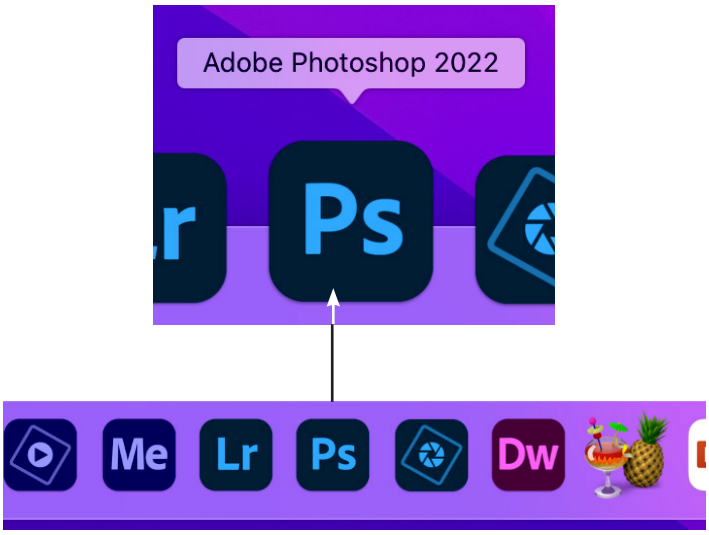
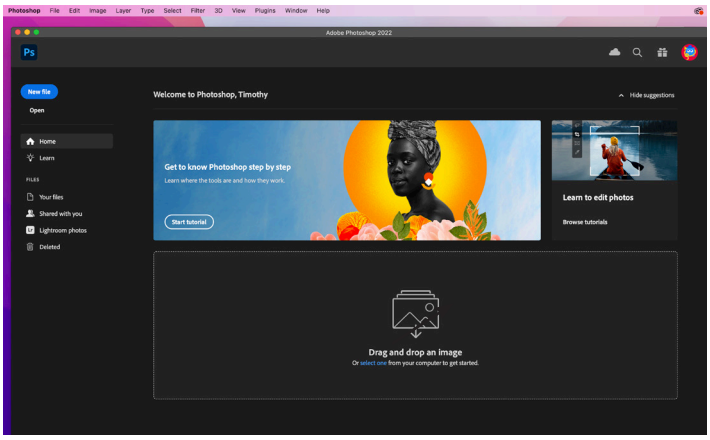
MacStudio Quick Start Steps for

Photoshop Photo Editing

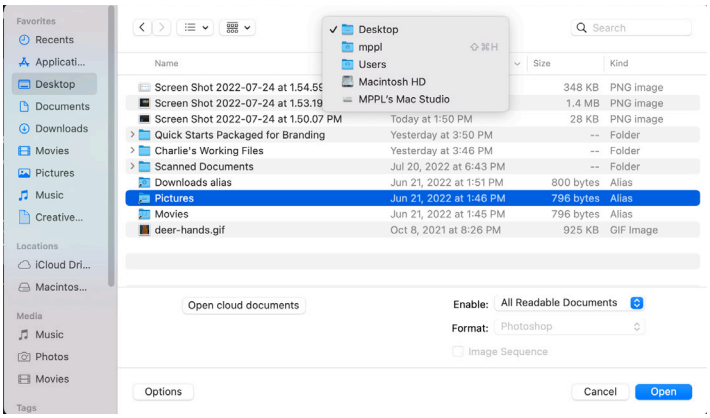
Color Correcting and Retouching Slides or Photos



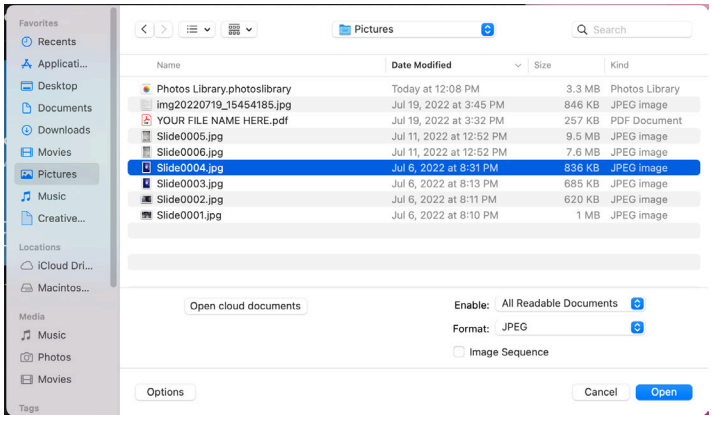
Step 1: Locate the Photoshop 2022 icon and select it by clicking twice.



