



## Introduction to Photoshop CS4

### Agenda Day 1

#### Session 1 - Photoshop Basics

- Menus, Panels and Workspaces
- The Tools Panel and the Options Bar
- Preferences and Customising Photoshop

#### Session 2 - Image Basics

- Changing Views and Display Options
- Using the Zoom, Hand and Rotate Tools
- Using the Navigator Panel
- Multiple Undo using the History Panel
- Saving Files and File Formats

#### Coffee Break

#### Session 3 - Selection Techniques

- Using the Marquee Tools
- Working with the Lasso Tools
- Selecting Similar Colours with the Magic Wand Tool
- Selecting with the Colour Range Command
- The Quick Selection Tool
- Modifying and Moving Selections with the Move Tool
- Enhancing Selections and the Refine Edge Command
- Saving and Reloading a Selection

#### Exercises 1

- Re-arrange the Workspace
- Select an Object

#### Lunch Break

#### Session 4 - Painting and Colouring

- Choosing Colours using the Colour Picker
- Choosing Foreground and Background Colours
- The Brush Tool, the Brushes Panel and Custom Brushes
- Using the Fill and Stroke Commands
- Defining and Using Gradients
- Creating Patterns and Using the Pattern Stamp Tool

#### Coffee Break

#### Session 5 - Working with Layers

- Understanding the Concept of Layers
- Creating, Duplicating and Deleting Layers and Groups
- Moving Layers and Layer Content
- Setting Layer Opacity
- Merging and Flattening Layers
- Creating a Clipping Mask
- Working with Fill and Adjustment Layers
- Making Montages using Layer Masks
- Working with the Adjustments and Masks Panels
- Layer Blending Modes
- Layer Effects and Layer Styles

#### Exercises 2

- Replace a Bland Sky
- Create a Mini Montage

#### End of Day



## Introduction to Photoshop CS4

### Agenda Day 2

#### Session 6 - Tonal and Colour Corrections

- Simple Corrections using Variations
- Using the “Auto” Commands – Tone, Contrast and Colour
- Understanding Histograms and using Levels
- Using the Brightness/Contrast Command
- Making Corrections with Curves
- Making Colour Corrections with the Colour Balance Command
- Improving Colours with the Vibrance and Hue/Saturation Commands
- Improving High Contrast Images with Shadows/Highlights
- Adding a Photo Filter

#### Coffee

#### Session 7 - Image Retouching Techniques

- Using the Clone Stamp Tool
- Working with the Healing and Patch Tools
- The Dodging, Burning and Sponge Tools
- Removing Red Eye

#### Session 8 - Filters and Effects

- Using the Filter Gallery
- Sharpening Images using Unsharp Mask and Smart Sharpen
- Softening Images with Blur
- Converting to Black & White
- Creating Panoramas with the Photomerge Command

#### Exercises 3

- Correct the Tonality and Colours of an Image
- Remove Distracting Objects from a Scene

#### Lunch

#### Session 9 - Transforming Images

- The Crop Tool
- Scaling, Rotating and Distorting Images
- Warping Images
- Changing the Canvas Size

#### Session 10 - Working with Text

- Bitmap (or Raster) vs Vector Graphics
- Adding Type to an Image
- Formatting Text
- Warping and Adding Effects to Text

#### Session 11 - Camera Raw

- The Camera Raw Dialog Box
- Making Colour and Tonal Adjustments in Camera Raw
- Making Local Adjustments to an Image in Camera Raw
- Using Raw to Process High Dynamic Range Images

#### Coffee

#### Session 12 - Adobe Bridge

- The Bridge Workspace
- Managing and Viewing Files
- Tagging and Finding Files
- Batch Renaming in Bridge

#### Session 13 - Outputting to Print

- Understanding Resolutions and Changing Image Size
- Colour Modes and Colour Management
- Recognising “Out of Gamut” Colours
- Understanding the Print Command Dialog Box

#### Session 14 - Outputting to the Web

- Choosing the Correct File Format
- Balancing File Size and Image Quality
- Using the Save for Web & Devices Command

#### Exercises 4

- Add a Border and Title to an Image
- Correct a Camera Raw Image
- Size an Image for Printing

#### End of Day