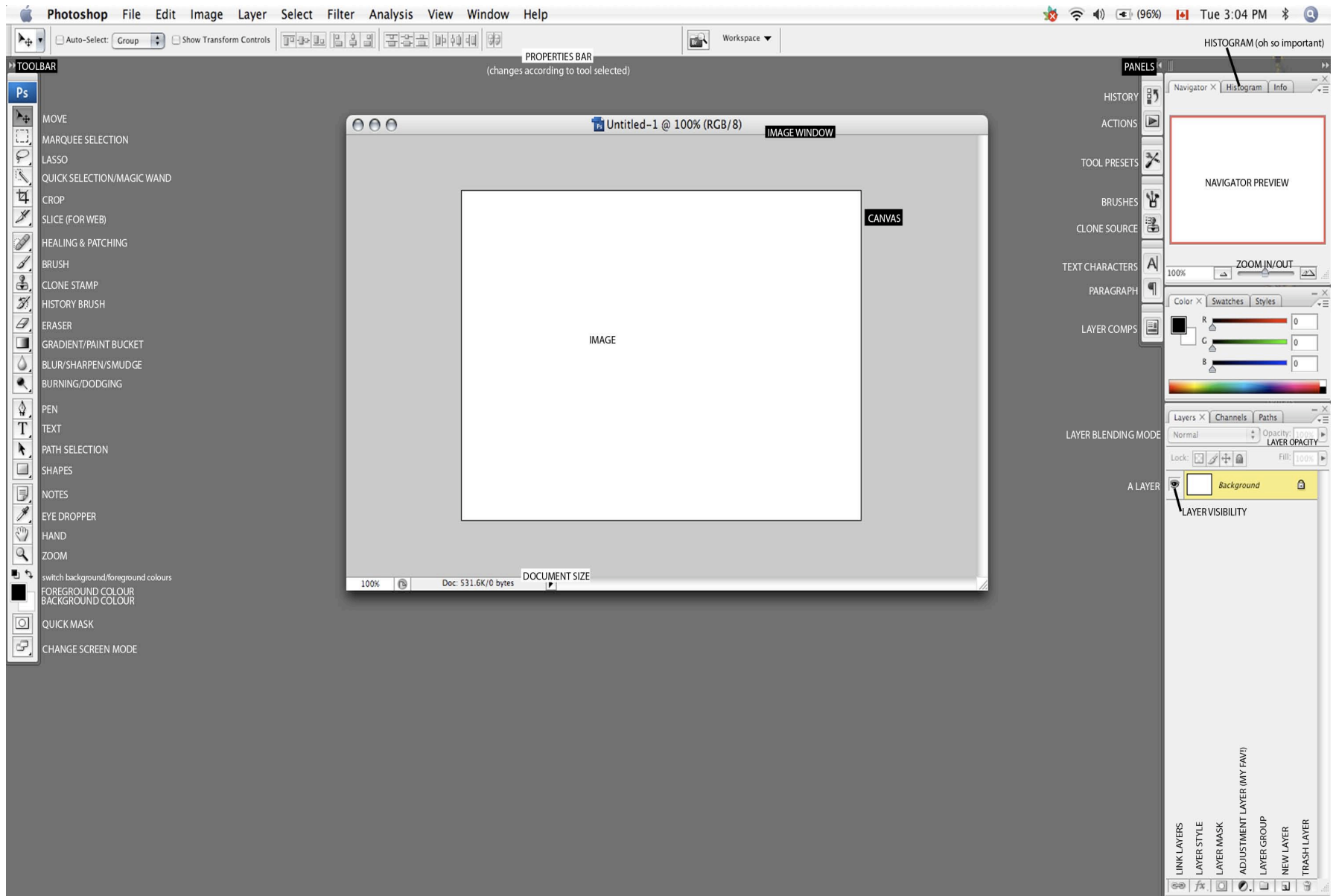




# PHOTOSHOP CS3 WORKSPACE

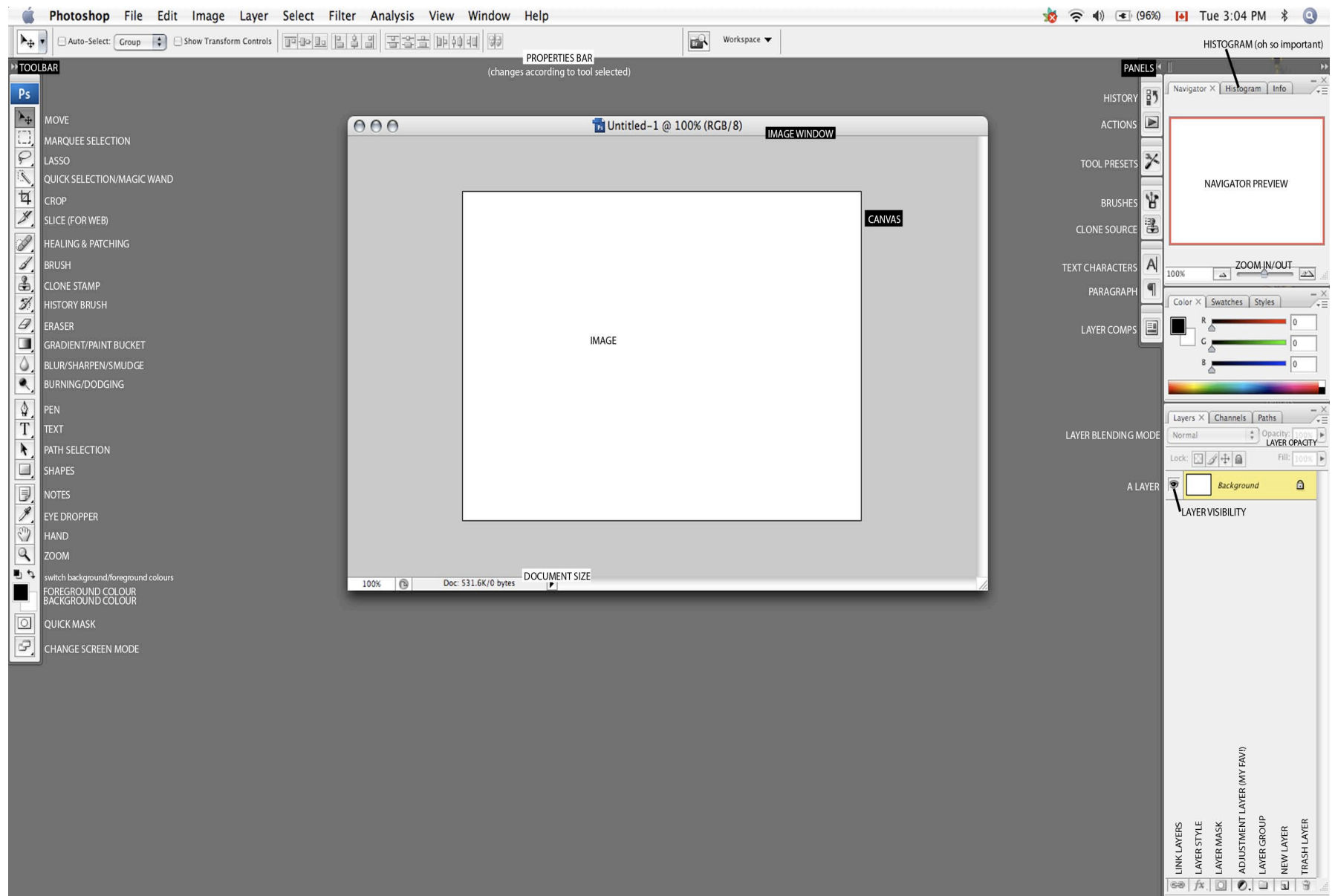
University of British Columbia, Department of Art History, Visual Art and Theory. VISA 110 C.D'Onofrio 2009