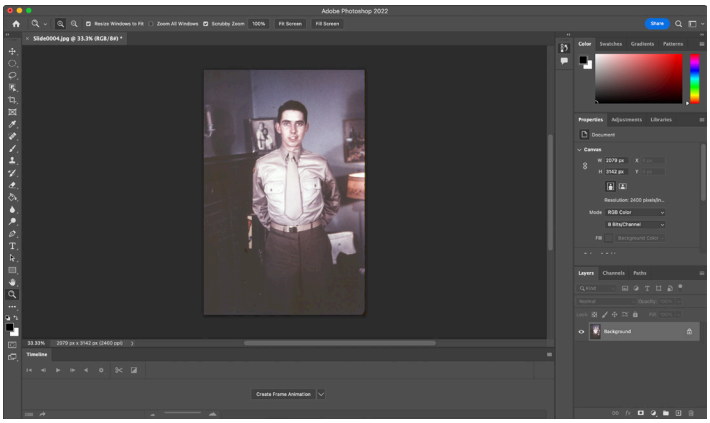
Step 2: Select open (alternatively you may drag and drop a file).



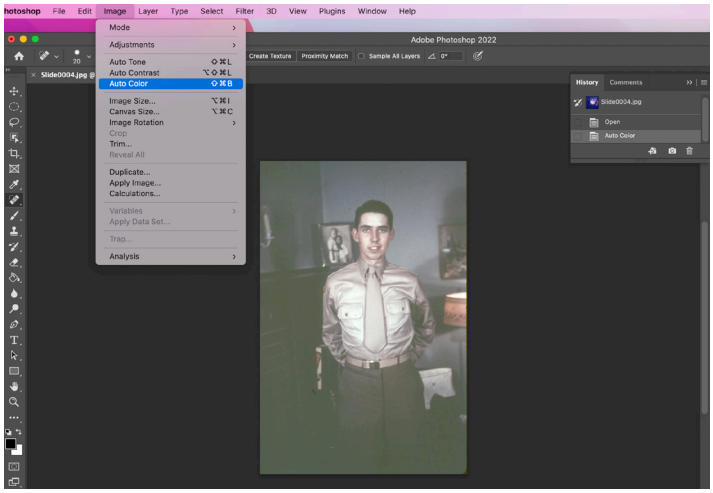
Step 3: Once you select Open, navigate to the Pictures folder or the location where your image has been saved.



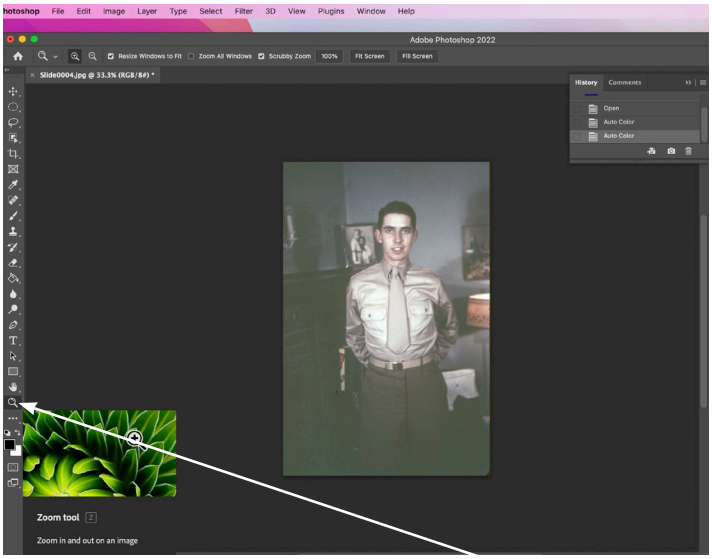
Step 4: Select an image to retouch by selecting Open. We'll use a slide in this example, however these techniques will work on a photo as well.



