

INSTRUCTIONS FOR THE QUOTES/QUIRKS HYBRID PAGE

These instructions and templates are for use in Photoshop (PS) and Photoshop Elements (PSE) only.

BASIC PLACEMENT OF PHOTOS INTO A TEMPLATE

Open the template and then make sure you also have your **Layers Palette** open. (**View > Layers** in PSE; **Window > Layers** in PS)

Open a photo you want to use. With that photo open, **Select All (CTRL + A; CMD + A** on a Mac), copy (**CTRL + C; CMD + C** on a Mac), then return to the template, click on the layer in the **Layers Palette** that you wish to place the photo into and paste (**CTRL + V; CMD + V** on a Mac). Your paper or photo should appear in a new layer. Use the **Move Tool** to position your image directly over the target shape. You may have to move the layer if it does not appear directly above the target layer into which you wish to drop the photo. To move a layer in the layers palette, just click on it, hold the mouse down, and drag up or down.

With the new layer highlighted, create a clipping mask (PSE: **CTRL + G; CMD + G** on a Mac; (PS: **OPT + CTRL + G; OPT + CMD + G** on a Mac) to 'clip' it into the template layer shape below. It works like magic.

You can also go to the **Layers Palette** and there is a drop down menu in the upper right corner with the photo/paper layer selected choose **Group with Previous** and it will 'clip' to the shape of the layer below. (If you don't find this command in the **Layers Palette**, look under the **Layers** menu.) Repeat for each photo and paper layer.

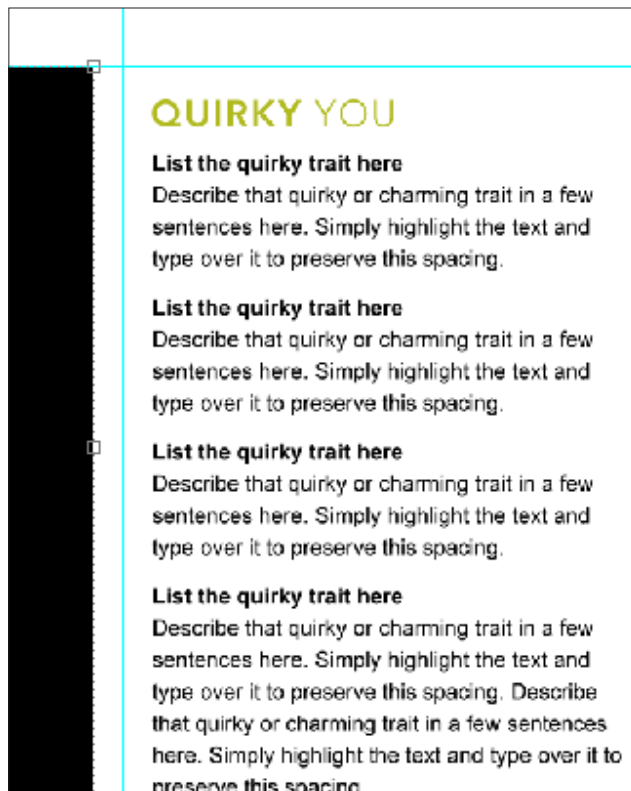
1 TWEAKING THE TEMPLATE

Open the template and then make sure you also have your **Layers Palette** open. (**View > Layers** in PSE; **Window > Layers** in PS).

First, you're going to drag guides from the **Ruler** bar (PSE 8.0 and higher) to set up some new guides for your journaling blocks. With the **Move Tool** selected, click in the top Ruler bar hold down the mouse and drag down. A guide will drag out of the **Ruler**. Drag to the top of the **JOURNALING BACKGROUND** shape, and release.

Repeat by dragging a guide from the vertical Ruler bar on the left of the workspace, and drag to the left edge of the **JOURNALING BACKGROUND**.

With the **JOURNALING BACKGROUND** layer highlighted in the **Layers Palette**, hit the **Delete** key to remove that layer altogether.

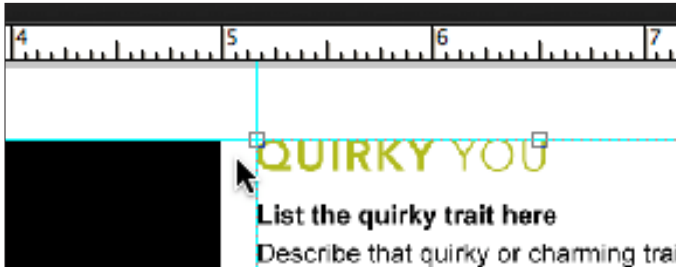


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hybrid page step-by-step

FOR PHOTOSHOP & PHOTOSHOP ELEMENTS

Next, hold down your **Shift Key** and click to select both the **QUIRKY YOU** layer and the **Text** layer directly below it. With both layers highlighted, drag until the QUIRKY YOU title lines up with the top and left guide.



Next, enlarge the **Text** box. Select the **Text Tool**, then click once inside the journaling block and the entire block will be highlighted with corner and center handles. Hover the **Text Tool** directly over the lower right corner handle and it will change to a double pointed arrow. Once you have this arrow, if you click and drag, you can change the dimensions of the **Text** box to better fill the space.

Repeat these steps to change the lower journaling box and title as well. Now you're ready to begin plugging in your quirks and quotes.

