

## QSG-PSE2020-manual



### Quick Start Guide for Photoshop Elements 2020

Program, Panels, Preferences & Tool Options  
Manual

Get in sync with your Digital Scrapper instructor right from the get go with our Quick Start Guide.

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Start From the Beginning (optional)

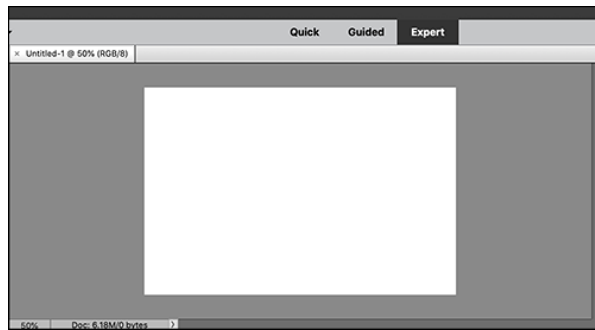
- Press Ctrl K (Mac: Cmd K) to open Preferences.
- In the General tab, click Reset Preferences on Next Launch.

NOTE: Resetting Preferences will not remove previously installed styles or actions.

- Click OK to the warning dialog.
- Click OK to close Preferences.
- Close Photoshop Elements and relaunch.

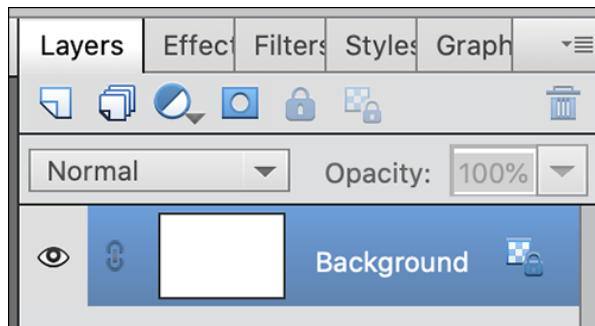
### Basic Setup

- Click on Expert Mode.
- In the Menu Bar, choose File > New > Blank File. The settings of this file are irrelevant.
- In the dialog box, click OK.
- Right click (Mac: Ctrl click) on a gray area of the viewing area to get a menu and choose Default. If you don't see any gray area, Press Ctrl - (Mac: Cmd -) to zoom out.



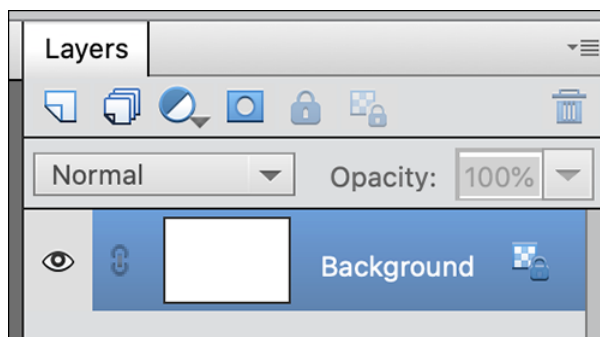
## Custom Workspace

- In the bottom corner of the program, click the arrow next to More and choose Custom Workspace.



- Right click (Mac: Ctrl click) on the Effect panel and choose Close.
- Repeat to close the Filter panel, Styles panel, and Graphics panel.

NOTE: To open new panels, in the Menu Bar, choose Window and choose a panel to open.

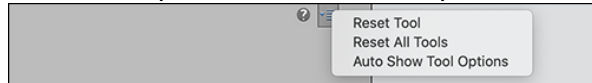


## Tool Options

- Get the Move tool.

