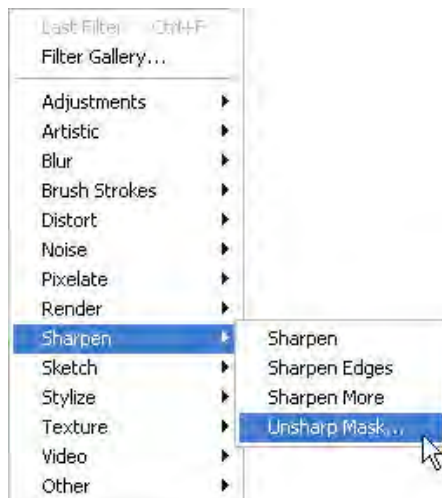
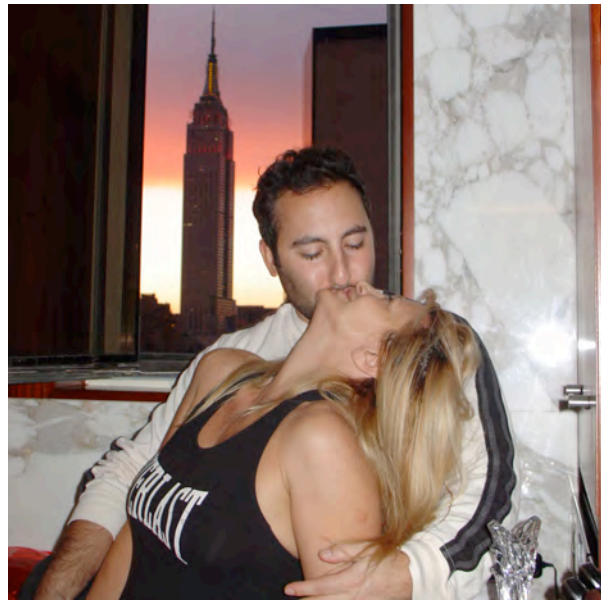
Open a picture titled Jo_Pete.jpg

Go to the Filter menu and pull

down to Sharpen.

Slide over to Unsharpen Mask...

This choice gives you
the most control.

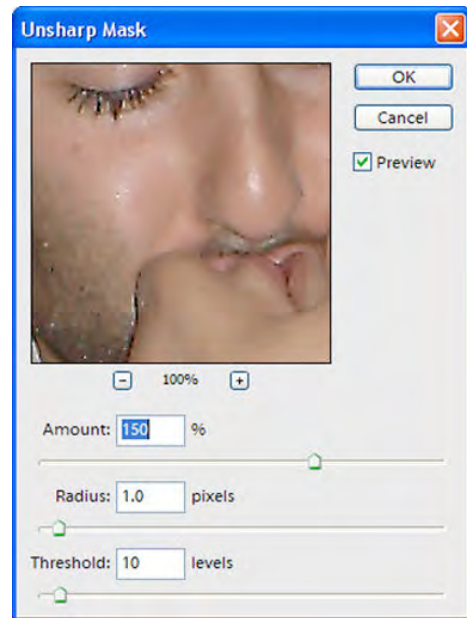


You will see three sliders:

Amount This determines the amount of sharpening applied to the photo.

Radius This determines how many pixels out from the edge the sharpening will affect.

Threshold The lower this number, the more intense the sharpening effect. Threshold determines how different a pixel must be from the surrounding area before it's considered an edge pixel and is sharpened by the filter.



While opinions vary, below is a suggested starting point to try with a variety of photos.

For people, puppies, rainbows, and flowers: A=150 R=1 T=10

Max setting: A=65 R=4 T=3

All-purpose setting: A=85 R=1 T=4 (can be applied twice)

Web: A=400 R=.3 T=0


Experiment: **A** from 50%-150% **R** 1-2 pixels **T** 0-20 (0 being most intense, 20 being much more subtle)

How sharp is sharp enough?

It depends on what you are sharpening. If you are sharpening a portrait of an older person, sharpening will bring out all the details (wrinkles) in his or her face, so you may not want to apply too much, if any. If you are applying sharpening to man-made objects, such as buildings or cars, you can apply almost any amount. You will know when you have applied too much because lighter parts of the image will begin to lose their details and become solid white.