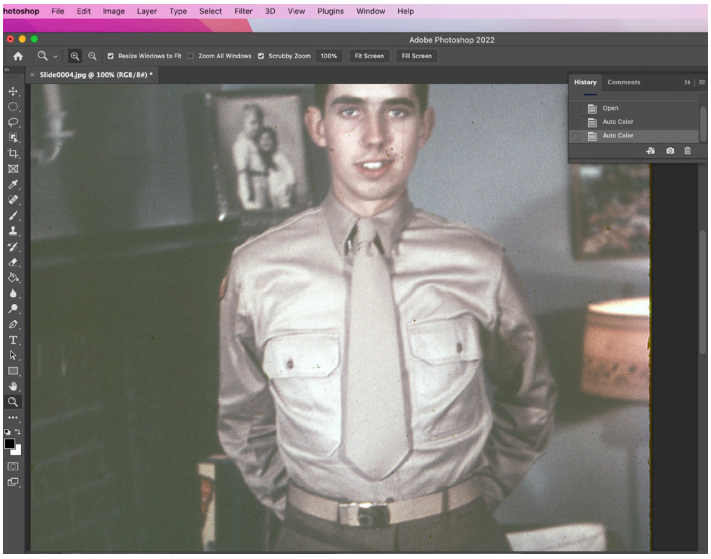
Step 5: We'll look at two common activities: adjusting the color and removing dust and scratches from the image.



Step 6: Use the pull down menu under Image and select Auto Color. Photoshop will automatically attempt to color correct the image. You may also try Auto Contrast and Auto Tone to improve the image.



Step 7: The tools on the left side of the workspace have flyouts that indicate their function when hovering over them. Choose the Magnifier tool.

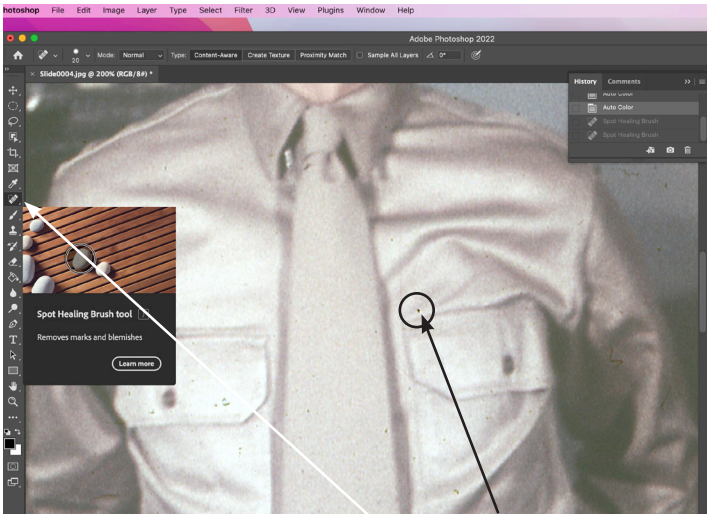


Step 8: This tool will make the image bigger when hovering over the image and clicking.

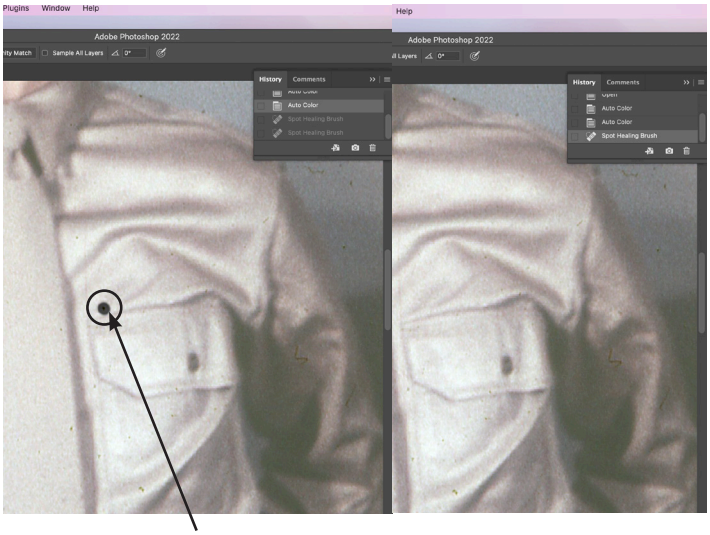
Holding down the Option Key and the plus sign in the cursor will become a minus sign. This allows you to shrink the image back down to regular size.