# PHOTOSHOP WORKSPACE



We will be working in the standard/default workspace mode. The default Photoshop CS3 Workspace can be activated or re-activated by going to “Window” on your menu bar, then go to “Workspace” and choose “Default”. On CS4 it is labeled “Essentials” instead of “Default”.

# PHOTOSHOP WORKSPACE

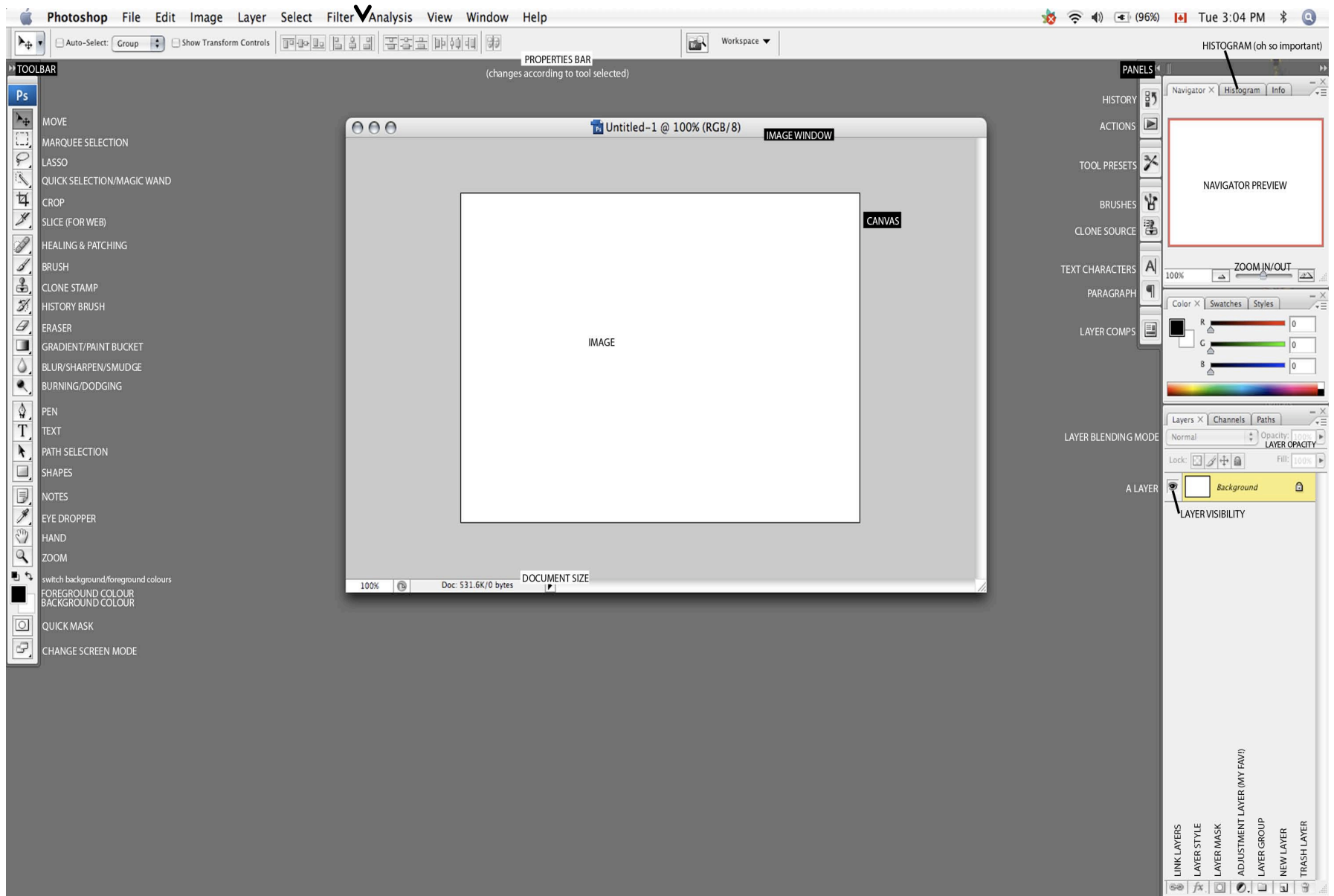


Creative Suite has conveniently made most of its programs have common workspace elements. Understanding the Photoshop workspace will help you to understand other Creative Suite program workspaces, such as Illustrator, InDesign, Flash and even Dreamweaver.