A Few Extras...

Red Eye: Red eye is a problem that occurs often in flash photos, even though your camera may have a red eye reduction feature. Fortunately, Elements 3.0's red eye removal tool makes quick work of this problem. Open a photo titled RedEye.jpg.

Use the Zoom tool to zoom in on the subject's left eye. Next, click on the Red Eye Removal Tool. 

Draw a select box over the eye. That is all it takes.



Save your work.



Special Tools: Open a picture titled pals.jpg. Next, select the Cookie Cutter Tool.



Draw a selection with the tool and double-click inside your selection.



Organizing and Managing Your Pictures



The beauty of digital photography is the freedom to take as many photos as you like without the additional cost of film and processing. This advantage can quickly become a disadvantage unless you have a way to organize and manage your photos. With the variety of places that you can hide photos -- hard drive(s), external hard drive(s), zip drives, thumb drives, CD-ROMs, DVDs -- it's a wonder that we can ever find the photo we are looking for.

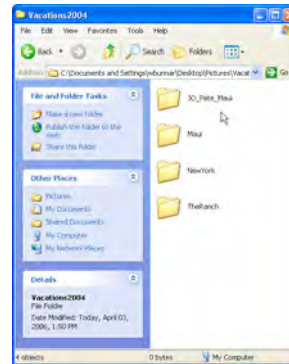


Consider creating a master folder titled something like “Pictures.”

Inside this master folder, create additional folders that will help you organize and quickly find photos. Here is an example.



Main folders within master folder.



Sub folders within Vacations 2004 folder.

Name your folders for events rather than specific dates. Usually just the year is sufficient. Photos that are not related to specific events can be titled by locations or types.

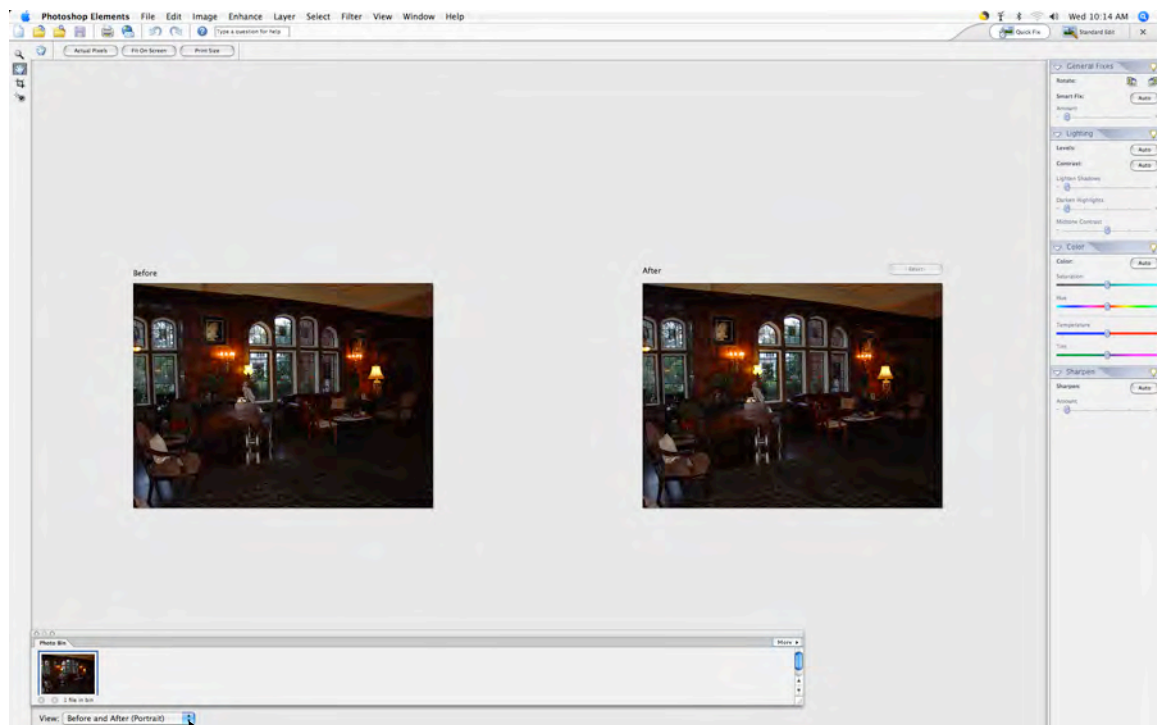
With a system based on the concept presented above, it is easy to find a particular photo as well as to back up all or part of your photo collection on CD or DVD. It is not uncommon to have a photo collection well into the thousands every year.

