

Adobe Photoshop Elements

Collecting & Saving Google Image Searches

1. When conducting your searches of images for digital art projects, always use the following Google Image Search **Tools**:
 - **Usage Rights** > Creative Commons Licenses > Optional: select public domain images
 - **Size** > Medium
2. 2-finger click on track pad > Save Image As > Name (something that makes sense, include attribution of creator if required) > Where/Location: Desktop or Your Folder

How to Save Your Work:

File > Save As > Name Your File (something that makes sense) > Where/Location: Desktop or Your Folder ALWAYS! > **.psd** (if wanting to keep layers for next class) OR **.jpeg** (if you are done with and want to save as is)

Remember that Photoshop files are larger and can only be viewed on devices that have the Photoshop software on them, and jpeg files are smaller files and universally accessible on any device)

Helpful Keyboard Shortcuts:

Create a New File (**Command N**)

Zoom In/Out (**Command + or -**)

Undo/Redo One Step (**Command Z**)

Duplicate/Copy (**alt/option and click and drag inside selected area**)

Deselect (**Command D**)

Use the space below to make note of any additional keyboard shortcuts that are helpful: