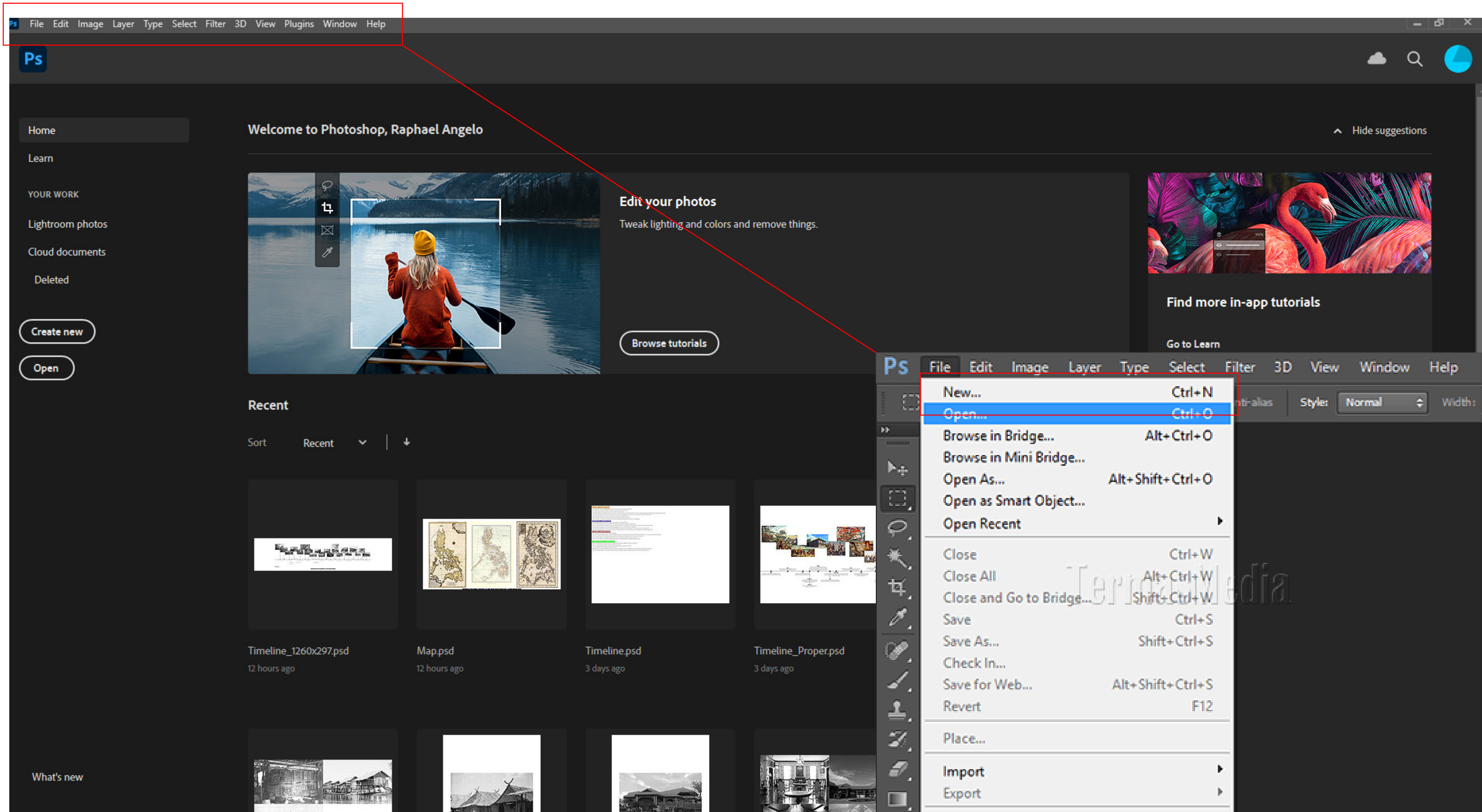




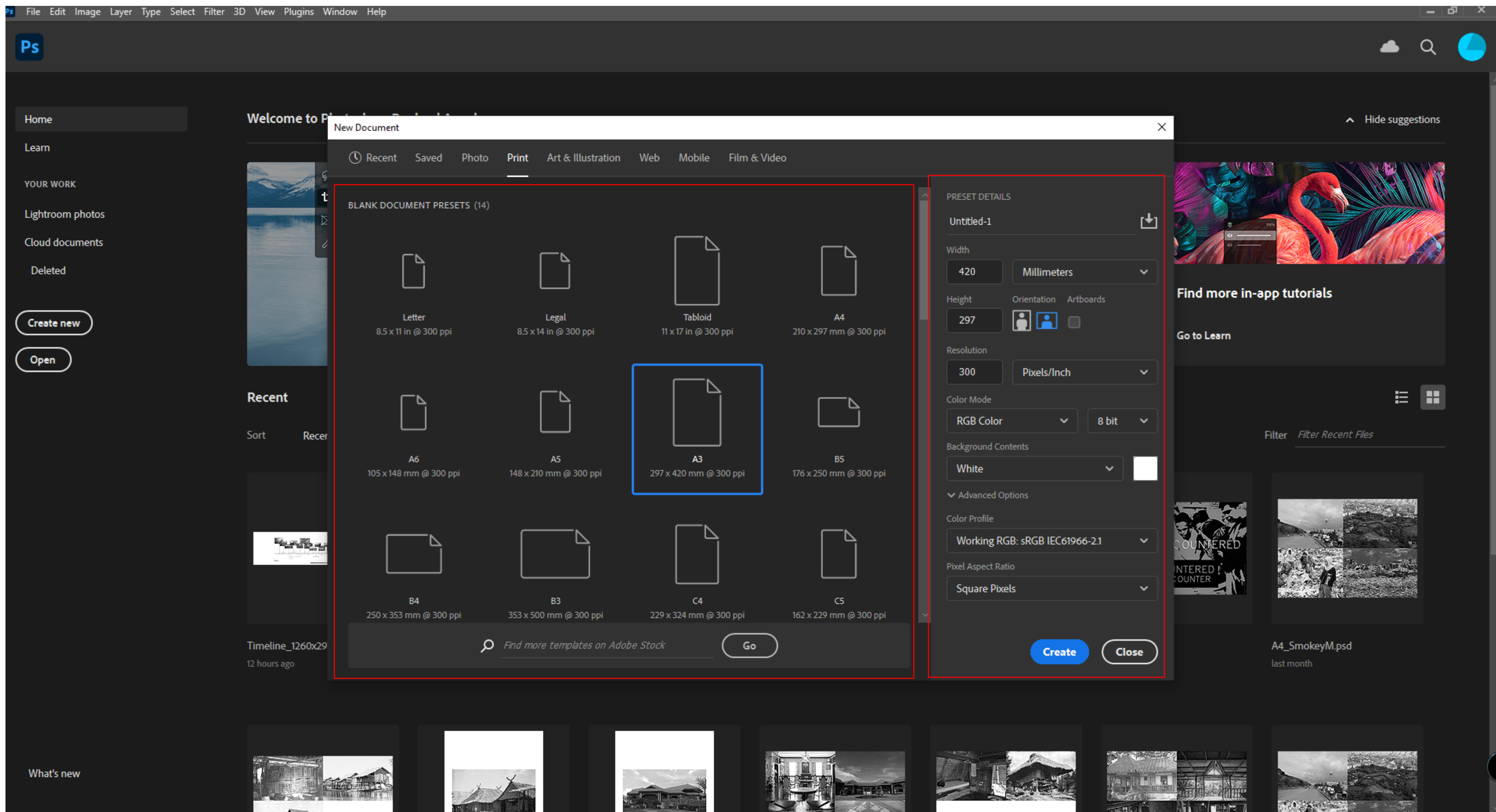
## Adobe Photoshop - Starting a new file



**Step 1:** Setting up your document correctly from the start will make your job much easier as you work through your project. This will require some advanced planning. For example, if your final output will be a brochure, you may need to set up your document to be horizontal and double-sided.

To create a new document, click File > New. This will open the Document Setup dialog box

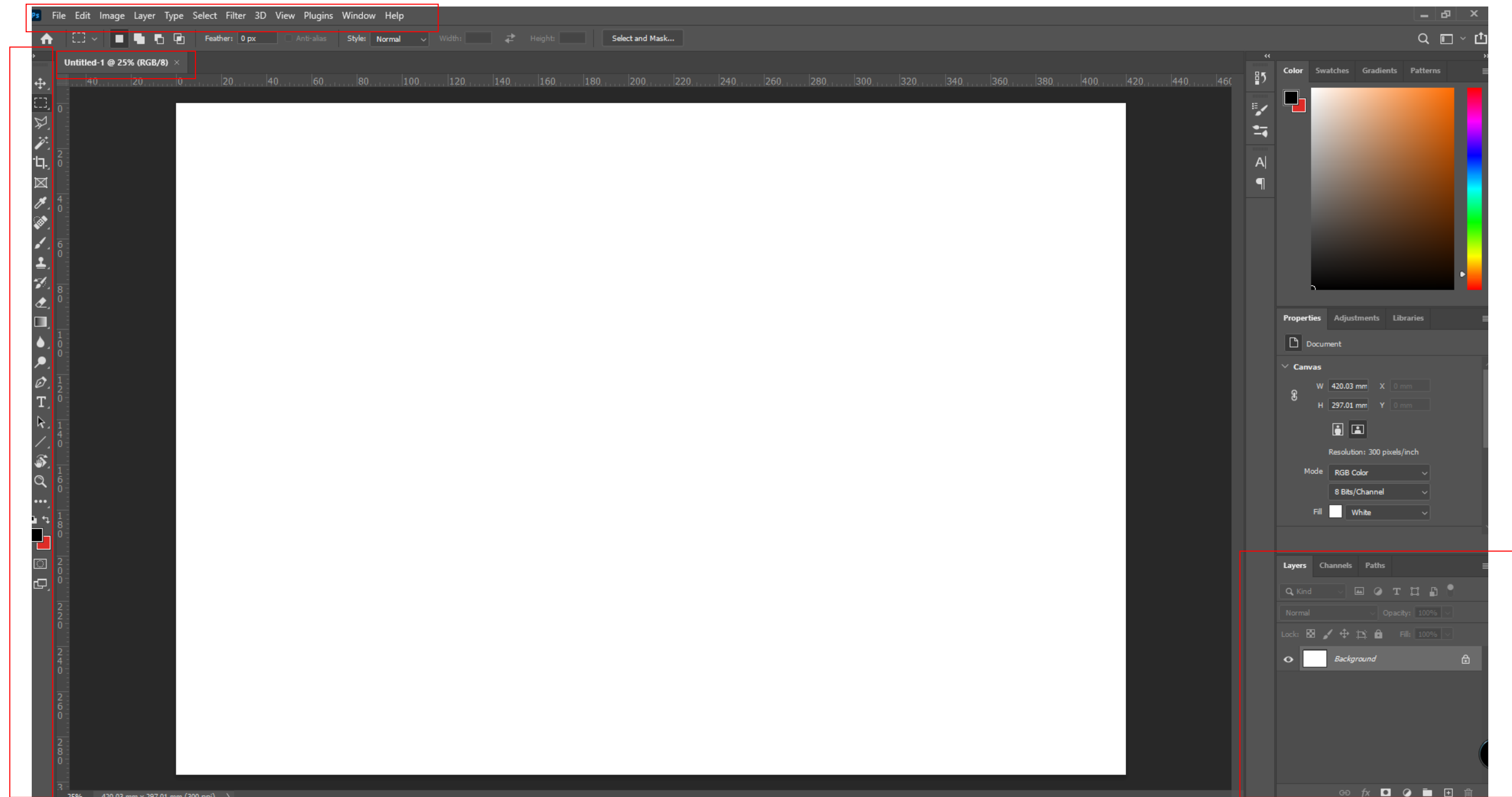
Adobe Photoshop - Setting up the Page



**Step 2:** Change the page size by typing in new values for width and height. Page size represents the final size you want after bleeds or trimming other marks outside the page. In the Preset dropdown menu you can find such common sizes as letter, legal, tabloid, etc. Typing in exact values for Height and Width gives you more control over the size and orientation of your page.



## Adobe Photoshop - User Interface










**Step 2.5:** If you look at the top of the screen you will see the Menu bar which contains all the main functions of Photoshop, such as File, Edit, Image, Layer, Select, Filter, View, Window, and Help.








# Adobe Photoshop Keyboard Shortcuts

New Layer	—	( Shift + Ctrl + N )
Undo	—	( Ctrl + Alt + Z )
Save for Web	—	( Alt+Shft+Ctrl+S )
Open As	—	( Ctrl + Alt + O )
Group Layers	—	( Ctrl+G )
Ungroup	—	( Ctrl+Shift+G )
Background color	—	( Ctrl + Backspace )
Free Transform	—	( Ctrl + T )

**Step 2.5 (Bonus):** To make life easy, Photoshop does come with keyboard shortcuts. There are many more shortcuts that you can go and explore, but these are the common shortcuts used when on Photoshop.



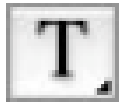
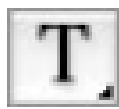


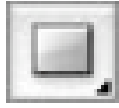
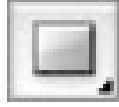
Adobe Photoshop - Tools

BUTTON	TOOL	DESCRIPTION
	<b>Marquee</b>	<p>Selects an object by drawing a rectangle or an ellipse around it.</p> <p>Click the tool button, choose a rectangular or an elliptical marquee. Drag the marquee over the area of the image you wish to select.</p>
	<b>Move</b>	<p>Used to select and move objects on the page.</p> <p>Click the tool button, then click on any object on the page you wish to move.</p>
	<b>Lasso</b>	<p>Selects an object by drawing a freehand border around it.</p> <p>Click the tool button, drag to draw a freehand border around the are of the image you wish to select.</p>
	<b>Polygonal Lasso</b>	<p>Selects an object by drawing a straight-edge border around it.</p> <p>Click the tool button, click on the starting point on the image, drag to draw a straight-edge border, click and drag again to select the are of the image you wish to select. Double-click to finish.</p>
	<b>Magnetic Lasso</b>	<p>Selects an object by drawing a border that snaps to the edges of the defined area of the object.</p> <p>Click on the starting point on the image, drag around the are of the image. The tool will make fastening points at the edges. To finish selecting, drag the border to the starting point and click precisely in the point.</p>
	<b>Magic Wand</b>	<p>Selects all objects in a document with the same or similar fill color, stroke weight, stroke color, opacity, or blending mode. By specifying the color range, or tolerance, you can control what the <b>Magic Wand</b> tool selects.</p> <p>Click the tool button, then click on the area of the image you wish to select.</p>
	<b>Crop Tool</b>	<p>Selects and cuts parts of an image.</p> <p>Click the tool button, then click and drag the tool over the part of the image that you want to keep. Resize the selected area dragging the squares at the sides and corners. Click the</p>

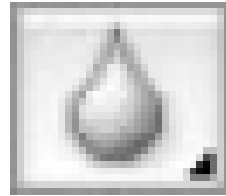
BUTTON	TOOL	DESCRIPTION
	<b>Healing Brush</b>	<p>Corrects small blemishes in scanned photos.</p> <p>Select the tool, hold down the <b>ALT</b> key and left-click on the base color you need to heal. Then left-click over the blemish.</p>
	<b>Brush Tool</b>	<p>Draws lines of different thicknesses and colors.</p> <p>Select the tool. Then click on the selected area, drag to draw lines. Use the <b>Options</b> bar to change the <b>Brush</b>, <b>Mode</b>, <b>Opacity</b>, and <b>Flow</b>.</p>
	<b>Clone Stamp</b>	<p>Takes a sample of an image and applies over another image, or a part of the same image.</p> <p>Select the tool. Hold down the <b>ALT</b> key and left-click on a certain point of the document where you want to start your copy point. Then, put your mouse over whatever part of the new document you want the picture to go to. Hold down the left mouse button and drag the mouse across the page to copy the picture.</p>
	<b>Art History Brush</b>	<p>Paints over an image using the source data from a specified history state or snapshot.</p> <p>Select the tool, specify the <b>Brush</b>, <b>Blending Mode</b>, <b>Opacity</b>, <b>Style</b>, <b>Area</b>, and <b>Tolerance</b>.</p>
	<b>Erase Tool</b>	<p>Removes part of an existing path or stroke. You can use the Erase tool on paths, but not on text.</p> <p>Select the tool, click on the part of the image you wish to erase. Drag to erase pixels.</p>
	<b>Paint Bucket Tool</b>	<p>Fills and entire area with a specific color of your choice.</p> <p>Select the tool. Choose a foreground color in the <b>Color Box</b>. Select an area you wish to apply the color to. Click the tool button, then click on the selected area.</p>
	<b>Gradient Tool</b>	<p>Applies a gradient fill to a selected part of the image or to an entire layer.</p> <p>Select an area you wish to apply gradient to, click the tool button, choose a fill in the <b>Options</b> bar, click on the starting point, hold the mouse down and drag to the end point.</p>

**Step 3:** Once you’ve clicked “Open” (as shown in the first image) > find your .3ds file (or other file formats that is supported by Twinmotion) > using the second image as reference, make sure with “Up axis” it’s as “Z up” > once ready, click import.

Adobe Photoshop - Tools

BUTTON	TOOL	DESCRIPTION	BUTTON	TOOL	DESCRIPTION
	<b>Direct Selection Tool</b>	Selects paths and path segments.  Select the tool, click anywhere on the path.		<b>Direct Selection Tool</b>	Selects paths and path segments.  Select the tool, click anywhere on the path.
	<b>Type Tool</b>	Types text on a page. Every time you click the <b>Type Tool</b> on a new portion of the page a new layer will be created.  Select the tool, click on the page and begin to type. You can specify the font and size in the <b>Options</b> bar. You can also resize and transform the text box by dragging the squares at the sides and corners. Use the <b>Move Tool</b> to move the text on the page.		<b>Type Tool</b>	Types text on a page. Every time you click the <b>Type Tool</b> on a new portion of the page a new layer will be created.  Select the tool, click on the page and begin to type. You can specify the font and size in the <b>Options</b> bar. You can also resize and transform the text box by dragging the squares at the sides and corners. Use the <b>Move Tool</b> to move the text on the page.
	<b>Pen Tool</b>	Draws smooth-edged paths.  Select the tool, click on the page, drag to draw a path. Click and drag the anchor points to modify the path.		<b>Pen Tool</b>	Draws smooth-edged paths.  Select the tool, click on the page, drag to draw a path. Click and drag the anchor points to modify the path.
	<b>Rectangle Tool</b>	Draws a rectangle shape. Other shapes that are hidden in this tool are: <b>Rounded Rectangle Tool</b> , <b>Ellipse Tool</b> , <b>Polygon Tool</b> , <b>Line Tool</b> , and <b>Custom Shape Tool</b> .  Select the tool, click and drag on the page to draw a shape. The shape will be automatically filled with the current foreground color.		<b>Rectangle Tool</b>	Draws a rectangle shape. Other shapes that are hidden in this tool are: <b>Rounded Rectangle Tool</b> , <b>Ellipse Tool</b> , <b>Polygon Tool</b> , <b>Line Tool</b> , and <b>Custom Shape Tool</b> .  Select the tool, click and drag on the page to draw a shape. The shape will be automatically filled with the current foreground color.

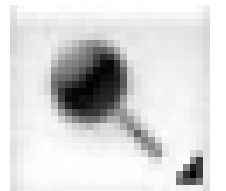
**Step 3.5:** Once you’ve clicked “Open” (as shown in the first image) > find your .3ds file (or other file formats that is supported by Twinmotion) > using the second image as reference, make sure with “Up axis” it’s as “Z up” > once ready, click import.



### Blur Tool

Blurs the sharp edges of an image.

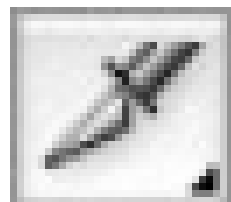
Select an area where you wish to apply the tool. Click the tool button, choose the **Brush**, **Mode**, and **Strength**. Drag the brush along the edges.



### Dodge Tool

Lightens areas in an image.

Select the area where you wish to apply the tool. Choose the **Brush**, **Range**, and **Exposure**. Click on the spots you wish to highlight.



