



# Adobe Photoshop For Beginners

## Application Version 2023



**MUNESWARY A/P SAMINATHAN**  
**ROHAIDAH BINTI MOHD YUSOFF**



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Ps

MUNESWARY SAMINATHAN  
ROHAIDAH BINTI MOHD YUSOFF

# DECLARATION

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# PREFACE

Due to its beneficial effects on the learning environment, digital books, electronic books, or eBooks have been incorporated in the educational system throughout the digital globe. According to this claim, this eBook about Adobe Photoshop tools is a component of an eBook project whose goal is to make teaching and learning (T&L) easier for both students and lecturers. This eBook is focuses on the DVG20043 Digital Imaging course, which introduce the use of Adobe Photoshop as a primary software during the whole semester. This eBook's content can educate beginners about Adobe Photoshop Application . Self-assessment techniques, including quizzes and practical tests, are offered at the end of the book to help students improve to their knowledge and expertise in this area.



# Aknowledgement

We are very grateful to the eLearning Committee members, Politeknik Ibrahim Sultan for giving us opportunity and continuously gave us guidelines and workshop throughout progress of this e-book production. We are also indebted to our sincere appreciation to our Head of Graphic Design Unit which gave us the opportunity and confidence to produce this e-book. This is our first eBook for Topic Adobe Photoshop. This is our first Phase @ Adobe Photoshop Application. We have plan for next level for Intermediate and Advance Level in Adobe Photoshop based on our syllabus from Diploma of Graphic Design Programme to help our students especially newbies and community in learning Adobe Photoshop. This eBook also as guidelines for helping the Lifelong Learning Department or ***Jabatan Pembelajaran Sepanjang Hayat (PSH)*** for short courses. We believe that this eBook will give benefit to many departments and field. Adobe Photoshop is not used for design purposes only in fact it is used for various purposes in the industry.

# Authors



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**M.Sc. Computer Science UTM**  
**B.SC. Information Communication and Technology**  
**(Major Graphic Design) MSU**

She began her career as an educator at Community College Bentong, in 2013. Then transferred to Community College Pasir Gudang in 2016. Currently, she is in Ibrahim Sultan Polytechnic (PIS) after completing her Master studies in Graphic Design at University Technology of Malaysia ( UTM) in 2019.

She has good experience in database system and website development. At present, she is teaching Motion Graphic, Interactive Design, Creative Digital Photography and Digital Illustration for semester 2, 3 and 5. She is also one of the active invited speakers among NGOs for the purpose of Road to TVET Education. Her passion has always been a good teacher and always encourages her students to become entrepreneurs in the future. She always emphasizes students in skill development and even conducts research on TVET education and skill-based assessment. In addition, she always emphasizes students in skill development and experienced as a trainer for World Skills Malaysia Belia (WSMB) for Graphic Design Technology & Web Design category. Experiences from the private sector give her various opportunities to shares her knowledge and skills for students' future development. The art of Teaching is the art of assisting discovery (Mark Van Doren).

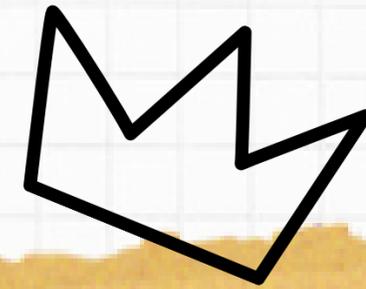
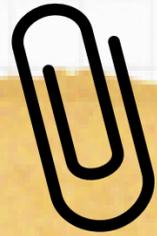


**Madam Rohaidah Binti Mohd Yusoff**

**M.Ed Technic and Vocational UTHM**  
**B.A Art and Design (Ceramic) UiTM Shah Alam**

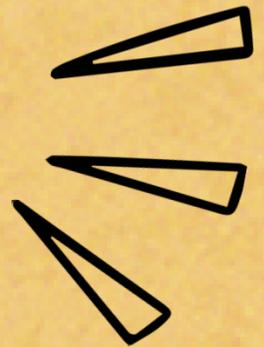
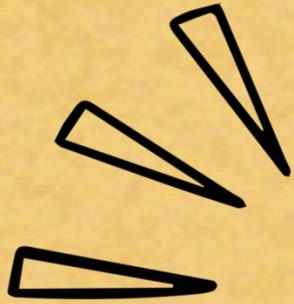
She began her career as Graphic Designer at University Technology of Malaysia, Skudai Johor from 1996 until 2001. Then she continued her Master Degree in Technic and Vocational Education at University Tun Hussein Onn Malaysia, Johor. In 2003, she posting as a lecturer at Department of Design at Johor Bahru Polytechnic. Currently, she still in Department of Design and Visual Communication at Ibrahim Sultan Polytechnic (PIS).

She has good experience in graphic design software such as Adobe Photoshop, Adobe Illustrator and Adobe Indesign. At present, she is teaching Digital Publishing, Portfolio and Presentation Technique, for Semester 2 and Semester 5 students for Diploma in Graphic Design Programme. She also teaching *Komputer Grafik* for semester 1 and *Rekabentuk Penerbitan* for semester 2, students of Skills Certificate in Graphic Design Programme (Hearing Impaired). She also appointed as Head of Programme for Skills Certificate in Graphic Design Programme. She always emphasizes students in skill development and experienced as a trainer for World Skills Malaysia Belia (WSMB) for Graphic Design Technology category. Experiences from the previous career give her various opportunities to shares her knowledge and skills for students' future development.



## 2.0 GRAPHIC SOFTWARE APPLICATION

IDENTIFY TYPES OF IMAGE  
QUALITY



# Adobe Photoshop

The Adobe Photoshop logo, consisting of the letters 'P' and 's' in a bold, blue, sans-serif font, set against a dark blue rounded square background.

Adobe Photoshop is a Raster graphics editor was created and released by Adobe Inc. for Windows and macOS. Thomas and John Knoll originally came up with the idea in 1987. Since then, the programme has overtaken all others as the industry standard for professional digital art, particularly for raster graphic editing.

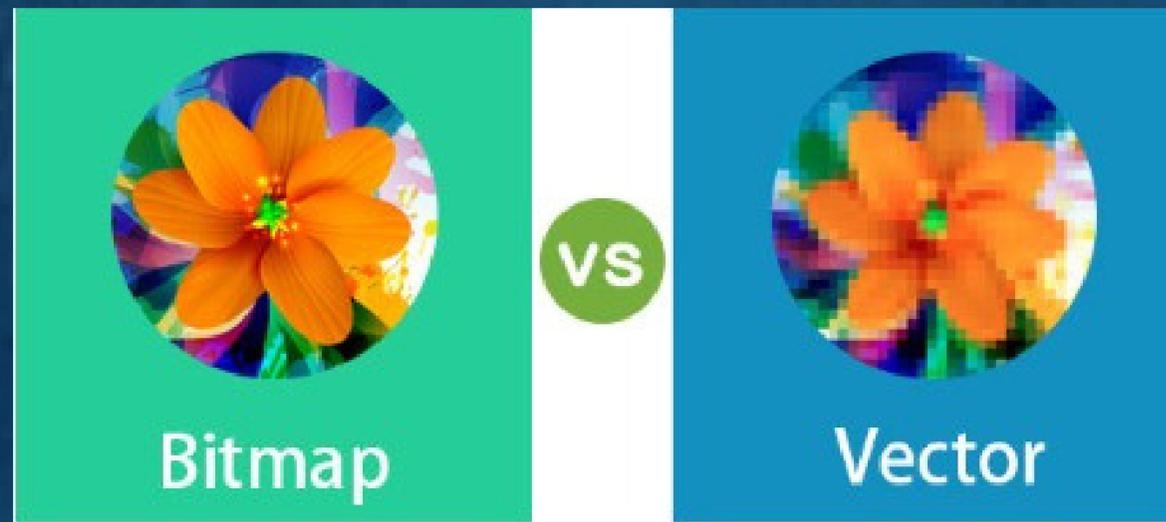


# Type of Digital Images: Definition

Ps

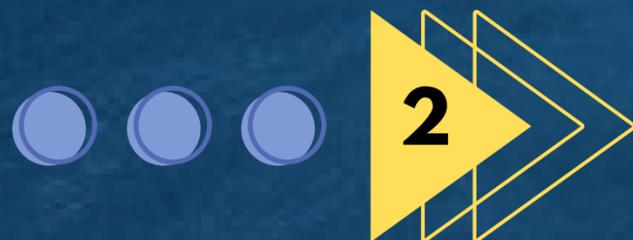
## Bitmap/Raster Images

A bitmap, often known as a raster graphic, is a digital image made out of a dot matrix. Each dot represents a single pixel on a monitor when seen at 100%. Each dot in a typical bitmap image can have a different colour. Compression methods are used in other bitmap image formats including JPEG, GIF, and PNG to minimise file size.



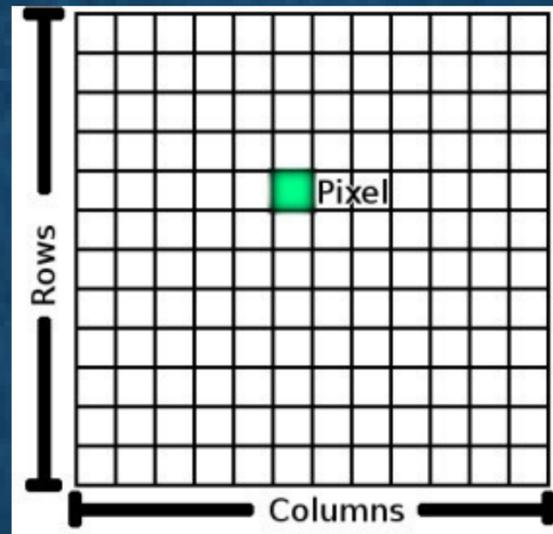
## Vector Images

Often employed in graphic design, a vector picture is a 2D computer image that typically features vibrant colours like those found in logos and printed graphics. Instead of using pixels with solid colours, vector artwork consists of points, lines, and curves that are based on mathematical calculations. One of several distinct file types, most frequently an EPS, SVG, AI, or PDF, can be a vector image.



# Bitmap/Raster Images

Ps



Raster graphics with greater resolutions have fewer pixels, producing images with more detail.

Raster graphics were created using scanned images and digital cameras.

It is beneficial to use a higher resolution when raster images must be displayed or printed at larger sizes in order to prevent the picture from seeming pixelated.



# Type of Raster Images

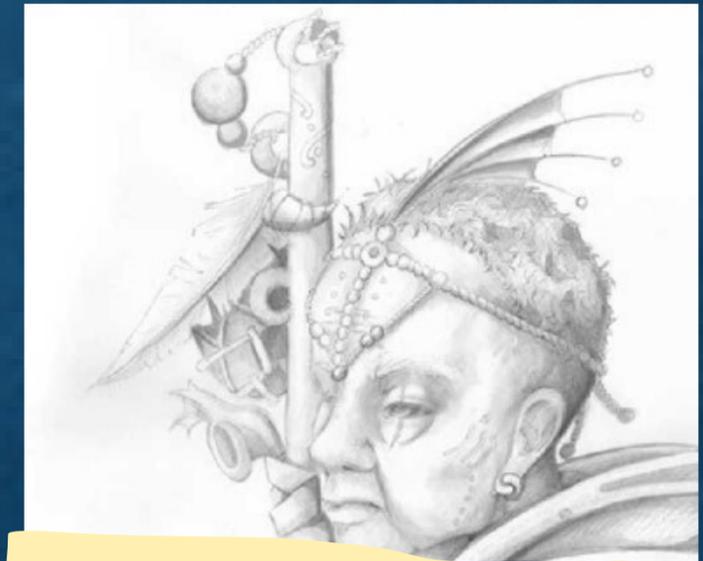
Ps



Camera DSLR Image



Digital Compact Image

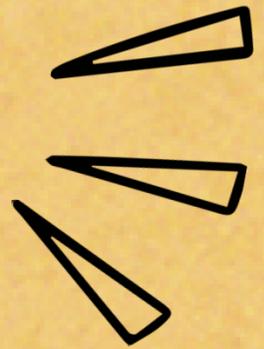
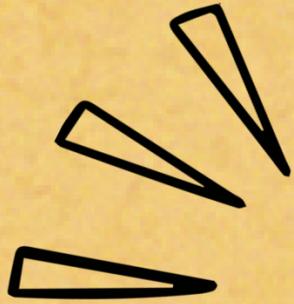


Scanned Image





# RESOLUTION

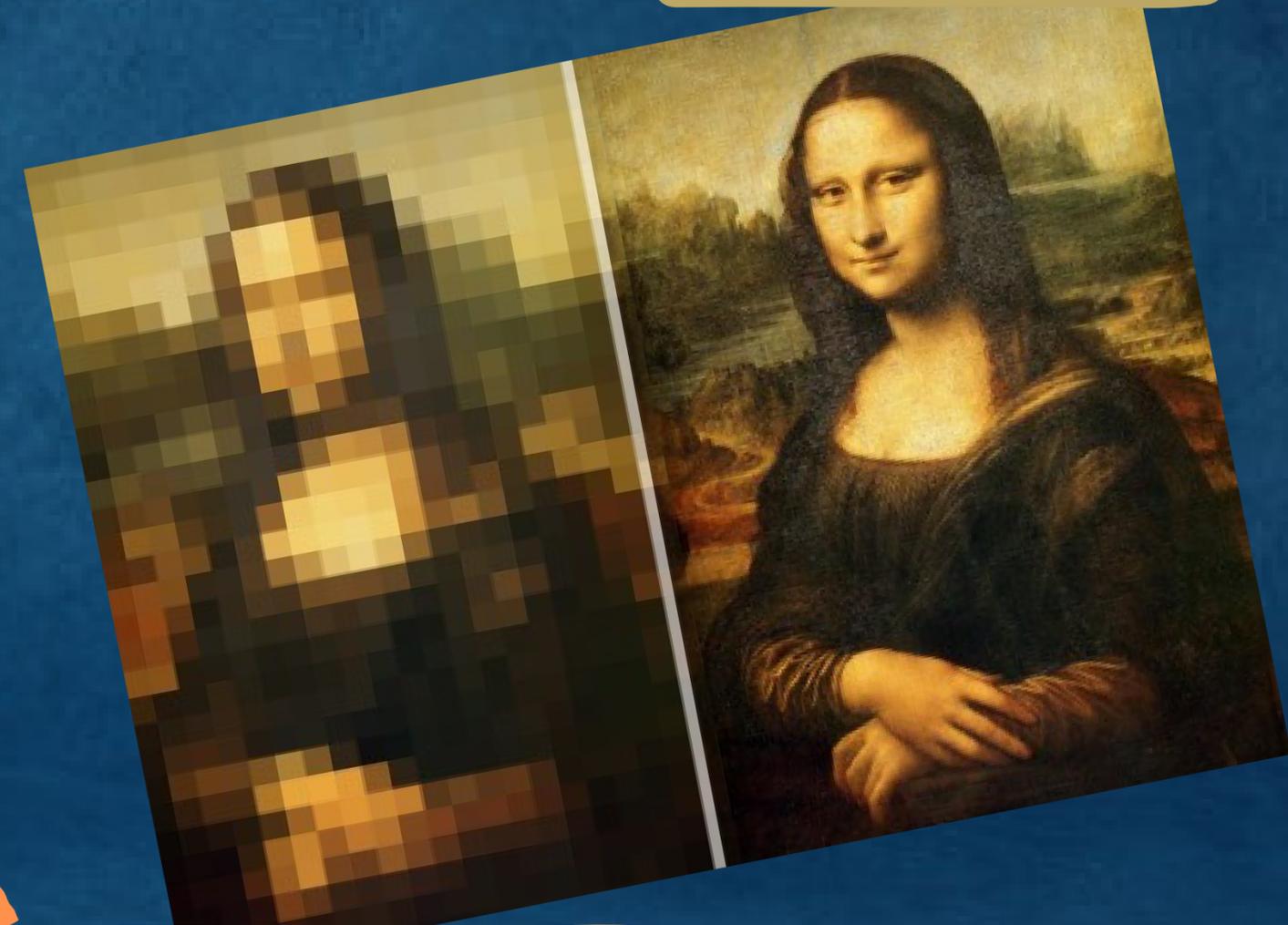


# Resolution

Ps

- The term "resolution" refers to the quantity of dots, or pixels, used to portray an image.
- More pixels are employed when the resolution is higher, which produces sharper, cleaner images.
- There are thousands of pixels or dots that make up the monitor's resolution or display.
- This display is indicated by a number combination, such as 800 x 600
- According to this, the image you see on the screen is made up of 480,000 dots, or 800 dots horizontally and 600 lines of dots vertically.

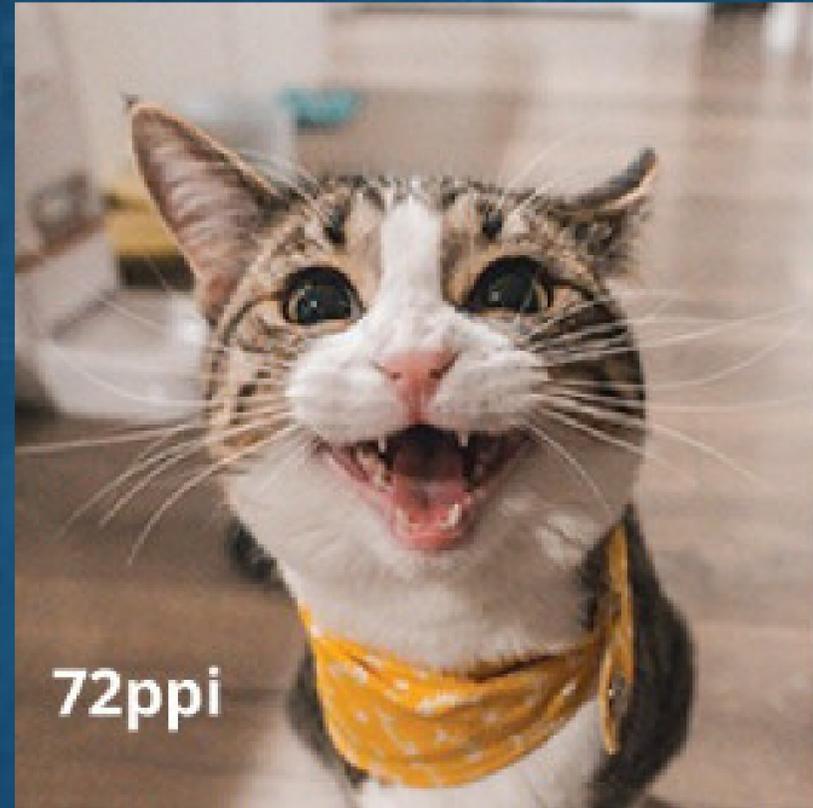
High Resolution



Low Resolution

# Resolution

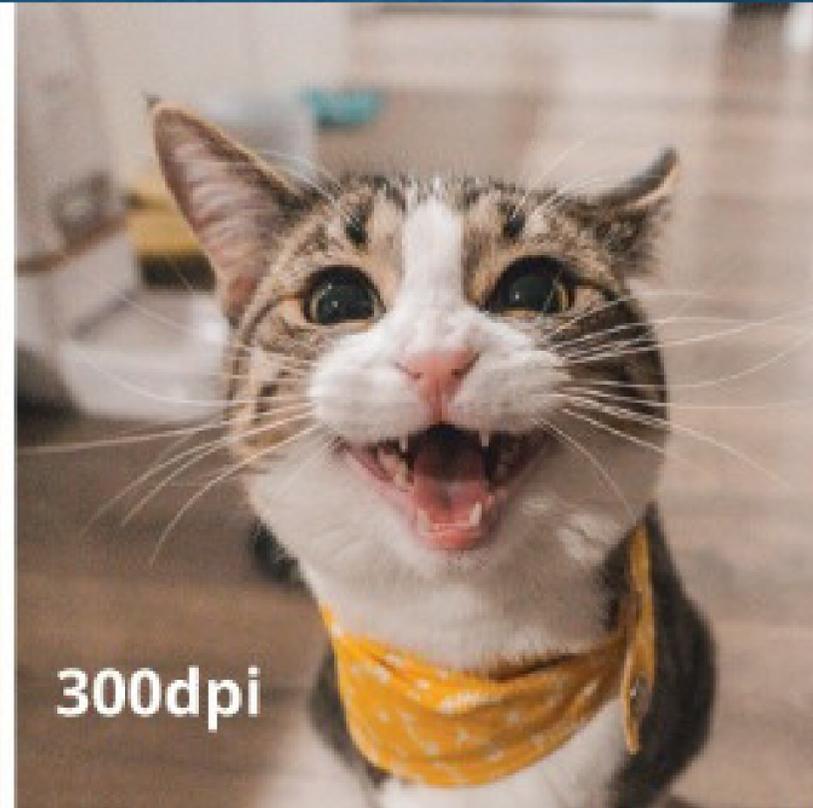
Ps



72ppi

72 dpi

Image intended for the web only need to have a resolution of 72dpi(dots per inch), which is the maximum resolution of monitors.



300dpi

300 dpi

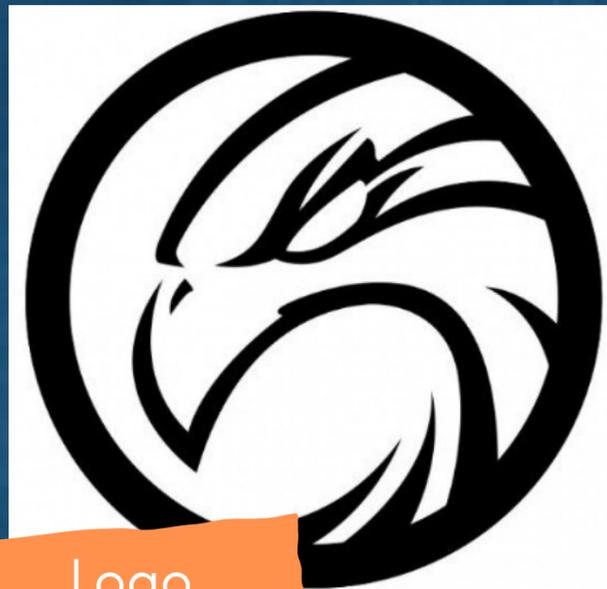
Image intended for print need to have a resolution of 300dpi (dots per inch), as the printing process allows for much greater details.



