

INSTRUCTIONS FOR CREATING A HYBRID LAYOUT FROM A DIGITAL TEMPLATE

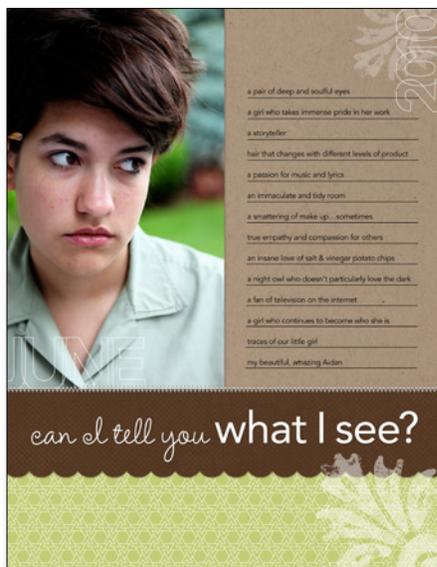
These instructions and templates are for use in Photoshop (PS) and Photoshop Elements (PSE) only.

Here are instructions for taking a digital template (Cathy Zlelske's Layered Template No. 61) and creating a hybrid page using some of the template components.

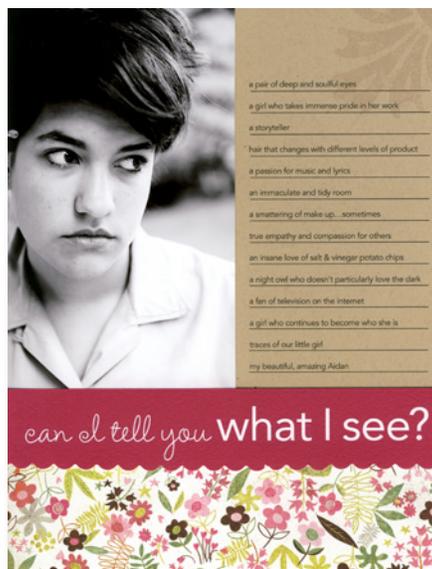
ORIGINAL TEMPLATE



FULLY DIGITAL SCRAPBOOK PAGE



HYBRID SCRAPBOOK PAGE

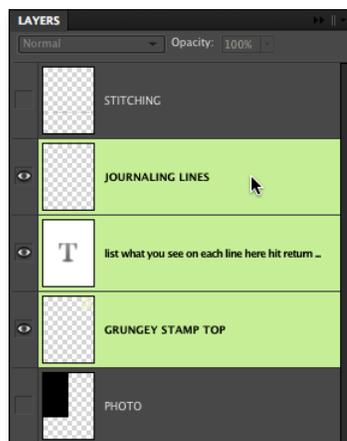


STEP-BY-STEP

1 Open template in Photoshop Elements (**File > Open**).

DO JOURNALING FIRST

1 In the **Layers Palette (Window > Layers)**, turn off all layers except **JOURNALING LINES** and the layer with the "T" icon (which is your journaling text box) and the **GRUNGEY STAMP TOP** layer*. Turn off layers by clicking on the small eye icons.



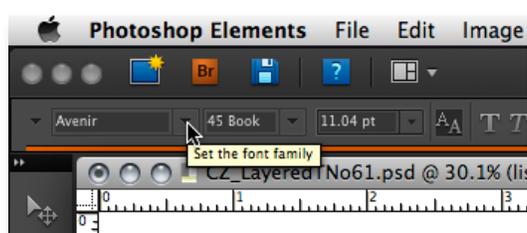
***NOTE:** if your printer will not print a full bleed (edge to edge) 8½ x 11 sheet of paper, you may want to turn OFF the GRUNGEY STAMP LAYER. The stamp is designed to *bleed* off the upper part of the design.