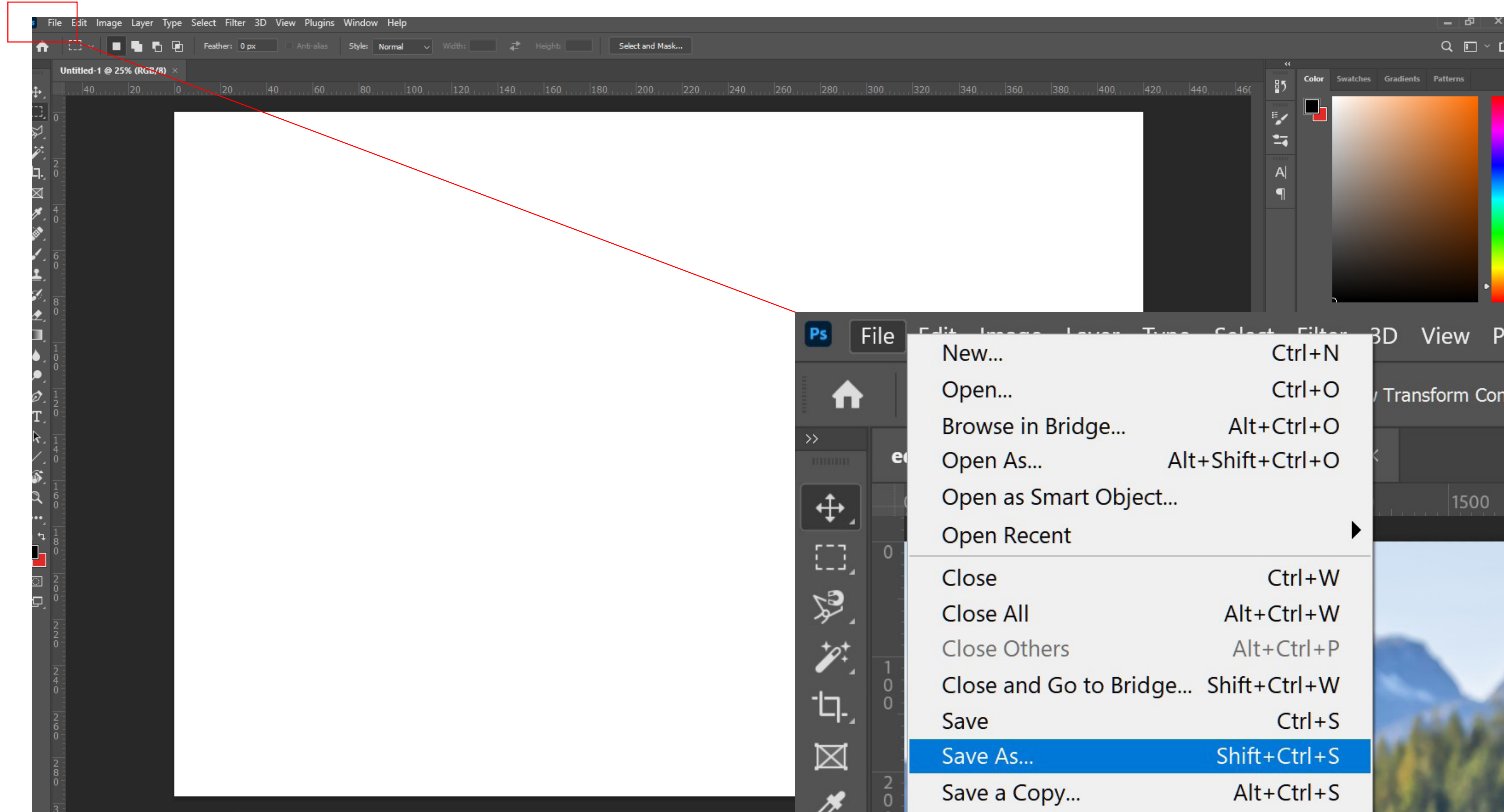
### Slice Tool

Used to cut images into slices, which can be exported to a web page.

**Step 3.5:** Once you've clicked "Open" (as shown in the first image) > find your .3ds file (or other file formats that is supported by Twinmotion) > using the second image as reference, make sure with "Up axis" it's as "Z up" > once ready, click import.



## Adobe Photoshop - Saving your file



**Step 4:** Once you're done using photoshop, always remember to save your file. In order to do this, go to the top left of your screen under "File" > Save > a new UI will pop up, name your file > name your file and save to the folder you want it to be in.

