

All Notes

How to take a screenshot

1. hold down  Win +Shift+and press S

Use your mouse to draw a **rectangle** in order to specify what to capture. Windows then copies it to the **clipboard**.

Then paste it into a document. **Ctrl+ V= Paste**

How to upload to Google Classroom

1. Go to Google Classroom assignment post
2. View assignment
3. add/create
4. Upload
5. Browse
6. Find file with CORRECT extension (.jpg, .png .mp4)
7. Select
8. TURN IN

How to SAVE (for the 1st time)

1. File
2. Save AS
3. Name your file
4. Specify WHERE you want it saved (desktop is good)
5. Click SAVE

After you have SAVED AS, you only have to click “Ctrl S” and your project will update the saved file.

How to download an image from internet

1. Find image
2. Right click
3. Save image as
4. Name your image and specify file location

How to download image from Google Drive

1. Click image
2. Click download icon 
3. Name your image and specify file location

Photoshop Notes

How to Export

1. File
2. Export
3. Export As (wait patiently)
4. Top Right Specify File Type (drop down menu)
5. Click EXPORT
6. Name your project
7. Specify WHERE you want it saved (desktop is good)
8. Click SAVE

Flatten Image

1. Select the top layer
2. Hold down shift
3. Select the bottom layer (now all layers are selected)
4. Right click
5. Flatten Image

How to Mask out Background

1. Select
2. Subject
3. Layer mask button



How to add image to background

1. File
2. Place embedded
3. Resize and move
4. Press enter

Text Effects Cheat Sheet

NEON

<https://www.youtube.com/watch?v=CvLxHbzXvrg>

Default PS file

Place embed brick wall background, expand and click enter

Add exposure layer, -5 (In properties panel)

Select brush tool: size 800, hardness: 0, Black

Select the mask layer, brush in center

Add a new layer

Select black color

Brush around the sides

Select the text tool: Oswald

— to upload Oswald follow this link <https://fonts.google.com/specimen/Oswald>

Download Font Family (Top Right)

R-click Click on file folder Extract all

Right click on the file

Install

Large text size (to fill up center) about 150

Select white

Type "NEON"

Set fill to 0,

Right click on the top layer, select blending options.

Stroke: 10, center, normal, color, white

Duplicate the top layer

Select convert to smart object

R-click and go to blending options

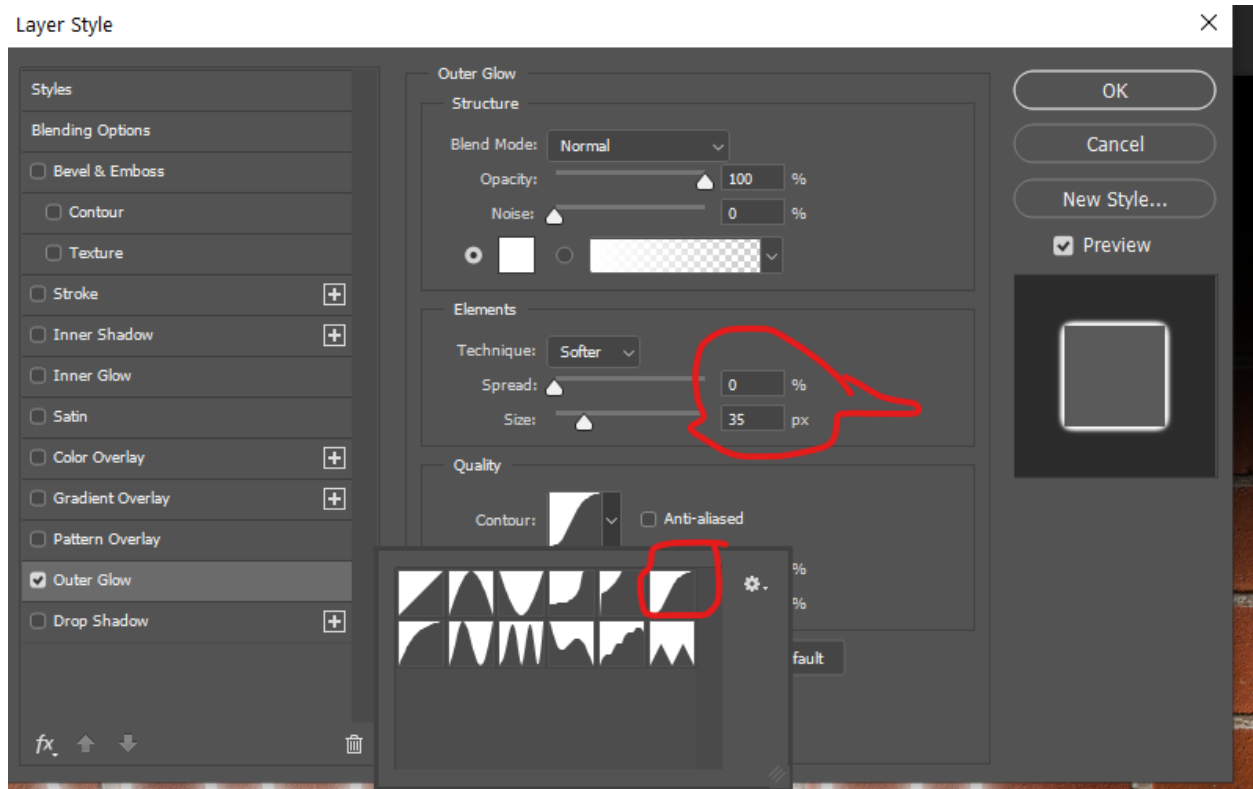
Outer glow: Blend mode: Normal, opacity: 100, noise: 0, color: White, technique: softer, contour: linear, spread: 0, size: 110