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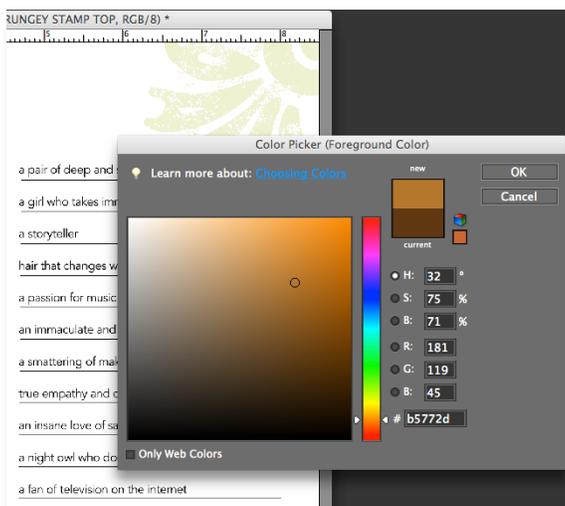
hybrid step-by-step
FOR PHOTOSHOP & PHOTOSHOP ELEMENTS

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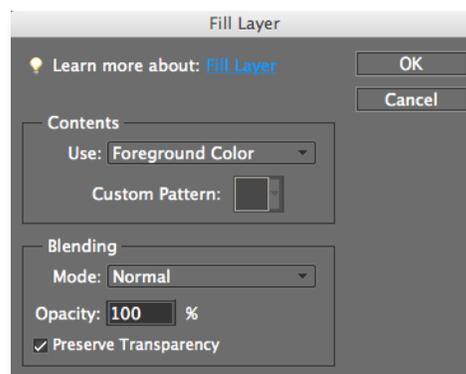
2 Change the font (if desired) and type in your journaling. To change the font, click on the **Text Tool** from the tool bar, and highlight ALL of the place holder journaling by either clicking and dragging, clicking five times in the journaling block, or clicking an insertion point and hitting **Control + A** (**Command + A** for Macs). Go to the **Set Font Family Field** to choose a new font.



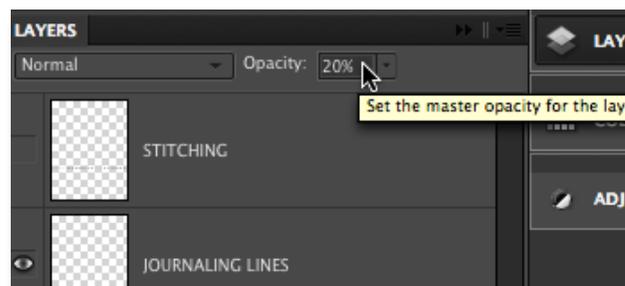
3 To change the color of the **GRUNGEY STAMP LAYER**, click on the layer to highlight it. Next, go to the **Set Foreground Color** control which appear in the bottom of the **Tool Bar**. Click once on the top square to bring up the color picker and choose a color you'd like to try out. (Note: this can be a trial and error process to get the color you are looking for!) Click **OK**.



3 With the **GRUNGEY STAMP LAYER** still highlighted, go to **Edit > Fill Layer**. Under the **Contents** drop down menu, select **Foreground Color**. Then, make sure **Preserve Transparency** is checked. Click **OK**. The grungey stamp art will change color accordingly.



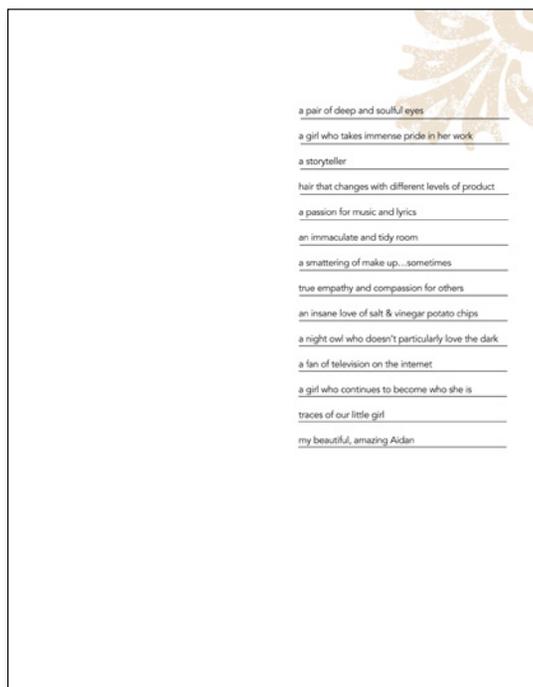
You can adjust the lightness or darkness of the **GRUNGEY STAMP LAYER** by adjusting the opacity. I set mine to 20% for a to create a watermark effect.