Quick Fix: One-Stop Image Correction

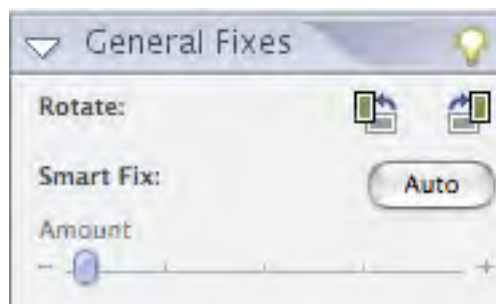
Quick Fix has been completely overhauled in Photoshop Elements 3.0, and it is now one of the two modes of operation in the Editor — Standard Edit and Quick Fix.

Clicking on the Quick Fix button in the Standard Edit mode switches over to the Quick Fix mode, taking over the entire screen. Open a picture titled **todarkqf.jpg**

Click the Quick Fix button.

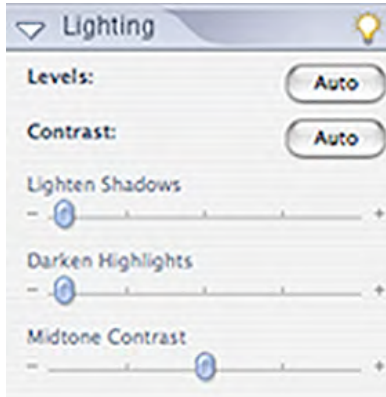


Set the view to Before and After (Portrait).



Beginning at the top, first try clicking the Auto button. If you are not happy with the results, click the Reset button above your right-hand picture.

Next, try sliding the Amount control to the right. Not happy? Click the Reset button.

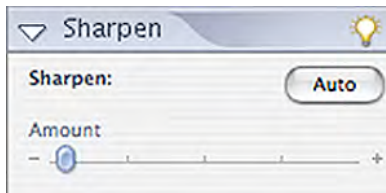
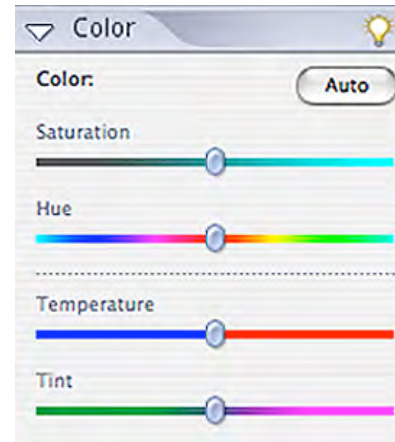


The next Quick Fix option is the lighting controls. Start with the Auto buttons. Use the Reset button above your photos if you are not satisfied.

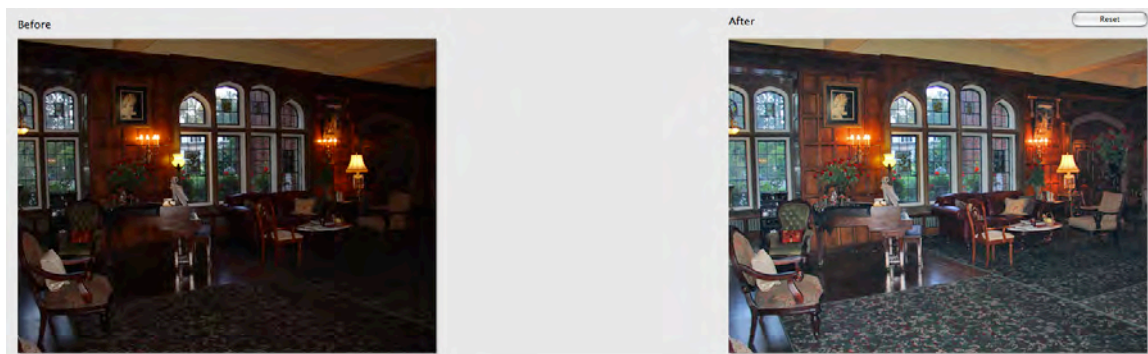
Next, try each of the slider controls.