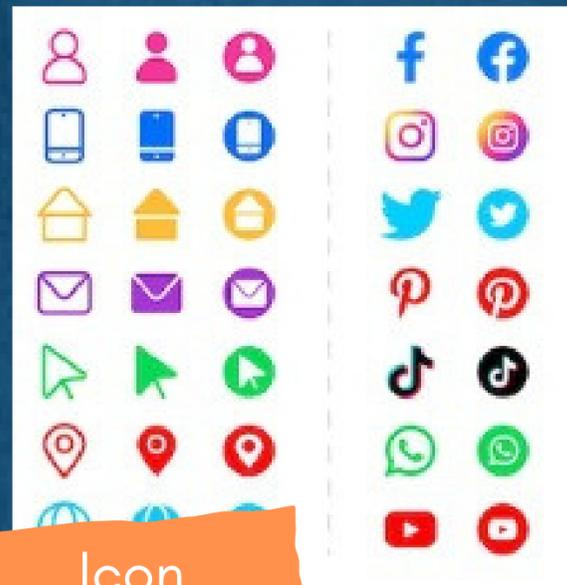
# Type of Vector Images



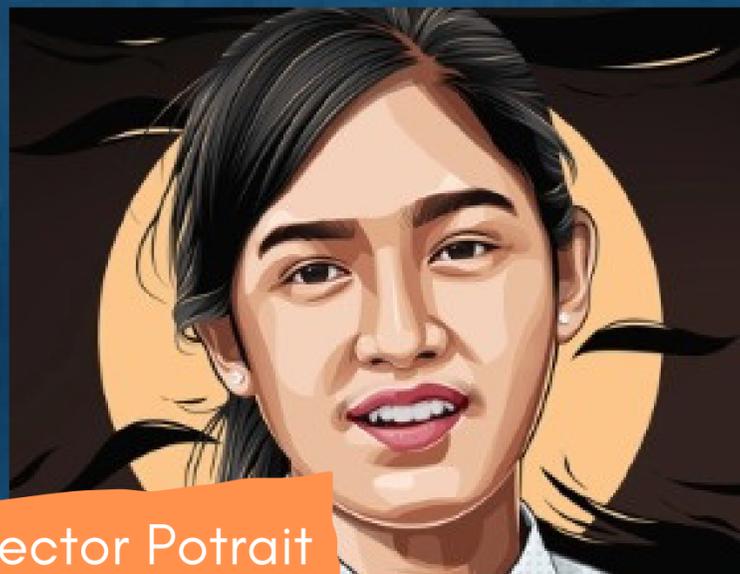
Poster



Logo



Icon



Vector Potrait



Editorial Vector



# Difference Between Raster & Vector Images



## Vector

Print Uses  
to be sent to the printer

Web Uses  
For logos, charts, Icons, Any  
hard, Edged graphics

File Types  
.ai, .eps, .pdf, .svg



## Raster

Print Uses  
HI-RES files can be printed at  
300dpi

Web Uses  
Output files for most web  
graphics displayed on the  
screen

File Types  
.JPEG, .GIF, .PNG, .TIFF



# Difference Image File Extension Type

Ps



## JPEG@JPG

JPG (or JPEG) is a raster image that is often used for photographs on the web. JPGs can be optimized, when saving them out of Photoshop, to find the perfect balance of small file size and high quality. On the web, you want your images to be as small as they can be so your site loads quickly, but large enough to still appear crisp and not pixelated. A JPG can't have a transparent background so they are always in the shape of a rectangle or square with a solid background.

**Best use = rectangle or square photos and photographs on your website**

# Difference Image File Extension Type

Ps

## PNG

PNG is another raster image type. For the general marketer, the main difference to understand between a PNG and JPG is that a PNG can have a transparent background and is generally larger and of higher quality. Therefore, a PNG is ideal for saving logo files for websites because they can be placed over a colored background.

**Best use for create logos, icons and other images where a transparent background is preferred.**



# Difference Image File Extension Type

Ps

## TIFF

A TIF (or TIFF) is a large raster file. It has no loss in quality and is therefore primarily used for images used in printing. On the web, because of load time, you generally want to use smaller images such as JPG or PNG..

**Best use = images and photographs for high quality print.**



# Difference Image File Extension Type

Ps

## GIF

A GIF is another raster image type. A GIF is formed from up to 256 colors in the RGB colorspace. The fewer colors and shades contained in an image, the smaller the file size. Therefore a GIF is ideal for images that use just a few solid colours and don't have gradients or natural shades. You wouldn't want to use a GIF for a photograph

Best use = simple web graphics such as web buttons, charts and icons



Animated Graphic or images

# Difference Image File Extension Type

Ps

## EPS

**An EPS file is a vector file of a graphic, text or illustration. Because it is a vector it can easily be resized to any size it needs to be. An EPS file can be reopened and edited.**

**Best use = master logo files and graphics and print designs**

## Editing vector files and saving “in outlines”

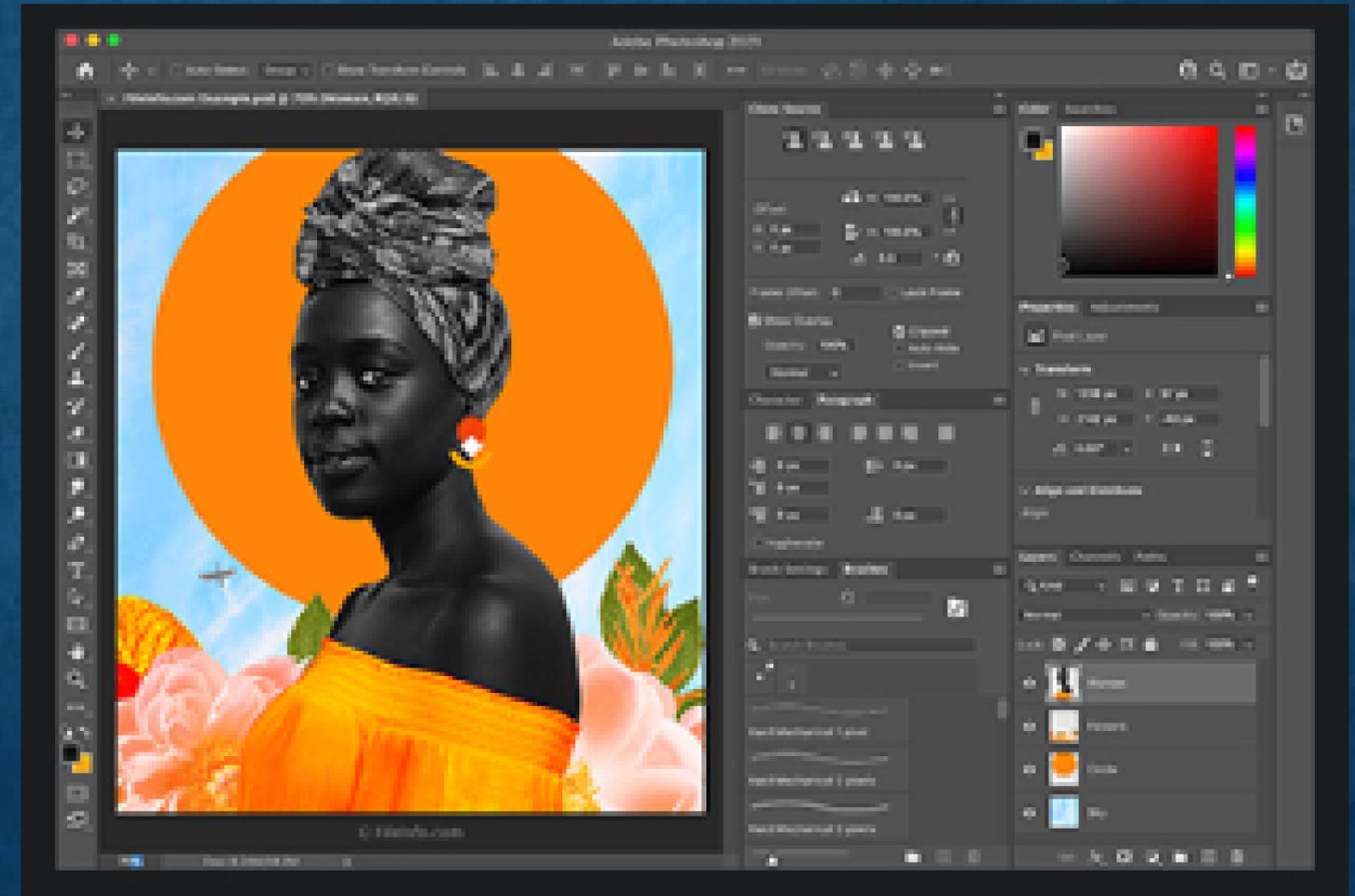
**Vector files such as AI and EPS can remain editable so you can open them back up in Illustrator and edit any text or other elements within the graphic. With images that contain text that are saved as a JPG, PNG or GIF, you would not be able to reopen and edit the text**

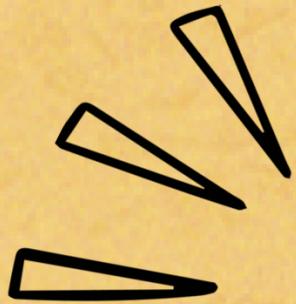
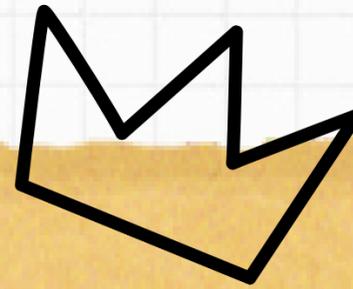
# Difference Image File Extension Type

Ps

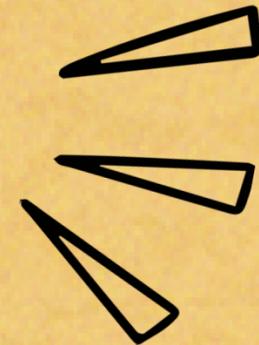
ai

The exclusive Adobe file format for vector images is called AI, or Adobe Illustrator. The vector image file types PDF, EPS, and SVG are also often used.

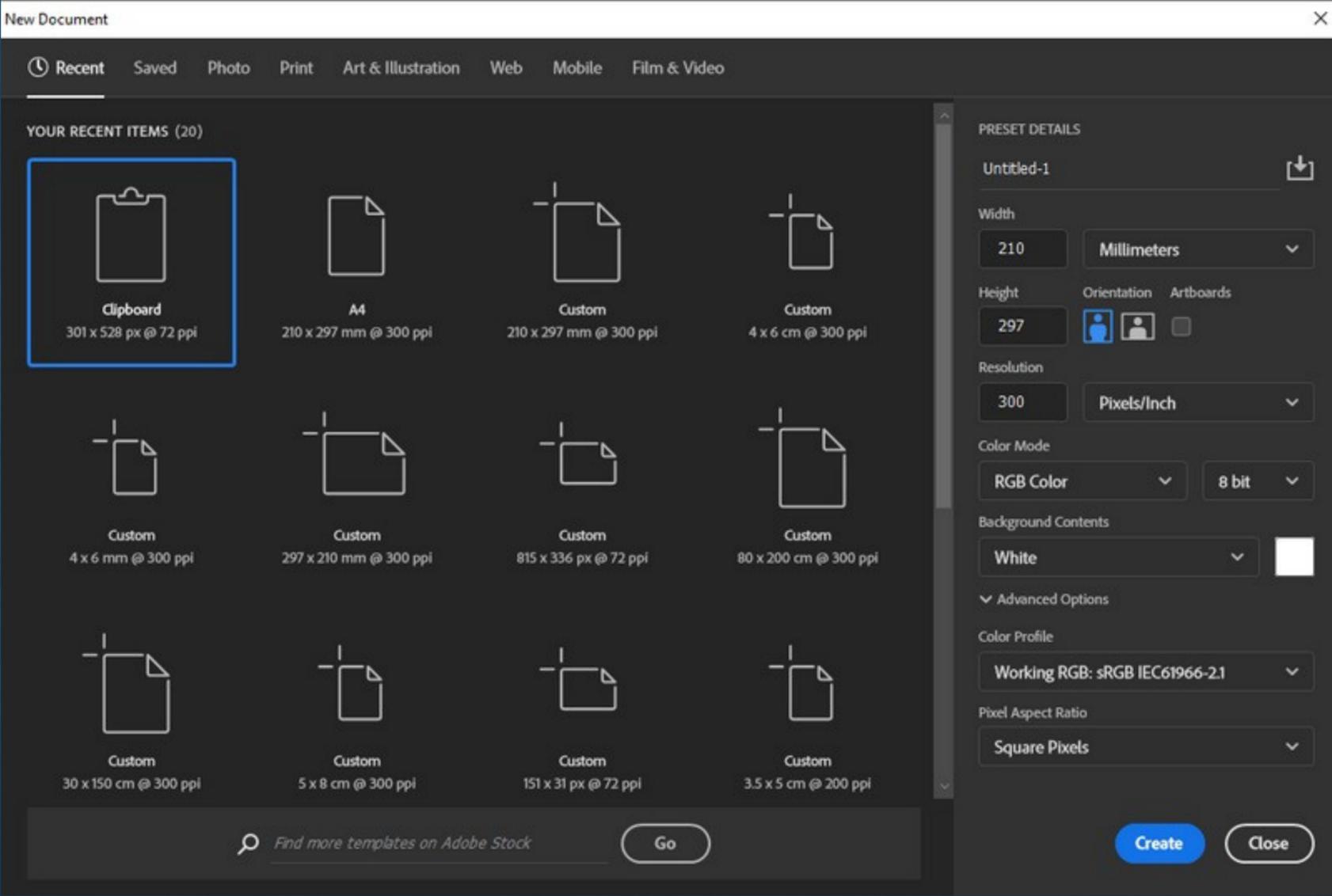
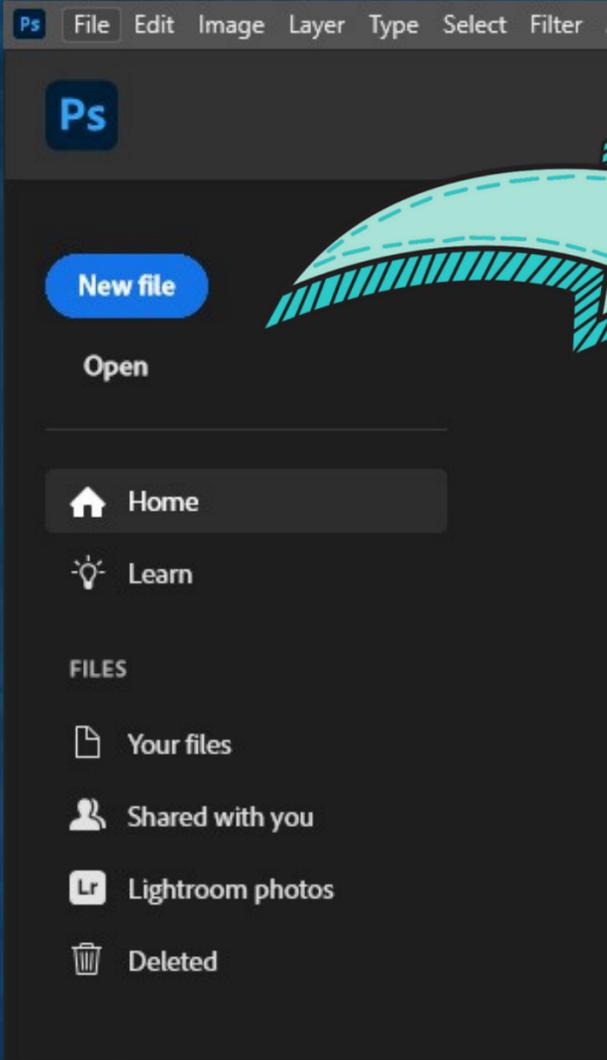




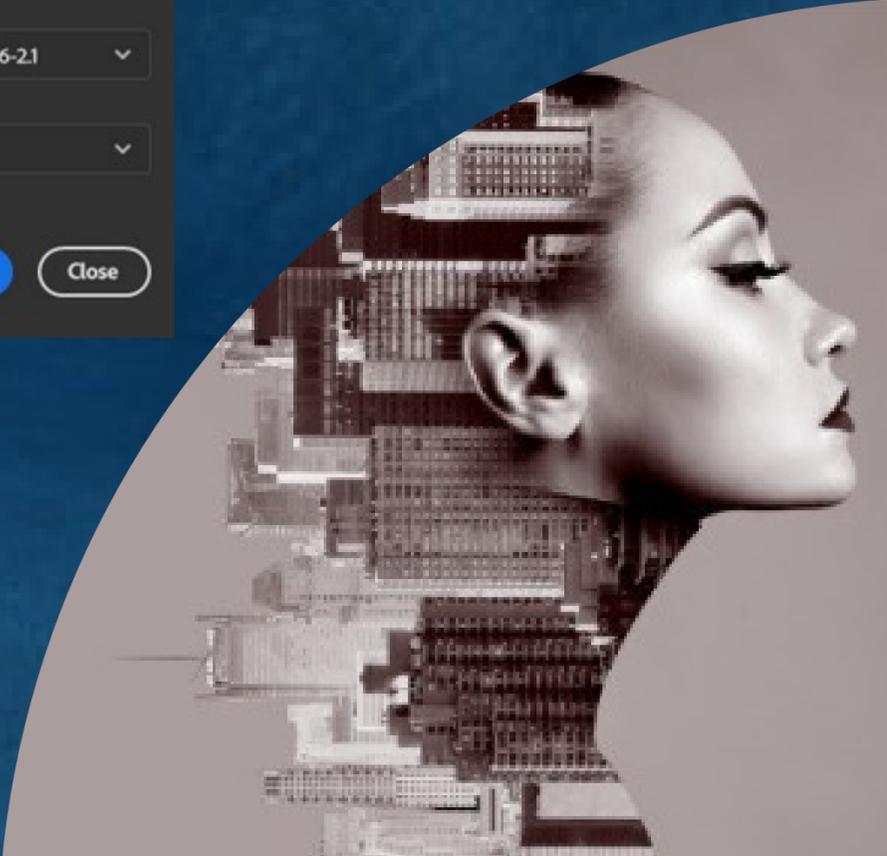
# HOW TO OPEN NEW PROJECT/FILE



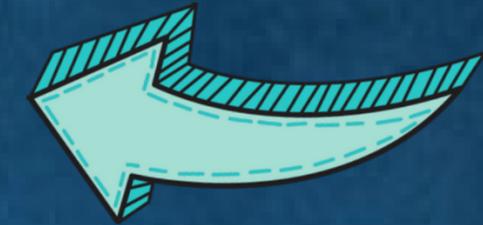
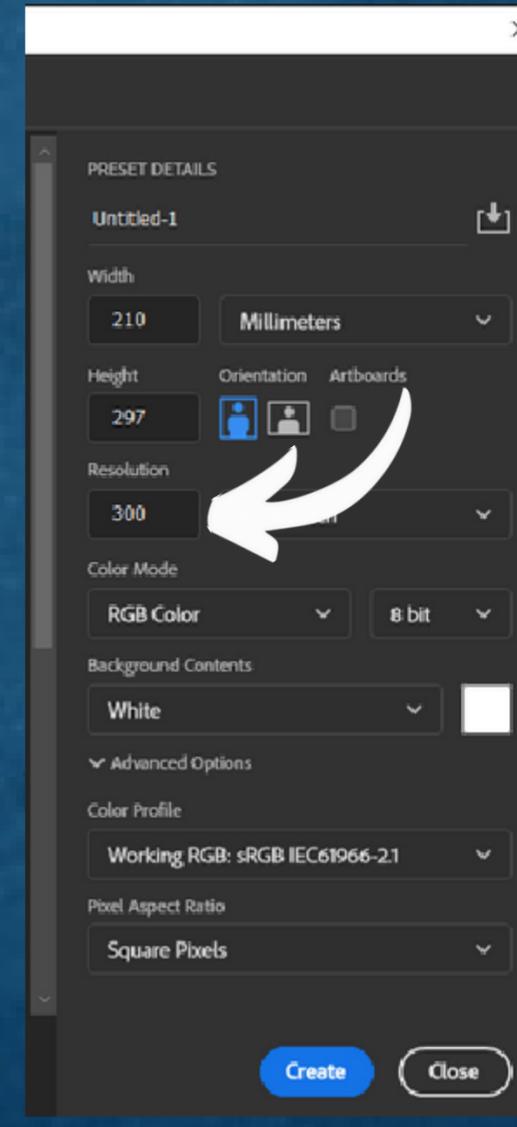
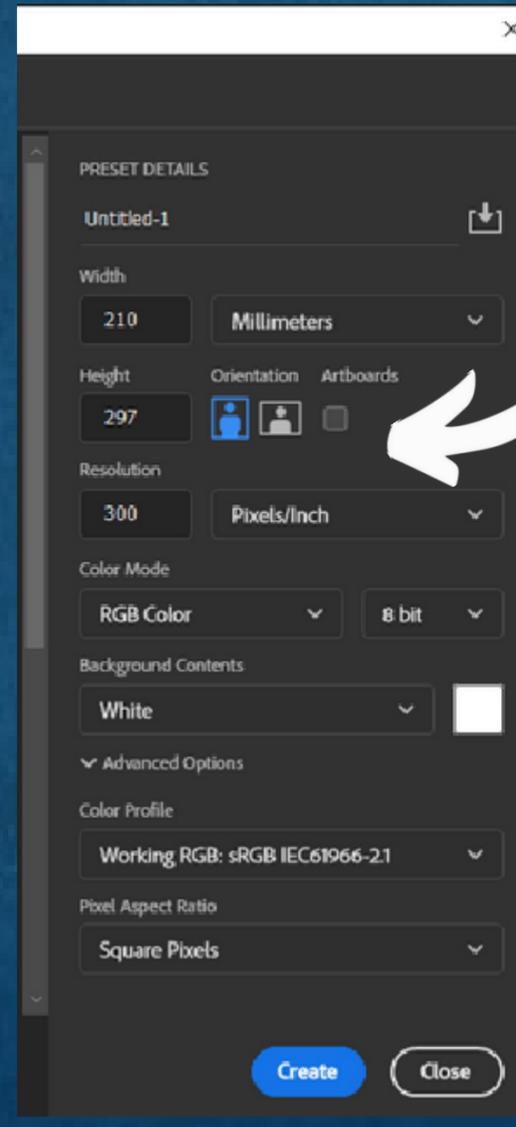
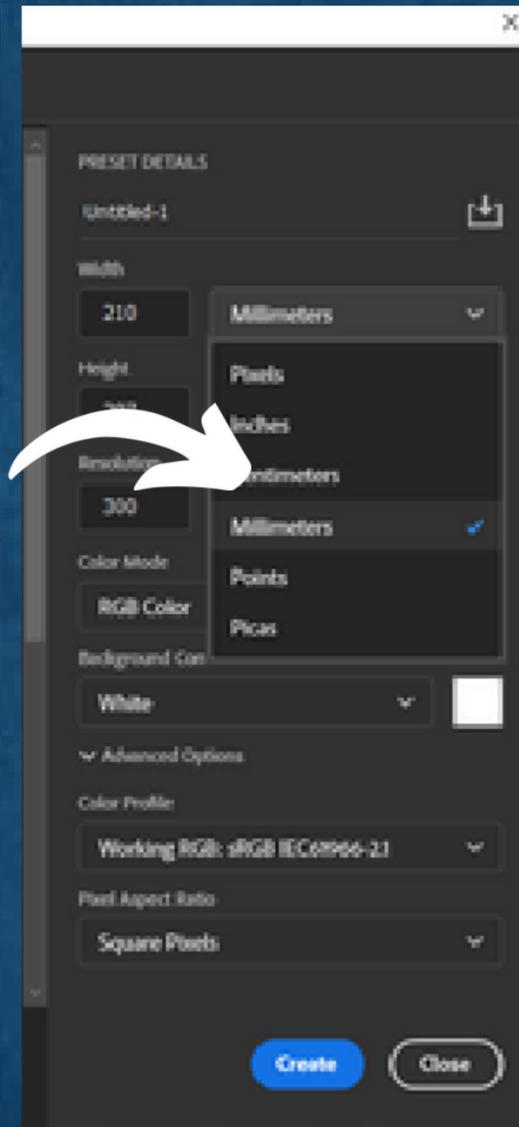
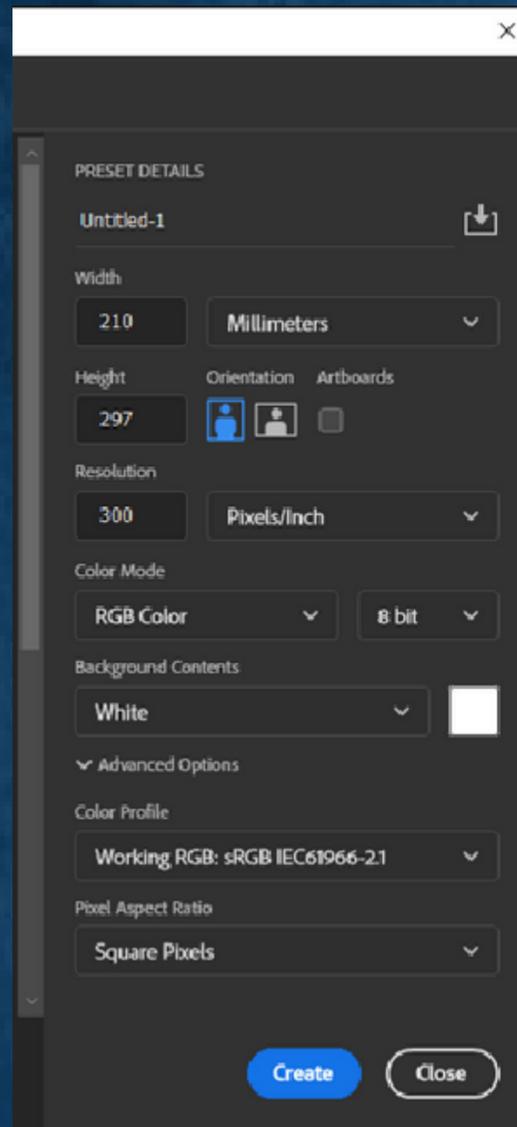
# CREATING NEW PROJECT