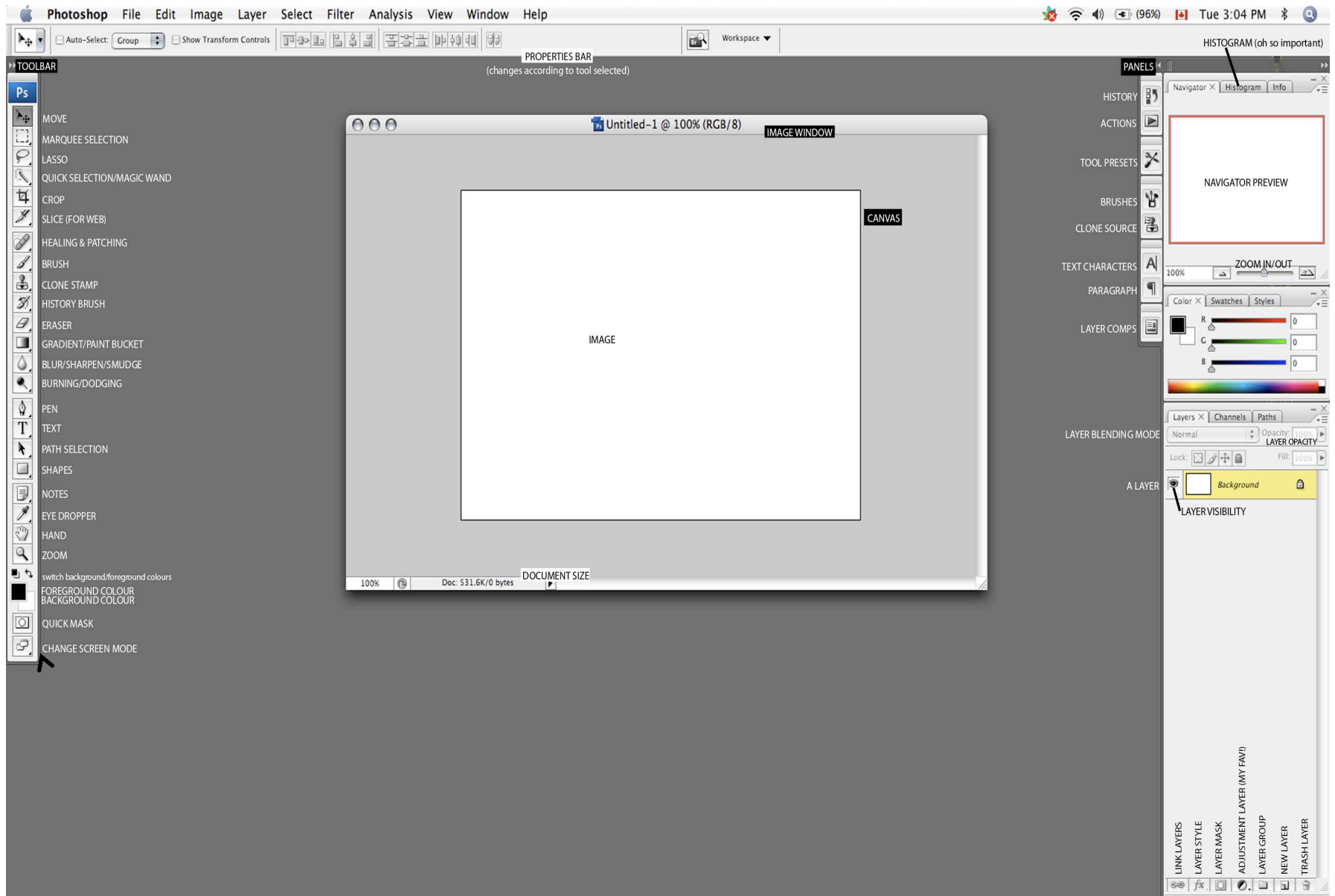
# PHOTOSHOP WORKSPACE

## Menu Bar

The menu bar can give you access to many tools and menus in Photoshop but most of these tools can more easily be reached through the interface.



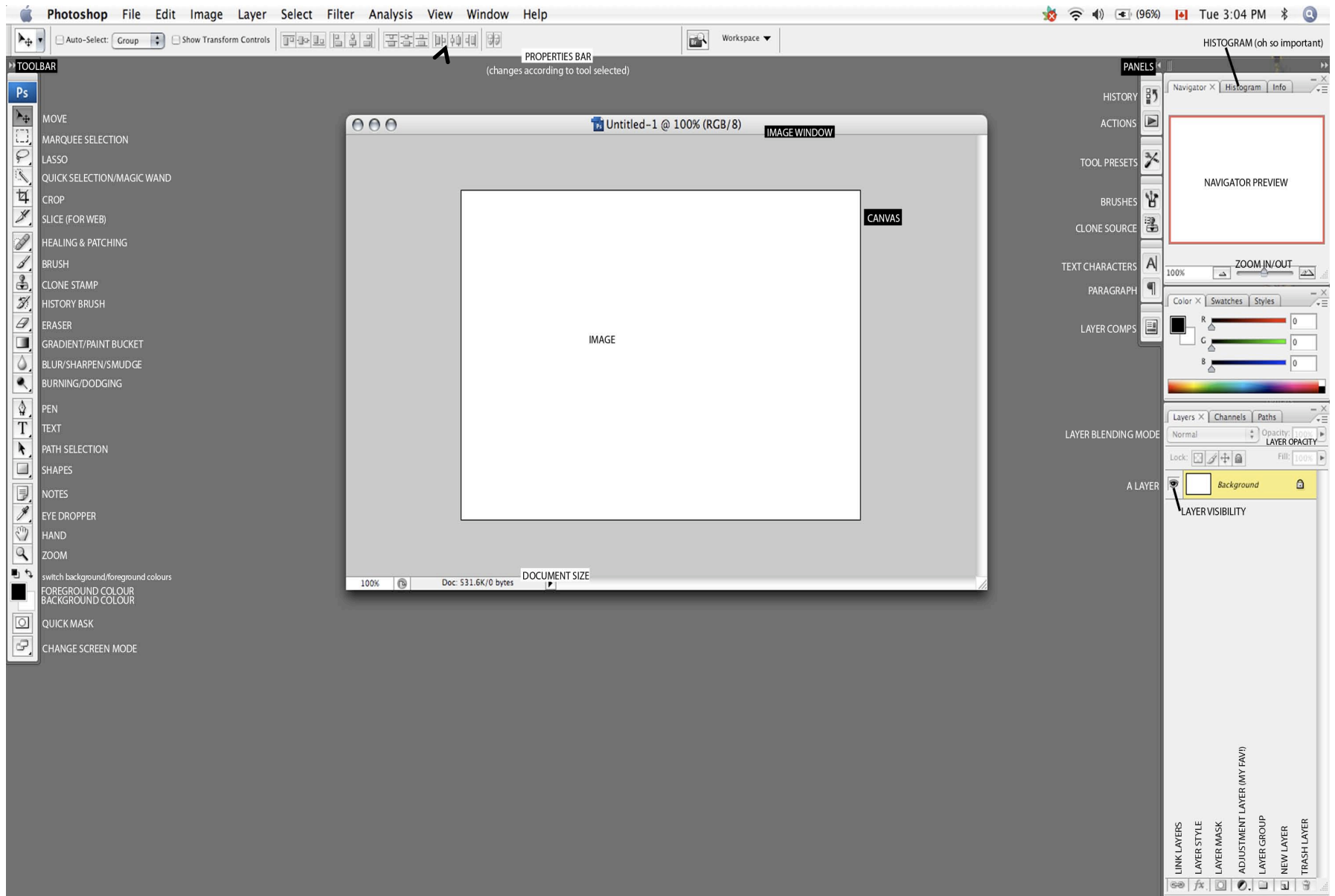
# PHOTOSHOP WORKSPACE



## Toolbar

The tool bar contains one-button shortcuts to all your tools. If you hover your cursor over a tool it will give you the name of the tool. There is a black arrow on the bottom right of some tools, if you click and hold it will reveal other variations of this tool. When you click on a tool, the properties for that tool can be found in the Properties bar.

