

Adobe®

Photoshop CS3

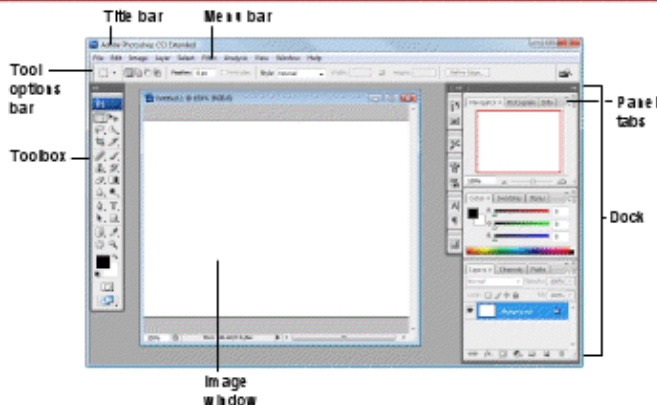
Quick Reference Card

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Photoshop CS3 Workspace



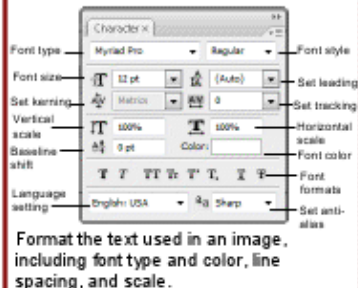
Keyboard shortcuts

Color Settings	<Shift>+<Ctrl>+<K>	Page Setup	<Ctrl>+<Shift>+<P>
Free Transform	<Ctrl>+<R>	Preferences	<Ctrl>+<K>
Feather Selection	<Ctrl>+<Alt>+<D>	Group	<Ctrl>+<G>
Fill	<Shift>+<F5>	Extract	<Alt>+<Ctrl>+<X>
Fit on screen	<Ctrl>+<O>	Proof Colors	<Ctrl>+<Y>
Grids	<Ctrl>+<`>	Actual Pixels	<Alt>+<Ctrl>+<O>
Hide Edges	<Ctrl>+<H>	Merge Down	<Ctrl>+<E>
Hide Path	<Ctrl>+<Shift>+<H>	Merge Visible	<Shift>+<Ctrl>+<E>
Image Size	<F11>	Show Extras	<Ctrl>+<H>
Invert	<Ctrl>+<I>	Revert	<F12>
Levels	<Ctrl>+<L>	Show/Hide Rulers	<Ctrl>+<R>
New Layer	<Ctrl>+<Shift>+<N>	Snap to	<Ctrl>+<`>

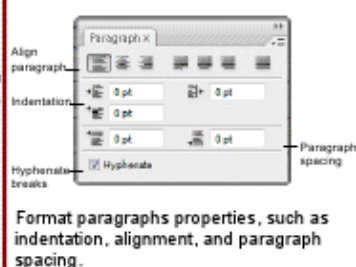
Palettes

- To View a Panel: Select **Window** from the menu bar and select the panel you want to view.
- To View More Options: Click the palette's **Context menu**.

Character Palette



Paragraph Palette



Toolbar

* Tool keyboard shortcuts are in parenthesis.

- Rectangle Marquee (M)**: Select a rectangular pixel area
- Elliptical Marquee**: Select an elliptical pixel area
- Single Row or Column Marquee**: Selects a horizontal or vertical row of pixels
- Lasso (L)**: Draw a freeform pixel area
- Polygon Lasso**: Draw straight lines around selected area
- Magnetic Lasso**: Automatically sticks to edges of defined areas
- Crop (C)**: Remove parts of an image
- Healing Brush (J)**: Correct imperfections with pixels around the trouble spot
- Patch**: Repair selected area with pixels from a different area
- Red Eye**: Repair selected area with
- Clone Stamp (S)**: Copy areas of an image and apply them elsewhere
- Pattern Stamp**: Paint a predefined pattern, or create a custom pattern
- Erase (E)**: Erases pixels to the background color layer
- Background Eraser**: Paints the background color or erases pixels
- Magic Eraser**: Converts the selected image area to transparency
- Blur (R)**: Smooth defined edges
- Sharpen**: Focus soft edges
- Smudge**: Smear pixels
- Move (V)**: Click and drag to move selection
- Quick Selection (W)**: Select a pixel area of similar coloring
- Magic Wand (W)**: Select a pixel area of similar coloring
- Slice (K)**: Draw a slice area
- Slice Select**: Resize or relocate a slice
- Brush (B)**: Draw soft brush strokes
- Pencil**: Draw hard-edged freeform shapes
- Color Replacement**: Paint over a targeted color with a new color
- History Brush (Y)**: Paint from a previous history state or snapshot. Select the state or snapshot from the History palette.
- Art History Brush**: Similar to the History brush, but with more options
- Gradient (G)**: Click and drag to fill with gradient of foreground and background colors
- Paint Bucket**: Click to fill with foreground color
- Dodge (O)**: Lighten areas of the image
- Burn**: Darken areas of the image
- Sponge**: Decrease or increase pixel color
- Horizontal or Vertical Type (T)**: Insert text in the image
- Horizontal or Vertical Type Mask**: Insert transparent text
- Rectangle (U)**: Draw a rectangle filled with foreground color
- Rounded Rectangle**: Draw a rectangle with rounded corners