New File- choose template



# Step by step open new file:



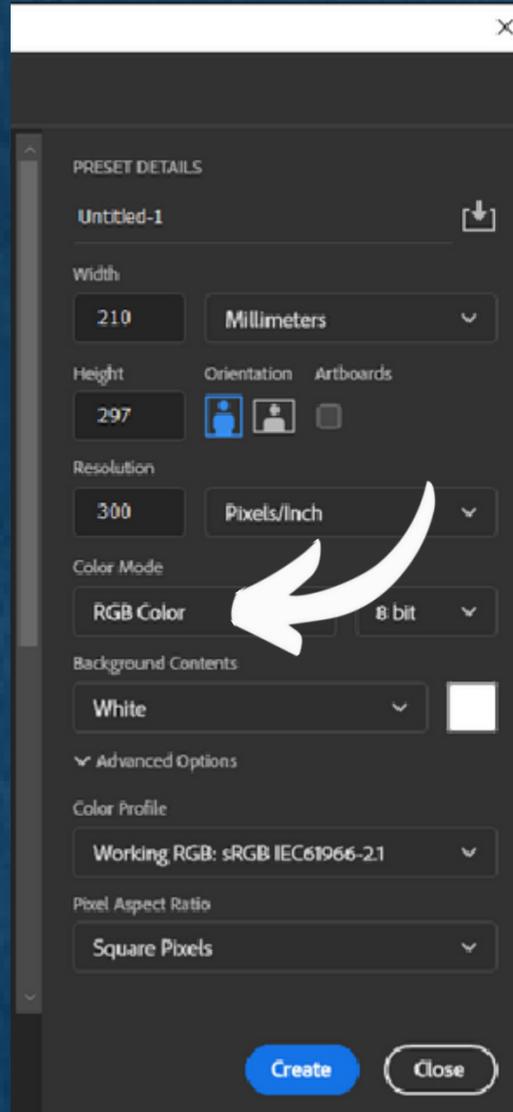
Size can change based on point in drop down list

Select orientation Artboard either potrait or landscape

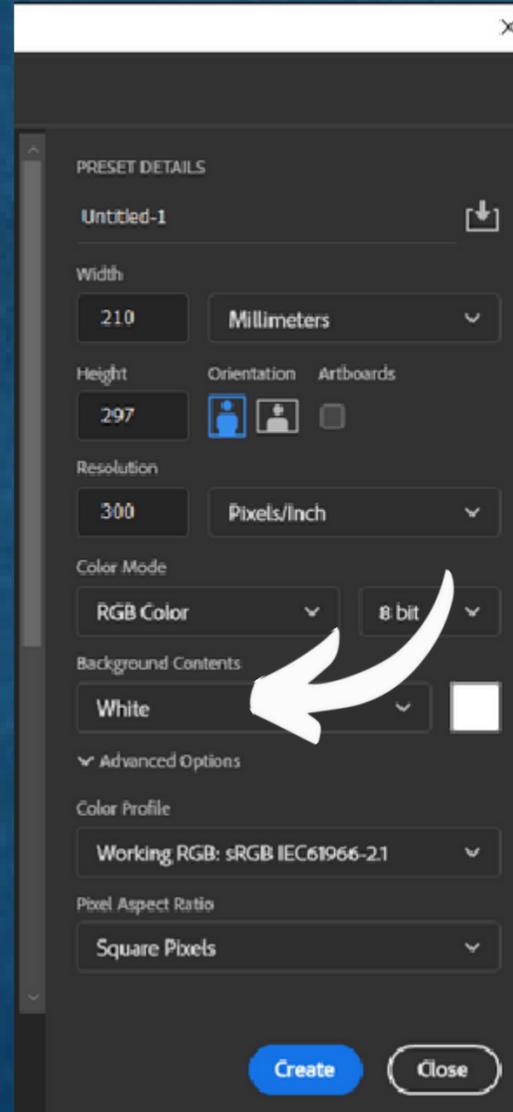
Resolution can change based on size artboard



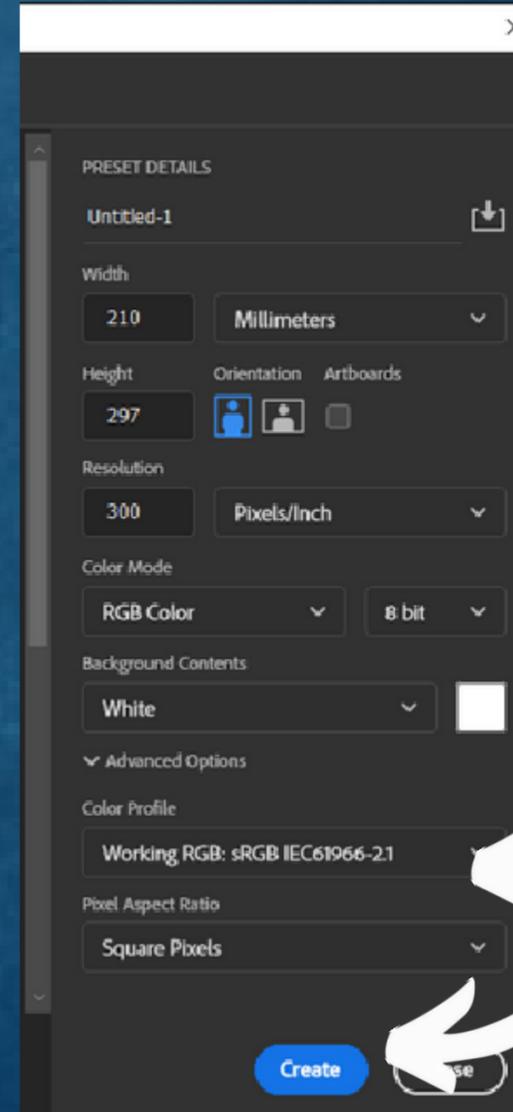
# Step by step open new file:



Choose color mode in drop down list



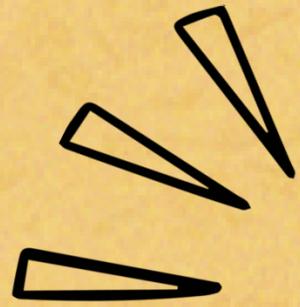
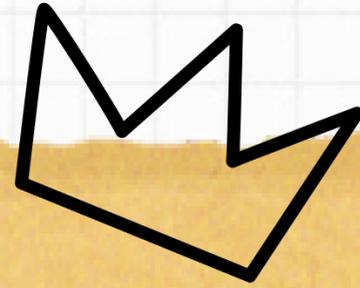
Choose Background Contents in drop down list



Color profile such CYMK or RGB

Then click Create

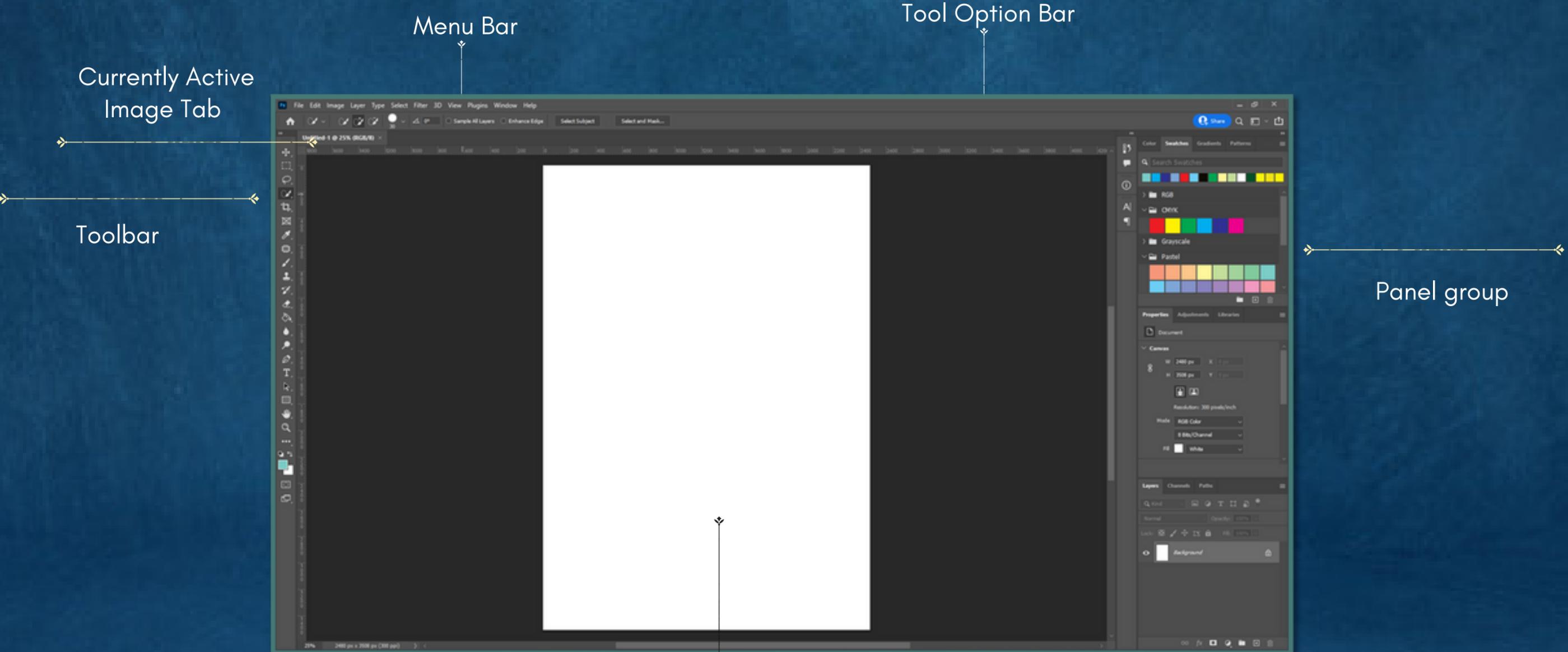




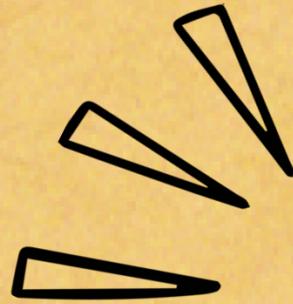
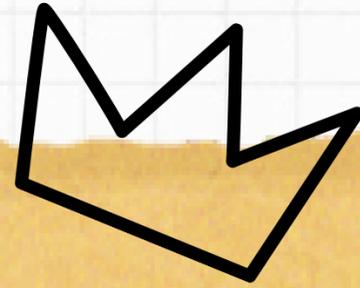
**GET TO KNOW TOOLBARS**



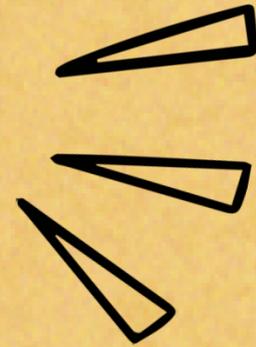
# IDENTIFY PHOTOSHOP WORKSPACE



Artboard



**GET TO  
KNOW  
TOOLS**

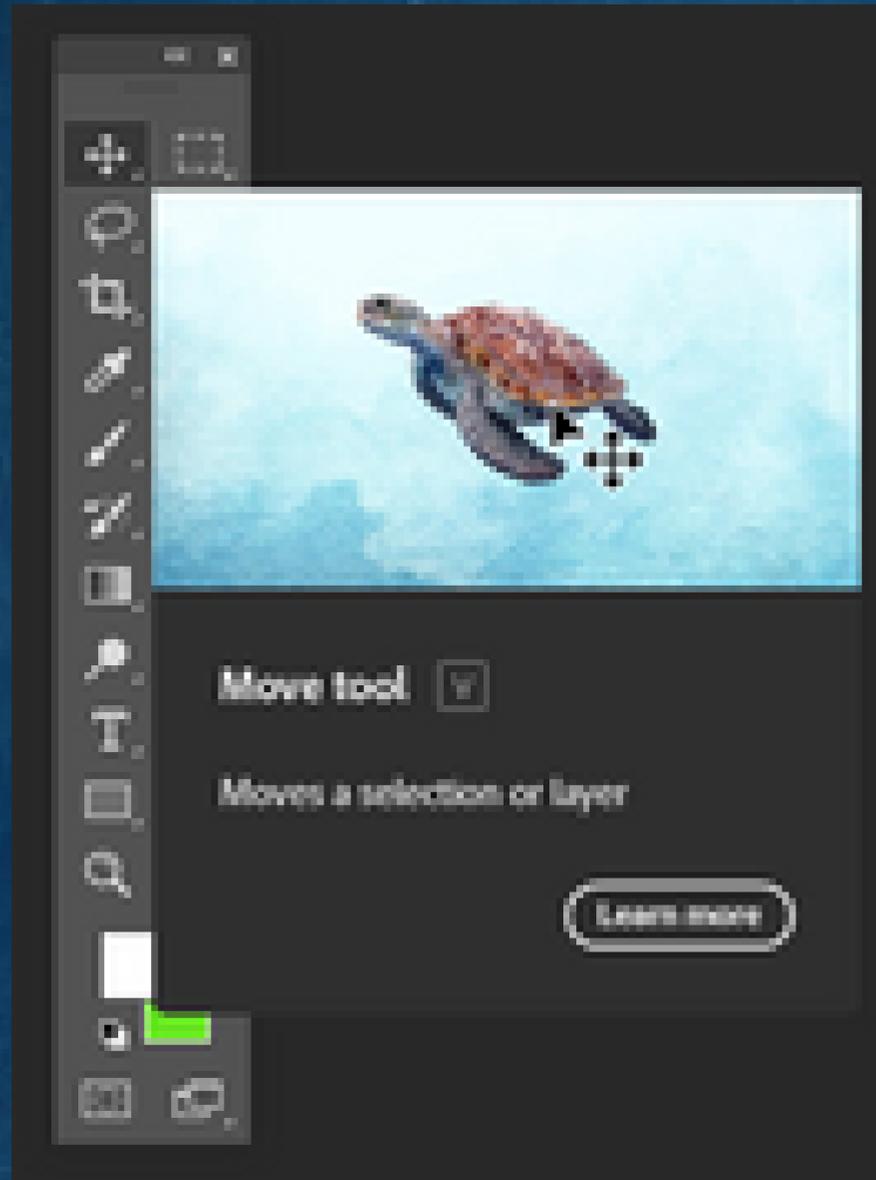


# MOVE TOOL

Use the Move Tool to move the elements in a document

The move tool helps you position selected content or layers when customizing your work.

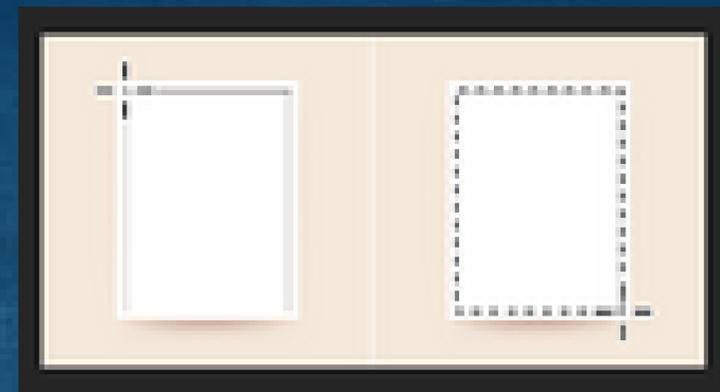
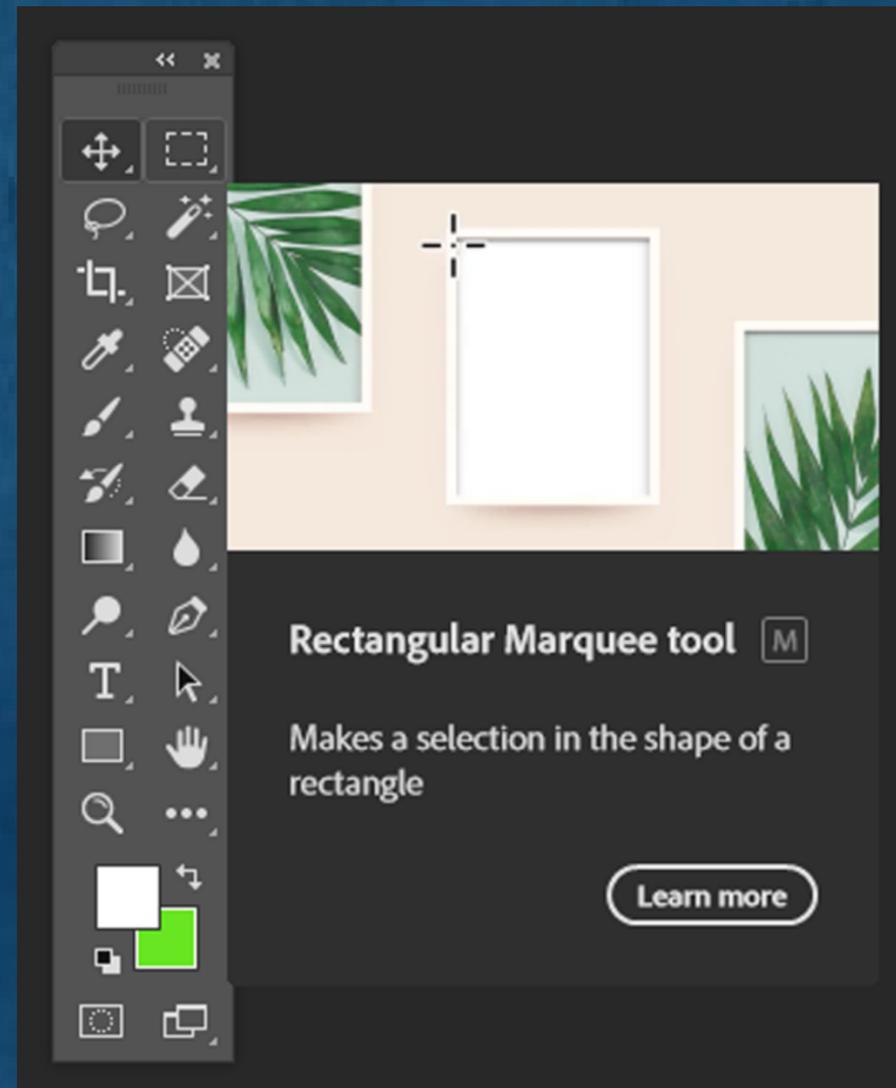
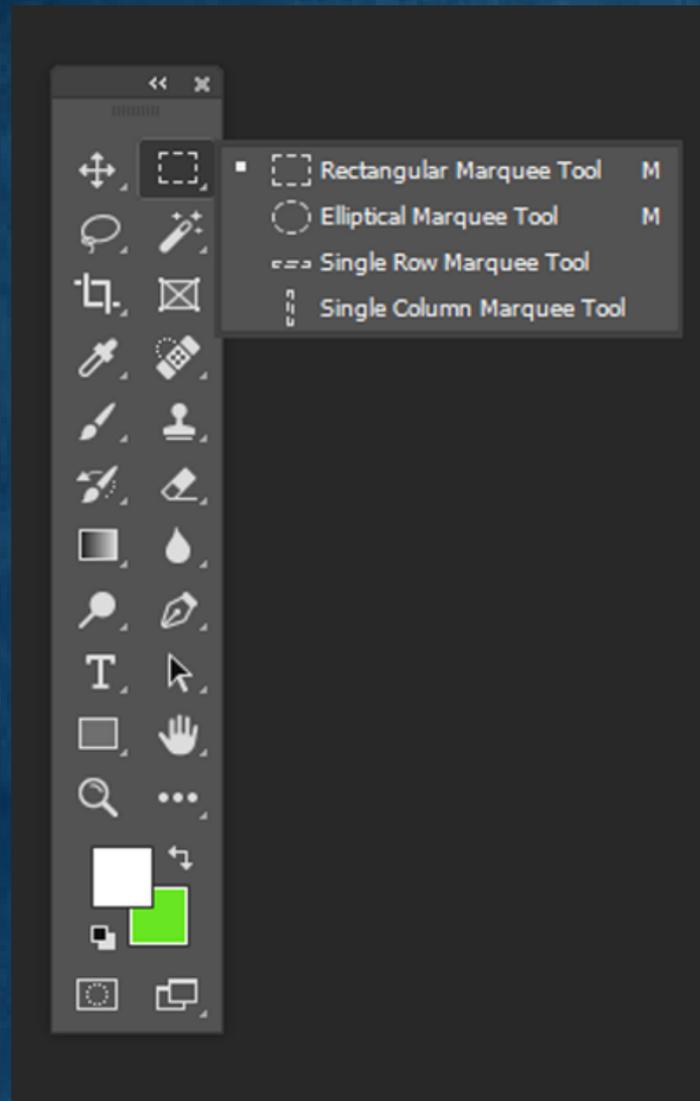
- Select the Move tool.
- Use the Option bar to customize tool settings, like Alignment and Distribution, to get the effect you want.
- Click on an element - like a layer, selection or artboard - to move it.



