Overview of Photoshop Elements workspace

When you open Photoshop Elements, the Welcome screen offers you two options (**Figure 1**):

- The Organizer button opens the Organizer. In the Organizer you organize and manage your images, do quick editing, create image-based projects (such as collages and slide shows) automatically and share the images through an online photo album, email, or an online photo service such as Shutterfly or Flickr. (The Organizer also manages videos.)
- The Photo Editor button opens the Photoshop Elements Editor, which provides a rich set of features for editing images. For example, you can change image size and resolution, apply filters, add text, touch up blemishes, or add shapes to an image. You can also create projects and share the resulting images.

Figure 1 Photoshop Elements Welcome page

The Organizer workspace

The Organizer (**Figure 2**) works with both Photoshop Elements and Premiere Elements. The Organizer is available as an option from both products' Welcome screens.

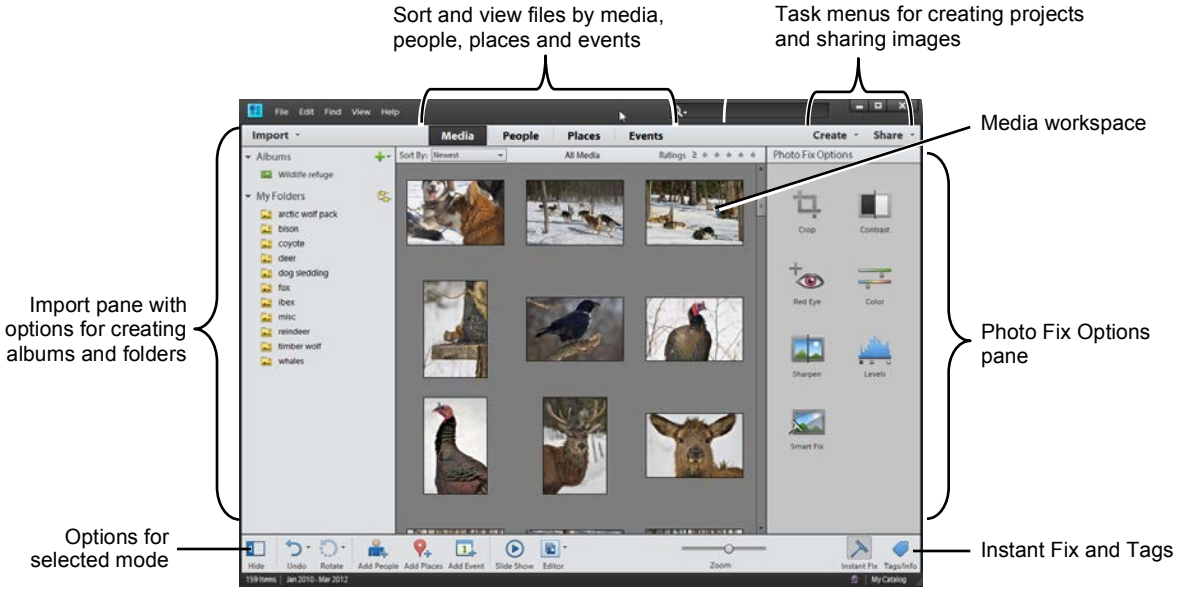

Figure 2 The Organizer

Using panes and menus in the Organizer

You can filter your files and perform a number of quick tasks in the Organizer without opening Photoshop Elements.

The Organizer has the following four filtering modes above the workspace:

- *Media:* The Media workspace displays all your videos and images (**Figure 2**). You can select images and videos in the Media view and use the toolbar at the bottom to name people, add locations, and tag photos by event.
- *People:* Displays all the people you have named and tagged.
- *Places:* Display photographs and videos by location (**Figure 3**).
- *Events:* View the events you have created.

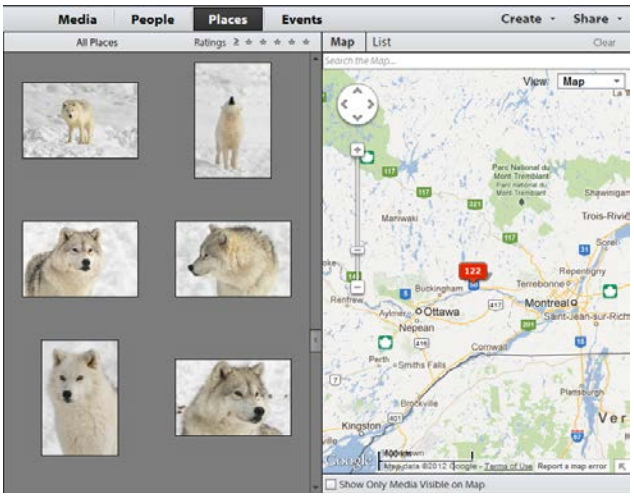

Figure 3 Places tab

The Organizer has the following two quick task buttons in the lower right of the workspace:

- *Instant Fix:* Perform quick edits on photos, such as fixing redeye or automatically adjusting levels. For example, you can quickly apply the Auto Color or Auto Levels command to photos (**Figure 2**).
- *Tags/Info:* Assign media keywords and specific tags so you can find them later. You can also give caption and notes for individual images (**Figure 4**).

