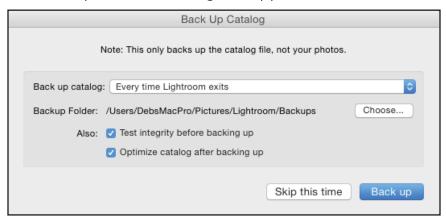
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The first time you start Lightroom, a dialog box will appear asking for a name and location for the Lightroom catalog.

Once completed, this dialog box appears.



FYI: Moving files outside of Lightroom will cause LR to lose the link to the original photo and it will need to be relinked before output.

Important settings

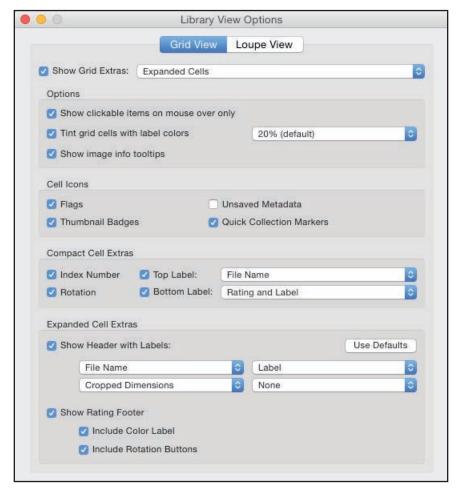
To view file names in cells:

From the **menu**, choose **View > View Options** (Cmd/Cntrl J)

Place check mark in Show Grid Extras and from the drop down menu, choose Expanded Cells.

Place a check mark in the boxes as desired.

This will become the new default view setting for the Library module.

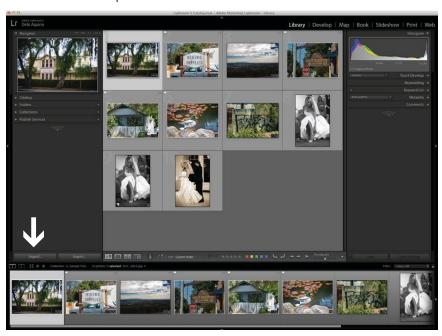


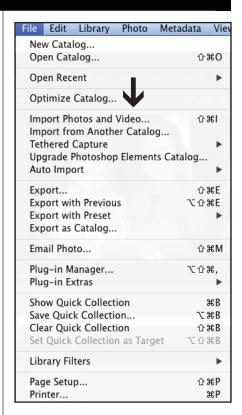
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Importing Photos into Lightroom

Choose File > Import Photos & Video...

OR click the Import Button.

