



Adobe Photoshop CC 2015

Part 3: Layouts and Masking

Spring 2016, Version 1

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Introduction

Adobe Photoshop CC 2015 is a photo editing program that pushes the boundaries of digital imaging and editing. While widely used by professional photographers as well as web and graphic designers, Photoshop can also provide a creative outlet for amateurs, enthusiasts, and artists alike. Photoshop is not just used for photographic image editing. It can also be used to create graphic layouts, montages, contact sheets, and websites. This handout covers various and creative ways to present imagery.

Downloading the Data Files

This handout includes sample data files that can be used to follow along the steps. If you plan to use the data files, download the following ZIP file to your computer and extract the files. It is recommended to save the data files on your desktop for easy access.

- [Adobe Photoshop CC 2015 Part 3 Data Files](#)

Presenting Images in Various Ways

Photoshop allows users to share their images with a large audience using common presentation methods such as contact sheets and photographic layouts.

Creating Contact Sheets

Professional photographers use contact sheets to show their clients several images from a photo shoot at one time. Contact sheets can also be used to create a CD or portfolio cover as a way of indexing images. Users can create a PDF version of a contact sheet directly from **Bridge CC**, Photoshop's file browser.

To start Bridge CC from the Start menu in Windows 10:

1. Click the **Start** button, click **All apps**, and then click **Adobe Bridge CC**.

To start Bridge CC from within Photoshop CC 2015:

1. Click the **File** menu, and then click **Browse in Bridge** (see Figure 1).

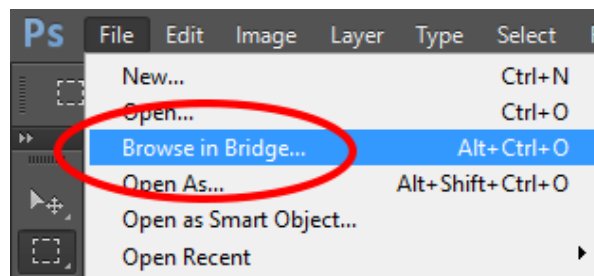


Figure 1 – File Menu When Selecting Browse in Bridge

To create a contact sheet using Bridge CC:

1. In the **Folders** panel, navigate to the **Data Files** folder and select the **100CANON** folder (see Figure 2).

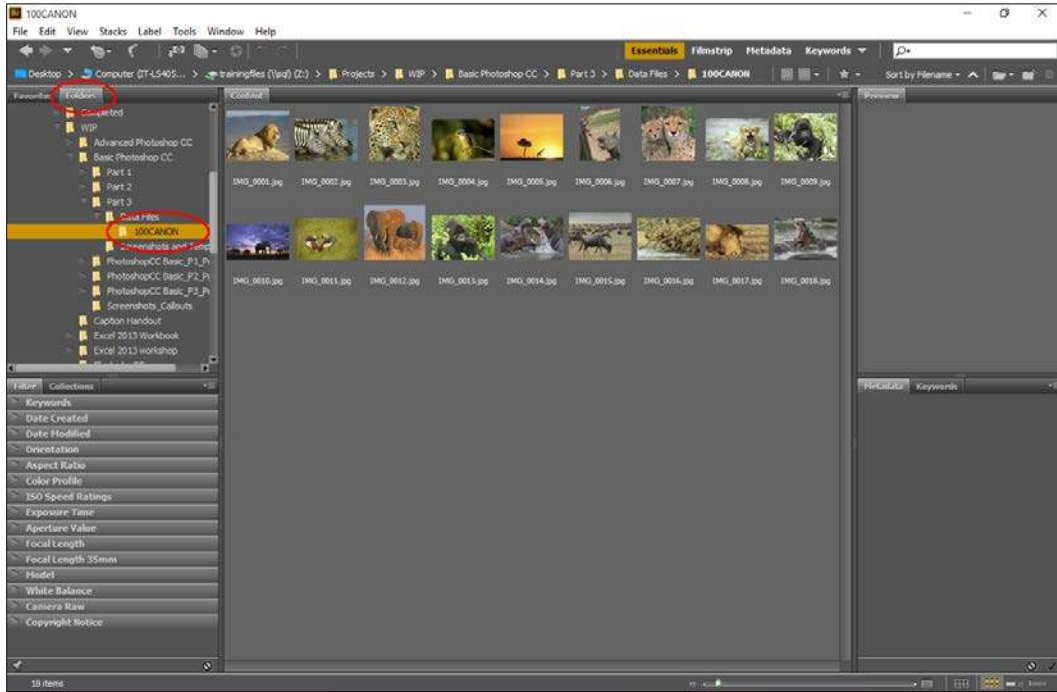


Figure 2 – Bridge CC Window

2. Click the **Edit** menu, and then click **Select All**.
3. Click the **Tools** menu, point to **Photoshop**, and then click **Contact Sheet II**. The **Contact Sheet II** dialog box opens (see Figure 3).
4. In the **Document** section, type **8.3** in the **Width** box and **11.7** in the **Height** box. Make sure **Units** is set to **inches**.
5. In the **Thumbnails** section, type **4** in the **Columns** box and **5** in the **Rows** box.
6. Click the **OK** button.

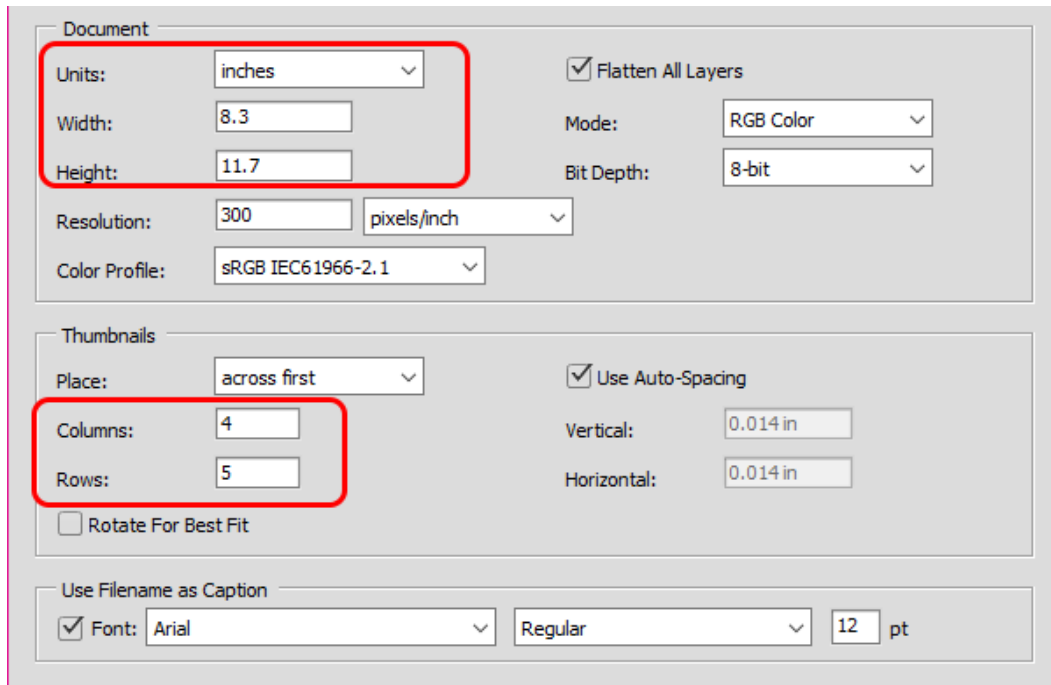


Figure 3 – Contact Sheet II Dialog Box

7. Click the **File** menu, and then click **Save As**. The **Save As** dialog box opens.
8. Type **ContactSheet** in the **File name** box, select **Photoshop PDF** from the **Save as type** drop-down list, and then click the **Save** button.

