**Open New Document in Photoshop**

1. Go to the folder on your Desktop named “Adobe Software”
2. Choose Photoshop CS2
3. Cancel/Close all the windows that open
4. File>New
5. 10” height 8” width 300 resolution RGB Transparent background

(Background will have white and gray boxes, but these will not print on your final document)

**Inserting an image into Photoshop and Applying a Filter**

1. Find your (3)images online Right-click one> Copy
2. Go to Photoshop>Edit>Paste.
3. Repeat until all 3 images are on your project.

**If Copy/Paste will not work:**

1. Plug in the USB flash drive. Then right click on the image online> Save Image> Computer>Removable Disk (give your file a name and include your NAME)
2. Go to Photoshop>Open>Computer>Removable Disk.
3. Select your file
4. Repeat until all 3 images are on your project.

**If you uploaded a file to Vikingmail:**

1. Log in to Vikingmail>go to documents>choose file
2. When you see your project, select “download” –make sure your project opens in Photoshop CS2

**To Arrange your final image, merge layers, and add filters:**

1. Use the MOVE tool to arrange the shapes so you can see each one.
2. Find your LAYERS palette (usually in the bottom right corner).
3. Hold CTRL on the keyboard. Click on each of your layers.
4. Right click your mouse. Select MERGE LAYERS. Now you should only see one layer.
5. In your toolbox, be sure black and white are selected.
6. Go to Filters. Apply a filter to create an image that looks like an illustration without any value change. (Good filters to use: Stamp, Photocopy)
7. Use the PAINTBRUSH with black or white to change any details.

**To save your work:**

Saving on a flash drive:

1.Find the flash drive for your row.

2.File>Save as>Computer

3. Look for E: Removable disk OR SanDisk

4. Save work with the name “Linoleum block\_ your first and last name”