Adobe®
Photoshop CS3
Quick Reference Card

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Photoshop CS3 Workspace

Title bar   Menu bar

Tool options bar

Toolbox

Panel tabs

Dock

Image window
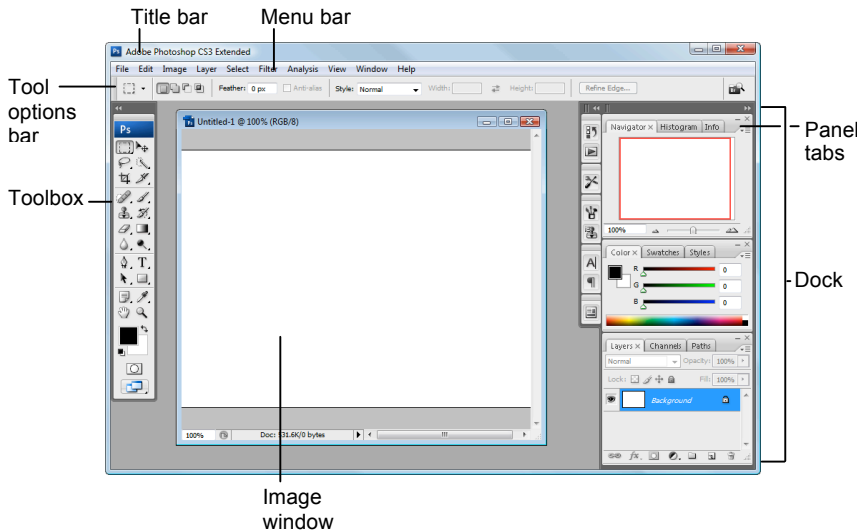
Keyboard shortcuts

|			
Color Settings	<Shift>+<Ctrl>+<K>	Page Setup	<Ctrl>+<Shift>+<P>
Free Transform	<Ctrl> + <R>	Preferences	<Ctrl> + <K>
Feather Selection	<Ctrl> + <Alt> + <D>	Group	<Ctrl> + <G>
Fill	<Shift> + <F5>	Extract	<Alt>+<Ctrl>+<X>
Fit on screen	<Ctrl> + <O>	Proof Colors	<Ctrl> + <Y>
Grids	<Ctrl> + < ' >	Actual Pixels	<Alt>+<Ctrl>+<O>
Hide Edges	<Ctrl> + <H>	Merge Down	<Ctrl> + <E>
Hide Path	<Ctrl>+<Shift>+<H>	Merge Visible	<Shift>+<Ctrl>+<E>
Image Size	<F11>	Show Extras	<Ctrl> + <H>
Invert	<Ctrl> + <I>	Revert	<F12>
Levels	<Ctrl> + <L>	Show/Hide Rulers	<Ctrl> + <R>
New Layer	<Ctrl>+<Shift>+<N>	Snap to	<Ctrl> + < ; >

Palettes

• **To View a Panel:** Select **Window** from the menu bar and select the panel you want to view.

• **To View More Options:** Click the palette's 🔽 **Context menu**.

Character Palette

Font type
Font size
Set kerning
Vertical scale
Baseline shift
Language setting

Font style
Set leading
Set tracking
Horizontal scale
Font color
Font formats
Set anti-alias
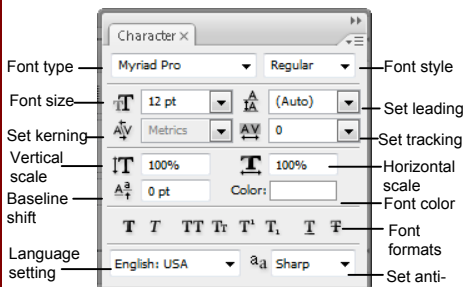
Format the text used in an image, including font type and color, line spacing, and scale.

Paragraph Palette

Align paragraph
Indentation
Hyphenate breaks
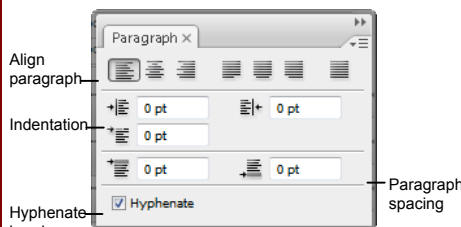
Paragraph spacing

Format paragraphs properties, such as indentation, alignment, and paragraph spacing.

Toolbar

* Tool keyboard shortcuts are in parenthesis.