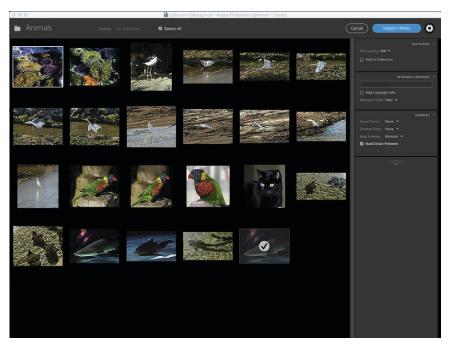






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Import Dialog Box

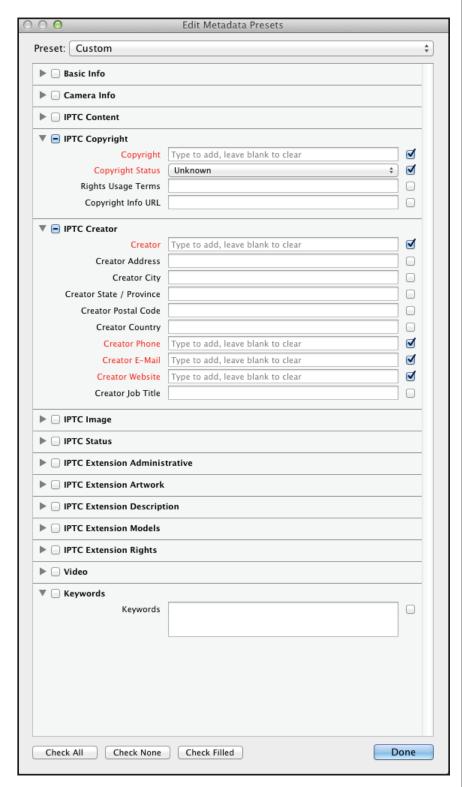




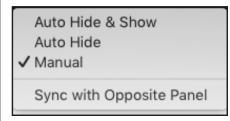
- 1. Browse for Photos
- 2. Destination
 - Copy
 - Add
 - Add to Collection
- 3. Keywords and Metadata
 - Relevant keywords
 - Metadata
- 4. Advanced
 - Import Preset
 - Develop Preset
 - Build Previews
 - Build Smart Previews

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Metadata Presets







How to disable or autohide panels.

Each panel has a small tab in the middle at the top, right and left of the interface. Cntrl / right click each tab individually and choose Manual.

Press Tab to hide side panels

Press Shift Tab to hide all panels

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Viewing the Imported Photos

- Thumbnail sliders
- To view image at a larger size (Loupe view), double click on it, press the letter E on the keyboard or press the Spacebar. This is Fit in Window view.
- To return to thumbnail view, press the letter G (grid).
- To view the 3 different info cells, press the letter J
- To hide / show the toolbar, press **T**
- Press the letter **L** to enter Lights Dim mode.
- Press the letter **F** to see the image full screen.

Tip: To upgrade from Photoshop Elements Organizer to Lightroom, choose File > Upgrade Photoshop elements Catalog and then choose the elements catalog from the pop up menu.

Sorting Photos

- 1. Rating System 1 to 5 stars (oh my!)
- 2. Flags (yay!)
 - Pick P (has a white flag icon in the cell)
 - Reject X (has a black X flag icon in the cell)
 - $\bullet~$ To undo, either of the above, press U
- 3. Choose Photo > Delete Rejected Photos to removed from collection****** ONLY from the Collection.

To delete rejected photos from the hard drive and the collection, go to All Photos and from the top menu, choose Photos > Delete Rejected Photos



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Stacks

On the left side of the screen, click on **Catalog** and then, **Previous Import**

There are four photos of a theater at different apertures. Shift click each of them and press **Cmd / Cntrl G** (Group).

To add additional photos, drag them onto the group.

Renaming Photos

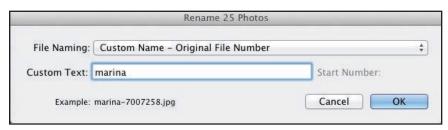
To rename photos already in Lightroom, **select** the photos to be renamed.

Cmd / Cntrl A selects all the photos.

Hold Shift while clicking on consecutive photos to select multiple photos,

Hold Cmd / Cntrl while clicking on non-consecutive multiple photos to select.

From the Menu, Choose Library > Rename Photos



Metadata Tab

Discussion

Quick Develop

Allows one photo or a group of photos to be selected and a limited set of adjustments can made to the image (s).





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Collections

To put photos into a Collection, select the images you wish to include.

Go to the Collections Panel on the right and click on the plus sign (+) for the fly-out menu



and choose Create Collection to generate this dialog box,



Enter a name for the Collection.

Important Tip: A collection links to the location of the original photo. If the original photo is moved, Lightroom will lose the link. Then you have to go find it.

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Left Panels Right Panels

Navigator Histogram

Presets Tools

History Basic

Collections HSL / Color / B & W

Split Toning

Across the Bottom Detail

Toolbar Camera Calibration

Filmstrip Lens Correction

Effects

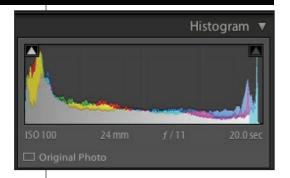
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Histogram

As you mouse over the Histogram, gray areas with words appear that represent those areas:

Exposure affects mostly the midtones.