Are you unhappy with the color of your picture? Try the Auto button first and then move on to the various slider controls. Apply them top to bottom.

Remember, you can use the Reset button at any time to return your picture back to its original condition.



Start with the Auto button and, if you are not happy with the results, click “Reset” and use the slider control.



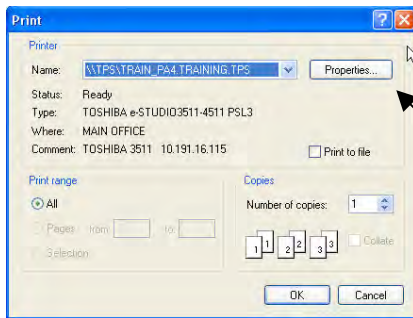
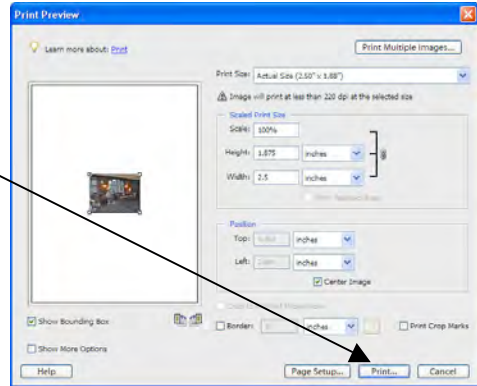
The above example was enhanced with a single click of the Auto button located in the General Fixes section.

Printing

If you are printing to a **Multi Functional Device** like the networked Toshiba Copier / Printer or to an ink-jet printer, there are ways you can select a higher resolution output.

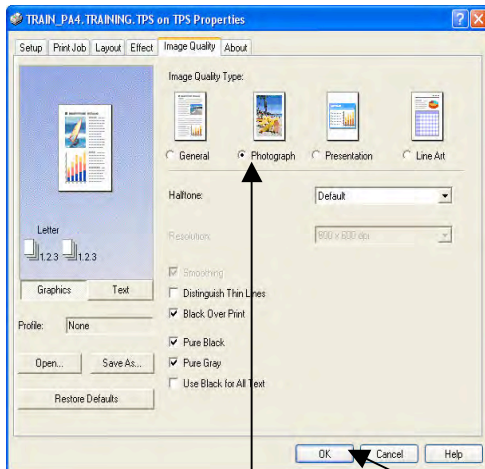
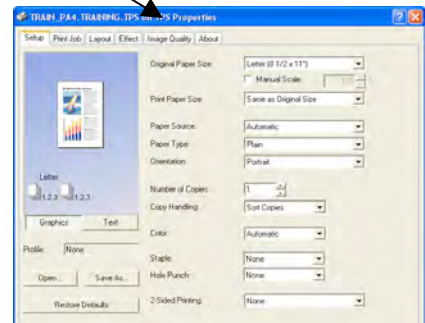
MFD

Go to the File menu and pull down to Print. Double-check your settings in the Preview mode. Click Print.



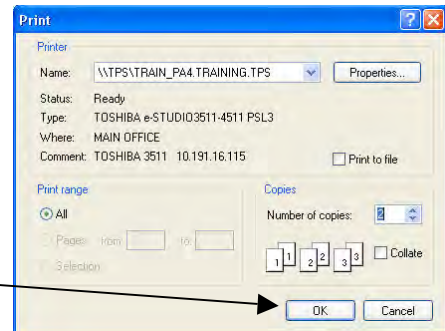
Click on the Properties button.

