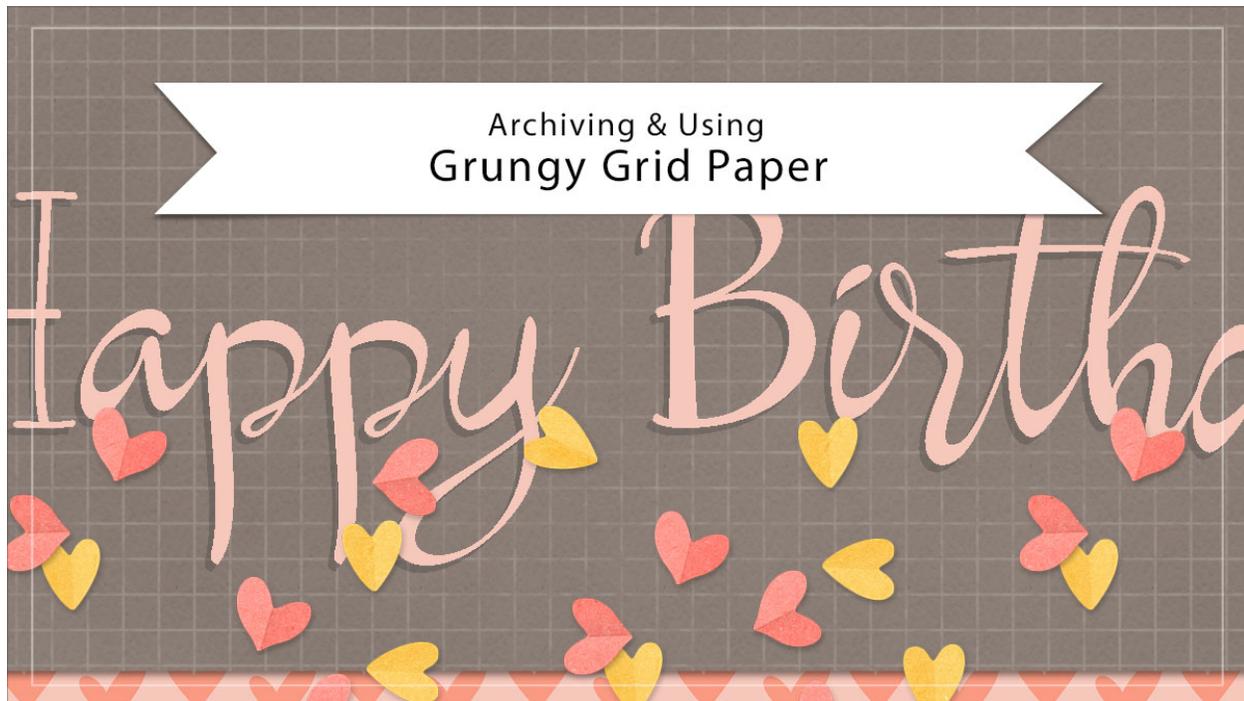


MA2-L01-Archiving-transcript



Digital Scrapbooking Mastery, No. 2 Archiving Lesson 1: Grungy Grid Paper Transcript © 2019 Jen White

You've created a classic and versatile grungy grid background paper, now let's save it as a stand alone file so that it can be used on another digital project. This video is being filmed in Photoshop Elements, but the same instructions apply for Adobe Photoshop except where noted.

Begin by opening the document that you ended with in lesson one of this class. Then, in the Layers panel Right click, that's a Ctrl click on a Mac, on the Grungy Grid Paper group and choose Duplicate group. In the dialog box, set the destination document to new and then click OK.

Next, you'll want to save this document as a layered PSD document with a unique name. I am going to name it "Grungy-Grid-Paper" and I've created a folder inside my scrapbooking folder called "byme." This is where I plan to save all the papers and elements that I've created myself so they are easily accessible anytime I go looking for them.

Once your file is saved, to use it on a different project you'll want to open the file and then also open another digital project that you're working on. I would like to add my grungy grid paper to this card that I'm creating.

Now here I have two main choices. First of all, do I need all the layers that are inside the Grungy Grid Paper group? If so, I'll get the Move tool and then I just need to click and drag that group onto my new document while holding down the Shift key. When doing that, all I

need to do is to open up that group and then I can change any of the layers. But in this case, I'm not needing all those layers. They're unnecessary and they're just going to make my document have a larger file size. So I'm going to undo that move and instead, while I have that Grungy Grid Paper document open, I'm going to press Ctrl A, Cmd A on a Mac, to select all and then press Shift Ctrl C, that's Shift Cmd C on a Mac, and that creates a merged copy of whatever is selected. Now if I go back to my card and press Ctrl V, that's Cmd V on a Mac, just the single layer will be added to my card and now I can move it around and get it just how I want it, something right about there. So that's how you can archive and use the grungy grid paper from lesson one. This is Jen White with Digital Scrapbooking Mastery.