Photoshop Elements 2019 Introduction TEACHUCOMP, INC.

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Quick Reference Guide

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Interface Basics



Understanding and Launching the Application

The Photo Editor is used to manipulate and edit majors. The Organizer (part of the Photodrop Demonts applications is used to sort, categoriae, rate, and organize images. The Home Screen opens by default. No start using the application, click either the "Thora Editor" or the "Organizer" button in the window 🛅 🛅 The Home Screen also provides access to articles, Adobe help, and other resources. To access recently appeared files from the Home Screen, click them within the window.

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Minn in the Shortcuts has Record tale, but before the out "Collect" "Faire Editor"s.

Sorting, Renaming, & Finding Files

To sept files, click the "Sort By" drop stown below the Shortcuts like and select a sort criteria.

To renorme a file:

- 1. Select the media file in the Organizer window.
- 2: Select 'Tile) Rysserie...' Intent the litters for:
- 3. Type the name in the "New Name" field of the hengemen' disalong being arred click "CNL

Yes Kinnel Stillers:

- 1. Select 'First' in the Menu flor and choose the
- 2. If available, enter search criteria in the dialog box and dish rick?
- 3. To neturn, click the "All Media" bullion below the Strongers than 11 mg

Opening a File From the Organizer To open a file in the Selter from the Organizer:

- 1. Select the image in the Organizer window
- 2. Click the "faltor" button in the fauture. De select Salet Balif with Photoshop Elements Editor" in The the Mercy Ber.

Editor File Management

Opening, Saving, and Closing Files.

- 1. Select "Fiel Open" from the Menu Bar. Or click the "Open" button in the Shortouts has:
- 2. Navigate to the file, select it, and click "Open."

To open a recently edited file:

1. Select 'File! Open Recently Edited File' from the Menu Bar. On click the arrow to the right of the "Open" button in the Shortouts for Beet (S) To Contract that they

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