



## Working with Alpha Sheets

Copy and paste with the Lasso Tool for a quick and easy way to work with alpha sheets.

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### How To Use an Alpha Sheet

- Open an alpha sheet (File > Open) or any other file that contains multiple elements on one layer.
- Get the Lasso tool.
- In the Tool Options, click on the New Selection icon. Set the Feather to 0.
- On the document, click and drag a selection around one letter.
- Press Ctrl C (Mac: Cmd C) to copy the selected pixels to your computer's clipboard.
- Activate a scrapbook page or other document and activate the topmost layer in the Layers panel.
- Press Ctrl V (Mac: Cmd V) to paste the selected pixels onto a new layer.
- Get the Move tool.
- In the Tool Options, Auto Select Layer (PS: Auto-Select) should be unchecked.
- On the document, click and drag to reposition the letter.
- Repeat selecting letters and adding them to your page.



## How To Resize the Letters

TIP: Before resizing the letter, add the remaining letters in your title, and then resize them all at the same time.

- In the Layers panel, click on the topmost letter to activate it.
- Holding down the Shift key, click on the bottommost letter. Now all the letters in your title should be active.
- Press Ctrl T (Mac: Cmd T) to get the Transform options.
- To resize the letters, click and drag on a corner handle of the bounding box.
- To reposition the letters, click and drag inside the bounding box.
- To nudge the letters, press the Arrow keys.
- Click the checkmark to commit the change.



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