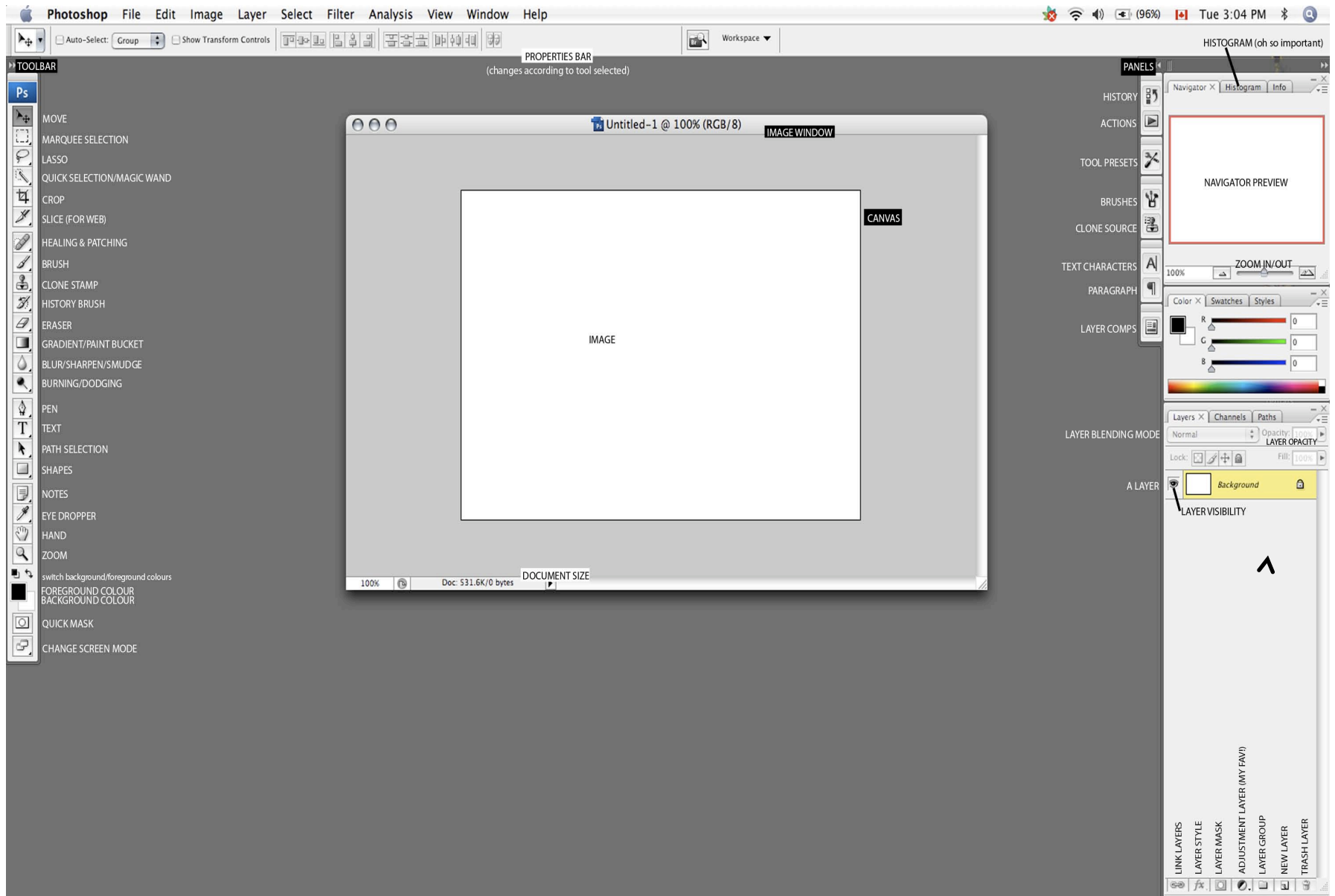
# PHOTOSHOP WORKSPACE



## Properties Bar

As mentioned before, the properties bar contains variations and characteristics for each of the tools. When a tool is clicked the bar changes in accordance to that tool.

# PHOTOSHOP WORKSPACE

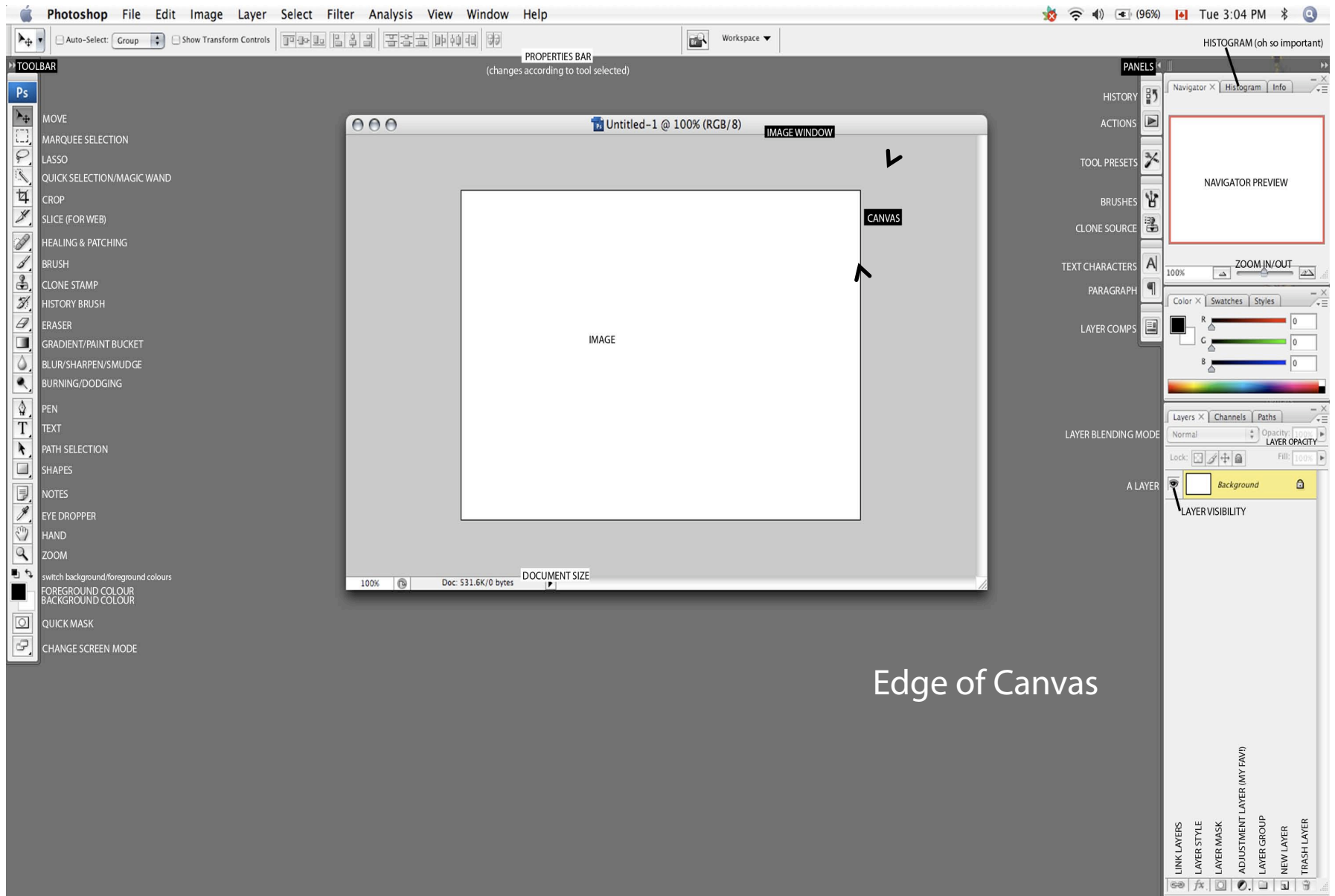


Panels or Palettes are organized folders that contain extended and detailed options to help you control your work in Photoshop. The panels can be grouped (such as Layers, Channels and Paths above) expanded and opened, pulled out to be on their own or minimized and closed.