Duplicate the top layer

R-click on the top layer

Select Blending Options

Outer Glow: Spread: 0, size: 35, Contour: Gaussian



Add drop shadow

Opacity-100

Angle-135

Distance-20

Blend mode-normal

Size 20

Add a solid color layer: 00a8ff

Blending mode: color

Layer opacity: 80%

Add Brightness/Contrast layer -10, 50

DONE

Paint Text Effect

<https://www.youtube.com/watch?v=CvLxHbzXvrg>

Default PS file

Download Pacifico Font here <https://fonts.google.com/specimen/Pacifico?query=pacifico>

Make sure to EXTRACT all files by r-clicking on the file then clicking EXTRACT

R-click on font and click install

Select Type tool font: Pacifico> 150>black

Download Paint image from Google Classroom and drop on the canvas

Rotate horizontally and expand to cover the name.

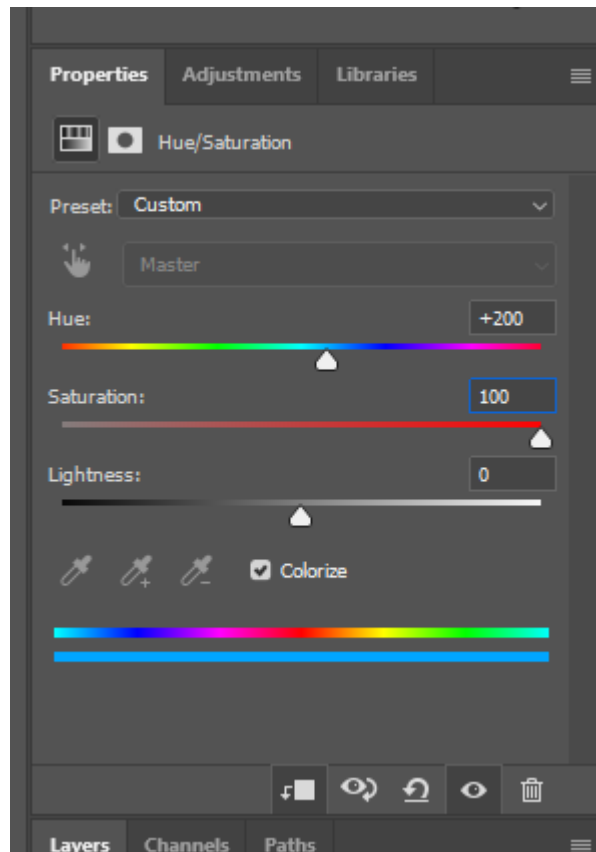
R-click on top layer

Create Clipping mask

Add hue/saturation Adjustment Layer

Click on the clipping icon

Select COLORIZE-----



Colorize: 200, 100, 0

R-click on **text layer** for blending options

Bevel and emboss

Style: Inner bevel: Technique: smooth, Depth: 1000, direction: up, size: 8, soften: 16, angle: 60, altitude: 30, highlight mode Screen, opacity 50, shadow mode Darken, opacity 50

Drop shadow: normal, black, opacity 70, angle 60, distance 5, spread 0, size 5

R-click on text layer select **rasterize type**

Filter > liquify

Forward warp tool size 50, pressure 75, density 75

Click and drag down to make drip effect

Select paint photo layer > free transform (IF NEEDED)

