

Activity 01 - Organizing the Photoshop Workspace

Data File


01.girl with umbrella.jpg

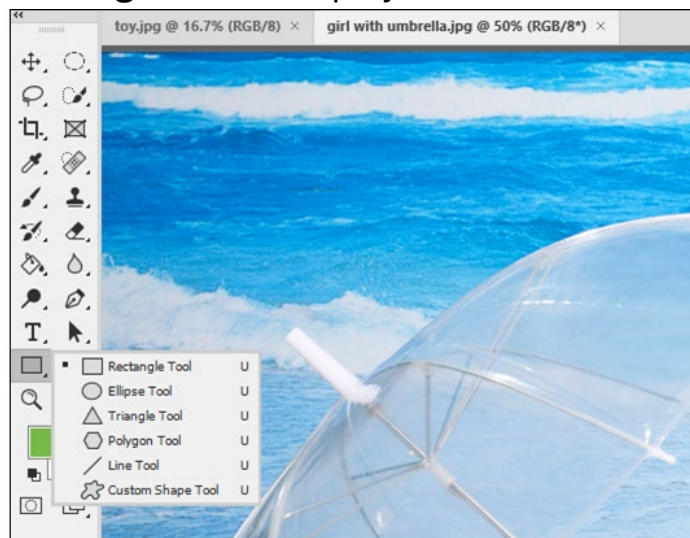
Before You Begin

Open the 01.toy.jpg file in Photoshop.

Scenario


Now that you have browsed images in Adobe Bridge, it's time to become familiar with some of the basic elements of the Photoshop workspace.

1. In Bridge, double-click **01.girl with umbrella.jpg** to open it in Photoshop.
2. Identify the tools available on the **Tools** panel.
 - a. At the top of the **Tools** panel, select the double arrow  to display tools in two columns.
 - b. On the **Tools** panel, hover the mouse pointer over several tools to view their tool tips.
 - c. Identify which tool is the **Rectangle** tool. Press and hold the **Rectangle** tool to display the menu of associated tools.




- If you just see a descriptive box stating this is the **Rectangle** tool, click and hold on the tool a second time to display the sub-menu. You can also right-click the tool to display the additional tools.
- d. Press **Esc** to close the menu.

3. Change the magnification level of the image.

- a. On the **Tools** panel, select the **Zoom** tool.  Do not accidentally select the **Dodge** tool. Observe that the mouse pointer appears as a magnifying glass with a plus (+) sign.
- b. Select the image two or more times to increase the magnification to 100 percent. Magnification value is displayed on the document title tab, as well as on the left side of the **Status** bar.
- c. Press and hold the **Alt** key and note that the mouse pointer now appears as a magnifying glass with a minus sign (-). While pressing the **Alt** key, select the image once to reduce it.

4. Adjust the image so that both the girl and the umbrella can be seen in the current view.

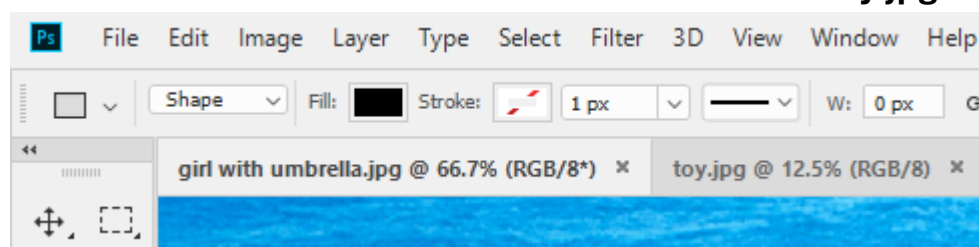
- a. On the **Tools** panel, select the **Hand** tool , and observe that the mouse pointer appears as a hand.
- b. Select and hold the image and move it appropriately so that the image appears centered and visible.
- c. The **Hand** tool will not move the image unless it is sufficiently zoomed and larger than the workspace.

5. View the image in full screen.

- a. On the **Application** bar, select **View → Screen Mode → Full Screen Mode**.
- b. Note the message, and then select **Full Screen**.
- c. Press **Esc** to exit and return to **Standard Screen Mode**.

6. Rearrange the images on the workspace.

- a. In the main window, drag the **girl with umbrella.jpg** document tab to the left until it slides in front of the **toy.jpg** tab.



- b. Alternatively, drag the **toy.jpg** tab to the right to slide it after the **girl with umbrella.jpg** tab.
- c. Select **Window → Arrange → Tile All Vertically**.
- d. You can see both images.
- e. Select the **toy.jpg** image to make it the active image.
- f. Select **Window → Arrange → Float in Window**.
- g. Now the image is floating, and you can move it around.

- h. Select **Window → Arrange → Float All in Windows**.
 - i. Both images are floating.
 - j. Drag on the tab of the active window to move the images to view them side by side.
 - k. Select **Window → Arrange → Consolidate All to Tabs** to return to tabbed arrangement.
7. Close both files by selecting **File** and then selecting **Close All**. If prompted, select **No**.