NOTE: To print the contact sheet, you can use either Adobe Acrobat or Photoshop.

Making Posters

Creating a photographic layout is an art form in itself. The following examples are just a few ways in which users can creatively present their images.

Creating a One Image Poster Layout

With the onset of digital photography, people are producing massive amounts of images. Sometimes, a person captures an image that stands out from the rest. The following lesson covers how to create a new Photoshop file, move an image from one file to another, resize an object within a layer, and add a layer style and text.

To create a new Photoshop file:

1. Open **Photoshop CC 2015**.
2. Click the **File** menu, and then click **New**. The **New** dialog box opens (see Figure 4).
3. Select **Custom** from the **Document Type** drop-down list.
4. Type **14** in the **Width** box and **11** in the **Height** box. Make sure both units are set to **Inches**.
5. Type **300** in the **Resolution** box. Make sure the unit is set to **Pixels/Inch**.
6. Leave the **Color Mode** set to **RGB Color** and **8 bit**.
7. Leave the **Background Contents** set to **White**.
8. When finished, click the **OK** button.

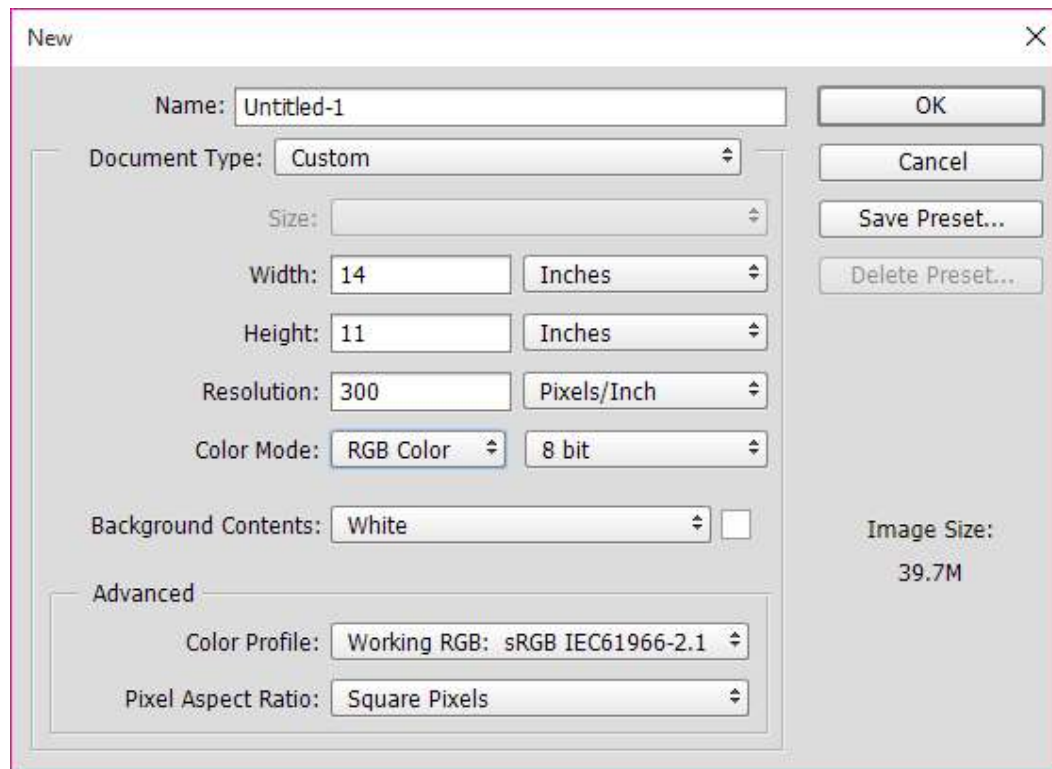


Figure 4 – New Dialog Box

To transfer an image from one file to another:

1. Open the **using_one_image.jpg** file.
2. Drag the file's image tab away from the other tab to float the image in a window (see Figure 5).