# RECTANGULAR MARQUEE TOOL

The **Rectangular Marquee tool** makes a selection in the shape of a rectangle.

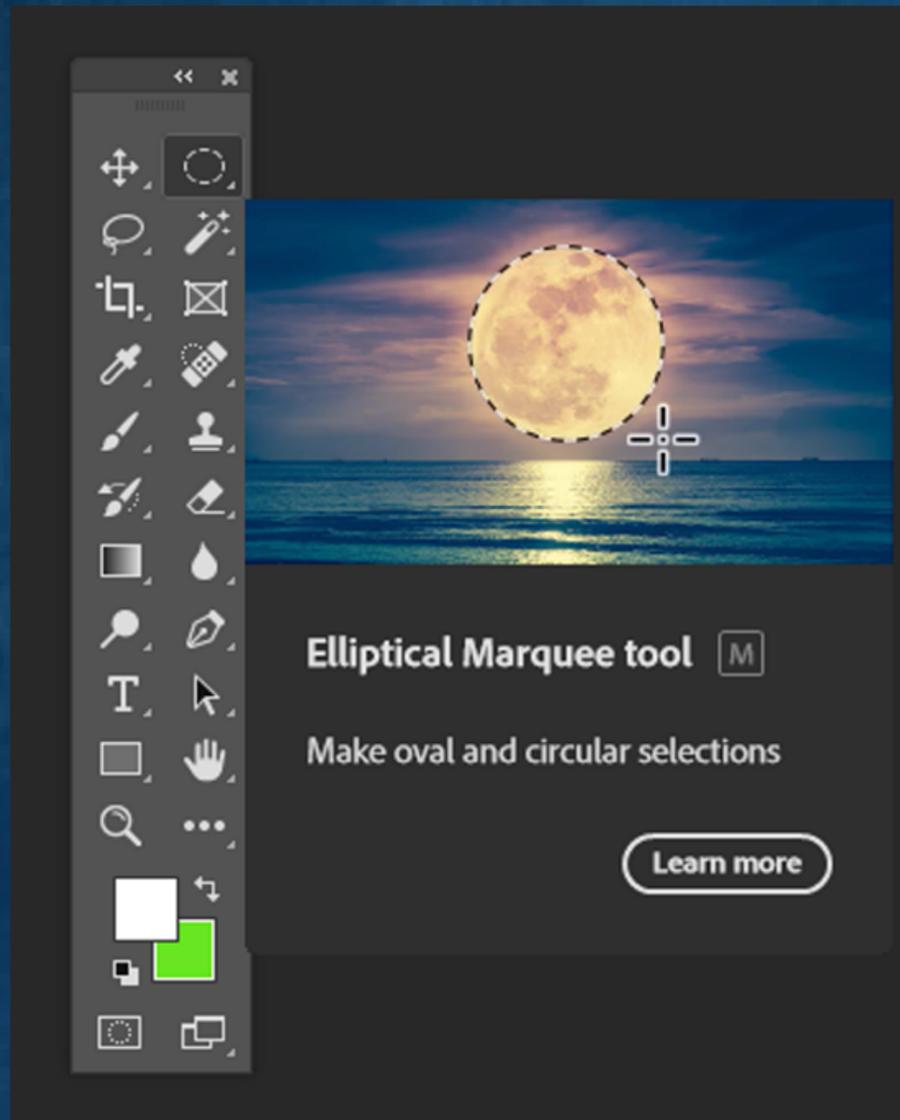
1. Select the Rectangular Marquee tool (M).
2. Use the Option bar to customize tool setting, like Add to Selection or Subtract from Selection, to get the selection you want.
3. Draw the selection area.
  - Rectangular : Drag over the area you want to select
  - Square : Hold down the Shift key and drag diagonally in any direction.
  - Draw from the center out : Hold down Alt (Windows) or Option (macOS) as you drag.



# ELLIPTICAL MARQUEE TOOL

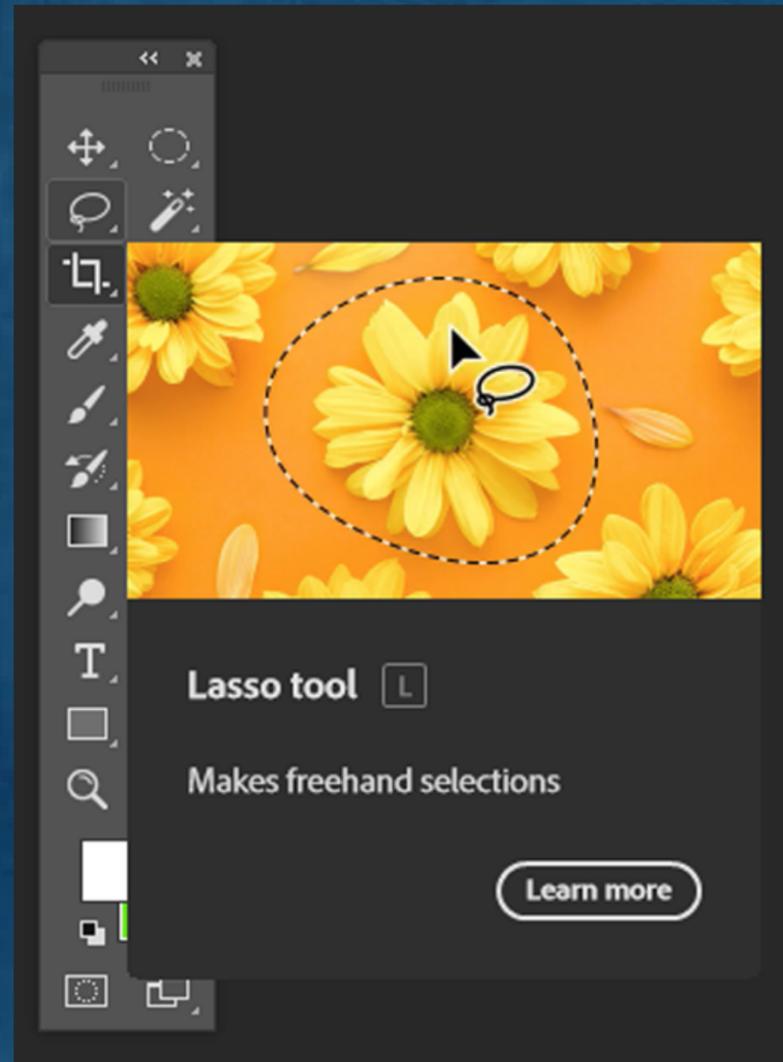
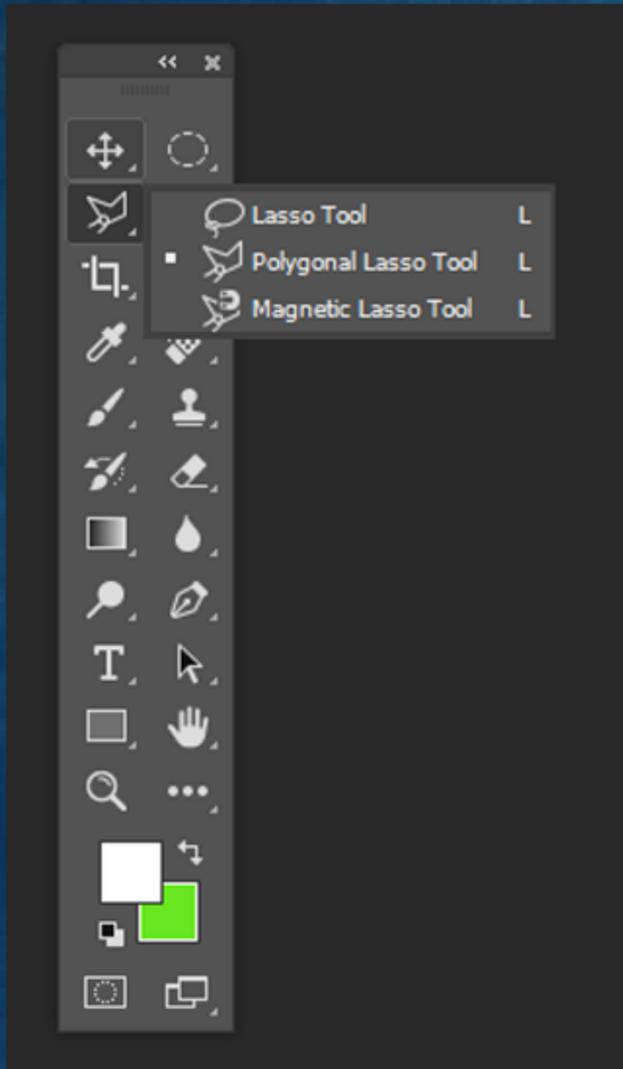
## Learn how to make oval and circular selections with the Elliptical Marquee tool in Photoshop

- Select the Elliptical Marquee tool (M) from the toolbar.
- Specify one of the selection options in the option bar – New, Add to, Subtract From, and intersect with to get the selection you want.
- Specify a feathering setting in the option bar. Turn anti-aliasing on or off and set the selection style to normal, Fixed Ratio, and Fixed Size, for the Elliptical Marquee tool.
- Click and drag the image over the area you want to select. Hold down the shift key and drag in any direction to constrain your elliptical marquee to a circle. Hold down Alt (Win)/Option (Mac) as you drag to make an elliptical selection from the center out.





# LASSO TOOL



**The Lasso tools allows you to draw a freehand selection border around the objects you want to select in image**

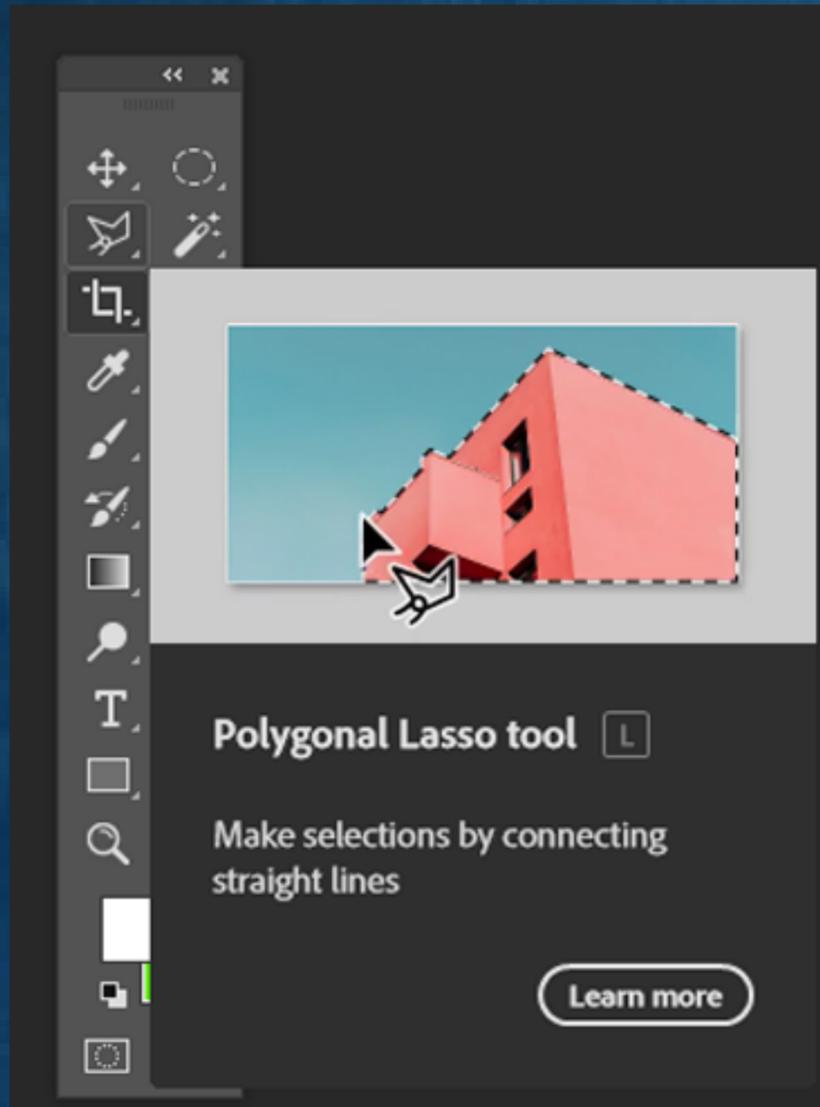
- Select the Lasso tool (L)
- To achieve the desired effect, use the option bar to adjust tool parameters such as Add to selection, Subtract from selection, and Select and Mask.
- Drag to draw a selection border around the object.
- Release the mouse (without holding down Alt or Option) to close the selection border.



# POLYGONAL LASSO TOOL

## The Polygonal Lasso is useful for making straight-edged selections

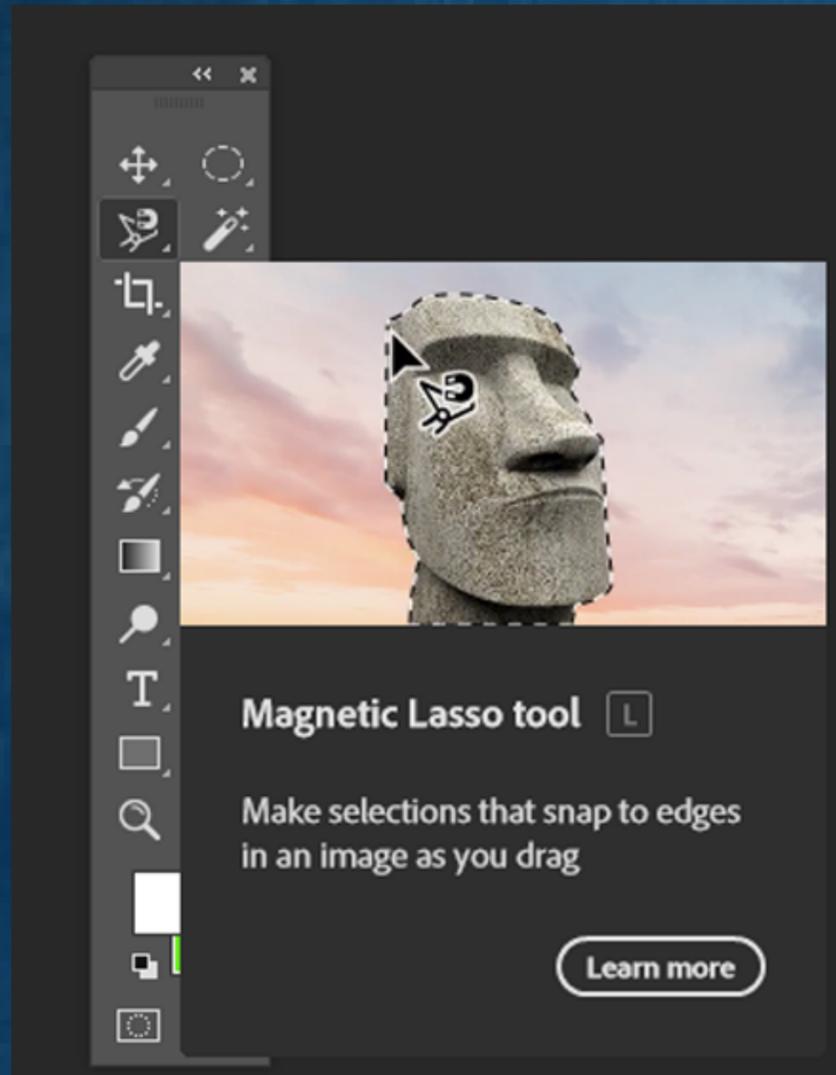
- Choose the Polygonal Lasso tool (L)
- In the options bar, specify a selection option : New Selection, Add to Selection, Subtract from Selection, or intersect with selection.
- Position the Polygonal Lasso tool pointer in the canvas and click to set the starting point for your selection.
- Drag to draw a straight segment around the object you want to select. Click to set the end point of your first segment. Continue to draw subsequent segments until your object is fully selected.
- To close your selection boundary, bring the Polygonal Lasso tool pointer over the starting point and click.



# MAGNETIC LASSO TOOL

## The Polygonal Lasso is useful for making straight-edged selections

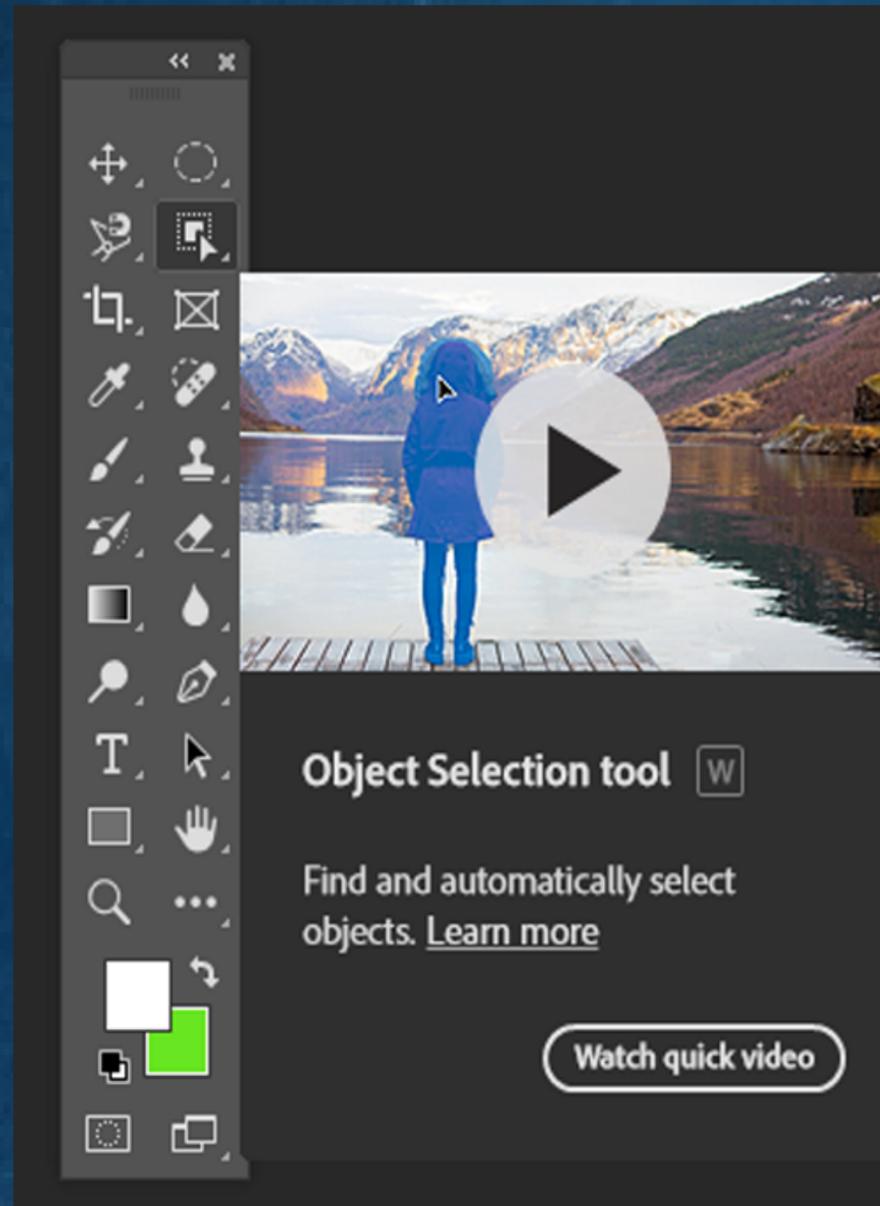
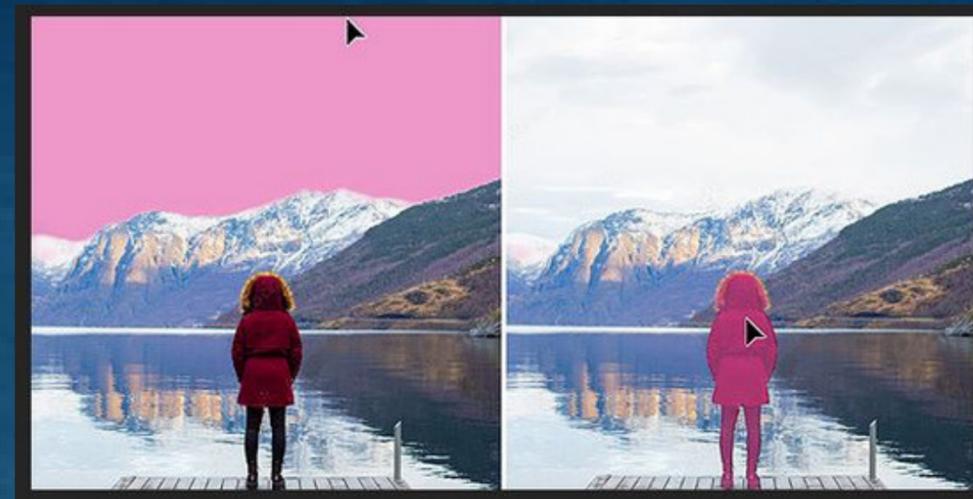
- Choose the Polygonal Lasso tool (L)
- In the options bar, specify a selection option : New Selection, Add to Selection, Subtract from Selection, or intersect with selection.
- Position the Polygonal Lasso tool pointer in the canvas and click to set the starting point for your selection.
- Drag to draw a straight segment around the object you want to select. Click to set the end point of your first segment. Continue to draw subsequent segments until your object is fully selected.
- To close your selection boundary, bring the Polygonal Lasso tool pointer over the starting point and click.



# OBJECT SELECTION TOOL

The Object Selection tool is useful for automatically selecting objects or regions such as people, cars, pets, sky, water, buildings, plants and mountains in an image.