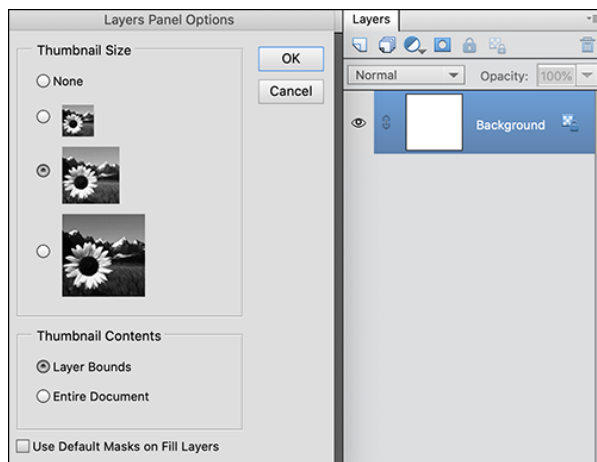
- In the Tool Options, click on the flyout menu (it's indicated with 4 horizontal bars) and uncheck Auto Show Tool Options.

NOTE: To open and close Tool Options, click on the Tool Options icon.



## Layers Panel

- In the Layers panel, click on the flyout menu and choose Panel Options.
- In the dialog box, set the Thumbnail Size to Medium, the Thumbnail Contents to Layer Bounds, and uncheck Use Default Masks on Fill Layers. Click OK.



## Preferences

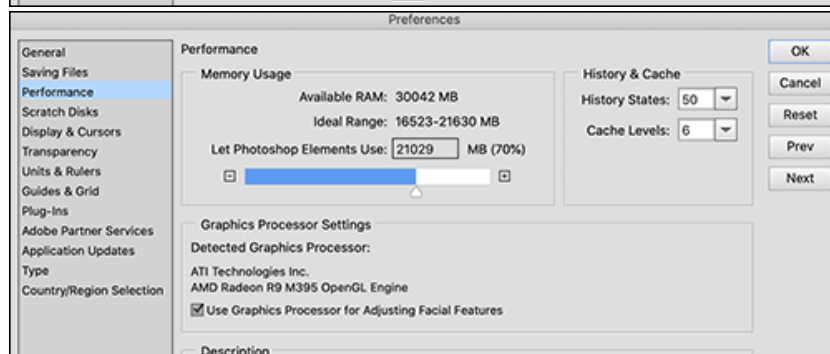
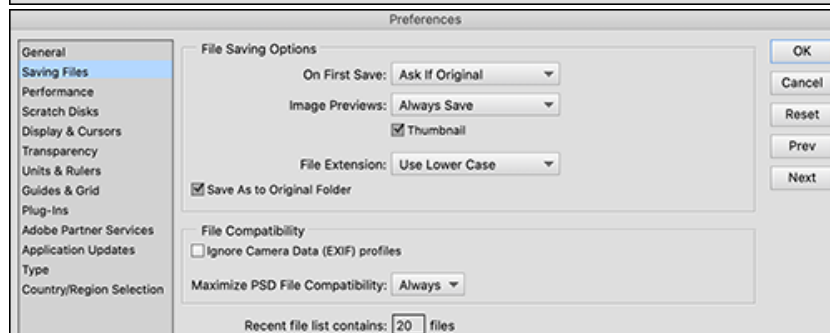
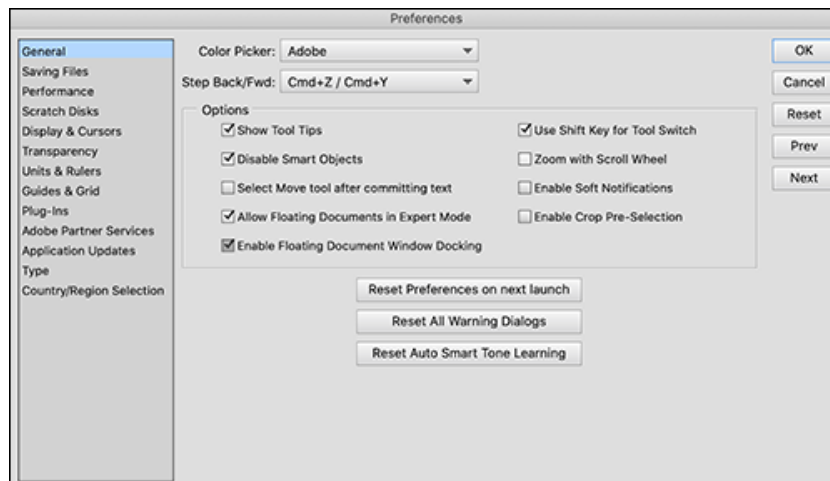
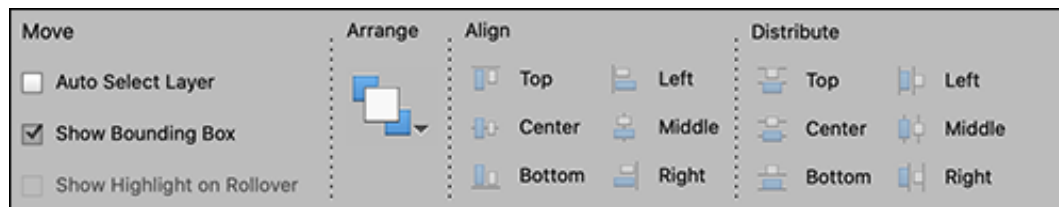
- Press Ctrl K (Mac: Cmd K) to open Preferences.
- In General, leave all the settings as shown (they are default settings) except:
  - Check Disable Smart Objects.
  - Uncheck Select Move Tool After Committing Text.