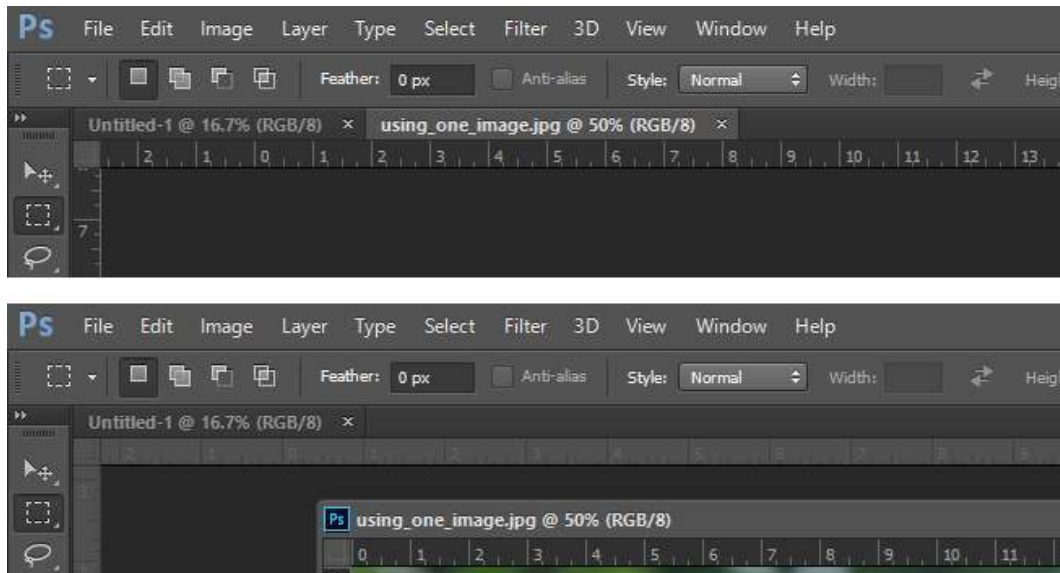



Figure 5 – Floating an Image Window

3. Click the **Move Tool**  in the **Tools** panel.
4. Drag the image from the **using_one_image.jpg** window onto the canvas of the **Untitled-1** file. Or, drag the layer with the image from the **Layers** panel of the **using_one_image.jpg** file onto the canvas of the **Untitled-1** file.

NOTE: The **Untitled-1** file should now have two layers in the **Layers** panel (see Figure 6).

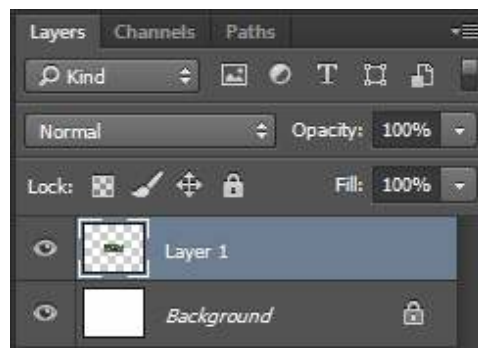


Figure 6 – Layers Panel

5. Close the **using_one_image.jpg** file.

NOTE: Another way to insert an image from one file into another is to click the **File** menu, click **Place Embedded**, and then select the desired image file in the **Place Embedded** dialog box.

To resize an object in a layer:

1. Select the **Layer 1** layer in the **Layers** panel of the **Untitled-1** file (see Figure 6).
2. Click the **Edit** menu, and then click **Free Transform**.
3. Hold down the **Shift** key and drag a corner of the image out to the desired size (see Figure 7).

NOTE: Holding down the **Shift** key while resizing keeps the original proportions of the image intact.

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