Glitch Effect

<https://www.youtube.com/watch?v=CvLxHbzXvrg>

Default photoshop size background is BLACK

Text > Oswald Bold > 150 > Center > White > Type your word GLITCH

R-click > Blending Options > Uncheck G and B

Duplicate the top layer

r-click > blending options

UNCHECK R, check G and B

Select the move tool, top layer selected

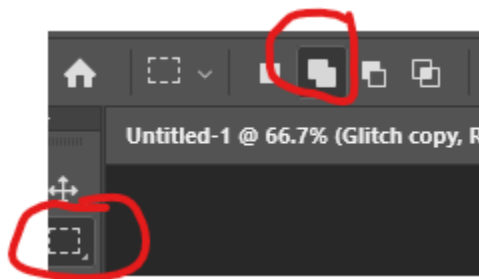
Press the down arrow key 12 times and press the right arrow key 12 times

Hold down the control key and select the two layers

R-click on layer > convert to smart object

R-click on top layer click Rasterize layer

Select Rectangular marquee tool: add to selection



Make four selections

Select the move tool

Press the left arrow 8 times.

Then go to select > deselect

Filter > distort > wave

6 1, 60 1, 15 100, 1 Triangle Repeat edge pixel

Add a solid color layer: white

Go to filter>noise> add noise>convert to smart object: 400,
Gaussian

R-click top layer> create clipping mask

Layer style: dissolve

Layer opacity: 20%

Gold Text Effect

<https://www.youtube.com/watch?v=CvLxHbzXvrg>

Default Photoshop> BLACK

Text tool: Cinzel>Bold>a big size> **Color: ffb400**

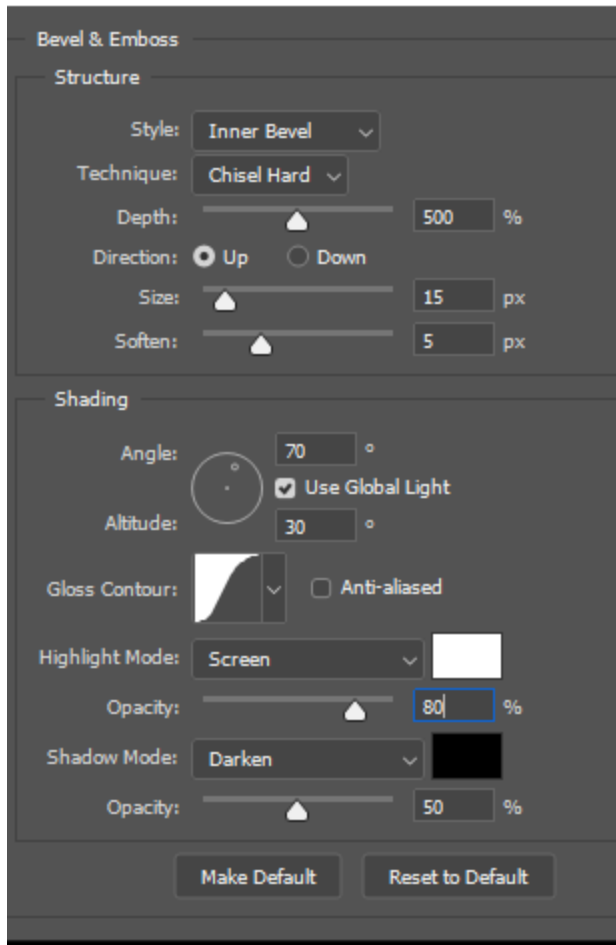
<https://fonts.google.com/specimen/Cinzel?query=cinzel>

Type "Gold" center it

r-click> Blending Options

Bevel/Emboss

Inner Bevel: Chisel hard: 500, up, 15, 5, 70, 30, gaussian,
screen 80, darken 50



Duplicate top layer

The top layer> Convert to smart object

Edit> free transform

R-click on canvas

Flip Vertical And move down

Filter>blur>gaussian blur:3

Add a mask layer 

Select the gradient tool: black: foreground to transparent:
linear



Make sure the layer mask is selected

Click and drag while holding the shift key COLOR MUST BE BLACK

Then release, change the layer opacity to 30%

Block Text

Default PS size **Black canvas**

Solid color layer **color code: 1f1f1f**

Type tool Oswald Regular **color code: c1c1c1** "PHOTOSHOP EFFECT" about 30 size

Duplicate the Text Layer

Edit Free transform **ROTATION: -30, Set horizontal skew: 30** Align (look at video)