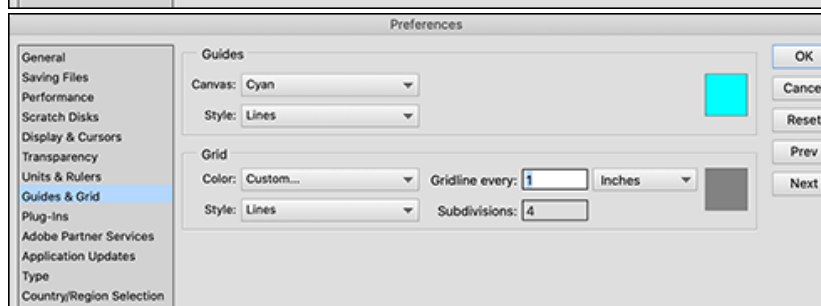
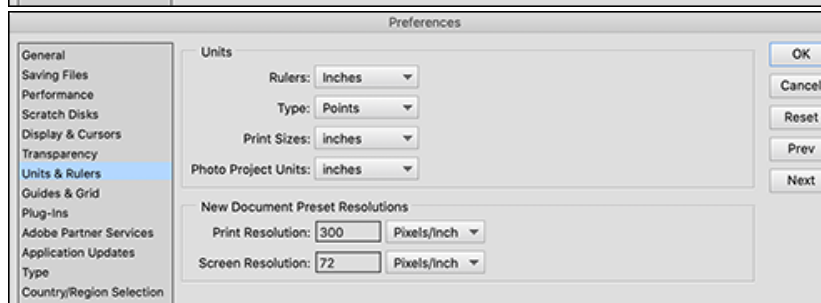
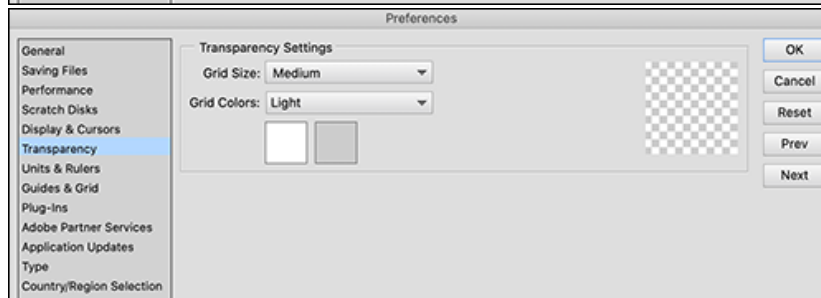
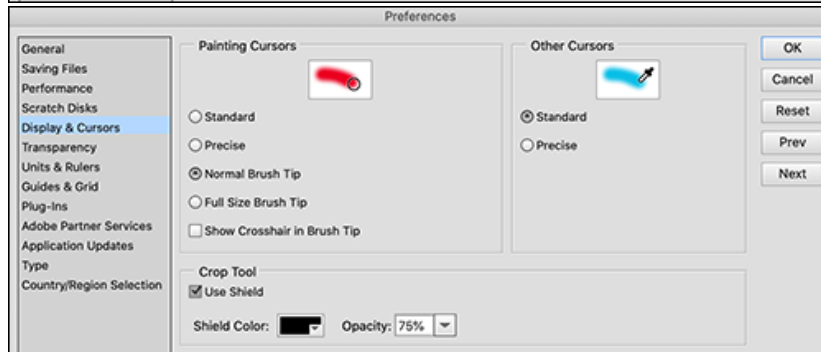
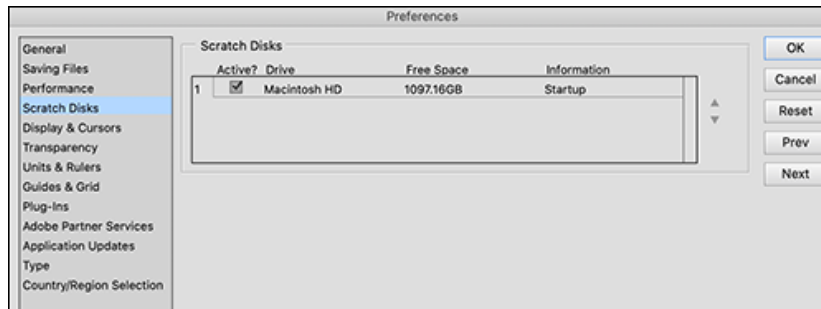
NOTE: As of January 2021, Select Move Tool remains checked in PSE Videos