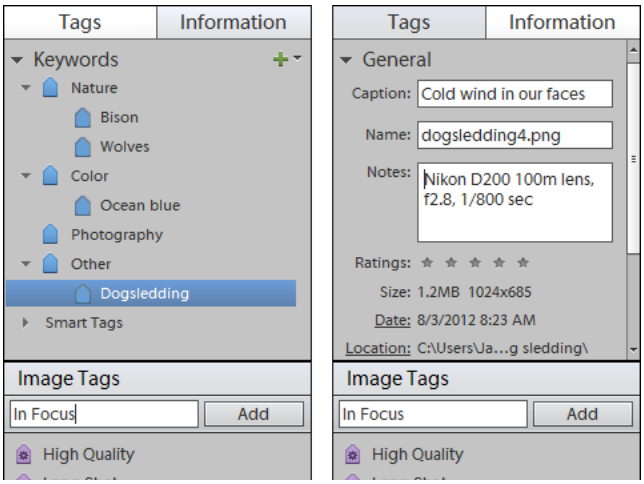

Figure 4 Tags and Information panels

 © 2012 Adobe Systems Incorporated

The Organizer has the following four filtering tabs above the workspace:

- *Create:* In the Create workspace, you can quickly create photo collages, photo books, DVDs, and other projects (**Figure 5**).
- *Share:* In the Share workspace, you can generate versions of videos and images to share. For example, you can share images and videos via social sites or to another user's computer or mobile device (**Figure 5**).

Figure 5 Create and Share tabs

Photoshop Elements Editor workspace

The Photoshop Elements Editor is the second option in the Welcome screen. You can also open the Editor workspace from the Editor button in the Organizer.

The Photoshop Elements workspace has three views: Quick, Guided, and Expert (**Figure 6**). The Quick workspace has a limited set of simple tools for correcting exposure, levels, color, balance, and sharpen. The Guided workspace offers these features plus touchup, effect and filter options. The Expert workspace contains the full suite of Photoshop Elements tools to enable you to quickly and easily enhance photos. The Quick and Guided are good modes for beginning users. More advanced users will like the expanded options for image correction in the Expert workspace. To switch between these views, click the tabs at the top of the workspace.

Figure 6 Photoshop Elements edit views

In the Expert editing mode, you can make a wide range of changes to images, such as applying filters and other enhancements; fixing red-eye, blemishes, and other touch-up problems; adding text to images; and drawing shapes and lines, either to create new images or to add to existing images (**Figure 7**).