Rectangle Marquee (M): Select a rectangular pixel area

Elliptical Marquee: Select an elliptical pixel area

Single Row or Column Marquee: Selects a horizontal or vertical row of pixels

Lasso (L): Draw a freeform pixel area

Polygon Lasso: Draw straight lines around selected area

Magnetic Lasso: Automatically sticks to edges of defined areas

Crop (C): Remove parts of an image

Healing Brush (J): Correct imperfections with pixels around the trouble spot

Patch: Repair selected area with pixels from a different area

Red Eye: Repair selected area with

Clone Stamp (S): Copy areas of an image and apply them elsewhere

Pattern Stamp: Paint a predefined pattern, or create a custom pattern

Eraser (E): Erases pixels to the background color layer

Background Eraser: Paints the background color or erases pixels

Magic Eraser: Converts the selected image area to transparency

Blur (R): Smooth defined edges

Sharpen: Focus soft edges

Smudge: Smear pixels

Move (V): Click and drag to move selection

Quick Selection (W): Select a pixel area of similar coloring

Magic Wand (W): Select a pixel area of similar coloring

Slice (K): Draw a slice area

Slice Select: Resize or relocate a slice

Brush (B): Draw soft brush strokes

Pencil: Draw hard-edged freeform shapes

Color Replacement: Paint over a targeted color with a new color

History Brush (Y): Paint from a previous history state or snapshot. Select the state or snapshot from the History palette.

Art History Brush: Similar to the History brush, but with more options

Gradient (G): Click and drag to fill with gradient of foreground and background colors

Paint Bucket: Click to fill with fore color

Dodge (O): Lighten areas of the image

Burn: Darken areas of the image

Sponge: Decrease or increase pixel color

Horizontal or Vertical Type (T): Insert text in the image

Horizontal or Vertical Type Mask: Insert transparent text

Rectangle (U): Draw a rectangle filled with foreground color.

Rounded Rectangle: Draw a rectangle with rounded corners

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Toolbar (continued)

Path Selection (A): Select vectors, subpaths, shapes

Direct Selection: Click to add points to a path

Pen (P): Click to add points to a path

Freeform Pen: Draw a freeform path

Add Anchor Point: Click on a path to insert anchor point

Delete Anchor Point: Click an anchor point to delete from path

Convert Point: Smooth a corner or sharpen a curve

Notes (N): Insert an invisible text note

Audio Annotation: Insert an audio comment

Hand (H): Click and drag to move around in the page

Ellipse: Draw an oval shape.

Polygon: Draw a polygon shape

Line: Draw a line

Custom Shape: Create a shape or insert a predefined custom shape

Eyedropper (I): Click eyedropper cursor on the color you want to apply to the foreground

Color Sampler: Click the image and view color information in the Info palette

Ruler: Calculates the distance between two points

Count: Click and drag to measure distances, angles, the image in the Info palette.

**Zoom (Z):** View the document close-up or far away

Set foreground color: Used for stroke and fill

Set default colors: Change to black and white

Switch background and foreground colors (X)

Set background color

Edit in Standard Mode (Q): Display the image in Standard View (default).

Edit in Quick Mask Mode (Q): Edit selection boundaries with painting or selecting tools. Deselected areas are tinted. Paint areas that you want to subtract from the selection with black. Paint areas that you want to add to the selection white.

Standard Screen Mode: Displays the screen in a standard program window.

Maximized Screen Mode: Displays the screen in a standard program window.

Full Screen Mode with Menu Bar: Fills the screen with the Photoshop program window, including the program menu bar at the top.

Full Screen Mode: Fills the screen with the Photoshop program window, without the menu bar.

To Use Tool Options: Each tool's functions can be modified in the Tool options bar near the top of the program window. Click the tool and modify its properties, such as the size of a stroke, color, or additional tool modes.
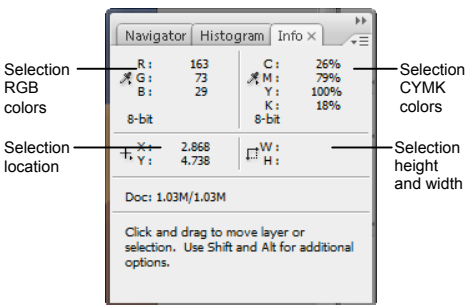
Palettes (continued)

Navigator Palette

Proxy Preview Area

Zoom Out — 66.67%
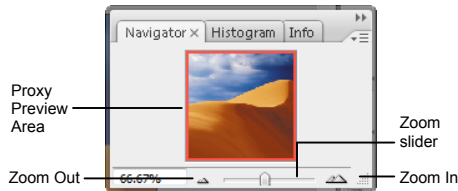
Zoom slider

Zoom In

Zoom and move around in an image with precision without scrolling or resizing the image window. Drag the Zoom Slider to zoom in or out, and click inside the red square to move around the image.

Info Palette

Selection RGB colors — R: 163 G: 73 B: 29 — 8-bit

Selection CYMK colors — C: 26% M: 79% Y: 100% K: 18% — 8-bit

Selection location — X: 2.868 Y: 4.738

Selection height and width — W: H:

Doc: 1.03M/1.03M

Click and drag to move layer or selection. Use Shift and Alt for additional options.
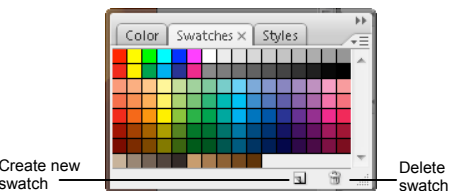
View specific information: size, location, and colors used in the object. The bottom area also describes what you can do with the selected tool.