- Check Allow Floating Documents in Expert Mode.
  - Check Use Shift Key for Tool Switch.
- Click OK to commit the changes.

## Move Tool Tool Options

- Get the Move tool.
- In the Tool Options, uncheck Auto Select Layer and check Show Bounding Box.





Preferences

General  
Saving Files  
Performance  
Scratch Disks  
Display & Cursors  
Transparency  
Units & Rulers  
Guides & Grid  
Plug-Ins  
Adobe Partner Services  
Application Updates  
Type  
Country/Region Selection

☐ Additional Plug-Ins Folder

<None> Choose...

OK  
Cancel  
Reset  
Prev  
Next

Preferences

General  
Saving Files  
Performance  
Scratch Disks  
Display & Cursors  
Transparency  
Units & Rulers  
Guides & Grid  
Plug-Ins  
Adobe Partner Services  
Application Updates  
Type  
Country/Region Selection

Check For Services

☒ Automatically check for services

Refresh Manually check for new services

Settings

Reset Accounts Reset stored account information for all services

Clear Online Services Data Clear stored online service data

OK  
Cancel  
Reset  
Prev  
Next

Preferences

General  
Saving Files  
Performance  
Scratch Disks  
Display & Cursors  
Transparency  
Units & Rulers  
Guides & Grid  
Plug-Ins  
Adobe Partner Services  
Application Updates  
Type  
Country/Region Selection

Update Preferences

☐ Automatically download and install updates

☒ Notify me when an update is available

OK  
Cancel  
Reset  
Prev  
Next

Preferences

General  
Saving Files  
Performance  
Scratch Disks  
Display & Cursors  
Transparency  
Units & Rulers  
Guides & Grid  
Plug-Ins  
Adobe Partner Services  
Application Updates  
Type  
Country/Region Selection

Type Options

☒ Use Smart Quotes

☐ Show Asian Text Options

☒ Enable Missing Glyph Protection

☒ Show Font Names in English

☒ Font Preview Size: Medium

OK  
Cancel  
Reset  
Prev  
Next

Preferences

General  
Saving Files  
Performance  
Scratch Disks  
Display & Cursors  
Transparency  
Units & Rulers  
Guides & Grid  
Plug-Ins  
Adobe Partner Services  
Application Updates  
Type  
Country/Region Selection

Country/Region Selection

Please select your Country/Region: United States

OK  
Cancel  
Reset  
Prev  
Next