NOTE: Using **Edit > Fill Layer** is the best way to change the color of ANY element that appears on a layer with a checkerboard background in the **Layers Palette**.

4 Send this file to print onto your choice of cardstock. **File > Print**. **NOTE:** if your printer prints edge-to-edge, be sure to select this option for printing.

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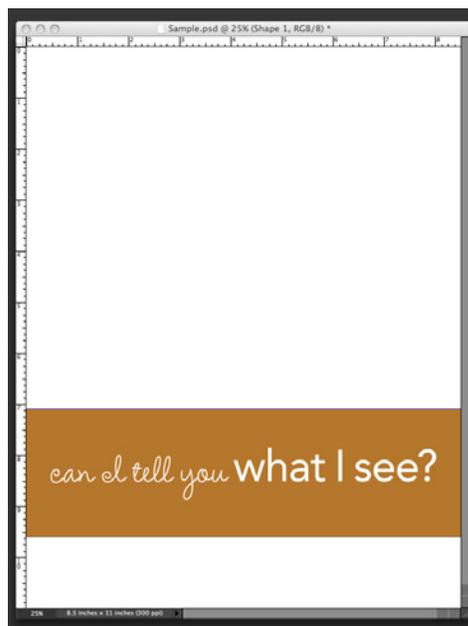


This is what your base page will look like after printing.

CREATE YOUR TITLE BLOCK

① Turn OFF the current layers, and turn ON the layers called **can I tell you what I see** and **SCALLOP EDGE**.

② Next, you will create a NEW background bar to use for printing out your title. Click on the **SCALLOP EDGE** layer (this will ensure your new shape will appear ABOVE it on the layers palette. Select the **Rectangle Tool** from the **Tool Bar** and click and drag to draw a new shape from edge to edge of the document window. You want to make it larger than the green bar that is on the template (**SCALLOP EDGE** layer). You need to allow room to trim after you print this out onto cardstock. Don't worry about the color or your new shape for now!



③ Next you will **Simplify Layer**, which simply turns your shape into an easily editable object. In the **Layers Palette**, with the **Shape 1** layer highlighted, go to **Layer > Simplify Layer**.

NOTE: you can also access this command in the **Layers Palette** via the small drop down menu at the top of the **Layers Palette**. Also, in CS2 and higher, this is known as "rasterize layer."

④ Next, change the color of this new layer to your liking, via the steps you used to change the color of the **GRUNGEY STAMP LAYER**.

⑤ Send this file to print onto white or light colored cardstock.

⑥ Trim top edge and use a scalloped edge trimmer or edge punch tool to create a scalloped border along the bottom.

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MULTIPLE COPIES: You can make copies of this title and bar layer to try out different colors and print them all onto a single sheet of cardstock. Make sure the **title layer** is directly next to the **Shape 1 layer** (click on the **title layer**, hold down the mouse and drag to position in the palette.) Next, hold down the **Shift Key** and click on both layers to select, then go up to the **Layers Drop Down Menu** and choose **Duplicate Layers**. Then you can hold down your shift key, and drag into a new position on your document, and change the background shape color.

USE TEMPLATE TO PRINT YOUR PHOTO

- 1 Turn off ALL layers except for the **PHOTO** layer.
- 2 Using the **Move Tool**, click on the black rectangle and drag it to the center of the document. Next, make the black rectangle larger by clicking and dragging the corner handles. Increase size by about a 1/4 of an inch on all sides to allow for trim size.
- 3 Open the photo you'd like to use, Select All (**CTRL** or **CMD + A**) and Copy (**CTRL** or **CMD + C**). Close photo. **CTRL** or **CMD + V** to paste the photo into the document. If the photo is too large, simply put your mouse over one of the four corner handles, click and drag in to size down. Make sure the photo is larger than the black mask shape.
- 4 Make sure the photo is directly above the **PHOTO** layer. 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.
- 5 Send this file to print onto 8½ x 11 photo paper. Trim for layout.



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