### Photoshop 7 Workspace in Mac OS X

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<th>Menu bar</th>
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**Toolbox**
- Rectangle Marquee (M): Select a rectangular pixel area
- Elliptical Marquee: Select an elliptical pixel area
- Single Row or Column Marquee: Selects a horizontal or vertical row of pixels
- Lasso (L): Draw a freeform pixel area
- Polygon Lasso: Draw straight lines around selected area
- Magnetic Lasso: Automatically sticks to edges of defined areas
- Crop (C): Remove parts of an image
- Healing Brush (J): Correct imperfections with pixels from another image
- Patch: Repair selected area with pixels from a different area
- Clone Stamp (S): Paints the background pixel color, or create a custom pattern
- Art History Brush: Similar to the History brush, but with more options
- Gradient (G): Click and drag to fill with gradient of foreground and background colors
- Paint Bucket: Click on an object and fill with foreground color
- Dodge (O): Lighten areas of the image
- Burn: Darken areas of the image
- Sponge: Decrease or increase pixel color
- Horizontal or Vertical Type (T): Insert text in the image
- Horizontal or Vertical Type Mask: Insert transparent text in the image
- Rectangle (U): Draw a rectangle filled with foreground color. Press <Shift> to draw a square
- Rounded Rectangle: Draw a rectangle with rounded corners

### Keyboard shortcuts

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<tr>
<td>Free Transform</td>
<td>&lt;Shift&gt; + &lt;T&gt;</td>
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<tr>
<td>Select All</td>
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<tr>
<td>Deselect</td>
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<tr>
<td>Inverse</td>
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<td>Fit in window</td>
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<td>Grids</td>
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<td>Zoom In</td>
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<tr>
<td>Zoom Out</td>
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<tr>
<td>Actual Pixels</td>
<td>&lt;Shift&gt; + O</td>
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<td>Show Extras</td>
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<td>New Layer</td>
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<td>Group</td>
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<tr>
<td>Ungroup</td>
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<tr>
<td>Proof Colors</td>
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<tr>
<td>Gamut Warning</td>
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<tr>
<td>Merge Down</td>
<td>&lt;Shift&gt; + E</td>
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<td>Merge Visible</td>
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<tr>
<td>Show/Hide Rulers</td>
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<td>Snap to</td>
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<tr>
<td>Help</td>
<td>&lt;Shift&gt; + Q</td>
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<tr>
<td>Quit</td>
<td>&lt;Shift&gt; + Q</td>
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### Palettes

- **To View a Panel:** Select Window from the menu bar and select the panel you want to view.
- **To View More Options:** Click the palette’s context menu.

### Character Palette

- Font type
- Font size
- Set kerning
- Set leading
- Vertical scale
- Baseline shift
- Language setting
- Font color
- Font formats

Format the text used in an image, including font type and color, line spacing, and scale.

### Paragraph Palette

- Align paragraph
- Indentation
- Hyphenate breaks
- Paragraph spacing

Format paragraphs properties, such as indentation, alignment, and paragraph spacing.
**Toolbox**

- **Path Component Selection (A):** Select vectors, subpaths, or shapes
- **Pen (P):** Click to add points to a path
- **Freeform Pen:** Draw a freeform path
- **Add Anchor Point:** Click on a path to insert anchor point
- **Delete Anchor Point:** Click on anchor point to delete from path
- **Convert Point:** Smooth a corner point, or sharpen a curve point
- **Notes (N):** Insert an invisible text note
- **Audio Annotation:** Insert an audio comment
- **Hand (H):** Click and drag to move around in the page
- **Zoom:** View the document close-up or far away
- **Edit in Standard Mode (Q):** Display the image in Standard View (default)
- **Edit in Quick Mask Mode (Q):** Edit selection boundaries with painting or selecting tools. Deselected areas are tinted. Paint areas that you want to subtract from the selection with black. Paint areas that you want to add to the selection white.
- **Standard Screen Mode:** Displays the screen in a standard program window.
- **Full Screen Mode with Menu Bar:** Fills the screen with the Photoshop program window, including the program menu bar at the top.
- **Full Screen Mode:** Fills the screen with the Photoshop program window, without the menu bar.
- **Jump to ImageReady:** Opens the current file in the ImageReady application to prepare it for Web use.

**Palettes**

**Navigator Palette**

- Zoom and move around in an image with precision without scrolling or resizing the image window. Drag the Zoom Slider to zoom in or out, and click inside the red square to move around the image.

**Info Palette**

- View specific information for the selected object: size, location, and colors used in the object. Enter exact location coordinates on the canvas or enter exact height and width of the object in pixels.

**Color Palette**

- Create a new color, choose a different color model in the image, or modify a color.

**Swatches Palette**

- Create a new swatch to create your own color scheme, modify an existing swatch, or choose another color from the default color swatch.

**Paths Palette**

- Each path in the image appears in this palette. Select a path to edit or view it in the image window.

**Styles Palette**

- Fill a selected object with a predefined style, or apply styles using drawing tools.

**History Palette**

- Undo or redo previous actions, or create a new image from a previous state or snapshot.

**Actions Palette**

- Play a predefined action, create your own action, or edit or delete an action.

**Layers Palette**

- Add, delete, or edit layers, or insert objects in layers. Use layers to stack objects on top of one another in an organized fashion.

**Channels Palette**

- View individual color channels for the color model used in the image. The thumbnails appear in grayscale, but the image changes to display the selected channel(s).

For help, contact the Help Desk:

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