Play with this tool to understand how it works.

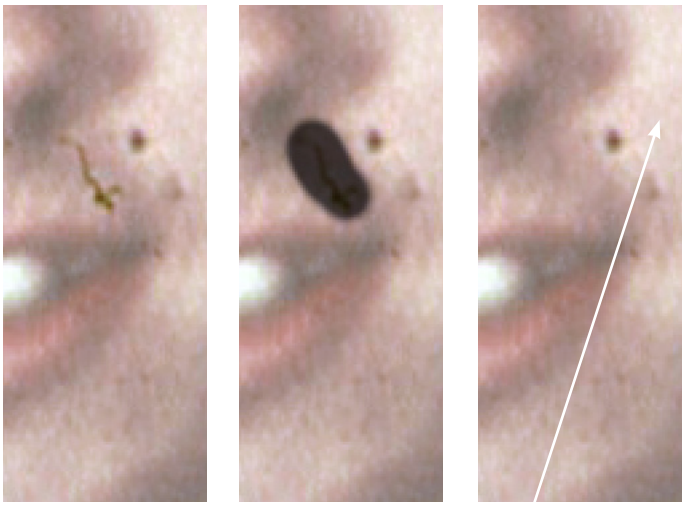
Next we'll remove the dust spots and scratches so make the image as large as you'd like.



Step 9: This time we'll select the Spot Healing Brush tool. It's icon is a band-aid. If it isn't visable hover over this spot and and click to see variations of the tool. Be sure to select the Spot Healing Brush.

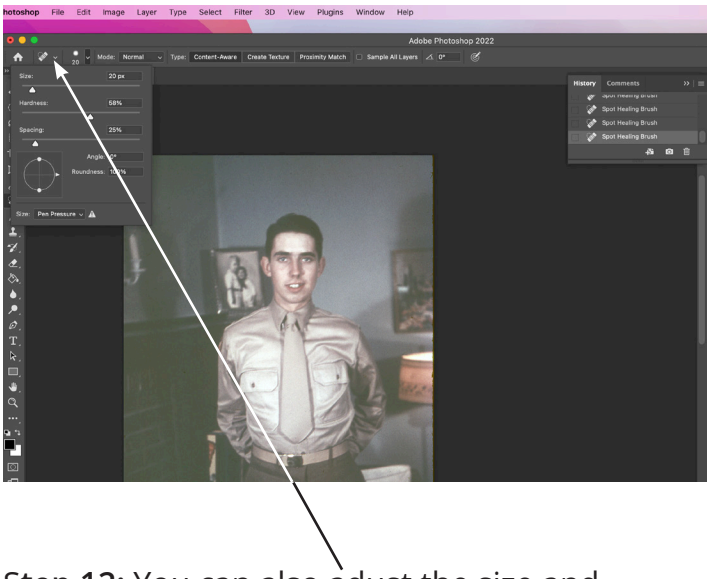


Step 10: Hover over a spot. Click and move the too slightly to eliminate it. When you let go of the mouse button it should be gone.



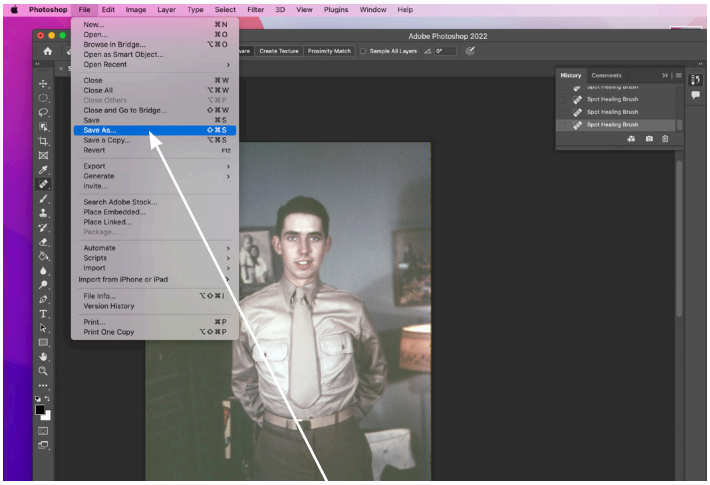
Step 11: Continue to use the Spot Healing Brush to eliminate scratches and dust.