Palettes

# PHOTOSHOP WORKSPACE

## Image Window

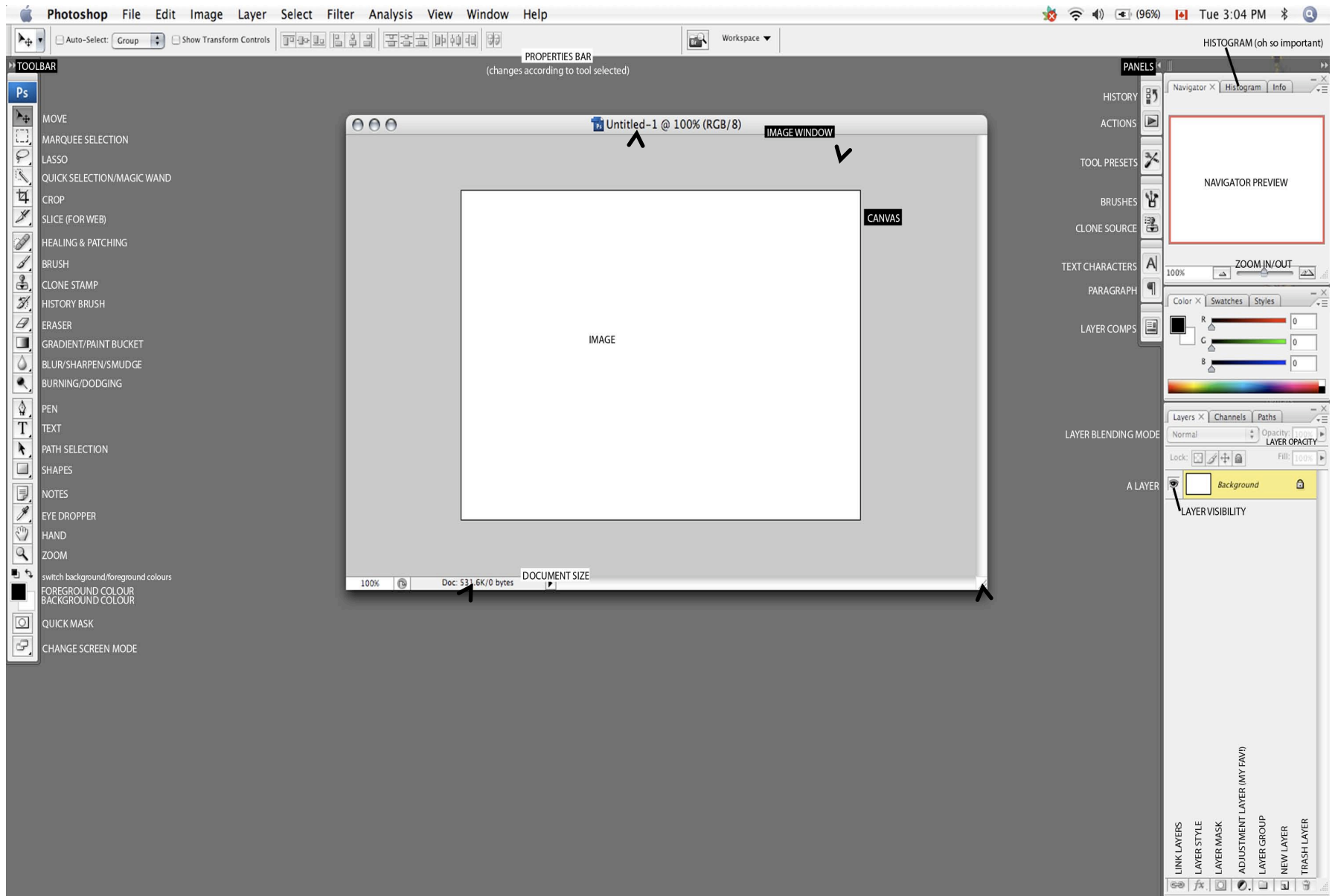


The image window is the area in which your working document can be seen. You can have many of these windows, which would mean that multiple documents are open. This area is bound by the canvas (which is where your window area turns grey above) which reveals your print area. However, you can have parts of your image under the grey area (which you won't see) that you can move into view or take away from view.



# PHOTOSHOP WORKSPACE

## Image Window



If you Command + Click on this area you will find detailed information about your image.