Highlights, Shadows, Black and Whites are self-explanatory.



Basic Image Editing

- 1. White Balance
- 2. Exposure
- 3. Highlights & Shadows
- 4. Blacks / Whites)
- 5. Presence
- 6. Adjustment Brush



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Develop Module Samples

Lens Corrections

Choose photo Courthouse_7311.jpg

Click on the Lens Corrections panel

Check mark Enable Profile Corrections

Click on the Auto button.

High Contrast Look

Choose photo Courthouse_7311.jpg

Click on the Basic panel

Drag Contrast slider all the way to the right (+100)

Drag the Highlights slider all the way to the left (-100)

Drag the Shadows slider all the way to the right (+100)

Drag the Clarity slider all the way to the right (+100)

Check Exposure.

Drag Vibrance slider to left (-45)

Auto Tone

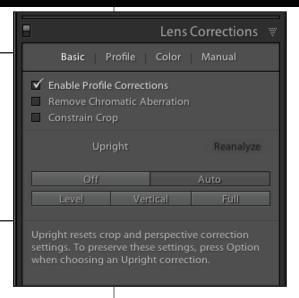
Choose photo Sky_4422.NEF

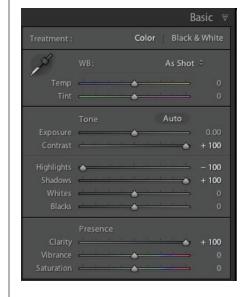
Click on Auto Tone

Clarity

Choose photo Boat_7261.jpg

Drag the Clarity Slider to the right to +75





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Vibrance

Choose photo Boat_7281.jpg

Drag the Vibrance Slider to the right to +100.

Add a Vignette

Click on the Effects panel

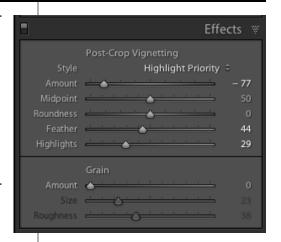
Backlit Photos

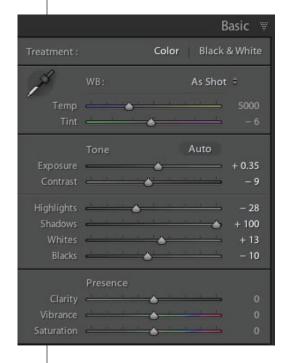
Choose photo Piano_0021.NEF

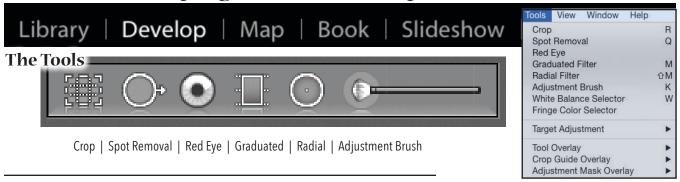
Click on the Auto button

Increase the Shadows to +100

To reduce the washed out look, decrease the blacks to -10







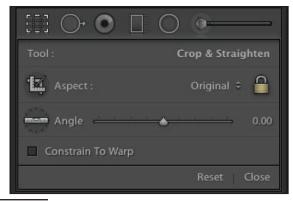
Crop & Straighten

Go to All Photos and select Sign_7275.jpg

Click on the Crop icon in the right panel toolbar

Click on the Level icon

Find a horizontal line in the image and place the plus (+) cursor on the right side, hold the mouse button down and drag to the end.



Spot Removal - Clone | Heal

Select Getty_071.psd - Clone

Select Elenore.tif - Clone & Heal

Select OldFamilyPhoto.psd - Heal

Select WalnutGrove.jpg - Heal

Brush: Clone | Heal Size 79 Feather 12 Opacity 100 Reset Close

Red Eye Tool

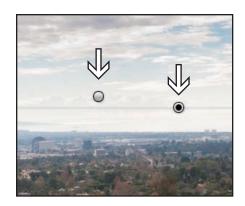
Select RedEye.tif

Click the tool in the center of one eye and drag around the red.