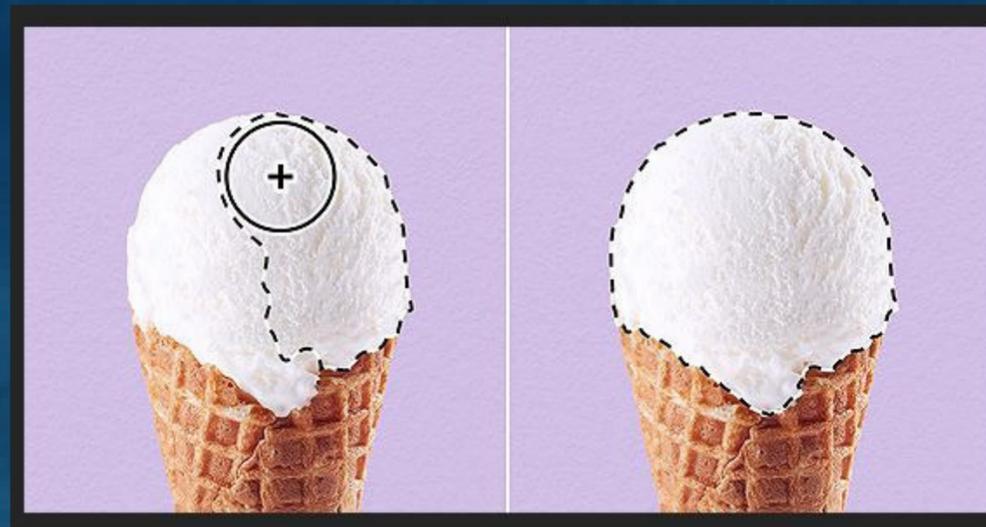
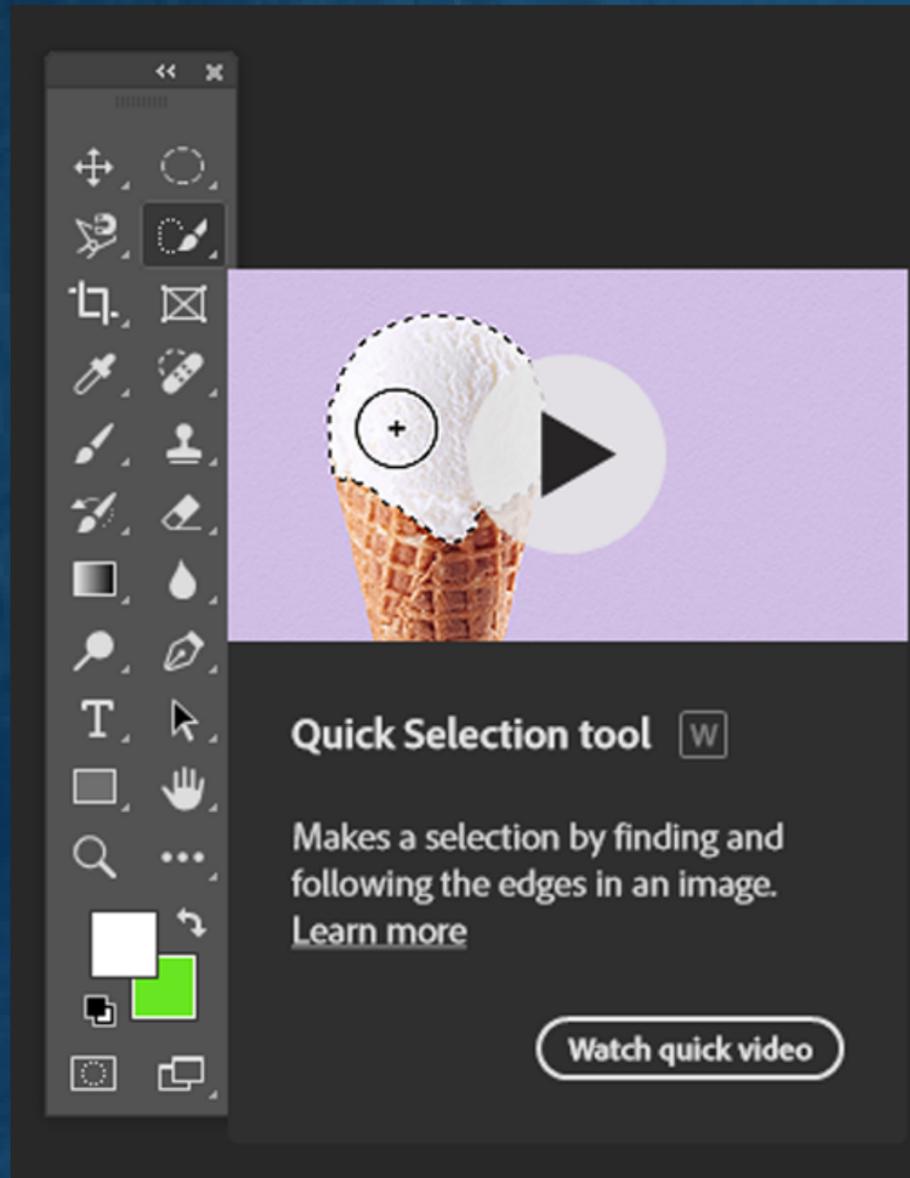
- Select the Object Selection tool (W) from the toolbar in the workspace.
- In the Option bar, at the upper-right corner of the workspace, ensure that the Object Finder is enabled.
- Hover the mouse pointer over an object or region in your image you would like to select. Selectable objects and regions will be highlighted with an overlay color.
- Click to automatically select the object or region.
- Additionally, you can press the shift (macOS)/Ctrl (Windows) key on your keyboard to add other objects or regions to your selection and Option (macOS)/Alt (Windows) to subtract objects or regions from your selections.



# QUICK SELECTION TOOL

The Quick Selection tool can help you isolate an object you want to edit or preserve.

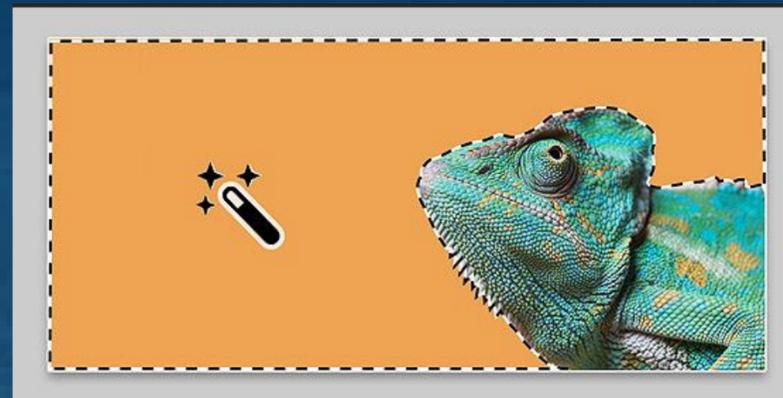
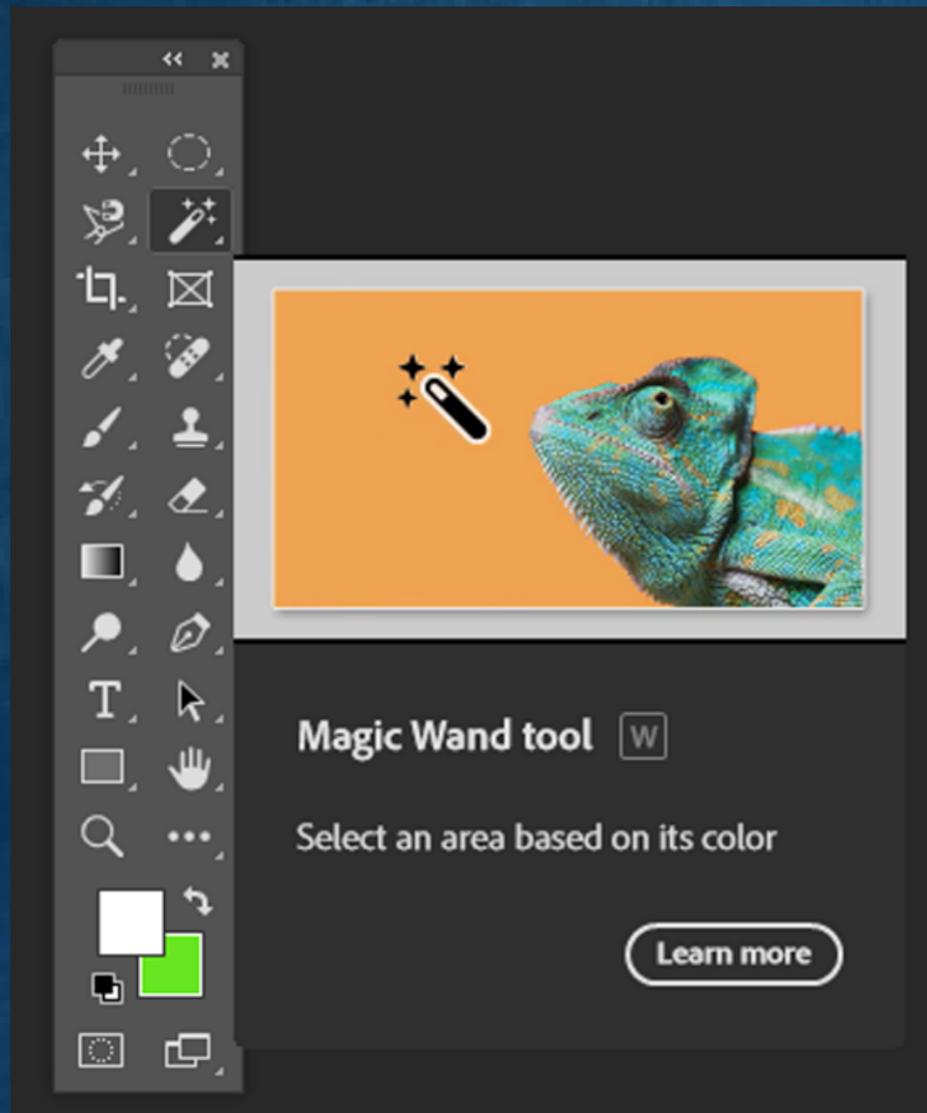
- Select the Quick Selection tool (W).
- Use the Option bar to customize tool setting, like add to Selection or Subtract from Selection, to get the selection you want.
- Click and drag the brush across the area you want to select. As you drag, the tool automatically detects image edges to create a selection for you.



# MAGIC WAND TOOL

Use the **Magic Wand tool** to quickly select an object you want to isolate.

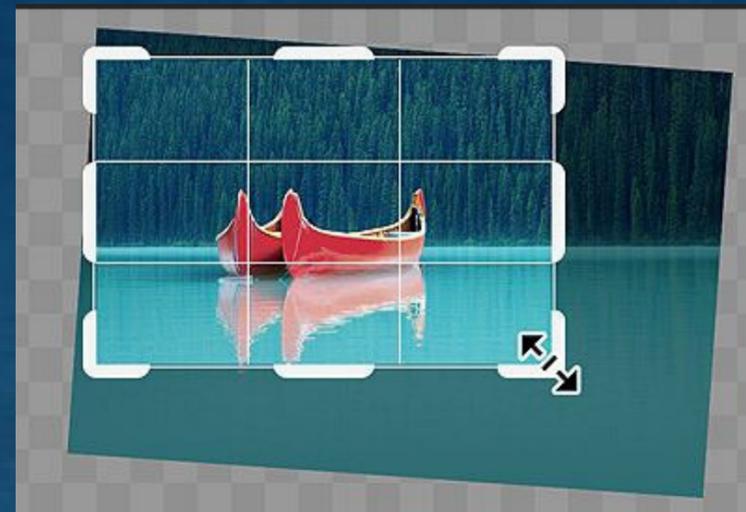
- Select the Magic Wand tool (W).
- In the tool options bar, specify selection option : New Selection, Add to Selection, Subtract from Selection, or Intersect with Selection.
- Move the pointer in your canvas and click the color in the image that you want to select.
- In the option bar, set the following -Tolerance, Anti-aliased, and Sample All Layers options.
- Uncheck Contiguous if you want to select non adjacent areas of similar color.



# CROP TOOL

The crop tool allows you to select an area of a photo and remove or crop everything outside the selected area.

- Select the Crop tool (C).
- Use the Option bar to customize tool setting, like setting the aspect ratio or width and height values to get the effect you want.
- Click inside the crop border and drag to reposition the image.
- Drag the corner or edge handles of the crop border that appears on your photo to specify the crop boundaries.
- Press Enter (Windows) or Return (macOS) to crop the photo.

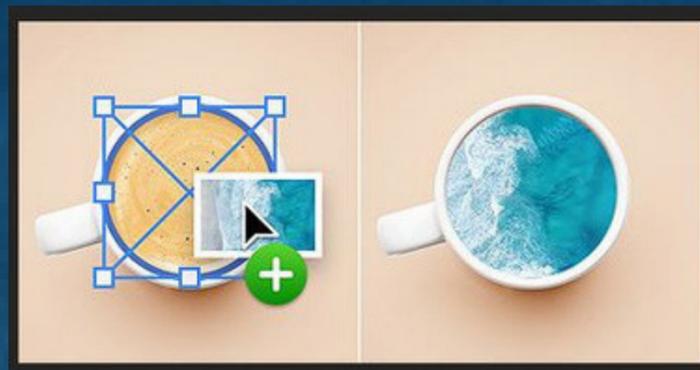
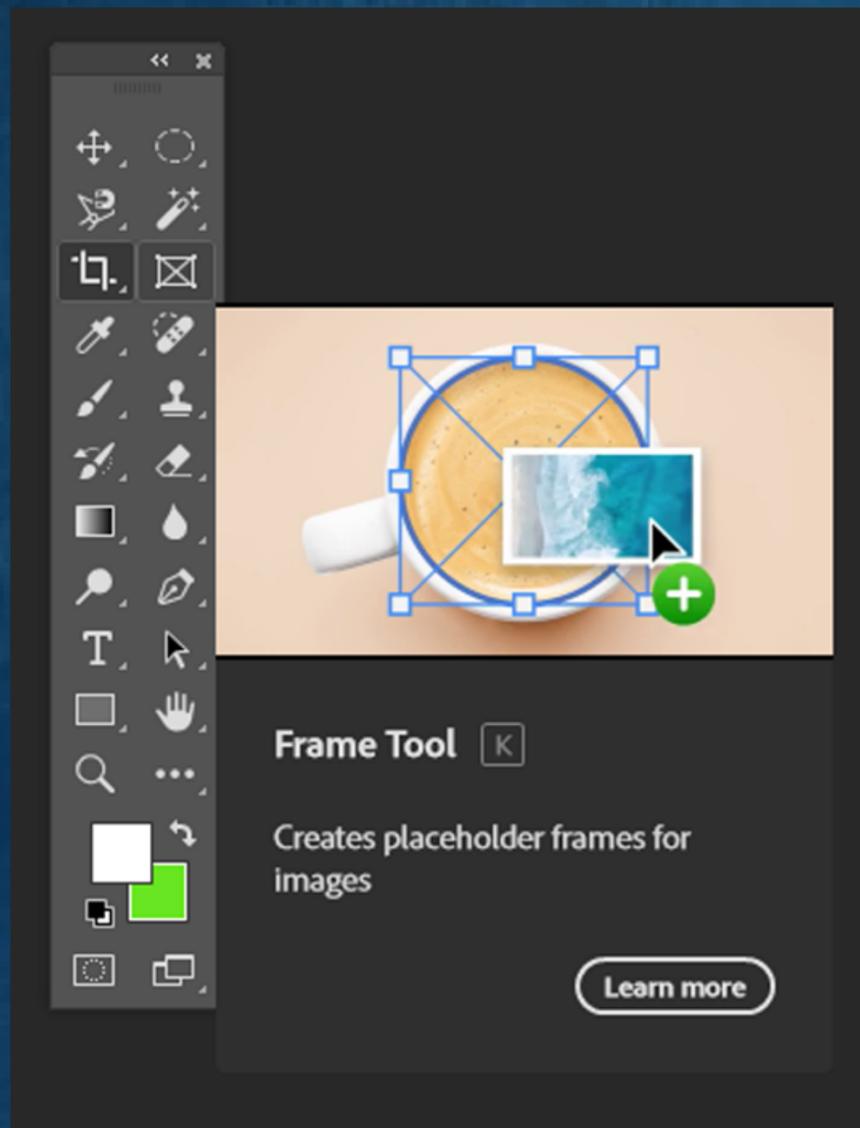


# FRAME TOOL

The frame tool allows you to draw placeholder frames that you can fill with images.

- Select the Frame tool
- Select the rectangular or elliptical frame icon in the option bar.
- Draw a frame on the canvas.
- Drag an image from the Libraries panel or from your computer's local disk into the frame.

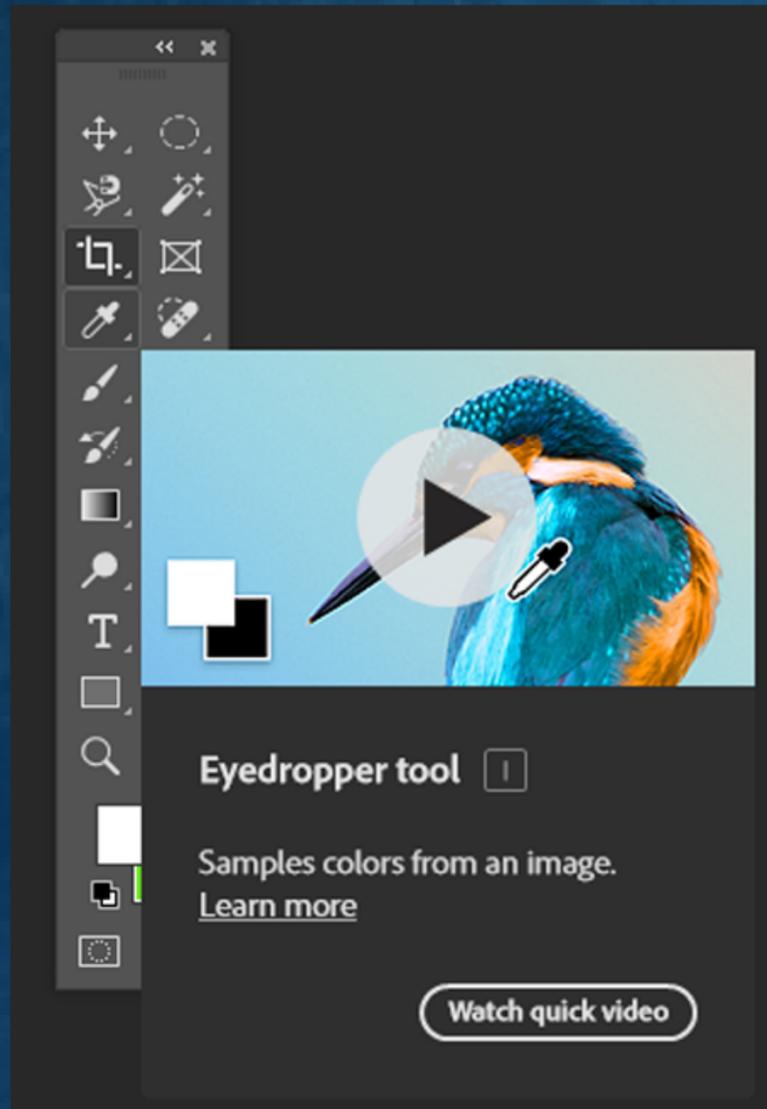
The placed image automatically scales to fit the frame. The boundary of the frame masks the placed image.



# EYEDROPPER TOOL

The eyedropper tool can sample colors from anywhere in an image and add them to your swatches panel.

- Select the Eyedropper tool.
- Use the Option Bar to customize tool settings, like Sample Size and Sample, to get the effect you want.
- Click on the color you want to sample.
- The sampled color will become the foreground color and will be added to your Swatches panel.

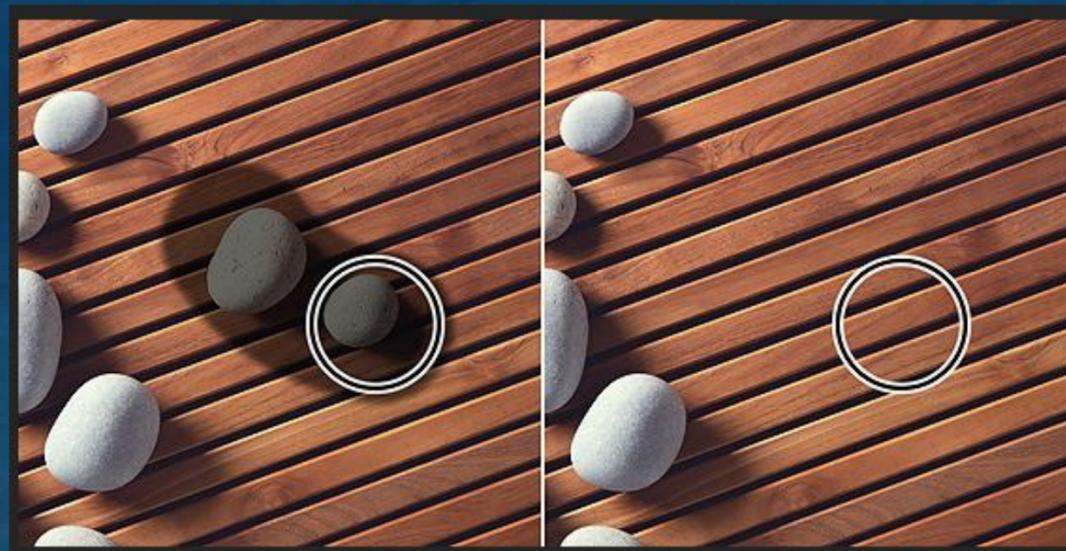
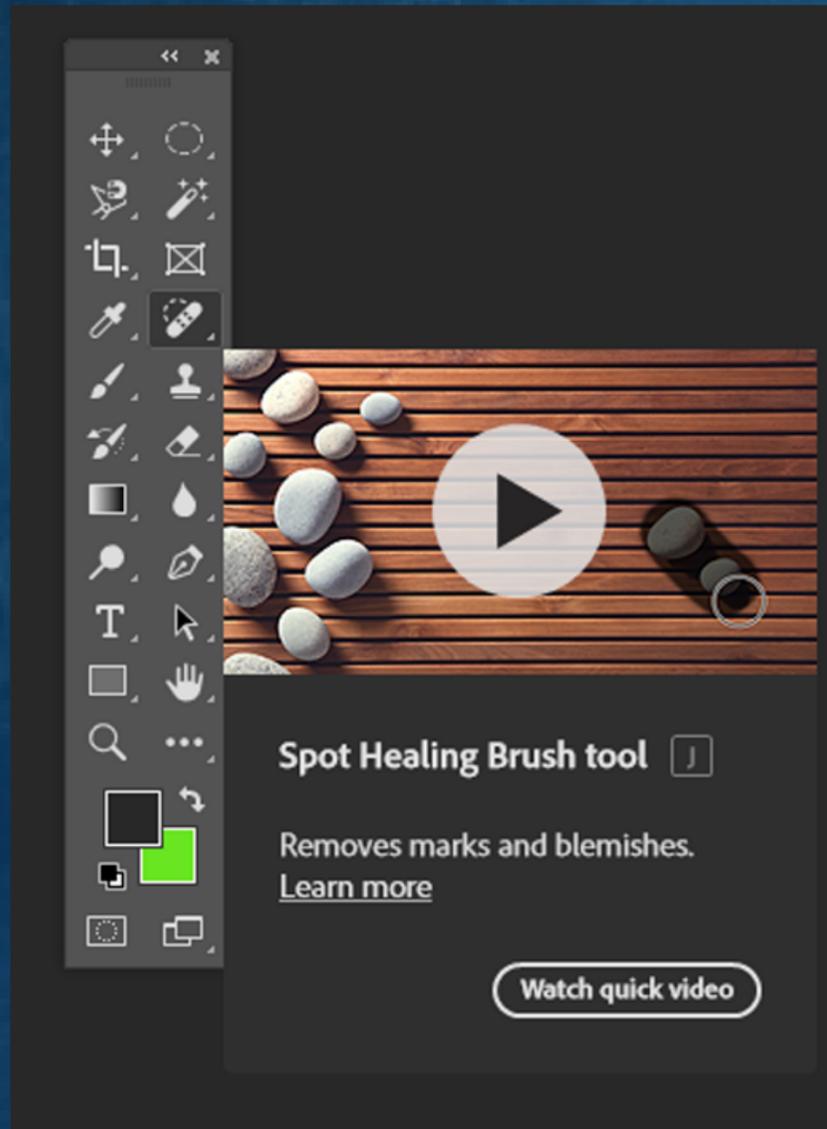


# SPOT HEALING BRUSH TOOL

## Remove marks with the Spot Healing Brush Tool

The Spot Healing Brush tool quickly repairs image imperfections.