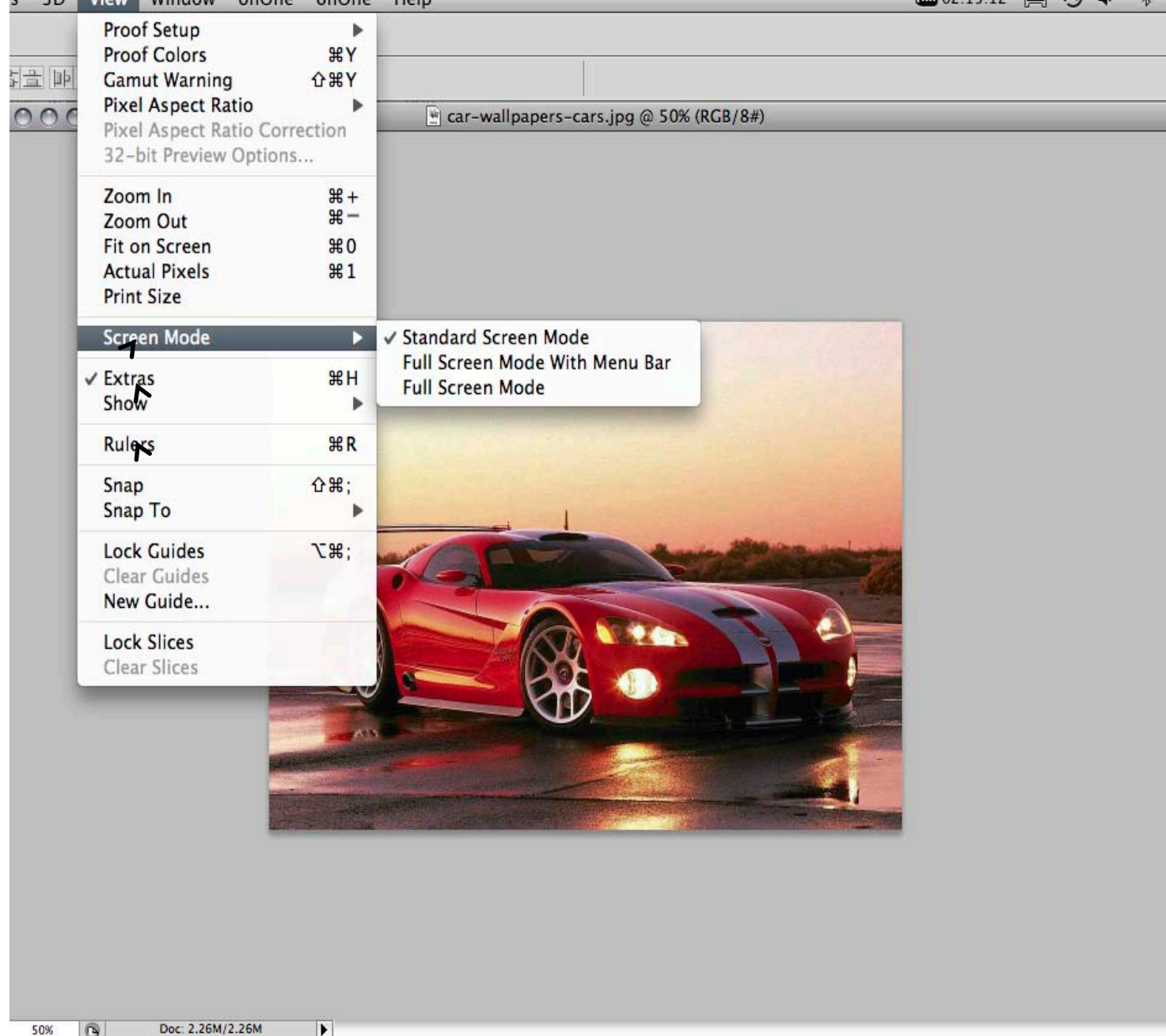
The name of your document can be seen at the top of the window, as well as the scale view of the image (in percent %).

To make your Image Window larger, just click and drag the bottom right edge of the window.

# VIEWS

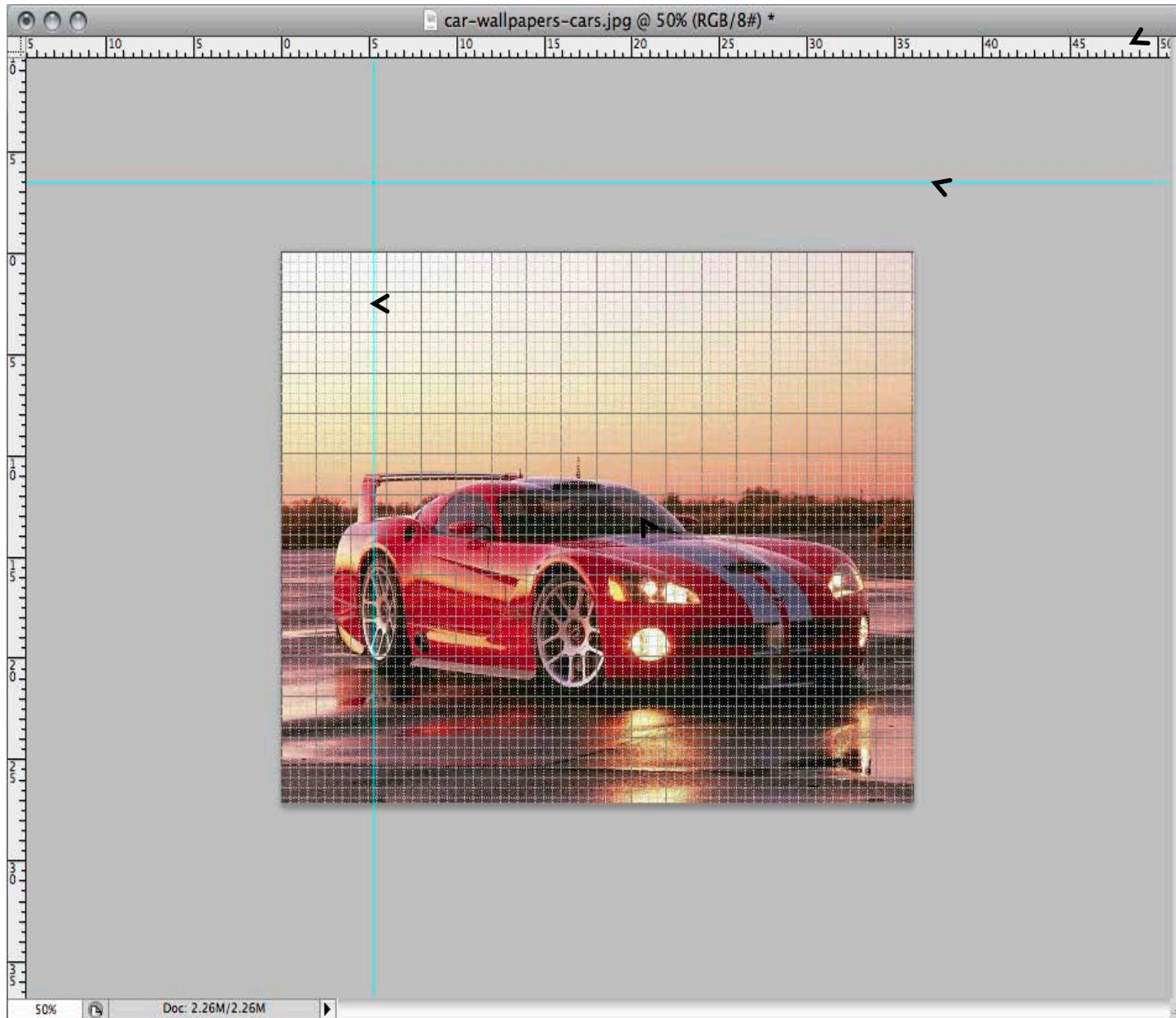
# VIEWS

You can change your image window view by going to "View" on the Menu bar, then "Screen Mode". In this case it is on "Standard Screen Mode".



In the "View" tab of the menu bar you can also see that you can show "Rulers" and "Extra's" just by choosing them, in which case they will reveal a checkmark when they are chosen.

# VIEWS



**Ruler** matches the dimensions of your print.

**Guides** can be created by clicking and dragging your mouse from either the top, (for horizontal) or side, (for vertical) ruler. This pulls out a "guide" that can be placed where you would like, which is quite useful for aligning parts of your image.

The **Grid** is a mesh put over your entire image that you can use to space or align with.