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Font type Font style

Font size

Set leading Set kerning Vertical scale

Horizontal

Baseline shift

scale Font color

Language setting

Set anti- alias

Color Settings <Shift>+<Ctrl>+<K> Free Transform <Ctrl> + <R> Feather Selection <Ctrl> + <Alt> + <D> Fill <Shift> + <F5> Fit on screen <Ctrl> + <O> Grids <Ctrl> + <'> Hide Edges <Ctrl> + <H> Hide Path <Ctrl>+<Shift>+<H> Image Size <F11> Invert <Ctrl> + <I> Levels <Ctrl> + <L> New Layer <Ctrl>+<Shift>+<N>

Page Setup <Ctrl>+<Shift>+<P> Preferences <Ctrl> + <K> Group <Ctrl> + <G> Extract <Alt>+<Ctrl>+<X> Proof Colors <Ctrl> + <Y> Actual Pixels <Alt>+<Ctrl>+<O> Merge Down <Ctrl> + <E> Merge Visible <Shift>+<Ctrl>+<E> Show Extras <Ctrl> + <H> Revert <F12> Show/Hide Rulers <Ctrl> + <R> Snap to <Ctrl> + <;>

- To View a Panel: Select Window from the menu bar and select the panel you want to view.
- To View More Options: Click the palette's

Context menu. Character Palette

Format the text used in an image, including font type and color, line spacing, and scale.

Tool options bar

Toolbox

Font formats

Title bar Menu bar

Image window

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Set tracking

Align paragraph

Indentation

Paragraph spacing Hyphenate breaks

Paragraph Palette

Format paragraphs properties, such as indentation, alignment, and paragraph spacing.

Panel tabs

Dock

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Elliptical Marquee: Select an elliptical pixel area

Single Row or

Column Marquee: Selects a horizontal or vertical row of pixels

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Sharpen: Focus soft edges

Smudge: Smear pixels

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Paint Bucket: Click to fill with fore color

Dodge (O): Lighten areas of the image

Burn: Darken areas of the image

Sponge: Decrease or increase pixel color

Vertical Type (T): Insert text in the image

Horizontal or

Vertical Type Mask: Insert transparent text

Rectangle (U): Draw a rectangle filled with foreground color.

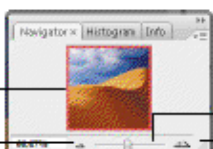
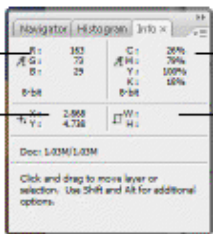
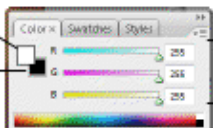
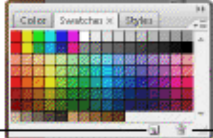
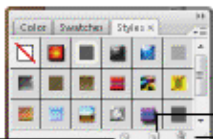
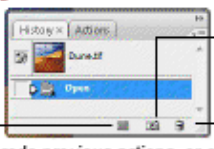
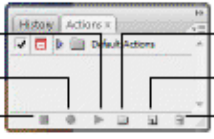
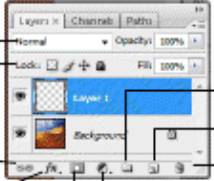
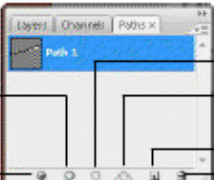
Rounded Rectangle: Draw a rectangle with rounded corners

Horizontal or

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Toolbar (continued)		Palettes (continued)	
Path Selection (A): Select vectors, subpaths, shapes Direct Selection: Click to add points to a path Pen (P): Click to add points to a path Freeform Pen: Draw a freeform path Add Anchor Point: Click on a path to insert anchor point Delete Anchor Point: Click an anchor point to delete from path Convert Point: Smooth a corner or sharpen a curve Notes (N): Insert an invisible text note Audio Annotation: Insert an audio comment Hand (H): Click and drag to move around in the page Ellipse: Draw an oval shape. Polygon: Draw a polygon shape Line: Draw a line Custom Shape: Create a shape or insert a predefined custom shape Eyedropper (I): Click eyedropper cursor on the color you want to apply to the foreground Color Sampler: Click the image and view color information in the Info palette Ruler: Calculates the distance between two points Count: Click and drag to measure distances, angles, the image in the Info palette. Zoom (Z): View the document close-up or far away		Navigator Palette  Zoom and move around in an image with precision without scrolling or resizing the image window. Drag the Zoom Slider to zoom in or out, and click inside the red square to move around the image. Info Palette  View specific information: size, location, and colors used in the object. The bottom area also describes what you can do with the selected tool. Color Palette  Create a new color, choose a different color model in the image, or modify a color. Swatches Palette  Create a new swatch to create, modify an existing swatch, or choose another color from the default color swatch. Styles Palette  Fill a selected object with a predefined style, or apply styles using drawing tools.	
Set foreground color: Use for stroke and fill Set default colors: Change to black and white Switch background and foreground colors (X) Set background color Change to black and white Edit in Standard Mode (Q): Display the image in Standard View (default). Edit in Quick Mask Mode (Q): Edit selection boundaries with painting or selecting tools. Deselected areas are tinted. Paint areas that you want to subtract from the selection with black. Paint areas that you want to add to the selection white. Standard Screen Mode: Displays the screen in a standard program window. Maximized Screen Mode: Displays the screen in a standard program window. Full Screen Mode with Menu Bar: Fills the screen with the Photoshop program window, including the program menu bar at the top. Full Screen Mode: Fills the screen with the Photoshop program window, without the menu bar. To Use Tool Options: Each tool's functions can be modified in the Tool options bar near the top of the program window. Click the tool and modify its properties, such as the size of a stroke, color, or additional tool modes.		History Palette  Undo or redo previous actions, or create a new image from a previous state or snapshot. Actions Palette  Play a predefined action, create your own action, or edit or delete an action. Layers Palette  Add, delete, or edit layers, or insert objects in layers. Use layers to stack objects on top of one another in an organized fashion. Channels Palette  View individual color channels for the color model used in the image. The thumbnails appear in grayscale, but the image changes to display the selected channel(s). Paths Palette  Each path in the image appears in this palette. Select a path to edit or view it in the image window.	