Edit Pins

The Graduated Filter, Radial Filter, and Adjustment Brush add Edit Pins to your image after usage. Clicking on the pin allows you to modify or delete the settings. Black pins are active. Gray pins are inactive.

Tip: To change your brush size, use the left and right bracket keys on the keyboard. Left bracket makes the brush smaller, Bight bracket makes the brush larger.



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Crop | Spot Removal | Red Eye | Graduated Filter | Radial Filter | Adjustment Brush

Graduated Filter

Select photo Sky_4422.NEF

Click on the Graduated Filter tool. From the Effect Menu in the tool panel, choose Exposure. From inside the photo, position the mouse at the top of the image and drag down to the horizon line. Begin reducing the Exposure slider to the desired adjustment.

Click on the Graduated Filter tool. From the Effect Menu, choose Saturation. From inside the photo, position the mouse at the top of the image and drag down to the desired line. Begin increasing the Saturation slider to the desired adjustment.

Select photo Golf_2075.jpg

Click on the Graduated Filter tool. From the Effect Menu, choose Shadows. From inside the photo, position the mouse at the top of the image and drag down to the horizon line. Begin increasing the Shadows slider to the desired adjustment. Adjust the Filter area as needed.

Select photo GraduatedFilter.jpg

Radial Filter

Select photo Piano.NEF

Click on the Radial Filter tool. From the Effect Menu, choose exposure. From inside the photo, Drag an oval shape about the keyboard. Begin decreasing the Exposure slider to the desired adjustment. Adjust the Graduated Filter area as needed.



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Crop | Spot Removal | Red Eye | Graduated Filter | Radial Filter | Adjustment Brush

Adjustment Brush

Select photo Train_8474.jpg

Click on the Adjustment Brush.

Next to Effect: From the drop down menu, select Saturation and paint the saturation effect onto the image. When complete, click adjust slider up and down to desired setting. Click Done.

Click Reset

Using the same image... Train_8474.jpg

From the Effect menu, choose Dodge. Paint over the train cars. Adjust as desired. Click Done.

To add another effect without contaminating the rocks, choose New. Choose Burn from the Effect menu and paint with an Exposure brush along the sidewalk.

Pressing the letter **O** will show the painted mask area where the effect is applied. Press **O** again to toggle off.

Adjust the Exposure slider for the Burn Effect as desired.

Select photo Bride_6047.jpg

From the Effect menu, choose Exposure. Turn off the Auto Mask check box and set the Density to 80. Drag the slider to the -2 and paint the effect onto the image.

Click on the Erase tool. Increase the size of the brush to 36, set the Feather and Flow to 100 and paint over the bride to spotlight her.





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Crop | Spot Removal | Red Eye | Graduated Filter | Radial Filter | Adjustment Brush

Adjustment Brush

Select Bouquet.jpg

Click on the Adjustment Brush.

From the Effect menu, choose Saturation. Drag the slider to -100. From the Brush menu, set the flow to 100 and the density to 100. Start with a small feathered brush and use the bracket keys to increase and decrease the brush size as needed. Paint all the dresses and avoid the bouquets.

Click on the Erase tool. Start with a small feathered brush

and use the bracket keys to increase and decrease the brush size as needed. Set the Feather and Flow to 100 and clean up the bouquets.

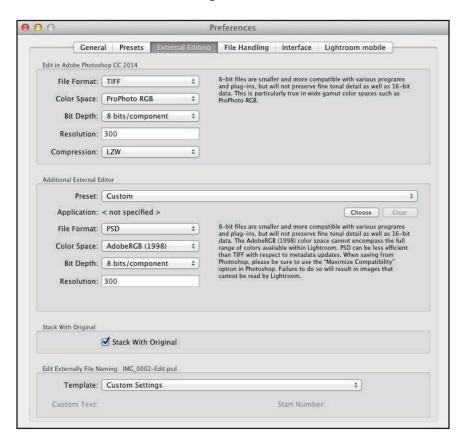




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Choosing how files are sent to Photoshop

