1. **Filters**
   a) **Filters** to apply **special effects to images**
   b) **Filters** to **clean up or retouch your photos**,
   c) **Filters** create **unique transformations using distortions and lighting effects**.
   d) **Filters** are applied to the **active, visible layer or a selection**.
   e) **All filters** can be **applied individually.**
   f) **Filters** cannot be applied **to Bitmap-mode or indexed-color images**.

2. **Name few filters**
   1. **Distort filters**: **creating 3D or other reshaping effects.**
   2. **Lighting Effects filter**: The Lighting Effects filter requires **at least one light source**
   3. **The Sketch filters** also are useful for **creating a fine-arts or hand-drawn look.**
   4. **The Stylize filters** produce a **painted or impressionistic effect** on a selection
   5. **The Blur filters** soften a selection or an entire image, and are **useful for retouching**.

3. **Layers**
   g) Layers are the **building blocks** of adobe Photoshop.
   h) Layers are like **stacked sheets**. You can see through transparent areas of a layer to the layers below.
   i) You can **move or position the content on the layer**, like sliding a sheet of stack.
   j) Layers used to perform in multiple images, adding text to an image.
   k) You can use layer style to add a special effect like blending options and blend mode.

4. **Channels:** Channels are **greyscale images that store different types of information**. Certain **file formats, including TIFF and Photoshop formats, compress channel information and can save** space. Three types of channels are **Colour information channels Alpha channels Spot colour channels**.
   a. **Colour information channels** are **created automatically when you open a new image**.
   b. **Alpha channels** store selections as **greyscale images**.
   c. **Spot colour channels** specify additional plates for printing **with spot colour links**.

5. **Image Adjustment:** An image adjustment layer applies colour and tonal adjustments to your image without permanently changing pixel values.
   1. **Levels**: The Levels dialog box lets you correct the tonal range and color balance of an image by adjusting intensity levels of the image's shadows, midtones, and highlights.
   2. **Curves:** You can adjust the tonality and color of an image by changing the shape of the curve in the Curves dialog box.
   3. **Color Balance:** Drag a slider toward a color you want to increase in the image;
   4. **Brightness/Contrast:** The Brightness / Contrast command lets you make **simple adjustments to the tonal range of an image.**
   5. **Hue/Saturation: This command lets you adjust the hue, saturation, and lightness of the entire image or of individual color components in an image.**
   6. **Invert:** The Invert command to make **a positive black-and-white image negative** or to make **a positive from a scanned black-and-white negative**.

6. **Bitmaps:** A bitmap image consist of a rectangular grid, of pixels concepts. When you edit a bitmap you are editing the colour values of individual pixels or group of pixels. Bitmap images are created at a set resolution – a fixed number or pixels per inch.

7. **Filter Gallery overview :**
   a) The Filter Gallery provides a **preview of many of the special effects filters**.
   b) It apply **multiple filters,** turn on or off the effect of a filter, reset options for a filter
   c) You can change the order in which filters are applied.
   d) **Not all filters in the Filter menu** are available in the **Filter Gallery**

8. **Advantages of Photoshop**

   1. Photoshop format (**PSD**) format supports all Photoshop features.
   2. When saving a PSD file you can set a preference to maximize file compatibility.
   3. Photoshop provides tools for **creating and manipulating static images for use on the Web**.
   4. You can divide an image into slices and save the image as a Web page.
   5. Photoshop helps you complete any image-editing task efficiently.

9. **File Format**
   1. <u>**JPEG**</u>**: Joint Photographic Experts Group** (JPEG) format is commonly used to display photographs HTML documents. A JPEG image is automatically decompressed when opened.
   2. <u>**TIFF**</u>**: Tagged-Image File Format** (TIFF) is used to exchange files between applications and computer platforms.
   3. <u>**BMP**</u>**: Bitmapped Graphics Format** is a standard Windows image format on DOS and Windows-compatible computers.
   4. <u>**PSD**</u>**: Photoshop format (PSD)** is the default file format and the only format that supports all Photoshop features.
   5. <u>**HTML**</u>**:** is the predominant markup language for web pages.

10. **Pen and Path tools**

    Pentool

    a) Photoshop provides **multiple Pen tools**.

    b) **The standard Pen tool draws** with the greatest accuracy;

    c) The Freeform Pen tool lets you to **add anchor points/nodes automatically** when you draw.

    Path tool

    a) When you use a **pen or shape tool** to **create a work path / outline.**

    b) A path consists of **one or more straight or curved segments**.

    c) You can **convert path into selection** or convert selection into path

11. Blending Options: **You can edit styles applied to a layer or create new styles using the Layer Styles dialog box.**

    1. Drop Shadow: Adds a shadow that falls **behind** the contents on the layer.

    2. Inner Shadow: Adds a shadow that falls just **inside** the edges of the layer's content,

    3. Outer and Inner Glow: Add glows that emanate from the **outside or inside** edges of the layer's content.

    4. Bevel and Emboss: Adds various **combinations of highlights and shadows** to a layer.

    5. Satin: Applies shading to the interior of a layer that reacts to the shape of the layer.

    6. Color, Gradient, and Pattern Overlay: Fills the layer's content with a color, gradient, or pattern.

    7. Stroke: Outlines the object using color, a gradient, or a pattern.

12. Image Mode: An image mode is simply a method of organizing the bits to describe a color.

1. <u>Grayscale:</u> Images produced using black-and-white or grayscale

2. <u>RGB Colour:</u> RGB is an important colour model because it mirrors the way the human eye perceives colour. Red Green Blue is referred to as the additive primaries.

3. <u>CMYK model:</u> The CMYK cyan (C), magenta (M), yellow (Y), and beige (K)) model is important because this is the colour model used by printing presses.

13. Short cut keys for other functions

Ctrl + **D** – Deselect
Ctrl + **A** – Select All
Ctrl+Z – Undo
Ctrl + **Alt** + **Z** - Step backwards for undo
Shift + **Alt** + **Z** - Step Forwards
Ctrl + **C** – Copy
Ctrl + **X** – Cut
Ctrl + **V** – Paste
Ctrl + **T** – Free Transform
Ctrl + **E** – Merge Down
Shift + **Ctrl** + **E** – Merge Visible

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