Color Palette

Foreground color

Background color

R 255
G 255
B 255

Color values

Color bar
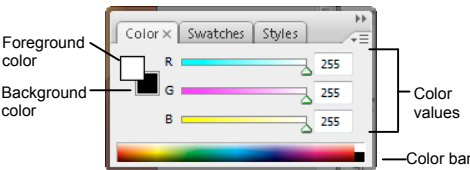
Create a new color, choose a different color model in the image, or modify a color.
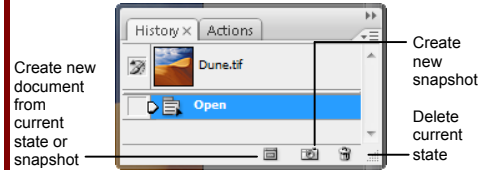
Swatches Palette

Create new swatch

Delete swatch

Create a new swatch to create, modify an existing swatch, or choose another color from the default color swatch.
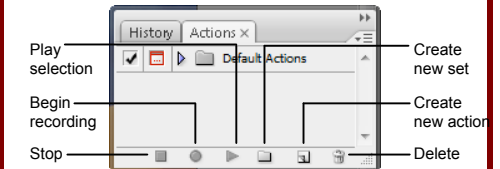
Styles Palette

Clear style

New style

Delete style
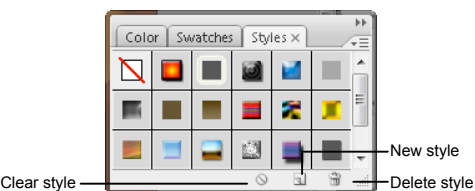
Fill a selected object with a predefined style, or apply styles using drawing tools.

History Palette

Create new document from current state or snapshot

Dune.tif

Open

Create new snapshot

Delete current state

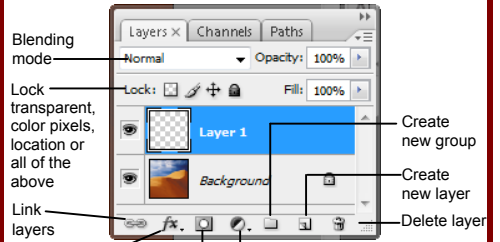Undo or redo previous actions, or create a new image from a previous state or snapshot.

Actions Palette

Play selection

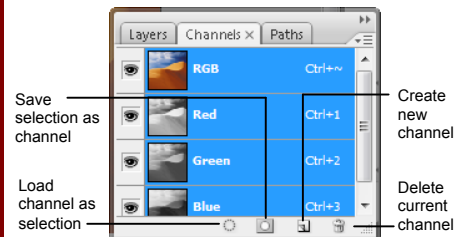Begin recording

Stop

Default Actions

Create new set

Create new action

Delete

Play a predefined action, create your own action, or edit or delete an action.

Layers Palette

Blending mode — Normal — Opacity: 100%

Lock transparent, color pixels, location or all of the above — Lock: — Fill: 100%

Layer 1

Background

Link layers

Add layer style   Add a mask   Create new fill or adjustment layer

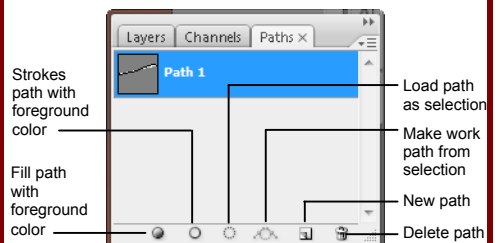Create new group

Create new layer

Delete layer

Add, delete, or edit layers, or insert objects in layers. Use layers to stack objects on top of one another in an organized fashion.

Channels Palette

Save selection as channel

Load channel as selection

RGB — Ctrl+~
Red — Ctrl+1
Green — Ctrl+2
Blue — Ctrl+3

Create new channel

Delete current channel

View individual color channels for the color model used in the image. The thumbnails appear in grayscale, but the image changes to display the selected channel(s).

Paths Palette

Strokes path with foreground color

Fill path with foreground color

Path 1

Load path as selection

Make work path from selection

New path

Delete path

Each path in the image appears in this palette. Select a path to edit or view it in the image window.

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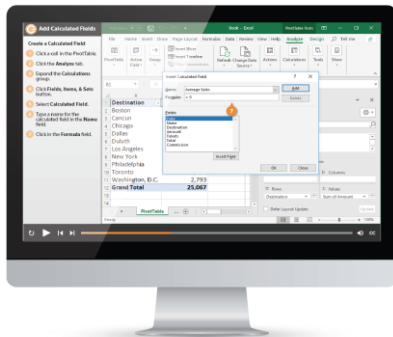
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