Preferences > File Handling



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File extensions and types

	RAW	digital negative	
.dng	digital negative graphic	archival file format for RAW files	
.psd	Photoshop document	print	bitmap
.jpg or .jpeg	joint photographer's experimental group	print or web	bitmap
.tif	tagged image file format	print	bitmap
.eps	encapsulated postscript	print	vector or bitmap
.gif	graphical user interface	web ONLY	bitmap
.png	portable network graphics	web	bitmap
.pdf	portable document format	print	vector or bitmap

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Jumping to Photoshop

Select photo GuitarGirl_68202797.jpg

To launch into Photoshop, press Cmd / Cntrl E and the Edit Photos with... dialog box appears. Click Edit.

The image will launch in Photoshop. Using the Quick Selection tool, make a selection around the girl and her guitar. Make loose selections around the hair. We'll work on that next.

With the marching ant selection in place, from the Options menu, click on **Refine Edge**.



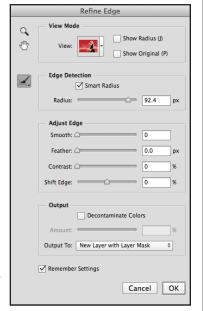
The Refine Edge dialog box will appear and from the View Mode, choose Overlay.

Place a check mark next to Smart Radius.

Increase the Radius until the background is mostly covered in red masking.

Using the Refine Radius Tool, paint over the edges of her hair to include them in the selection.

When satisfied with the selection, choose Output To: New Layer with Layer Mask and Click OK.





To further clean up the mask, choose a soft edged brush and set the Blending Mode to Overlay in the Options Bar.

Click on the Layer Mask in the Layers panel and with the brush, clean up the areas of the mask as needed.

In a mask... Painting with Black conceals, White reveals.



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From the menu, choose File > Open > rockstar_55964138.jpg

Go to Window > Arrange > Tile All Horizontally

In the rockstar image, choose Select > All (Cmd / Cntrl A), hold down the mouse button and the shift key and drag the image into the GuitarGirl image.

Drag the Rockstar image underneath the GuitarGirl image, and reposition the GG image to cover the guy in the background.

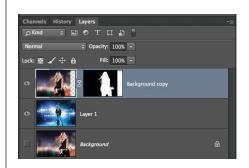
To go back to Lightroom

Press File > Save.

Then, File > Close.

Back In Lightroom

From the Presets menu, choose Lightroom Effect Presets, Vignette 2.

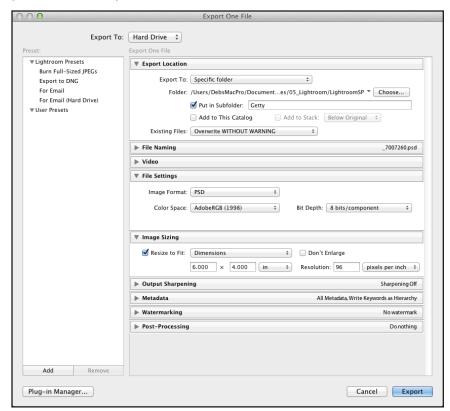


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Saving Images

Select the photo (s) in the Library module. Click the Export button or choose File > Export.

In any of the other modules, Cmd / Cntrl Click the images you wish to export.



File Edit Library Photo Metadata View New Catalog... Open Catalog... ΰ₩Ο Open Recent \blacktriangleright Optimize Catalog... Import Photos and Video... ☆ 第1 Import from Another Catalog... Tethered Capture Upgrade Photoshop Elements Catalog... Auto Import Export... ΰ₩Ε **Export with Previous** ∃Ж☆ブ **Export with Preset** Export as Catalog... Email Photo... ΰ₩Μ Plug-in Manager... ∵û#, Plug-in Extras Show Quick Collection ₩B Save Quick Collection... Σ₩Β Clear Quick Collection ΰ₩В Set Quick Collection as Target **T企業B** Library Filters \blacktriangleright Page Setup... ΰ₩P Printer...

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