Select the other text layer

Edit> Free transform rotate:-30,Set horizontal skew: -30, align

R-click the bottom text layer

Blending options> color overlay **color code: 0093c3**

Duplicate the TOP layer

Select move tool

Hold Ctrl key and move the text down

R-click on top text layer> blending options> color overlay color

code: 111111

Hold CTRL key and select the 3 text layers

Select the move tool and move the text

Select the top layer

Select the Type tool

Click and type your text

Duplicate the top layer

Edit> free transform rotate:30,Set horizontal skew: -30, align

Select the second text layer

Edit>free transform > rotate:30,Set horizontal skew: 30, align

R-click text layer> blending options> color overlay color

code:0093c3

Duplicate the top layer

Select the move tool

Hold Ctrl key and move down text

R-click on the top layer> blending options> color overlay color

code:111111

Hold Ctrl key and select the top three text layers

Select the move tool

Move the layers

ANIMATE NOTES

Classic Tween

1. Rename layer
2. Insert FRAMES
3. Click on first frame
4. Type word
5. Insert KEYFRAME near the end
6. Select each KEYFRAME on timeline and move word
7. R-click in the middle CREATE CLASSIC TWEEN

Blur

1. Add new layer
2. Name layer
3. Insert frames
4. Insert KEYFRAME where you want animation to start
5. Type BLUR
6. Center text with selection tool
7. Add the blur FILTER
8. Insert KEYFRAME near the end
9. R-click in center to CREATE CLASSIC TWEEN
10. Click last KEYFRAME
11. Click the keyframes and adjust the BLUR filter
(sometimes you have to click off the word blur and then

back on the word blur in order for blur numbers to appear.

Zoom

1. New layer and name
2. Insert frames
3. Insert KEYFRAME where you want the animation to start
4. Type Zoom
5. Center if you wish
6. Insert KEYFRAME near the end
7. R-click in the middle and CREATE CLASSIC TWEEN
8. Select each keyframe at the beginning and the end and adjust size using the Free transform tool (second from the top on the toolbar)

Fade

1. Insert and name layer
2. Insert Frames
3. Insert KEYFRAME to start
4. Type FADE
5. R-click convert to symbol (name it and make sure you change it to graphic type)
6. Insert KEYFRAME near the end
7. R-click in the middle CREATE CLASSIC Tween
8. Click first KEYFRAME and add color effect ALPHA
9. Click last KEYFRAME color effect ALPHA opposite of first.

Glow

1. Insert and name layer
2. Insert Frames
3. Insert Keyframe to start
4. Type glow
5. Add glow FILTER
6. Increase strength and pick color
7. Add KEYFRAME near the end
8. R-click add CLASSIC TWEEN
9. Select last keyframe
10. Click off and back on, GLOW filter will pop up... turn it off

Rainbow Effect

1. Create and name layer
2. Insert FRAMES
3. Keyframe to start
4. Text WOW
5. Change color of "O"
6. Click F6 (this copies what you have on your frame to the next frame)
7. Select the next frame and change the colors of each letter

8. Highlight extra frames that are not needed and r-click to “delete frames
9. Highlight the second frame til the end and move them down
10. Highlight all frames and copy and paste a few times to get the Rainbow effect

Motion Tween

1. Add frames
2. Insert keyframe at the start
3. Select shape tool, circle with a stroke
4. Make sure you select ALL of the shape. R-click convert to symbol
5. R-click create MOTION Tween
6. Click first key frame and move shape off the screen
7. Move timeline header just a few frames and then move the shape symbol.. Keep repeating this pattern until the ball is off the screen on the other side

Animated Graphic

1. Insert frames
2. Insert a keyframe where you want it to start
3. Drag image that you IMPORTED TO LIBRARY to stage.
4. Insert keyframe near the end
5. Click first keyframe, and move your graphic off to the left
6. Click last keyframe, move graphic off stage to right
7. Create classic tween

To export in Animate

1. File
2. Export
3. Animated GIF
4. Click save- do not change any settings
5. Name and decide WHERE you want to save it
6. Click save and wait patiently
7. Add your .gif file to classroom
8. Click turn-in

Premiere Notes

How to Key Out Green Screen

- 1) Select the clip (click it)
- 2) Click Effects
- 3) Expand Video Effects
- 4) Expand Keying
- 5) Drag and drop Ultra key onto the clip selected
- 6) Make sure "Effect Controls" is selected at top left
- 7) Click eye dropper tool under ultra key effect
- 8) Click the green background
- 9) Expand Matte generation
- 10) Change Pedestal to 100