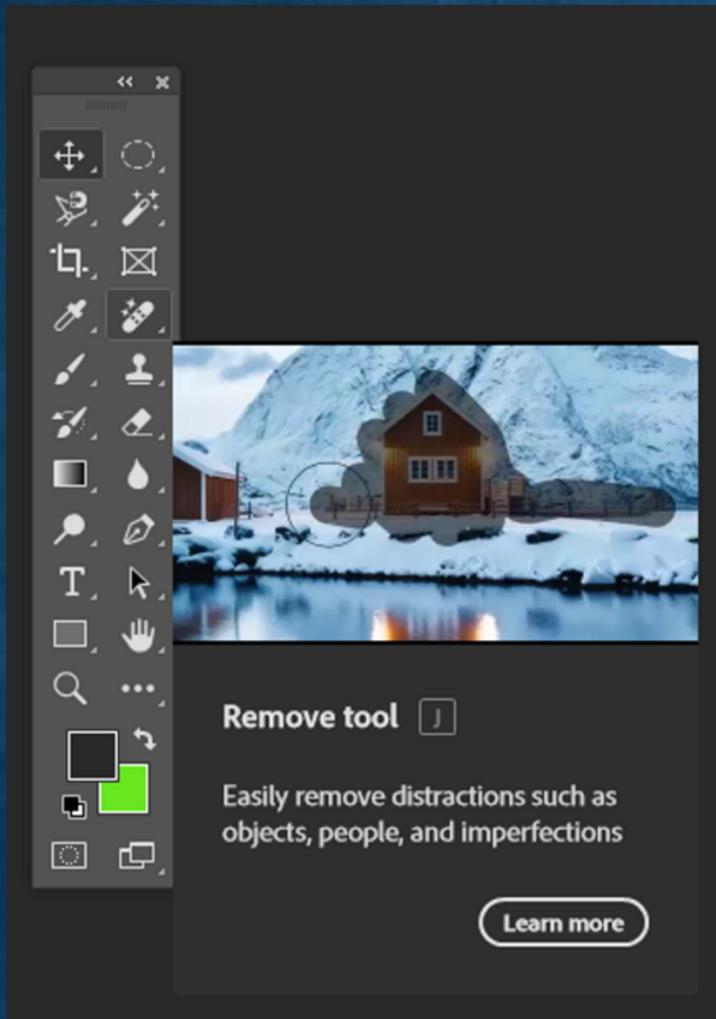
- Select the Spot Healing Brush (J).
- Use the Options bar to customize tool setting, like Size, Hardness and Pressure to get the effect you want.
- For smaller areas : Simply click the area you want to fix.
- For larger areas : Click and drag to smooth over imperfections across the area you want to fix.



# REMOVE TOOL

**Use Remove Tool to remove unwanted areas in your image by brushing over them.**

- Select Remove Tool from the toolbar. If you can't find it, select and hold the Spot Healing Brush Tool to reveal other related tools, and then select Remove Tool.
- In the Remove Tool options bar, use the Size field to choose a brush size slightly larger than the area you want to fix so you can cover the entire area with one stroke.
- (Optional) Turn on Sample All Layers in the option bar to sample data from all visible layers.
- (Optional) Turn off Remove after each stroke to allow for multiple brush strokes before applying the fill. Use multiple strokes for large or complicated areas. Keep remove after each stroke enabled to apply the fill as soon as you complete a single stroke.
- Drag the brush over an area you want to remove in your image and select Apply to apply the changes.



# BRUSH TOOL

## Use the Brush tool to paint brush strokes.

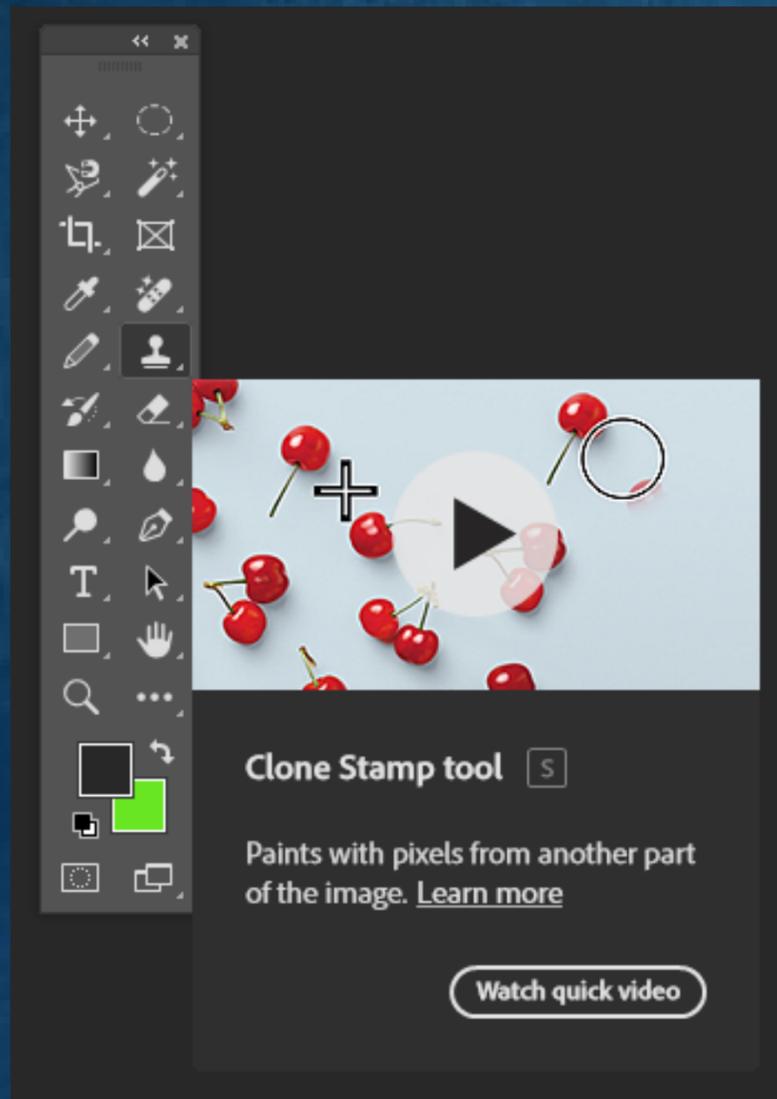
- Select the Brush tool (B) in the toolbar.
- Open the Brush picker in the Option bar and use the Size and Hardness sliders to define the brush tip.
- Click and drag the brush across the area you want to paint.



# CLONE STAMP TOOL

**The Clone stamp tool copies pixels from one part of an image to another.**

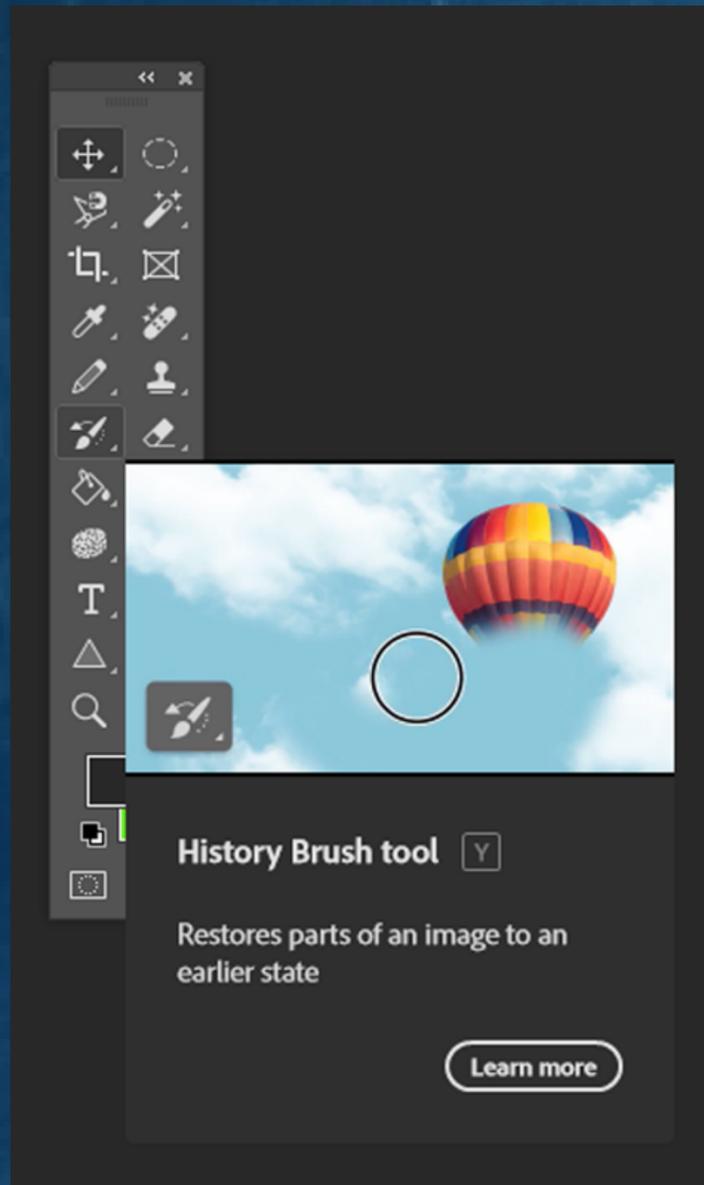
- Select the Clone Stamp tool (S).
- Use the Option bar to customize tool setting, like size, hardness and blending mode to get the effect you need.
- Press the Alt key (Windows) or the Option key (macOS) and click the area of the image that you want to copy.
- This sets a starting point from which the tool will begin copying.
- Release the Alt or Option key and drag over the new area where you want to place your copied content.
- The Clone Stamp tool will copy content from the source and paint it into the new area.



# HISTORY BRUSH TOOL

The History Brush tool allows you to restore parts of an image to an earlier history state by painting over them.

- Choose Window > History to open the History panel.
- In the History panel, click the far-left column of the state that you want to use as the source for the History Brush tool. A brush icon will appear next to the selected history state.
- Select the History Brush tool.
- Use the Options bar to customize tool settings, like size and hardness to get the effect you want.
- Drag over the parts of the image you want to restore.

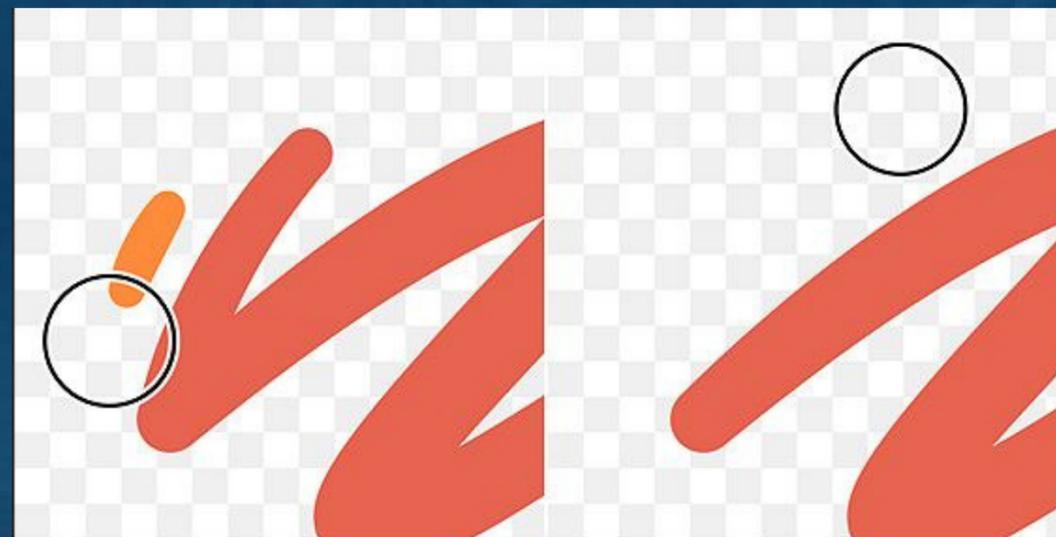
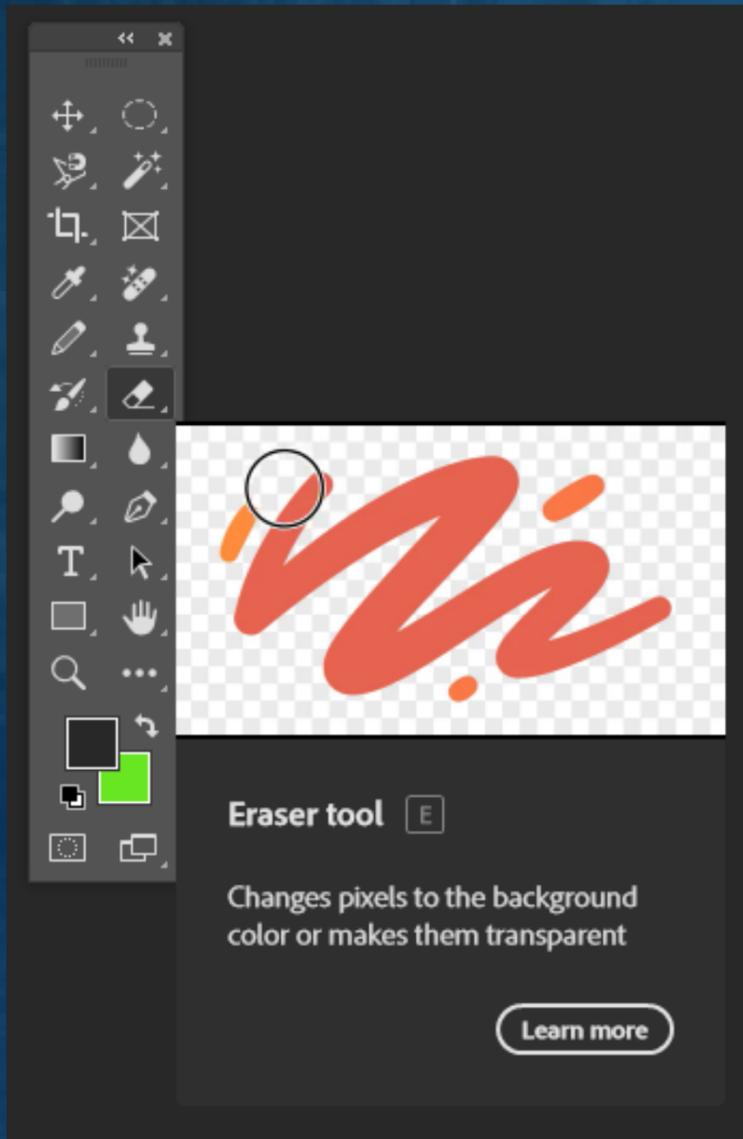




# ERASER TOOL

The eraser tool can make pixels transparent or match them to the image background color.

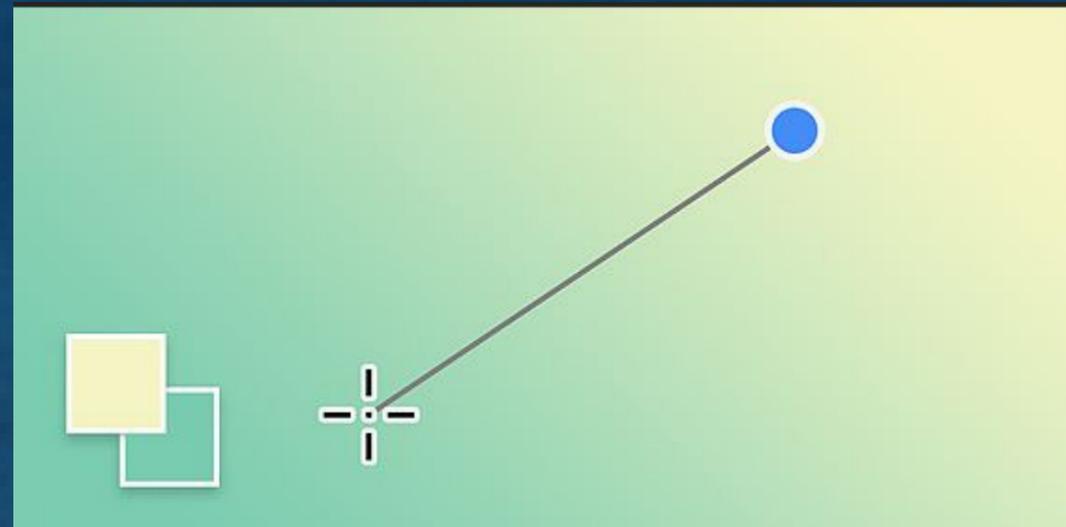
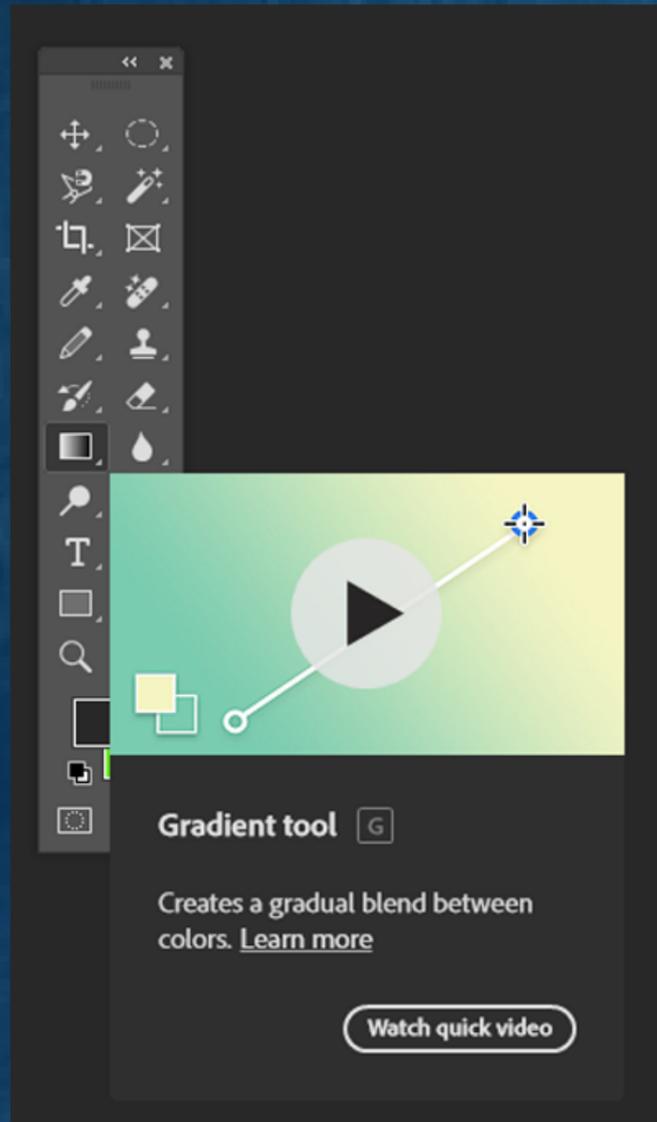
- Select the Eraser tool (E).
- Use the tool options bar to customise tool settings, like Size and Hardness, to get the effect you want.
- Drag over the parts of the image you want to erase.



# GRADIENT TOOL

The Gradient tool creates a gradual blend between colors using preset or custom gradient fills.

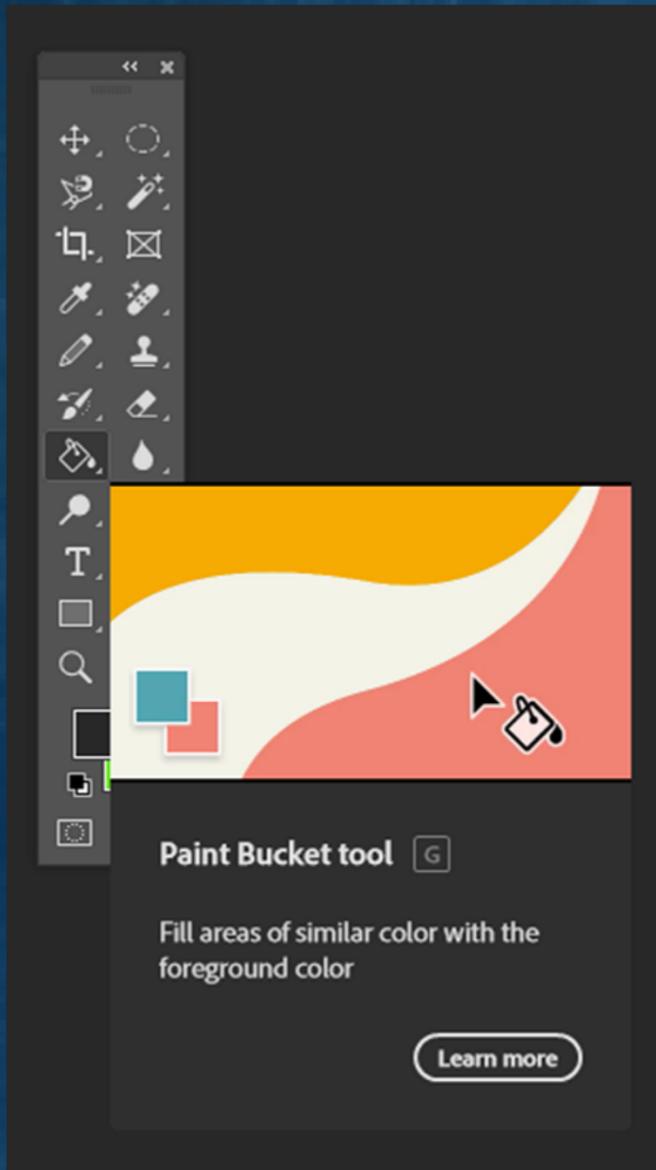
- Make a selection around the area you want to fill with a gradient
- Select the Gradient tool (G).
- Use the Options bar to customize tool settings, like Gradient, Type and Opacity, to get the effect you want.
- Drag the cursor across the selected area to fill it with a gradient.