# VIEWS

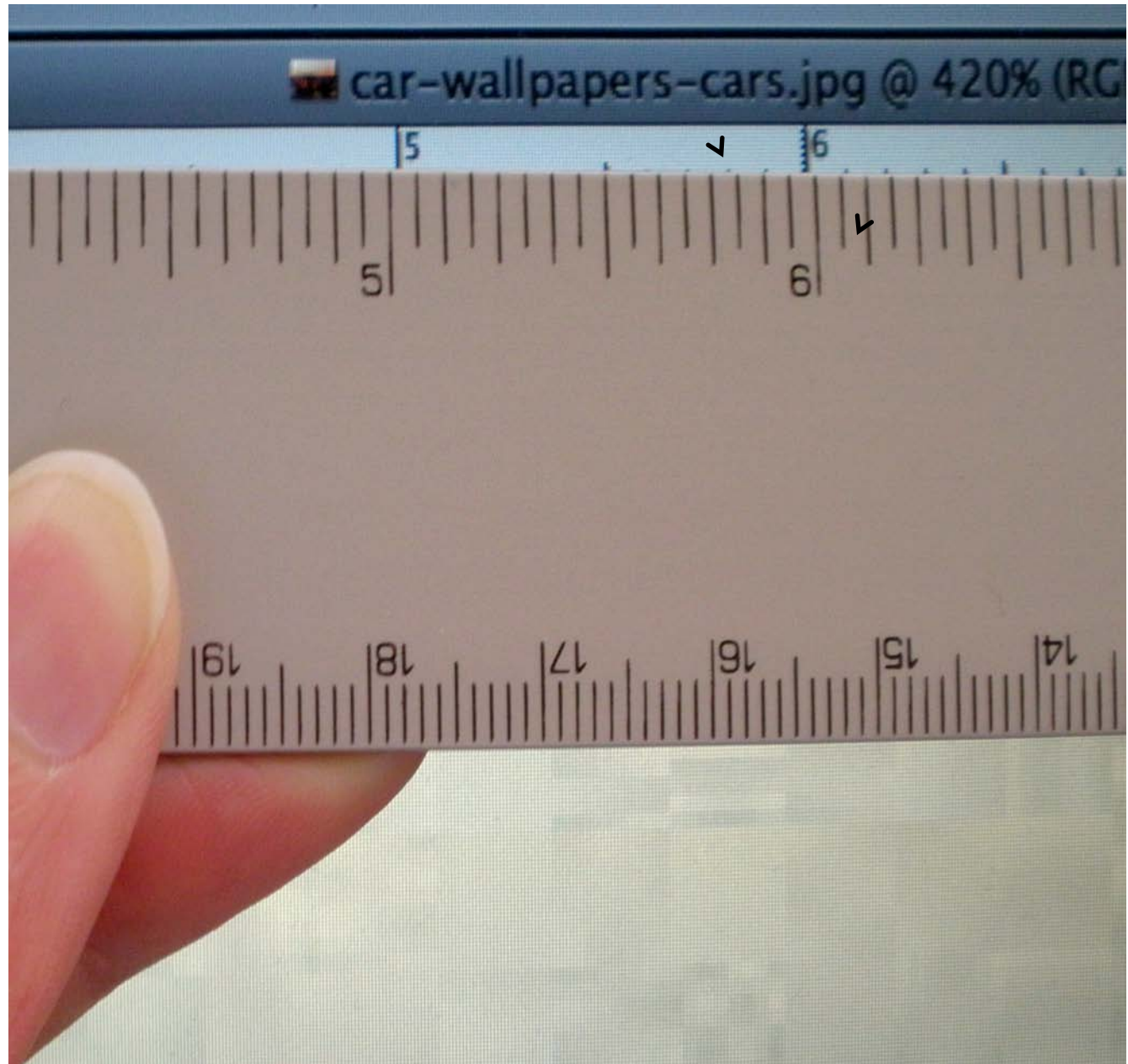
*"The mis-conception of 100%"*

Ruler on Document

Actual  
Ruler

## **Convenient Tip...**

*To see what your actual print size will look like in its proper scale, match the zoom of your image so that the ruler on the Image Window matches an actual ruler put up against your screen. In this case an inch on an actual ruler matches an inch on the ruler of my document. This is the only way to see the size of your actual image for it will resolve resolution of your screen in contrast to the image resolution and size of your screen. Every screen will be different. 100% does not mean actual size, but instead actual size with resolution of your output source it is showing on.*



# PALETTES

# PALETTES

Palettes are a useful way to reach specific tools needed in altering your image. There are many palette's that do many different things, we will be focusing on a few.

