

Lesson Plan for Instructors – Photoshop CS3 Basics

Lecture introduction - 15 Minutes

Briefly discuss what the possibilities are: by citing examples (magazine, news print, Web)

Discussion of objectives

- At the conclusion of the lesson the learners will be able to easily organize image assets by using the Layers palette.
- At the conclusion of the lesson the learners will be able to use basic tools in the tool box to electronically manipulate images.
- At the conclusion of the lesson the learners will be able to use the Color Picker in order to choose colors for filling objects, painting, and drawing.
- At the conclusion of the lesson the learners will be able to use multiple keyboard shortcuts to increase speed in workflow.
- At the conclusion of the lesson the learners will be able to add and modify text in images.

Basic tools [**Trainer Note** – inform learner but leave detailed explanation for activity time]

Basic tools (Marquee, Lasso, Move)

Palettes (Layer, Color)

Text

Strokes (frames, outlines)

Acquire images – 5 minutes

Begin by copying the provided image to the desktop screen.

Open WorkImage.psd in Adobe Photoshop. To open, navigate to the desktop location where WorkImage is saved and double-click the file. This will automatically open the file in Photoshop.

Save the image as a different name to preserve the original. Go to File > Save As, and navigate to your desktop.

Rename the image name to MyWorkImage.psd. Press Enter.

A. Work with Layers in the Layers palette [**Trainer Note (TN): Explain layer hierarchy**] (20 minutes total)

Lecture Objective: At the conclusion of the lesson the learners will be able to easily organize image assets by using the Layers palette. – 5 minutes

Activity – 15 minutes

1. Selecting and reordering layers in the Layers palette
 - a. Open the Layers palette by selecting Window > Layers from the main menu or press F7
 - b. In the Layers palette, select the desired layer
 - c. Move the layer up by clicking (and holding the mouse button) and dragging the layer up or down
2. Adjust Layer Opacity
 - a. In the Layers palette, select the Opacity option and adjust the slider
 - b. In the Layers palette, type a percentage value in the Opacity field, and press Enter
3. Hide/Show a Layer
 - a. In the Layers palette, select the 'eye' icon on the left of the layer to hide
 - b. To show a hidden layer, select the empty space where the 'eye' icon once was
4. Lock a Layer
 - a. Select the layer to be locked
 - b. Select the 'lock' image icon located in the Layers palette
 - c. Select the 'lock' image icon again to unlock the layer
5. Create a new layer
 - a. Select the 'Create a New Layer' icon located at the bottom of the Layers palette
6. Delete a layer
 - a. Select the 'Delete Layer' garbage can located at the bottom of the Layers palette
7. Duplicate a layer
 - a. Right-click the desired layer
 - b. Select Duplicate Layer from the pop-up menu

B. Practice using the Selection Tools [(TN): Explain why selection tools are used] (25 minutes total)

Lecture Objective: At the conclusion of the lesson the learners will be able to use basic tools in the tool box to electronically manipulate images – 5 minutes

Lecture Objective: At the conclusion of the lesson the learners will be able to use multiple keyboard shortcuts to increase speed in workflow.

Activity – 20 minutes

1. In the Layers palette, select the layer that contains the item to be selected
 - a. Open the Layers palette by selecting Window > Layers from the main menu [or key F7]
 - b. Click the layer in the Layers palette
 - c. Select and use the following tools in the main tool box [(TN): Explain the extra fly-out tools]
 - i. Click the Marquee tool [key M] and make a selection by clicking and dragging diagonally across the image
 - a. Feather the selection by adjusting the Feather option located at the top of the screen
 - ii. Click the Lasso tool [key L] and make a selection by clicking and dragging around the image
 - a. Feather the selection by adjusting the Feather option located at the top of the screen
 - iii. Click the Magic Wand tool and make a selection by clicking a color area of the image
 - a. Adjust the selection sensitivity by adjusting the Tolerance level located at the top of the screen
 - iv. Click the Move tool and reposition the image by clicking and dragging on the main image

----Optional 10 minute break ----

C. Work with Stroke outlines [(TN): Explain strokes, fills, borders, styles] (20 minutes total)

Lecture Objective: At the conclusion of the lesson the learners will be able to use basic tools in the tool box to electronically manipulate images – 5 minutes

Lecture Objective: At the conclusion of the lesson the learners will be able to use multiple keyboard shortcuts to increase speed in workflow.

Activity – 15 minutes

1. Apply a Stroke to a selection
 - a. Select a layer in the Layers palette that will contain the stroke
 - b. Select a Selection tool (Marquee [key M], Lasso tool [key L]) and create a selection
 - c. Choose Edit > Stroke/Fill from the main menu
 - d. Enter a width value
 - e. Choose a color by selecting the color swatch
 - f. Choose a location (Inside, Center, Outside)
 - g. Click OK

- D. Practice choosing color [(TN): Explain fills, replacing] [(TN): Explain the extra fly-out tools as necessary] (25 minutes total)

Lecture Objective: At the conclusion of the lesson the learners will be able to use the Color Picker in order to choose colors for filling objects, painting, and drawing – 5 minutes

Lecture Objective: At the conclusion of the lesson the learners will be able to use multiple keyboard shortcuts to increase speed in workflow

Activity – 20 minutes

1. Choose a color using the Color Picker
 - a. Click the Foreground or Background color square in the main tool box [(TN): Explain fg v. bg]
 - b. In the appearing Color Picker, click and adjust the color in the vertical color slider
 - c. Click OK
2. Choose a color using the Eyedropper tool
 - a. Select the Eyedropper tool [key I] in the main tool box
 - b. Click any color in the main image
3. Choose a color using the Swatches palette
 - a. Open the Swatches palette by selecting Window > Swatches from the main menu
 - b. Click a color from the Swatches palette
4. Choose a color using the Color palette
 - a. Open the Color palette by selecting Window > Color from the main menu [or key F6]
 - b. Adjust the slider in the Color palette or manually type the individual color values

----Optional 10 minute break ----

- E. Work with Text [(TN): Explain text usage – headers, footers, editing, stylizing] [(TN): Explain the extra fly-out tools] (25 minutes total)

Lecture Objective: At the conclusion of the lesson the learners will be able to add and modify text in images – 5 minutes

Activity – 20 minutes

1. Create a layer containing type
 - a. Select the Type tool [key T] in the main tool box
 - b. Click the image in the location the type is to appear
 - c. Manually type 'This is my Type'
 - d. Hold and press Ctrl+Enter
2. Editing Text
 - a. Select the layer containing the text to be edited
 - b. Select the Type tool [key T]
 - c. Highlight the text to be edited and begin typing
3. Scaling Text
 - a. Open the Character palette by selecting Window > Character from the main menu
 - b. Select the layer containing the text to be scaled
 - c. Select or type the font size in the Character palette
4. Adjust spacing
 - a. Open the Character palette by selecting Window > Character from the main menu
 - b. Select the layer containing the text to be spaced
 - c. Select or type the space amount in the Character palette
5. Styling Text
 - a. Open the Character palette by selecting Window > Character from the main menu
 - b. Select the layer containing the text to be scaled
 - c. Select or type the font size in the Character palette
6. Warping Text
 - a. Click the layer of text to be warped
 - b. Open the Warp Text dialog by selecting Layer > Type > Warp Text
 - c. Select any desired Warp option

Question and answer – 15 minutes

Summary – 10 minutes

Review objectives/acquired skills

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Review Basic tools

Basic tools (Marquee, Lasso, Move)

Palettes (Layer, Color)

Text

Strokes (frames, outlines)