Click on the Quality tab.



Select Photograph and click OK.

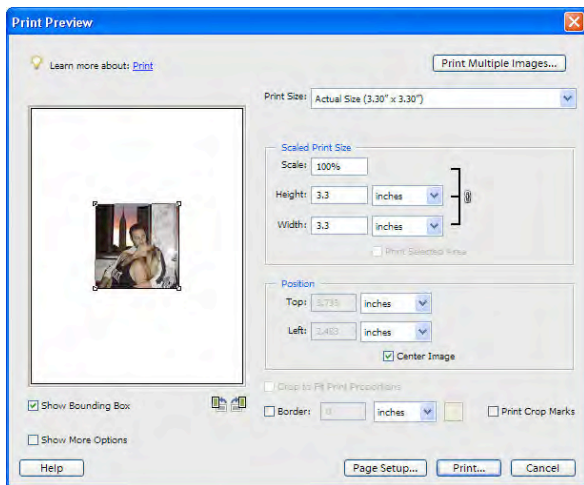
Click the OK button.



Printing

Ink-jet

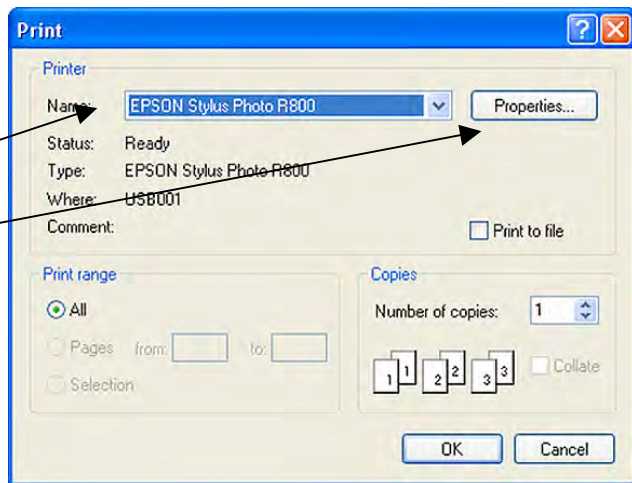
If you are using a typical ink-jet printer, you can improve your picture prints by using special Glossy Photo Paper. The directions below are specifically for the Epson Stylus Photo R800. Directions for other printers may vary.



Go to the File menu and pull down to Print.

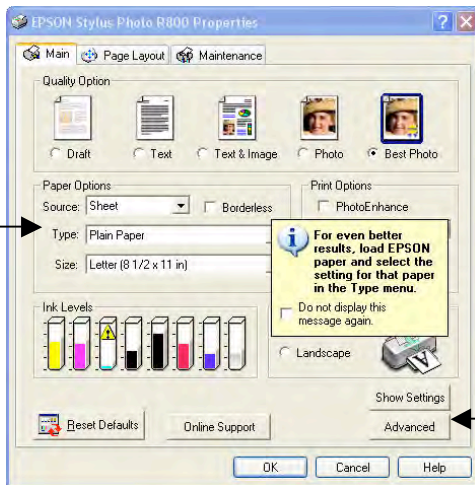
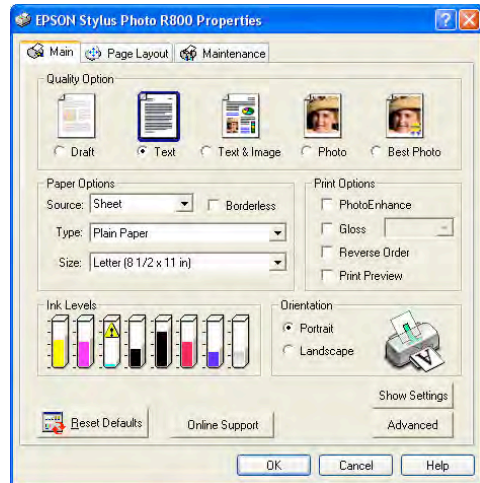
Double-check your settings and click Print again.

Select your printer (if you are connected to multiple printers). Next, click on the Properties button.



