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GET OUT THERE AND TAKE SOME DAMN PHOTOS!
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Guide To Editing Faster In Photoshop



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Popular Photoshop Keyboard Shortcuts

ACTION	WINDOWS	MAC
Decrease Brush Size	[[
Increase Brush Size]]
Decrease Brush Hardness	Shift + [Shift + [
Increase Brush Hardness	Shift +]	Shift +]
Use Mouse to Manage Brush Size (drag left to right to resize brush)	Control + Alt + Left Click	Control + Option + Left Click
Use Mouse to Manage Brush Hardness (drag up and down to change hardness)	Control + Alt + Left Click	Control + Option + Left Click
Default Foreground/ Background colors	D	D
Switch Foreground/ Background colors	X	X
Lasso tool (press the key to select the tool. Hold shift and press the key to cycle through the other lasso tools)	L	L
Crop tool	C	C
Brush tool	B	B
Spot Healing Brush tool (press the key to select the tool. Hold shift and press the key to cycle through the other lasso tools)	J	J
Rotate Canvas Tool	R	R
Toggle Quick Mask	Q	Q
Temporarily Switch to Hand Tool (to drag/navigate around the image)	hold Spacebar	hold Spacebar
Duplicate Layer	Control + J	Command + J
Merge all visible layers into new layer	Control + Shift + Alt + E	Command + Shift + Option + E
Merge all visible layers	Control + Alt + E	Command + Option + E

Creating Your Own Keyboard Shortcuts

For Items that don't already have a keyboard shortcut, you can create your own.

1. Open the "Edit" menu and choose "Edit Keyboard Shortcuts" (mac: Shift + Option + Command + K / win: Shift + Control + Alt + K)
2. Click the "Shortcuts For:" Dropdown menu and choose the appropriate option to locate the item you want to create a shortcut for
3. In the main body of the Keyboard Shortcut Editor you should see the items available to assign shortcuts to.
4. To find the item you are looking for you will likely have to expand an item (by clicking the arrow to the left of the item title) to reveal the sub-items.
5. For the item you wish to assign a shortcut to, click in the "Shortcut" column to reveal the shortcut input box
6. Enter the shortcut you wish to use.
 1. Be careful of the shortcut you choose. If it is a shortcut assigned to an existing option you will get a warning. You can continue to use the shortcut if you choose, but be aware you may be disabling a different shortcut item
7. Make a note of your shortcut so you don't forget it
8. Click "Accept" to accept the shortcut
9. Click "Okay" to close the dialog. You have now created your custom shortcut!

Keymap Your Shortcuts To A Second Keyboard

This has two benefits:

1. You can take multi-key shortcuts that require keyboard acrobatics and program them to a single key on your second keyboard.
2. You can cluster your most used keyboard shortcuts to keys that are near each other to minimize having to jump all over the keyboard.

You can program a secondary keyboard whether you use Windows or macOS. Regardless of your system, you will need three things to make this work.

1. A second keyboard (It doesn't have to be fancy. The keyboard I use cost \$17 (amazon: <http://amzn.to/2AglAqn>))
2. Software to keymap your second keyboard. Here are options for Mac and Windows:
 1. Mac: USB Overdrive (\$20)(this is the software I use): <http://www.usboverdrive.com/>
 2. Windows: SharpKeys (free): <https://github.com/randyrants/sharpkeys/releases>
3. Some stickers to mark your new shortcuts until you build muscle memory for them (I used these: <http://amzn.to/2Ah3vta>)

To do the mapping you'll need to install the software, and then map the keys for your new keyboard. Before mapping I recommend you take a bit to think about the shortcuts you use the most and where/how you want to cluster them on your keyboard.

I put my most commonly used shortcuts in the lower left of the keyboard where my left hand naturally rests.

Use A Wacom Tablet

This is pretty straightforward. Using a Wacom tablet can make the brush, selection and other work you do in Photoshop more efficient because you'll be using the natural drawing/gesturing motions of your hand holding a pen/pencil rather than using a mouse.

Additionally, with a mouse, your position on the screen is relative. You can physically pick up a mouse and move it to a different location on your desk/tabletop and the mouse pointer will stay where it is.

With a Wacom tablet, the tablet is mapped to the screen, so where you put your stylus on the tablet corresponds directly to where the mouse/brush/pointer is on the screen. This does take a bit of getting used to, but once you do get used to it it makes brushing and other photoshop work so much easier.

I use the Wacom Pen and Small, but there are a number of different tablet sizes and versions available. You can choose one that best fits your budget.

For a selection, here are the Wacom tablets on Amazon: <http://amzn.to/2hBhSAU>

Create and Use Actions

Actions are a set of recorded steps on Photoshop that you can execute with the push of a button.

The best things to create actions for are things you repeatedly do in Photoshop. For instance, I dodge and burn every photo I edit, which requires creating two new layers filled with 50% gray, renaming those layers and changing the blending mode on each layer.

Instead of manually executing those steps which would take 1-2 minutes, I created an action which instantly creates those layers for me.

To create an action:

1. Open the Actions palette (mac: Option + F9 / win: Alt + F9)
2. Create a new Actions group for your actions by clicking the folder icon at the bottom of the Actions palette
3. Name your Action Group and click "OK"
4. In the Actions Palette click your new action group to select it (if it is not already selected)
5. At the bottom of the Actions palette click the "New Action" button (looks like a white square with the lower left corner folded up)
6. Name your new action
7. Assign it a keyboard shortcut (which you can program to your custom keyboard if you choose)
8. Click "Record"
9. Execute the steps you wish to automate (there is no need to rush, just do in order the things you want to have automated)
10. When finished with the steps click the "Stop" button on the bottom left of the Actions palette.
11. You will see your new action in your action group.
12. You can execute that action anytime by:

1. Clicking the action to select it and then clicking the “Play” button at the bottom of the Actions palette
2. Executing the keyboard shortcut you assigned to the action in step 7 (if you chose to do so)

Conclusion

I am excited to help you in your your photography journey, and I am really looking forward to seeing what you can do with your camera, but using your camera for amazing photos is much more than just understanding your Aperture setting, so if you want to truly master your camera and use it to take amazing photos that will match the vision you see in your mind, check out my [Guide to Shooting in Manual Mode](#).

The Guide expands upon what we’ve covered in this book, and much more, including:

- How cameras work, including more in depth explanations of ISO, Aperture, and Shutter Speed
- Exactly how to change your ISO, Aperture, and Shutter Speed settings
- An in depth look at exactly how changing ISO, Aperture, and Shutter Speed will change your photos
- Exactly how to get Shallow Depth of Field when you want it
- The secret to my I Am Shooting method, which will help you choose the right settings for the photo you want to take every single time
- How to take sharp photos and avoid those crappy blurry photos we never want to take
- and much more...

[Go check it out](#), and then...

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