Hold down the space bar and your cursor will become a small hand. By clicking the mouse and dragging with it you can move the image around.

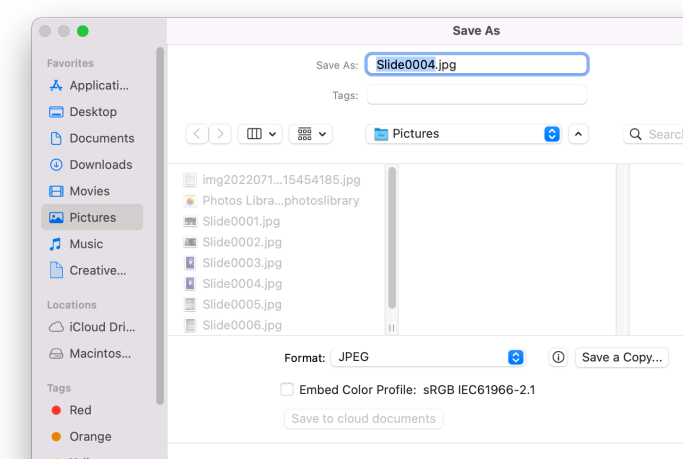


Step 12: You can also adust the size and softness of the tool by selecting this tool icon and changing the settings. Many tools can be adjusted by selecting options located along the top of the workspace.

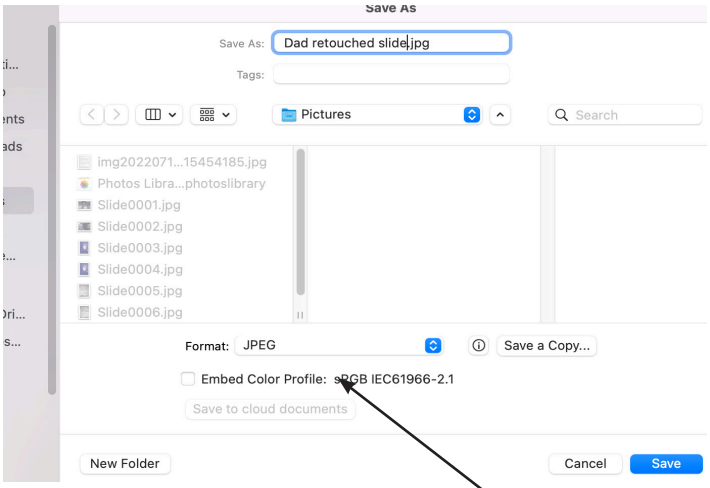
Alternatively, the size of your brush can be adjusted using the bracket keys. The left bracket key **[** makes the brush smaller. The right key **]** makes it larger.



Step 13: To save your work, go to the File pull down and select Save As.

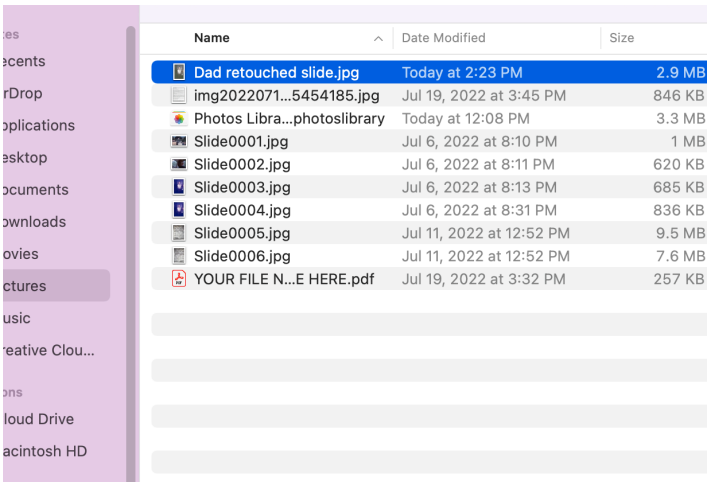


Step 14: Rename your file.



Step 15: Be sure that the Format is set to JPEG.

Select Save.



Step 16: Your file will be saved to the Pictures folder on the desktop.

For more information on saving your files or attaching your files to an email see the FAQ document "What should I do with my files?"

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