



Using Layered Templates

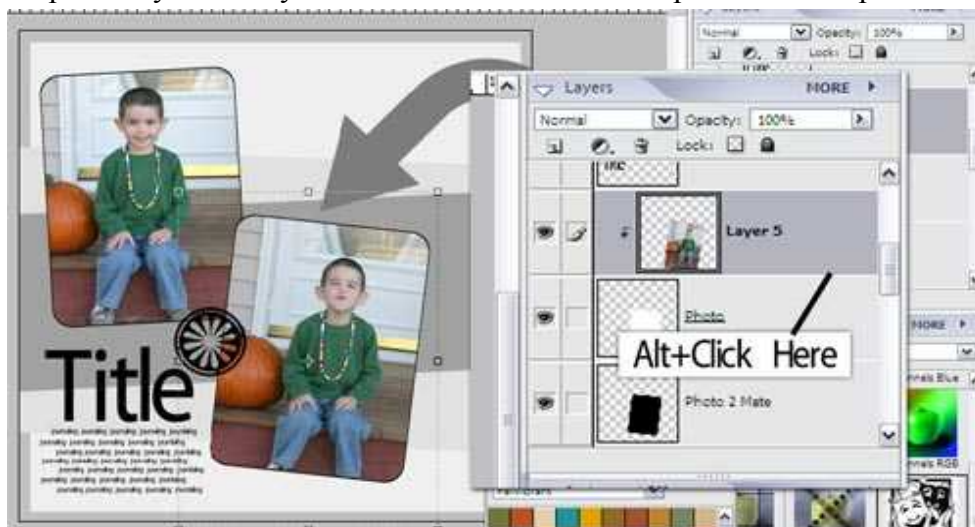
Photoshop Elements, Digital Image Pro and Paint Shop Pro

by LaWanna Desjardin
Independent Designer

Layered templates, such as the one included in this file, consist of shapes organized into layers to form a pre-made layout, minus the papers and photos. To use the template, you simply “fill” the shape with your choice of papers and photographs. Because each template layer is independent of the others, you may move portions of the template or even delete them if they don’t work with your layout. In this tutorial, I’ll show you how to “fill” the layers of the template in the software programs, Photoshop Elements, Digital Image Pro and Paint Shop Pro. (Note: This tutorial assumes that your photos have already been edited and rotated as necessary.)

Instructions for Photo Shop Elements (Template in PSD Format)

Open the template. Duplicate the file by choosing File/Duplicate. (That way you won’t save over the existing template.) If necessary, open the Layers Palette by choosing Windows and checking Layers. Look at the layers palette and you will see how the layers of this template are arranged. The items at the top of the palette appear above everything else on the canvas. The items at the bottom will appear below other items and may be partially obscured by other layers. In the layout below, the right photo is partly obscuring the left photo. This is because the right photo layer is above the left photo layer. Now you will see how to fill the shapes in this template.



1. First Open a photo and drag it onto the canvas. In the layers palette, click and drag the photo layer to just above one of the photo layers.
2. Now, on the layers palette, place your cursor on the border between the photo layer and the photo shape layer. Hit Alt on your keyboard and you will see the cursor change to two overlapping circles with an arrow. Now click the mouse.
3. The photo should conform to the shape of the photo shape. This is called Grouping the Layers in Photoshop. The photo remains completely editable until you merge the layers (Ctrl+E).
4. Repeat this process for each of the photos you wish to use. Remember you can delete portions of the template if you wish.

You will also need to fill the background with papers and other shapes, such as the arrow with papers or photos. To do this, follow the same procedures as above, dragging the paper layer to just above the appropriate template shape, then choosing Alt-Click. To avoid having too many confusing layers in the layers palette, you may wish to merge the Grouped Layers using Ctrl+E.

In addition, there is a designated area for both your title and journaling. When you are ready to add these. Simply find the title and/or journaling portion of the template and delete. Use the text tool to add and manipulate your text here.

Instructions for Digital Image Pro (Template in PNG+ Format)

First you need to open the template in Digital Image Pro and duplicate the file to prevent overwriting it. To do this, choose Edit/Duplicate Whole Picture. You will also need to view the Stack, where individual layers are shown. Choose View/Dock and check Stack. You may also want to view the Files when you begin building your layout. To do this choose View/Dock and check Files.



1.To
fill
your

- photo shapes, select one of the photos shapes on your canvas. When the shape is active you will see yellow dots or handles around the image. Now chose Effect/Fill with Texture or Color. In the new window that opens, choose the apple icon to fill with a picture.
2. Select Open a Picture and navigate to the photo you wish to use. Click okay.
 3. Now resize the image, using the handles in the image.
 4. You will notice that in the template for Digital Image Pro the photo shapes are not tilted as they are in the preview. The reason for this is that the shapes are easier to fill when they are on the page at a 90-degree angle. Feel free to rotate the shapes after you have filled them using the extra extended handle on the image.
 5. Click Done when you are finished.

You can use this same procedure to fill each of the template layers. Remember that if you wish you can delete a layer in the template if it does not fit in with your layout or photos. In addition, you can add other embellishments to personalize the template layout.

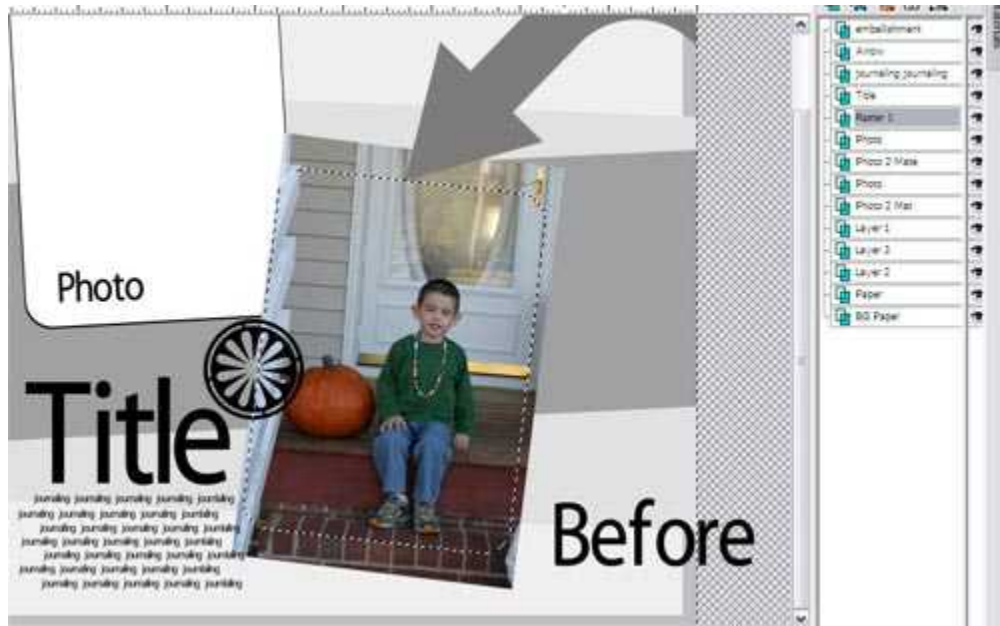
Instructions for Paint Shop Pro (Template in PSD Format)

First open the template in Paint Shop Pro. To prevent overwriting the template file, choose file/save as and give your template a new name. You will also want to make sure you can see your layers palette and the tools toolbar. To see the layers palette, choose View/Palettes/Layers. To see the tools, choose View/Toolbars/Tools.

1. To fill the template shapes with photos and papers, you first must open the papers and photos you wish to use.
2. Let's fill the photo shapes. Open the photo files. Choose Selections/Select All. Then choose Edit/Copy.
3. Go back to the template file and choose, Edit/Paste/Paste as New Layer. This will place the photo on your template.
4. In the layers palette, drag the photo layer above the shape you wish to fill with it. Resize and rotate as necessary using the Raster Deform Tool in the Tools.
5. In the layers palette, click the eye icon on the photo layer. This will make this layer invisible for now.
6. Now choose the Photo Shape layer in the layers palette. Choose the magic wand from the Tools Toolbar. In the options bar, set the match mode to Opacity and Tolerance to 20.
7. Now click on the Photo Shape Layer on the canvas. This will select this layer, putting marching ants around it.
8. Return to the photo layer in the layers palette and click the eye to view this layer again.
9. Go to Selections/Invert and hit delete. This should cut the photo in the shape of the photo shape layer. To de-select, choose Selections/Select None. You may wish to delete the template shapes as you go.

You can use this same procedure to fill each of the template layers. Remember that if you wish you may delete a layer in the template if it does not fit in with your layout or photos. In addition, you can add other embellishments to personalize the template layout. For clarification see the screenshots on the next page.

Step 1: Select the Photo *Shape* Layer, activating the “marching ants.”



Step 2: With the Photo Layer active, choose Selections/Invert and delete.