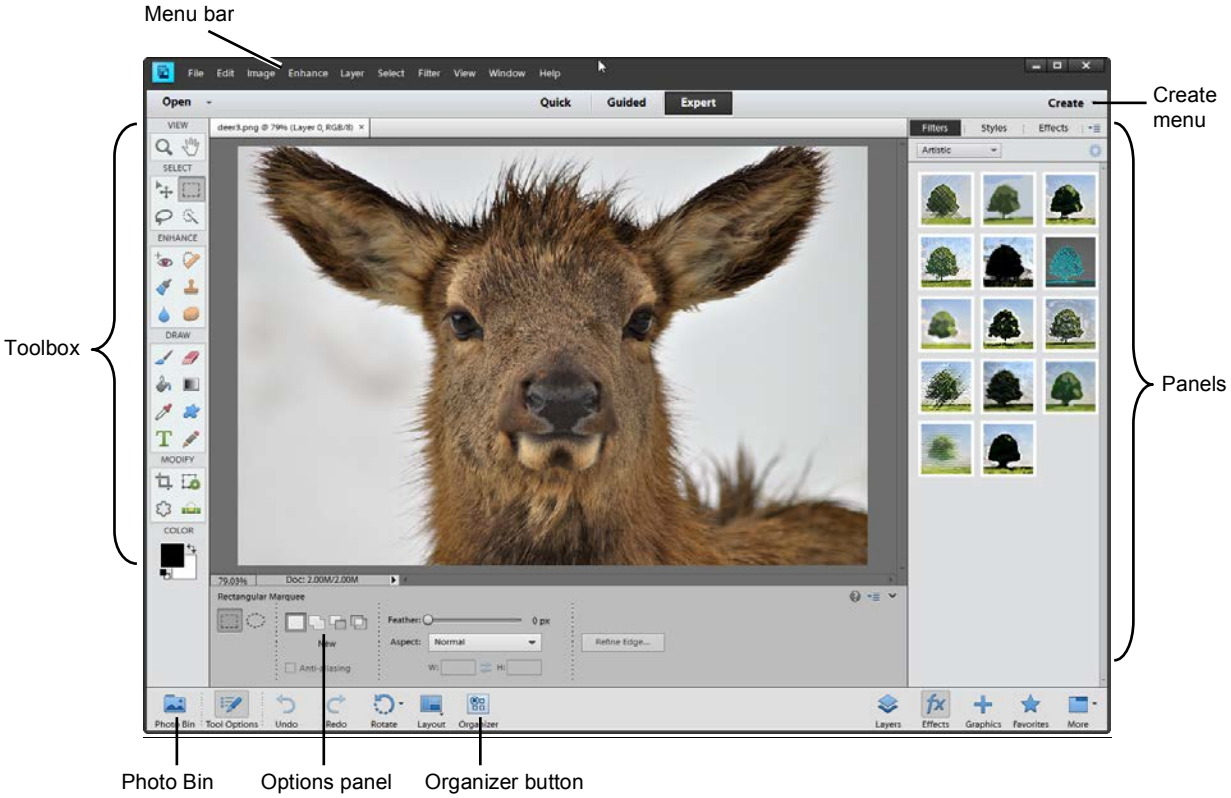

Figure 7 Photoshop Elements Editor workspace

Menu bar: Contains menus for performing tasks organized by topic. For example, the Image menu contains commands for manipulating images.

Toolbox: Holds tools for editing images.

Photo Bin button: Displays thumbnails of images that are currently open in the Editor.

Options panel: Offers options for the tool currently selected in the toolbox.

Organizer button: Opens the Organizer.

Panels: Help you monitor image details and modify images. For example, on the Layers panel, you can view and modify image layers.

Create menu: List of options for quickly and easily creating your media-based projects.

 © 2012 Adobe Systems Incorporated

Using the Create menu in the Editor

The Editor has a Create menu that allows you to use your media in creative projects, such as slide shows and photo books, and share them with family and friends (**Figure 8**).

Figure 8 Create tab

The projects under the Create tab guide you through the process of using professionally designed templates to create your own unique project. When you complete a project, you can either share it online, or print it on your home computer or through a professional printing service. For example, Photo Books let you add various layouts and designs to your images. Photo books can be printed on your home printer, ordered online from Adobe® Photoshop® Services, saved to your hard drive, and sent by e-mail (**Figure 9**).

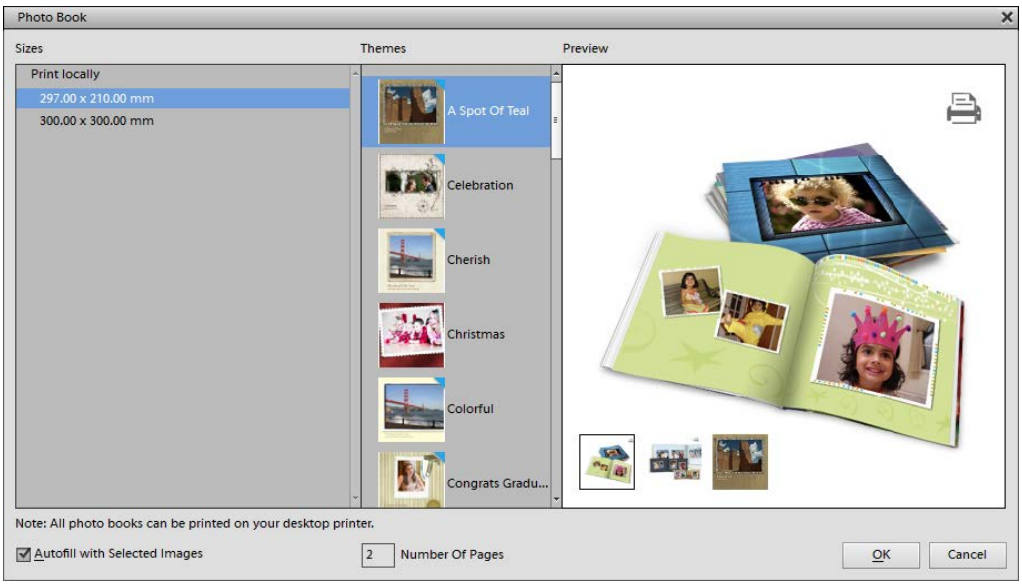

Figure 9 Photo Book dialog box