SOME BASIC TOOLS AND FUNCTIONS IN PHOTOSHOP:

The **magic-wand tool.** This is a selection tool that selects all connected pixels within a value range. You can adjust the sensitivity of the **magic wand tool** by adjusting the tolerance. The higher the *tolerance* the less picky the wand is. The lower the *tolerance* the more picky (and the smaller the area it will select.

The **Eraser Tool.** Erases stuff. You can change the size of the **eraser tool** by adjusting the size on the tool bar.

The **magnifying glass.** Will allow you to zoom in on your image and make finer adjustments. If you press the “option” key it will change to the reverse magnification tool and allow you to return the image to normal size.

IF you press down the space key your cursor will turn into the hand tool. You can then click and drag your way around the image very easily.

Pressing “command” – A will select everything on the layer that you are currently in. You can also access this function through the tool bar: “select>All”.

Pressing “command” – V will paste whatever you have copied. You can also access this function in the tool bar: “edit>paste”

You can change the size of a selection or an object by accessing the menu bar: “edit>transform>scale”. This will create a transformation box around the object. You can then click and drag from any corner to increase or decrese the scale of the object.

\*IMPORTANT: hold down the “shift” key while transforming the scale of an object so that it *retains its proportions*. Other wise you will skew the image.

CROP TOOL