# PAINT BUCKET TOOL

## Fill areas of similar color with the foreground color

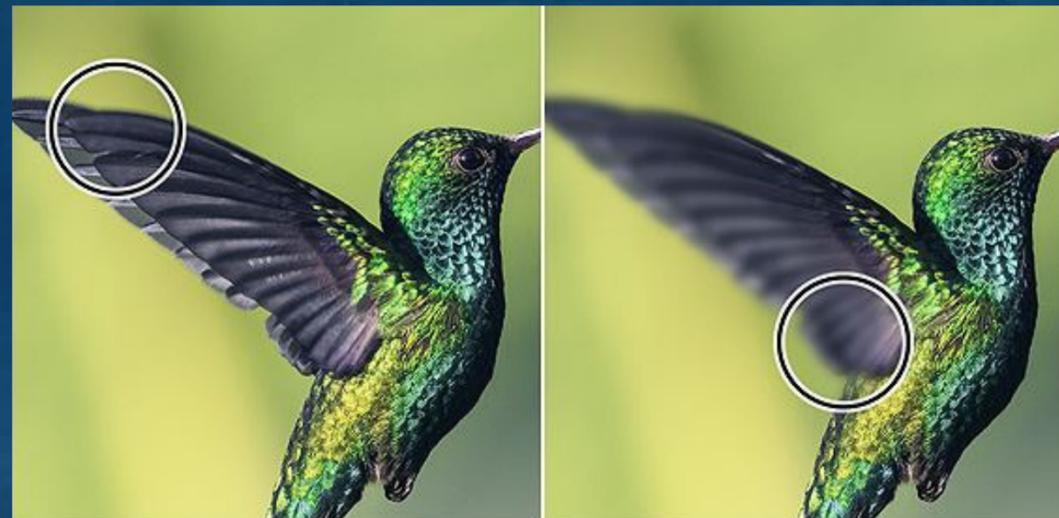
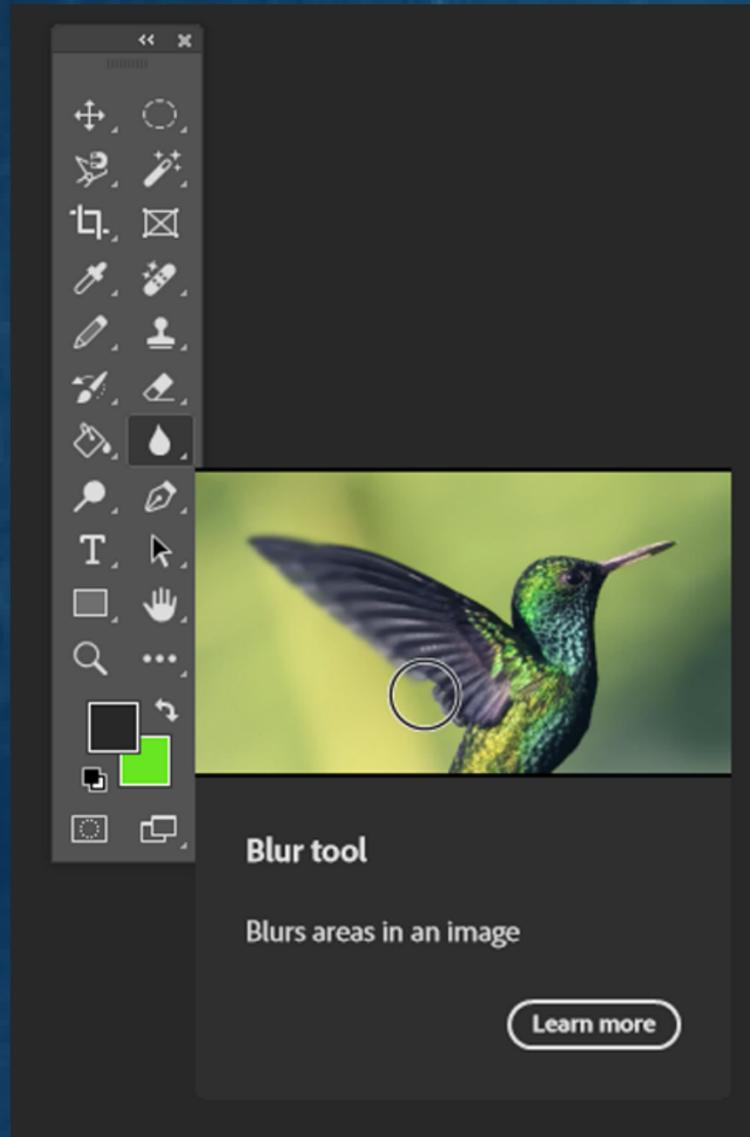
- Select the Paint Bucket tool from the toolbar. If you can't find the Paint Bucket tool, click and hold the Gradient tool to show the other related tools, and then select the Paint Bucket tool.
- In the tool option bar, choose to fill the selection with the foreground color.
- Click the upper color selection box in the toolbar and choose a foreground color in the color picker.
- In the tool options bar, you can specify the following options – Mode, Opacity, Tolerance, Anti-alias, Contiguous, and All Layers.
- Click the part of the image you want to fill with the chosen color.



# BLUR TOOL

The Blur tool allows you to paint blur effect on specific areas of an image.

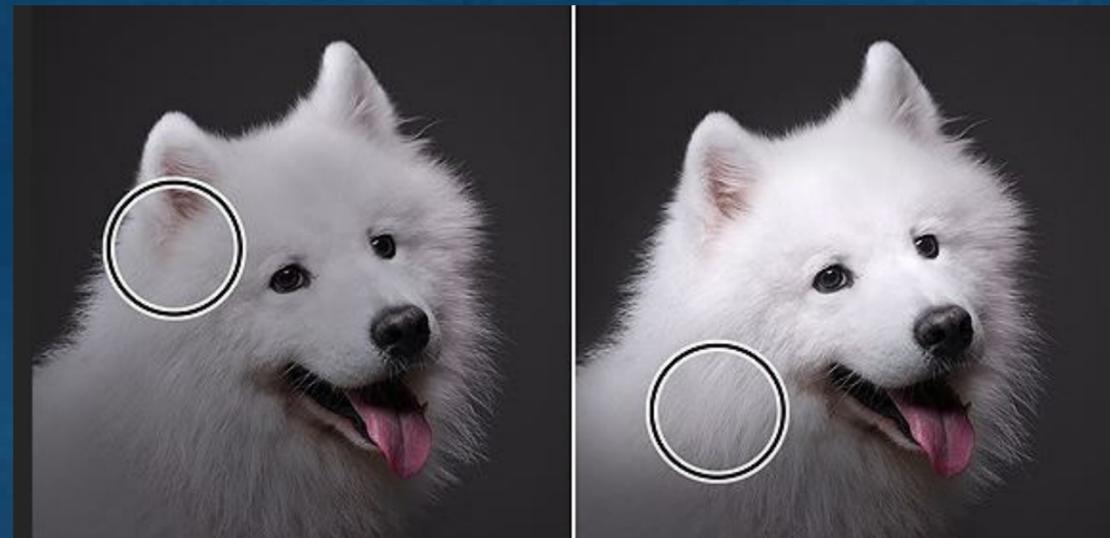
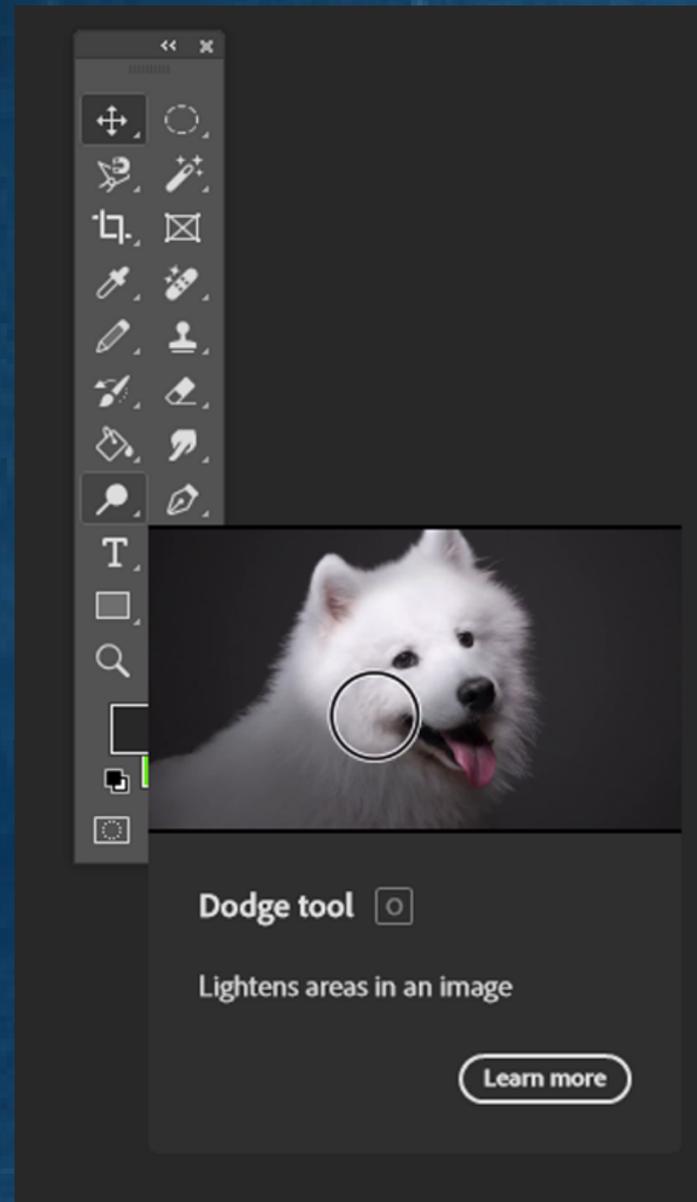
- Select the Blur tool.
- Use the Options bar to customize tool settings, like Size, Hardness, and Strength, to get the effect you need.
- Click and drag over the part of the image you want to blur.



# DODGE TOOL

**The Dodge tool allows you to lighten specific areas of your image without affecting hue or saturation.**

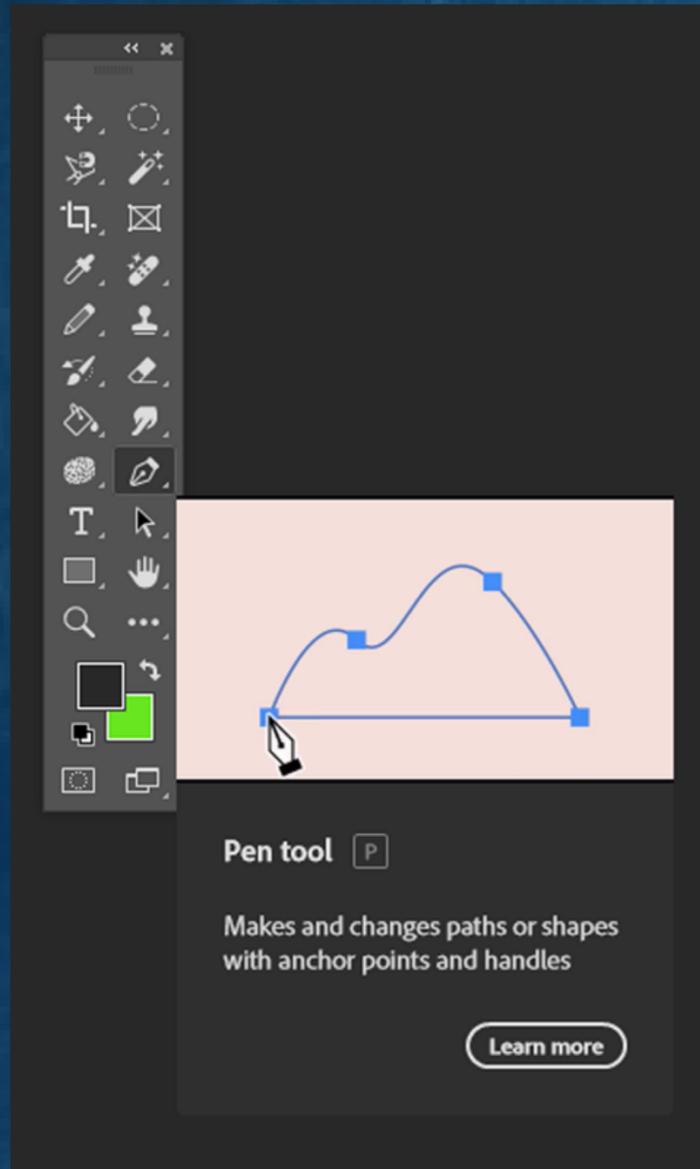
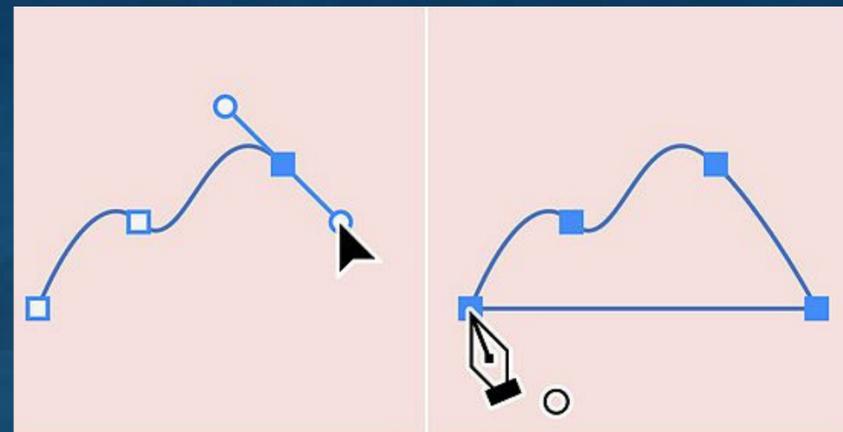
- Select the Dodge tool.
- Use the Options bar to customize tool settings, like brush size, range and exposure to get the effect you want.
- Drag over the part of the image you want to lighten.



# PEN TOOL

The Pen tool allows you to draw smooth-edge paths with anchor points and handles.

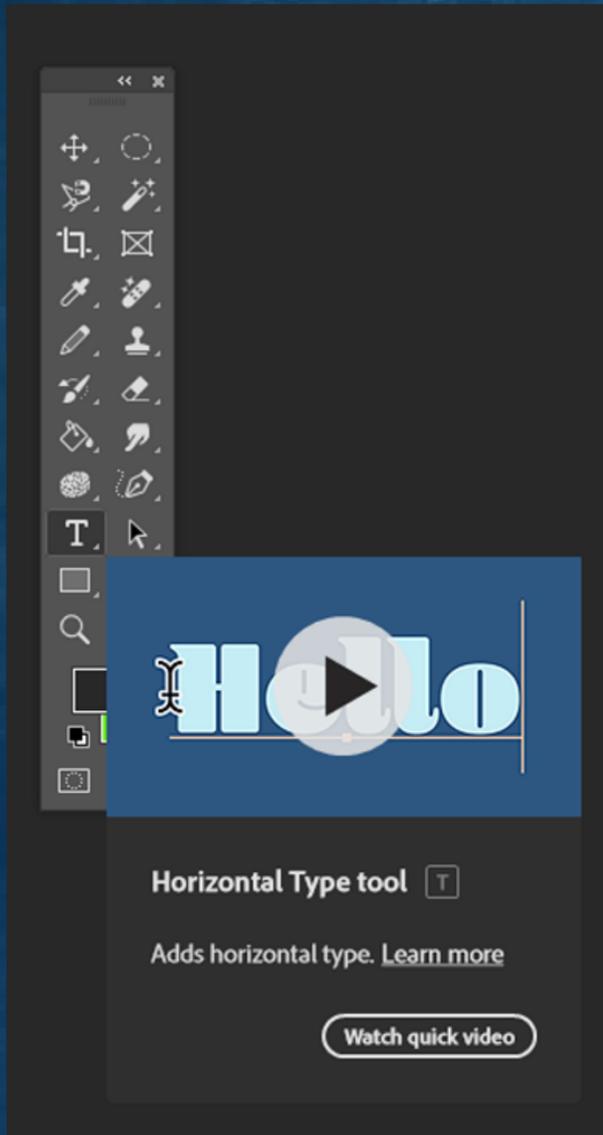
- Select the Pen tool.
- Use the Options bar to customize tool settings, like drawing mode and Auto Add/Delete anchor points size, to get the effect you want.
- Draw a path with anchor points and handles.
- Finish drawing the path by closing it or leaving it open.
- Close the path : Position the tool over the first (hollow) anchor point and click or drag.
- Leave the path open : Ctrl-click (Windows) or Command-click (macOS) anywhere away from all objects.



# HORIZONTAL TYPE TOOL

**The Horizontal Type tool allows you to add horizontal text to your images.**

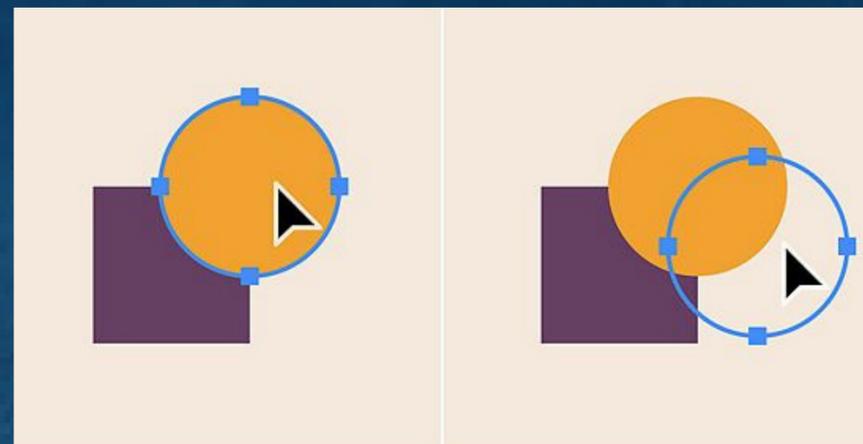
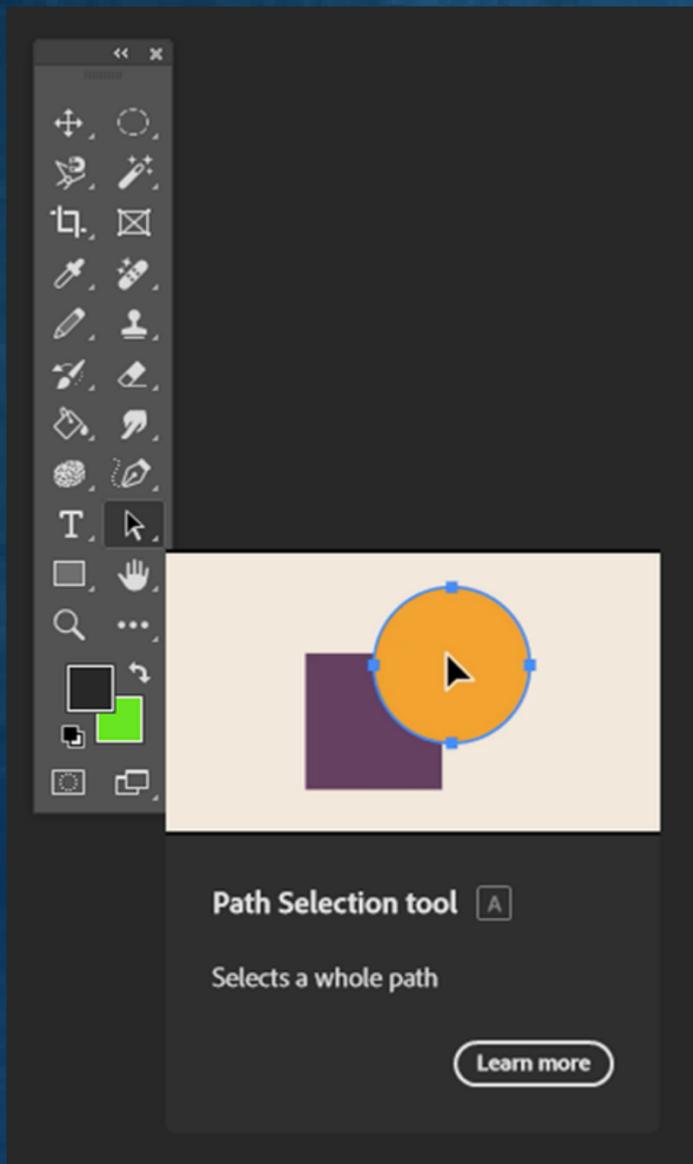
- Select the Horizontal Type tool (T).
- Use the Options bar to customize tool setting, like Font Style, Font Size and Text Color to get the effect you want.
- Add point text (to add a few words like a heading or title) a paragraph text.
- Point text : Click anywhere on the canvas and type the text.
- Paragraph text : Drag the cursor on the canvas to create a bounding box and type your paragraph.
- Click / in the Options bar or press Control+Enter (Windows) or Command+Return (Mac) to save your changes.



# PATH SELECTION TOOL

The Path Selection tool let you quickly select paths, giving you the versatility to move or edit objects.

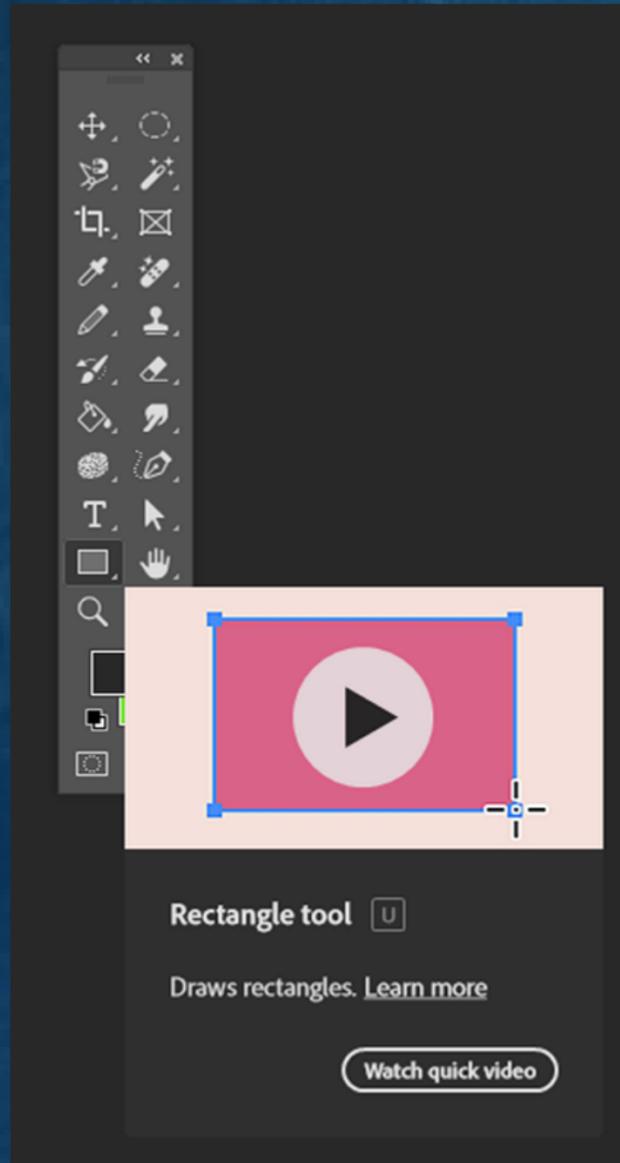
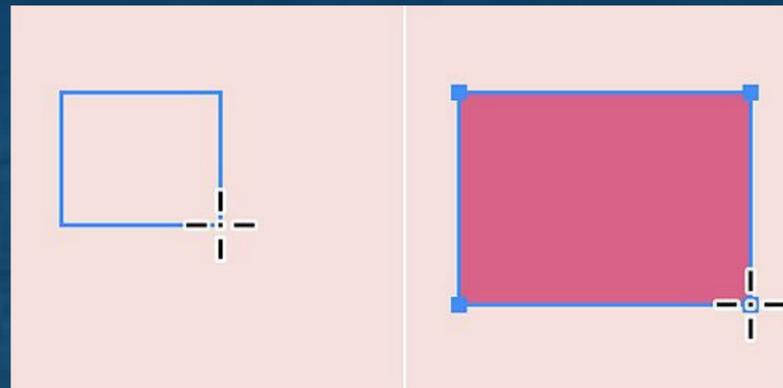
- Select the Path Selection tool (A).
- Use the Options bar to customize tool setting, like Path Operation, Path Alignment, and Arrangement to get the effect you want.
- Select one or more paths.
- Single path : Click a path to select it.
- Multiple paths : Shift-click the paths to select them.
- Drag to move the selected paths.