Note the default setting is for text printed on plain paper..

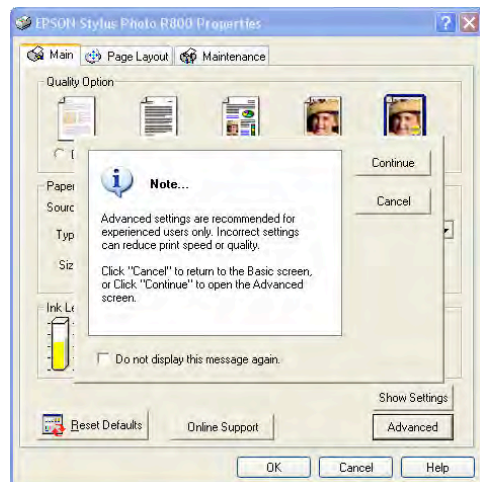
Click the radio button to the left of the word Best Photo.

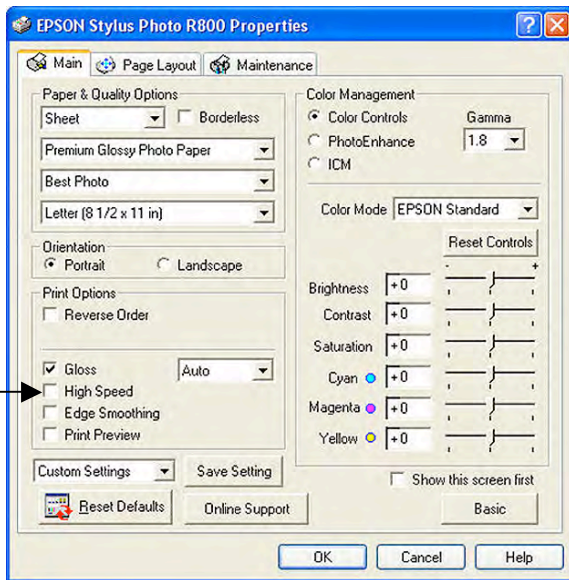


To the right of the word Type: click on the down-pointing triangle and select Premium Glossy Photo Paper.

Next, click the Advanced button.

Click the Continue button. If the warning note bothers you, you can select the “Do not display this message again” box.



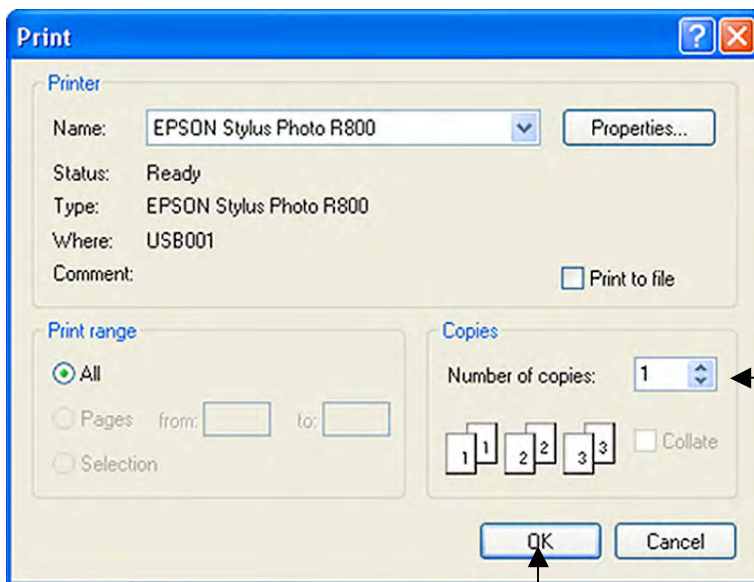


Deselect the High Speed box for the best-quality prints.

The Gloss finish is a matter of taste.

You can save your settings by clicking on the Save Settings rectangle and giving your settings a name. Your Custom Settings will be available by clicking on the down-pointing triangle to the right of the words Custom Setting.

Click the OK button.



Select the number of copies.

Click the OK button.

It may take several minutes for a large size print at these top-quality settings.