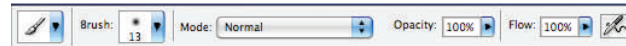
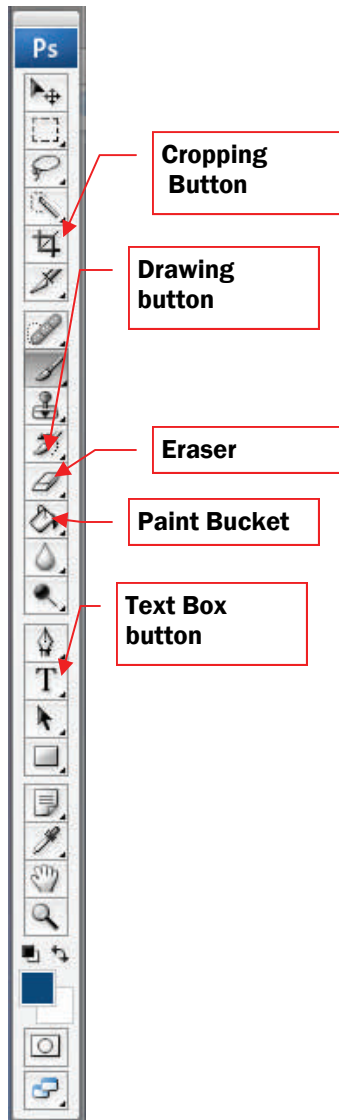


ADOBE TOOLBAR

The toolbar is located to the left side of the screen. By clicking on these tools many edits can be made to images.



The Options Bar changes depending on the tool you are using, and gives you greater control over how the tool works. Seen above, the Options Bar for the Brush Tool.

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Adobe Photoshop Basics



Adobe Photoshop CS3

BASIC SKILLS IN ADOBE PHOTOSHOP CS3

Cropping

Cropping is used to cut pieces from an image.

1. Click once on the crop tool located on the left side in the toolbar.
2. Use the mouse to select the area you want to crop.
3. Press return to crop.



Paint Bucket Tool

The paint bucket tool is used to fill the image with color.

1. Click once on the Paint Bucket tool. If you don't see it, click and hold the gradient tool to access it.
2. Select a color.
3. Click once in the picture to apply the color.



Gradient Tool



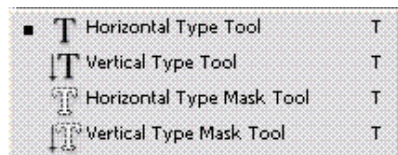
Foreground color



Adding Text

This tool is used to add text.

1. Click once on the Type tool. Holding down the mouse button will give you options for horizontal or vertical text.



2. Once you have chosen an option, drag the mouse button to outline the size and shape of the box you want to type in, or simply click in the document.
3. Click once in the box to type.
4. Using the Character menu you can change the font as well as the color of the text.

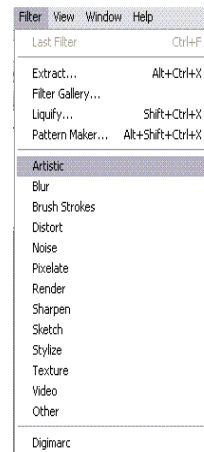


To open this window, select Window in the Menu Bar and check Character.

Filters

Filters are used to add an effect to the image.

1. Click on the **Filter** menu.
2. Choose a category.
3. Select a filter category.
4. Select a filter.
5. If a dialogue box appears, make adjustments and hit OK.



Erasing

This tool is used to erase pieces from the image.

1. Click once on the eraser tool.
2. To change the size, click in the Options Bar.
3. Click and drag to erase part of the picture.



Writing or Drawing

1. Click once on the brush tool.
2. Once the brush tool is clicked, move the circle to begin drawing.

Tip: Brushes size can be changed in the Options Bar.