# RECTANGLE TOOL

The Rectangle tool allow you to draw rectangular shapes (vector and pixel-based) and paths (shape outlines).

- Select the Rectangle tool (U).
- Use the Options bar to customize tool setting, like Fill, Stroke, Width and Height to get the effect you want.
- Draw shapes or paths on the canvas.
- Draw a rectangle : Drag diagonally in any direction.
- Draw a square : Hold down the shift key and then drag diagonally in any direction.
- Draw from the center out : Position the crosshairs where you want the center of the shape or the path to be, hold down Alt (Windows) or Option (macOS) and then drag diagonally to any corner.



# ELLIPSE TOOL

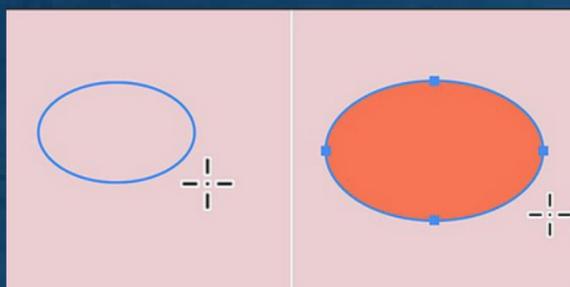
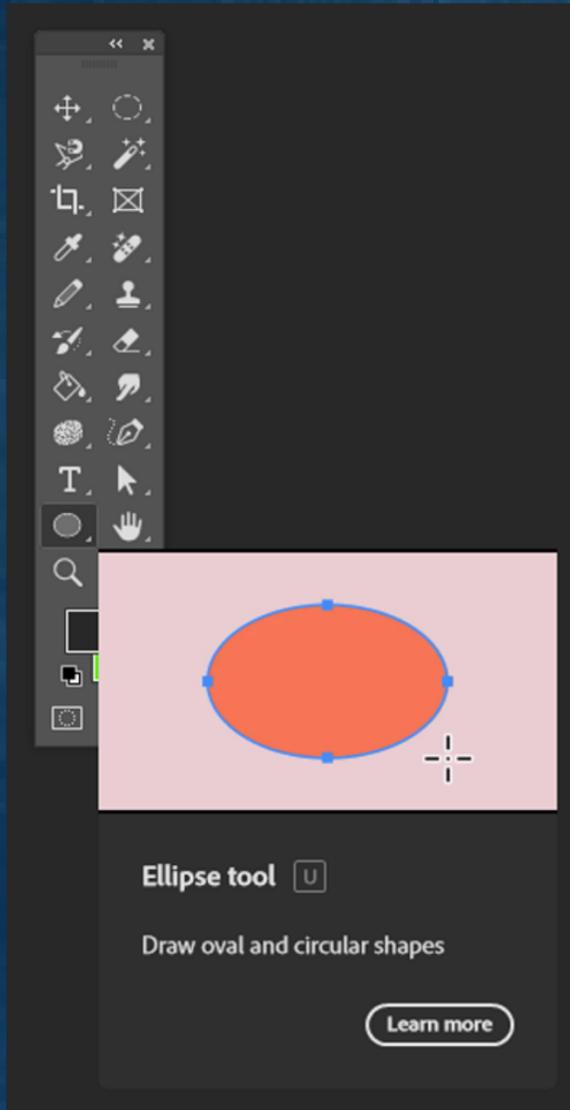
## Learn how to draw oval and circular shapes with the Ellipse tool in Photoshop

- Select the Ellipse tool from the toolbar. If you can't find the Ellipse tool, click and hold the Rectangle tool to show the other related tools, and then select the Ellipse tool.
- In the shape tool options bar, set Mode, Fill, Stroke, W,H,Path operation, Path alignment, Path arrangement, Additional shape and path options and Align Edges.
- Position the pointer on the canvas, then click and drag to draw an ellipse. Hold the Shift key as you drag if you want to make a circle.

To begin the shape from the center, click and then press the Alt (Win) /option (Mac) key while dragging the mouse to create the shape. Release the mouse button first, and then the key. As an alternative, you can click on the canvas and enter ellipse details there.

- With the shape layer selected, you can use the move tool to reposition your shape on the canvas.

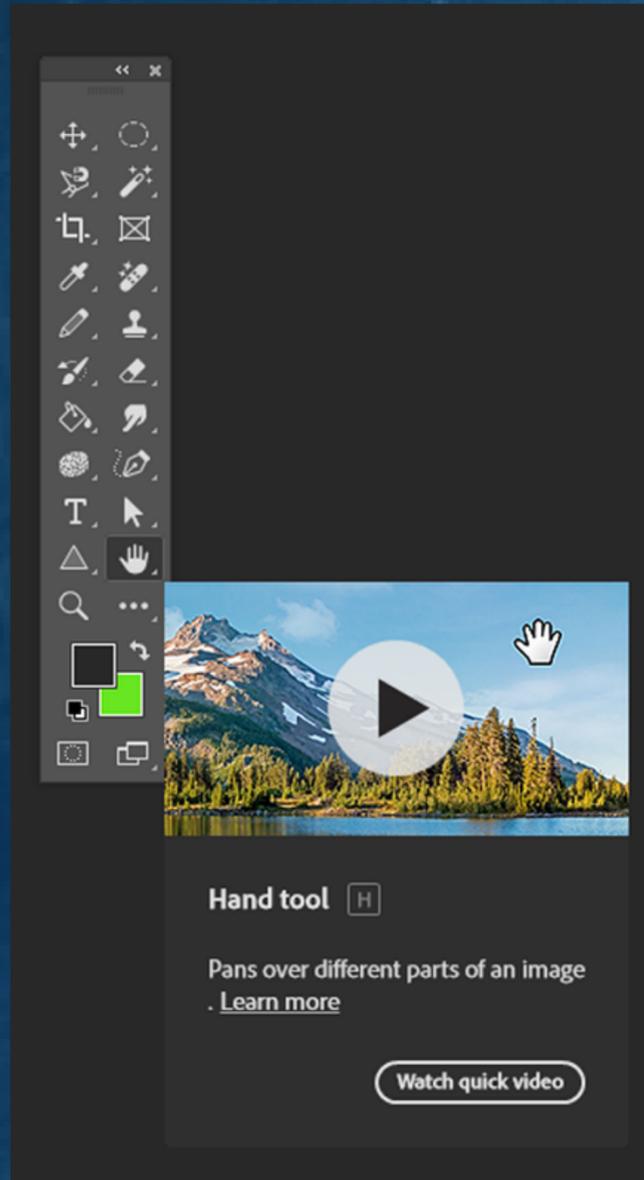
To scale, transform or rotate your shape, choose Edit>Free Transform or Control+T (Win)/Command+T (Mac).



# HAND TOOL

**The Handtool allows you to move your image while you're zoomed in to more than 100% and part of the image is out of view.**

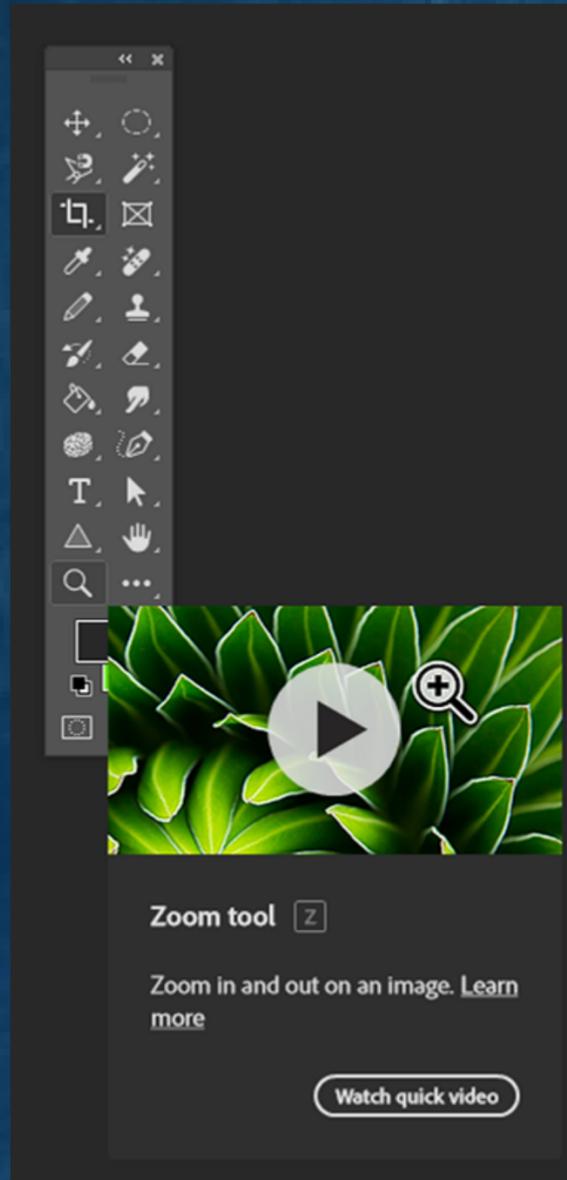
- Select the Hand tool (H) from the tool bar or press and hold the space bar key to temporarily switch to the Hand tool.
- Drag in any direction to move the image around and view different parts of the image.



# HAND TOOL

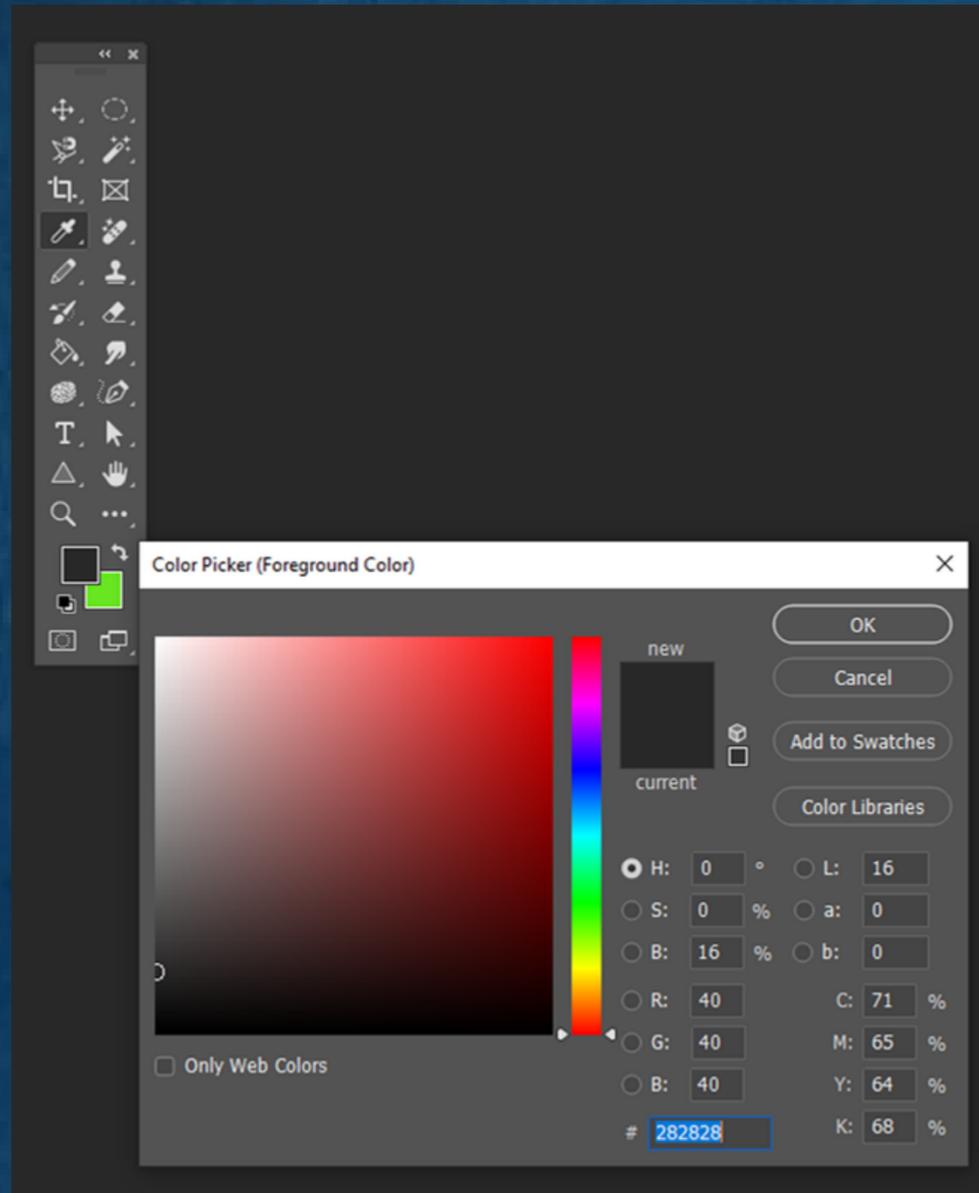
**Magnify or reduce the view of your image with the Zoom tool.**

- Select the Zoom tool from the toolbar.
- In the tool options bar, choose the Zoom In option to magnify your view or the Zoom Out option to reduce the image view.
- Click the area you want to zoom in or out of in your image. Each click magnifies or reduce the image to the next preset percentage and centers the display around the point you click.
- In the tool option bar, you can select from these zoom options and set a zoom percentage. Resize Windows to Fit, Zoom All Windows, Scrubbly Zoom, Fit Screen and Fill Screen.

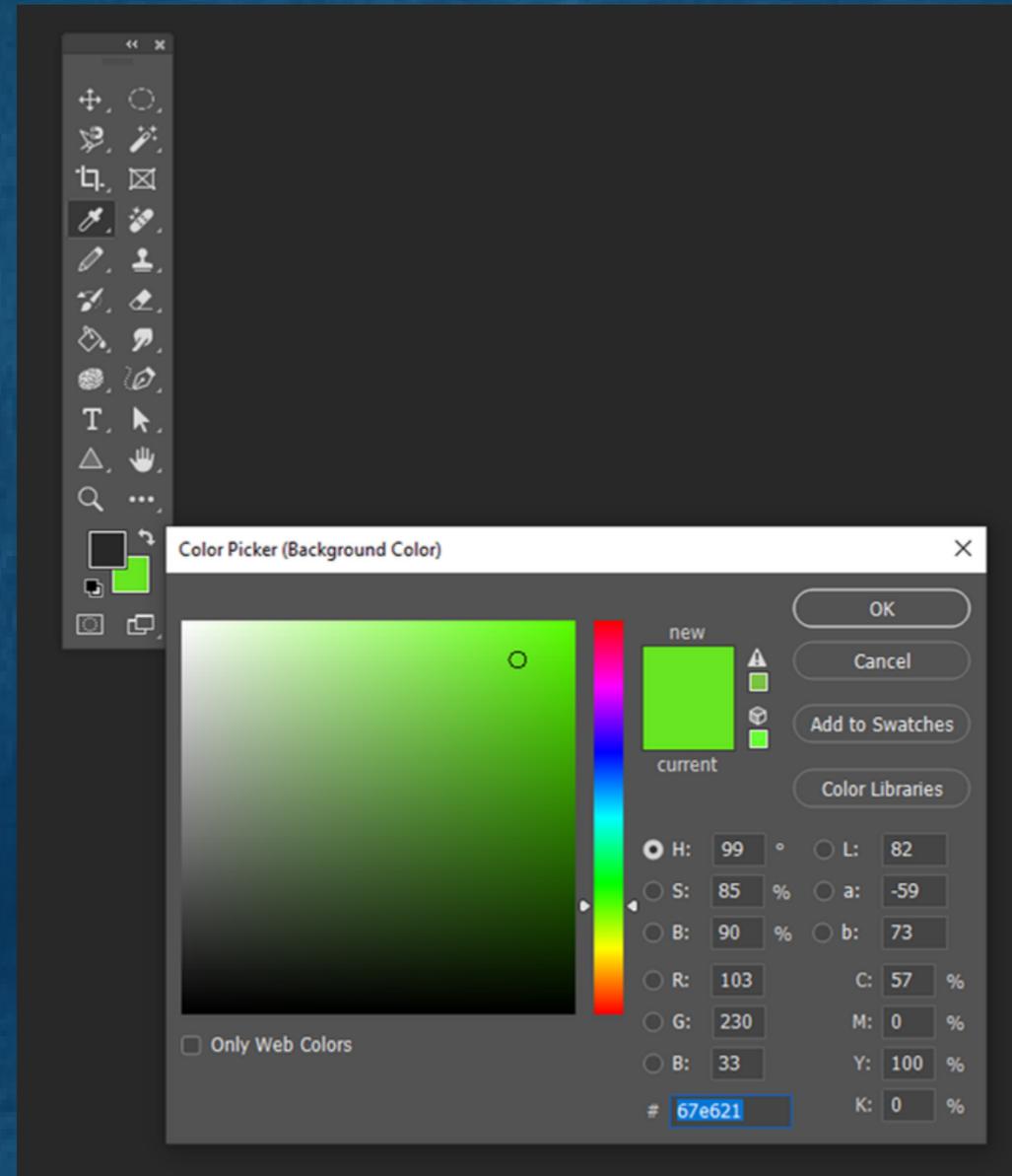




# FOREGROUND AND BACKGROUND COLOR

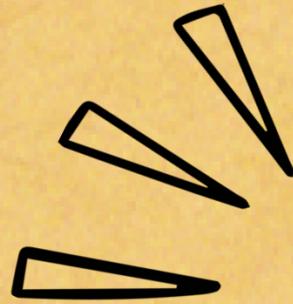
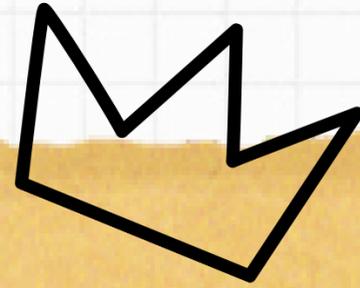


Color Picker (Foreground Color)

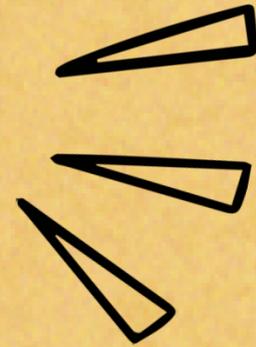


Color Picker (Background Color)





**QUIZ  
TIME**



## Question 1



What is the name of this tool?

- A** Brush tool
- B** Drawing tool
- C** Zoom tool

## Question 2



What is the appropriate name for this tool?

- A** Rectangular Marquee Tool
- B** Editing tool
- C** Move tool

## Question 3



What is the function of this tool?

- A** To make a choice
- B** To create a new layer
- C** To move an object

## Question 4

How many types of Marquee tools are there in photoshop?

- A** Seven
- B** Four
- C** One

## Question 5



What is the use of this tool?

- A** Change the height of the image
- B** Change the picture
- C** Add text

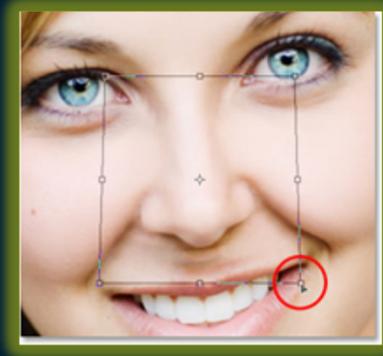
## Question 6



Which letter represents the pen tool?

- A** A
- B** B
- C** C

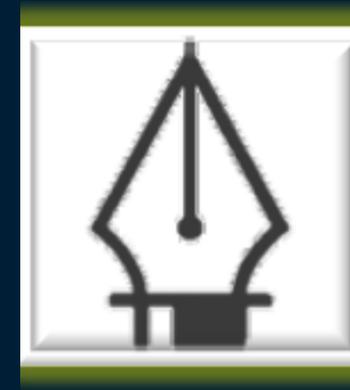
## Question 7



What is happening in the diagram above?

- A** Crop a picture
- B** Resize the image
- C** Change the picture

## Question 8



What is the use of this tool?

- A** It allows to zoom the picture.
- B** Change the picture
- C** To draw

## Question 9

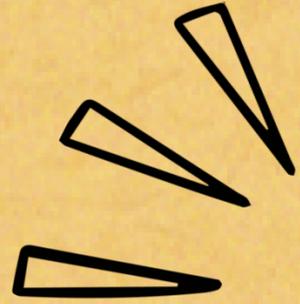
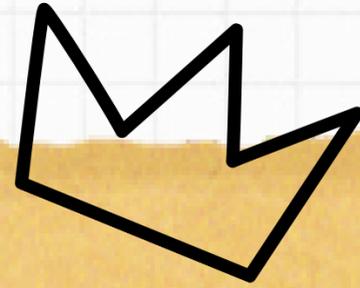
How do you create a new file in Photoshop using the drop down menu?

- A** File > New
- B** File > Open
- C** Create > New

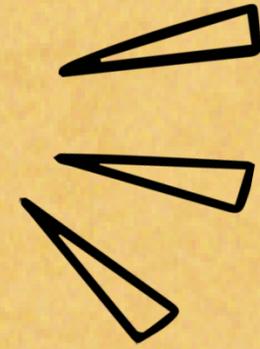
## Question 10

This tool is for moving your entire image in a window

- A** Hand tool
- B** Move tool
- C** Path selection tool



**ANSWER**



# ANSWER

**Q1** → **C**

**Q2** → **A**

**Q3** → **C**

**Q4** → **B**

**Q5** → **C**

**Q6** → **A**

**Q7** → **B**

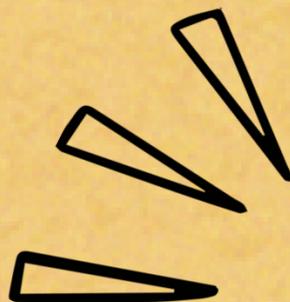
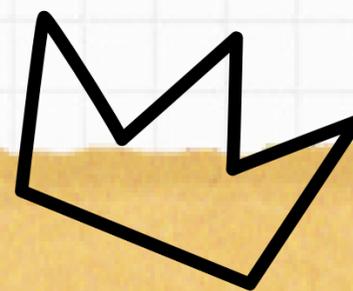
**Q8** → **C**

**Q9** → **A**

**Q10** → **B**



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# REFERENCES

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[https://helpx.adobe.com/my\\_en/photoshop/using/image-essentials.html](https://helpx.adobe.com/my_en/photoshop/using/image-essentials.html)

<https://helpx.adobe.com/photoshop/using/image-size-resolution.html>

<https://byjusexamprep.com/what-is-the-file-extension-of-photoshop-file-i>

<https://www.dummies.com/article/technology/software/adobe-products/photoshop/how-to-convert-images-to-bitmap-mode-in-photoshop-elements-9-205978/>



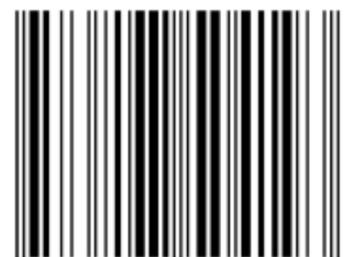


KEMENTERIAN PENDIDIKAN TINGGI  
JABATAN PENDIDIKAN POLITEKNIK DAN KOLEJ KOMUNITI



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