



 Digital Scrapper Premier 2023, Volume 5

Lesson 1, Variation 3, Offset Foursquare

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by Jen White

Alter the Foursquare guide template to create an offset design with pretty papers in precise alignment.

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NOTE: Please complete the lessons in the order they are provided.

For this lesson you will need:

- (Photoshop Elements only) the Foursquare-Template from the Class-Files.
- 3 lightly patterned papers.



Quick Steps for Lesson 1, Variation 3, Offset Foursquare

Step-by-step instructions are below.

- **Photoshop Elements:** Open the Foursquare-Template from the Class-Files folder, create a duplicate, and close the original.
- **Adobe Photoshop:** Create a new 12x12 inch document and apply the Foursquare guide layout preset.
- Move the horizontal and vertical center guides to be offset.
- Add a lightly patterned background paper.
- Create a clipping mask in the top-left quadrant.
- Create a clipping mask in the bottom-right quadrant.
- Clip papers to the clipping masks.
- (Optional) Apply a drop shadow to the clipping masks.
- Use the center point of the guides to place photos, a title, elements, and journaling.

Step-By-Step for Lesson 1, Variation 3, Offset Foursquare

Prepare Your Workspace (Photoshop Elements Only)

- Open the Foursquare-Template (File > Open) from the Class-Files folder.
- In the Menu Bar, choose File > Duplicate.
- In the dialog box, click OK.
- Close the original document.

NOTE: You saved this template in Lesson 1.

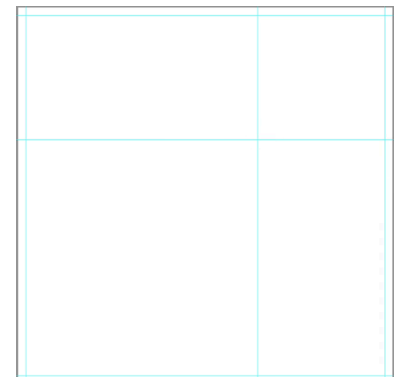
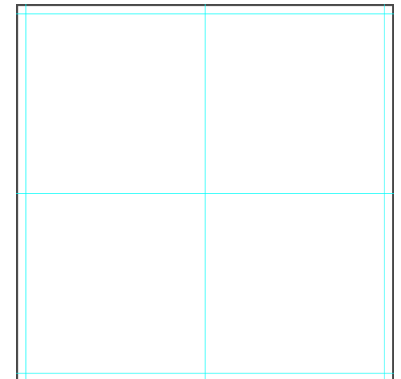
Prepare Your Workspace (Adobe Photoshop Only)

- Create a new 12x12 inch document (File > New) at 300 ppi with a white background.
- In the Menu Bar, choose View > Guides > New Guide Layout.
- In the dialog box, open the Preset dropdown menu and choose Foursquare.
- Click OK.

NOTE: You saved this preset in Lesson 1.

Adjust the Guides to be Offset

- Get the Move tool.
- In the Tool Options, uncheck both Auto Select Layer (PS: Auto-Select) and Show Bounding Box (PS: Show Transform Controls).
- On the document, click and drag the vertical guide to be slightly offset.
- Click and drag the horizontal guide to be slightly offset.



Add a Background Paper

- Open a background paper (File > Open) that follows the paper guidelines for this tutorial.
- Holding down the Shift key, click and drag the paper onto the document.

NOTE: Holding down the Shift key assures that the paper will land in the center of the document.

What Is a Good Background Paper for This Tutorial?

- Plain papers with a light pattern or texture.
- Avoid papers with bold or busy patterns.
- Avoid papers with borders.



Create Two Photo Clipping Masks

- Get the Rectangular Marquee tool.
- In the Tool Options, click on the New Selection icon. Set the Feather to 0 and the Aspect to Normal. (PS: Set the Style to Normal.)
- On the document, click and drag from outside the top-left corner to the center of the guides. The selection should snap to the guides.
- In the Layers panel, click on the Create a New Layer icon.
- Double click on the name of the new layer, rename it PAPER CLIPPING MASK, and press Enter or Return to commit the change.
- Click on the Background Color Chip to open the Color Picker.
- In the Color Picker, choose a medium gray color.
- Click OK to close the Color Picker.
- Press Ctrl Backspace (Mac: Cmd Delete) to fill the selection with the background color.
- On the document, click and drag from outside the bottom-right corner to the center of the guides. The selection should snap to the guides.
- In the Layers panel, click on the Create a New Layer icon.
- Double click on the name of the new layer, rename it PAPER CLIPPING MASK, and press Enter or Return to commit the change.
- Press Ctrl Backspace (Mac: Cmd Delete) to fill the selection with the background color.



Clip Papers to the Masks

- Open a paper (File > Open).
- Get the Move tool.
- Holding down the Shift key, click and drag the paper onto the document.
- In the Menu Bar, choose Layer > Create Clipping Mask.
- In the Layers panel, click on the top mask layer to activate it.
- Open a different paper, add it to the document, and clip it down.

TIP: To temporarily hide the guides, press Ctrl ; (Mac: Cmd ;).



(Optional) Apply a Drop Shadow

- In the Layers panel, click on the top clipping mask layer to make it active.
- **Photoshop Elements Only:**
 - In the Menu Bar, choose Layer > Layer Style > Style Settings.
 - In the dialog box, set the Lighting Angle to 120. Click directly on the words Drop Shadow to open the settings. Set the Size to 15, the Distance to 10, and the Opacity to 50. Click OK to close the Style Settings dialog box.
- **Adobe Photoshop Only:**
 - In the Menu Bar, choose Layer > Layer Style > Drop Shadow.
 - In the dialog box, click on Reset to Default. Set the Blend Mode to Multiply, the Opacity to 50%, the Angle to 120, the Distance to 10, the Spread to 0, and the Size to 15. Click OK to close the Layer Style dialog box.
- In the Layers panel, hold down the Alt key (Mac: Opt key) and click and drag a duplicate of the layer style (FX) from the top clipping mask layer to the bottom clipping mask layer.

Tips for Finishing the Design

- Use the center point of the guides to place a photo, title, elements, and journaling.



Page & Photos: Jen White
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1, Variation 3, Offset
Foursquare
Kit: Celebrate the Chill by
Simple Pleasure Designs
Font: Bebas Neue