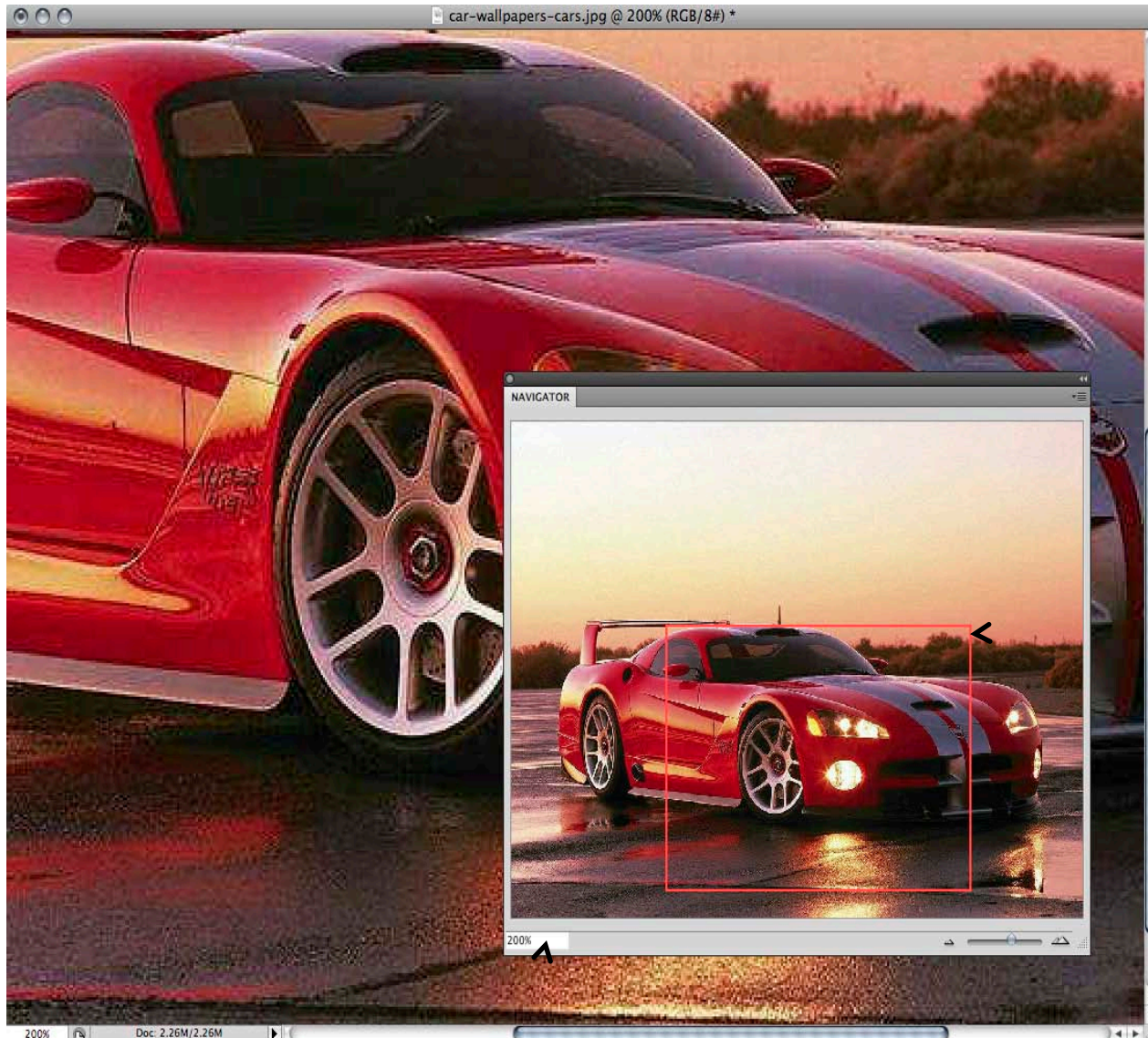


The **Navigator** is useful for viewing different parts or details of your image at different scales. It tells you're the percentage you are viewing your image at, and has a handy slider you can shift left or right to make your view larger or smaller.

The **Layers** Palette contains an organized view of the different layers of your image. It is one of the most important panels you will use.

The **Channels** Palette shows you the different channels that make your image. In this case, a Red, Green and Blue channel because the image is in RGB, as well as an RGB Composite.

# NAVIGATOR PALETTE



When an image view is larger than your working window you can navigate around specific parts of the image by clicking and dragging your mouse and moving the red box to different areas.

**Keyboard Shortcut**  
**Command** and **+** key will Zoom In on your image while **Command** and **-** key will Zoom Out.

You can click in here and view the percentage your viewing your image at. You can also type in a new percentage to change it.

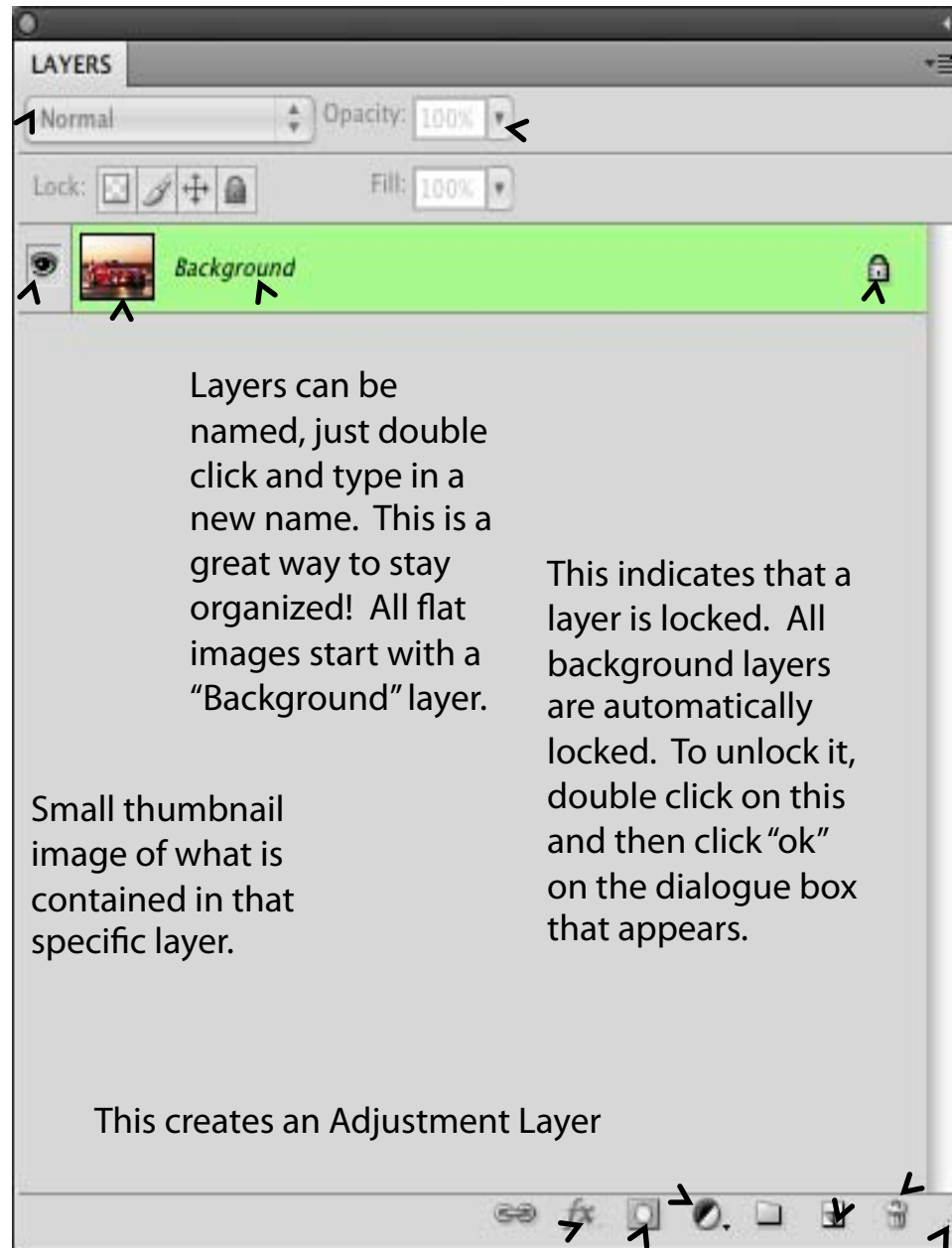


# LAYERS PALETTE

This changes the “blending mode” of your selected layer, which deciphers how it will react with the layer underneath it.

You can make a layer visible or invisible just by clicking this eyeball on or off. If the eyeball is closed then the layer is temporarily invisible, (so you can see through it or underneath it) until you open the eye again.

This allows various effects to be applied to a layer.



Layers can be named, just double click and type in a new name. This is a great way to stay organized! All flat images start with a “Background” layer.

Small thumbnail image of what is contained in that specific layer.

This creates an Adjustment Layer

This indicates that a layer is locked. All background layers are automatically locked. To unlock it, double click on this and then click “ok” on the dialogue box that appears.

This creates a Layer Mask

To change size of a palette, just click and drag the bottom right corner.

This opens a menu that contains more layer options.

You can change the opacity of a selected layer by adjusting this scale.

Clicking on this icon will create a new blank layer. Selecting and dragging a layer onto this icon will create a copy of that layer.

Selecting a layer and then clicking on the Trash Can will delete the layer. Also, dragging a layer onto this icon will delete the layer.