Create new snapshot

Delete current state

Set foreground color: Used for stroke and fill

Set background color

Play selection

Create new set

Begin

Create recording

new action

Stop

Delete

Blending mode

Lock transparent, color pixels, location or

Fill path with foreground color

Create new group all of the above

Create new layer

Switch background and foreground colors (X)

Link layers

Delete layer

Add layer style

Add a mask Create new fill or adjustment layer

Set default colors: Change to black and white

Save selection as channel

Load channel as selection

Create new channel

Delete current channel

Strokes path with foreground

Load path as selection color

Make work path from selection

New path

Delete path

Edit in Standard Mode (Q): Display the image in Standard View (default).

Edit in Quick Mask Mode (Q): Edit selection boundaries with painting or selecting tools. Deselected areas are tinted. Paint areas that you want to subtract from the selection with black. Paint areas that you want to add to the selection white.

Standard Screen Mode: Displays the screen in a standard program window.

Maximized Screen Mode: Displays the screen in a standard program window.

Full Screen Mode with Menu Bar: Fills the screen with the Photoshop program window, including the program

menu bar at the top.

Full Screen Mode: Fills the screen with the Photoshop program window, without the menu bar.

To Use Tool Options: Each tool's functions can be modified in the Tool options bar near the top of the program window. Click the tool and modify its properties, such as the size of a stroke, color, or additional tool modes.

Hand (H): Click and drag to move around in the page

Path Selection (A): Select vectors, subpaths, shapes

Direct Selection: Click to add points to a path

Pen (P): Click to add points to a path

Freeform Pen: Draw a freeform path

Add Anchor Point: Click on a path to insert anchor point

Delete Anchor Point: Click an anchor point to delete from path

Convert Point: Smooth a corner or sharpen a curve

Notes (N): Insert an invisible text note

Audio Annotation: Insert an audio comment

Eyedropper (I): Click eyedropper cursor on the color you want to apply to the foreground

Zoom (Z): View the document close-up or far away

Ellipse: Draw an oval shape.

Polygon: Draw a polygon shape

Line: Draw a line

Custom Shape: Create a shape or insert a predefined custom shape

Color Sampler: Click the image and view color information in the Info palette

Ruler: Calculates the distance between two points

Count: Click and drag to measure distances, angles, the image in the Info palette.

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Proxy Preview Area

Zoom slider

Zoom Out Zoom In Zoom and move around in an image with precision without scrolling or resizing the image window.

Drag the Zoom Slider to zoom in or out, and click inside the red square to move around the image. Info Palette

Selection RGB colors

Selection location

View specific information: size, location, and colors used in the object. The bottom area also describes what you can do with the selected tool. Color Palette

Foreground color

Background

Color color

values

Color bar

Create a new color, choose a different color model in the image, or modify a color. Swatches Palette

Create new swatch

Delete swatch Create a new swatch to create, modify an existing swatch, or choose another color from the default color swatch. Styles Palette

Clear style

New style

Delete style

Fill a selected object with a predefined style, or apply styles using drawing tools.

Selection CYMK colors

Selection height and width

Create new document from current state or snapshot

Undo or redo previous actions, or create a new image from a previous state or snapshot.

Actions Palette

Play a predefined action, create your own action, or edit or delete an action.

Layers Palette

Add, delete, or edit layers, or insert objects in layers. Use layers to stack objects on top of one another in an organized fashion. Channels Palette

View individual color channels for the color model used in the image. The thumbnails appear in grayscale, but the image changes to display the selected channel(s). Paths Palette

History Palette

Each path in the image appears in this palette. Select a path to edit or view it in the image window.

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» Nawgator Histogram We

Click and drag to move layer or selection. Use Shift and Alt for additional options.