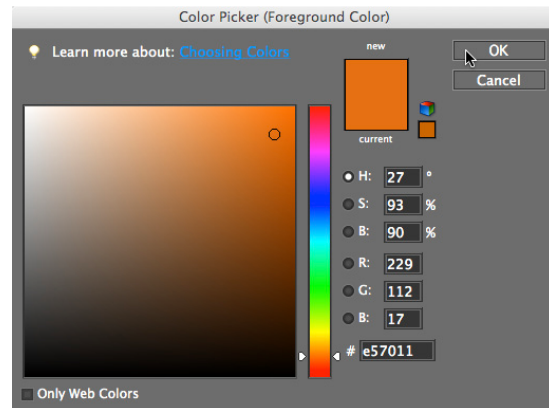


2 CUSTOMIZING TEMPLATE COLORS

You'll want to change the colors of your QUIRKY YOU and QUOTABLE you title, plus the background of your TITLE BAR.

To change the color of an element, click on its layer.

Next, go to the **Set Foreground Color** area to choose a color you want to use. Click once on the small square icon to bring up the **Color Picker**. Move the slider and choose a color you'd like to use. Click **OK**.



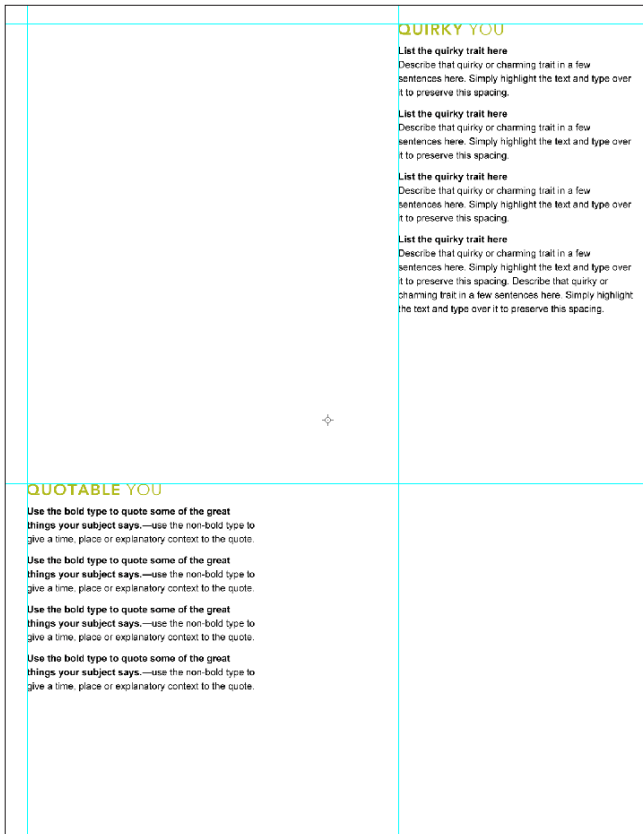
Next with the layer still selected, go to **Edit > Fill Layer**. Make sure under **Contents** that **Foreground Color** is selected, and be sure that **Preserve Transparency** is checked. Click **OK** and your layer element will change to the color you selected.

Repeat for all layers whose elements you want to change the color of.



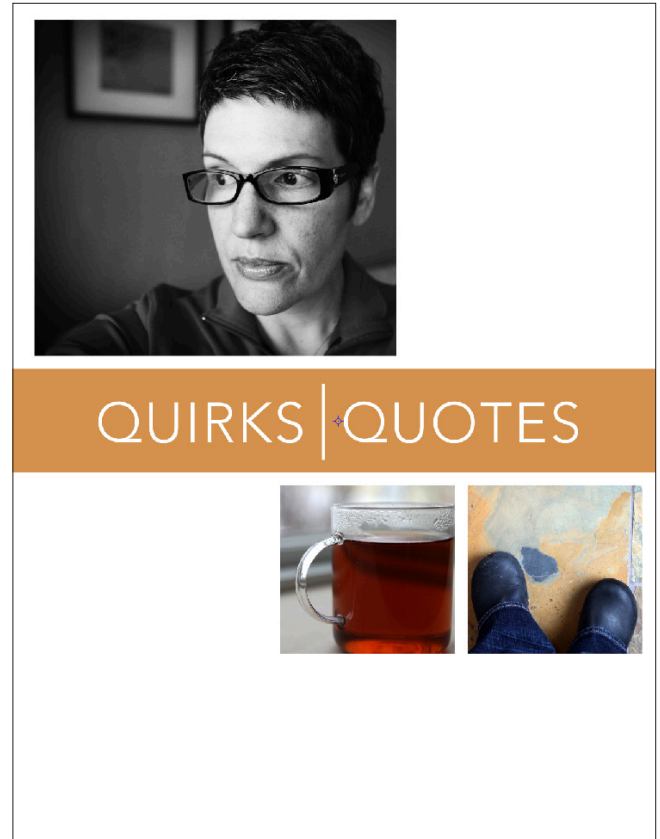
3 ISOLATE AND PRINT DIFFERENT ELEMENTS

Once you have your quotes/quirks journaling typed up, turn off all other layers by clicking on the eye icon next to each layer, and send the file to print on desired cardstock.



Next, turn the journaling and QUIRKY YOU and QUOTABLE YOU layers off, and turn all of the other layers back on. (Note: you can leave the lower paper/photo layer off if you are planning to use a piece of patterned paper in that spot.)

Change the color of your title bar to the desired color. Change the color of the QUOTES and QUIRKS title to desired color as well. (See previous page on *Customizing Colors*.)



Copy and paste your photos into each photo layer as well. (See *Basic Placement of Photos into a Template* on page 1 of this handout.)

Send file to print onto photo paper. Trim photos and title bar as closely to the edge as possible and adhere to your layout.

Note: you'll need to print on a full page bleed (edge to edge photo setting in order to get the title bar to print from edge to edge. If you don't have a full bleed printer, you can always change your page orientation to Landscape in order to fully print the width of the title.



THE FINISHED PAGE

From a digital base comes a finished hybrid layout. 12 x 12 scrapbookers can also use the 12 x 12 version of this template in a similar way, piecing it apart, and printing various elements, then assembling on a background cardstock.



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