Quick Start Guide - Photoshop Elements 2024

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Get a quick start with Photoshop Elements 2024 and get in sync with your instructor in six easy steps.

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Quick Reference (Follow the Step-by-Step Instructions below.)

- Step One: Set the Workspace Background to the Default color.
- Step Two: Set up a custom workspace. Close all panels except the Layers panel.
- Step Three: Widen the Layers panel. In the Panel Options of the Layers panel, choose Medium, Layer Bounds, and uncheck Use Default Masks on Fill Layers.
- Step Four: In the Tool Options of the Move tool, uncheck Auto Select Layer.
- Step Five: In the Tool Options, uncheck Auto Show Tool Options.
- Step Six: In Preferences, check Disable Smart Objects, uncheck Select Move Tool After Committing Text, check Allow Floating Documents in Advanced Mode, and check Use Shift Key for Tool Switch.

Step-by-Step Instructions

Go to the Application

- Open Photoshop Elements 2024.
- From the Home Screen, click on the Photo Editor icon to open the application.

NOTE: You'll find instructions for bypassing the Home Screen in our FREE Fundamentals class.

How To Reset Preferences (Recommended, but Optional)

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

- Press Ctrl K (Mac: Cmd K) to open Preferences.
- In the General tab, click on Reset Preferences On Next Launch.
- Click OK to the close the warning dialog.
- Click OK to close Preferences.
- Close Photoshop Elements 2024 (Ctrl/Cmd Q).
- Open Photoshop Elements 2024.
- From the Home Screen, click on the Photo Editor icon to open the application.

Quick Start Step One: Set Up the Background

- Click on the Advanced Mode tab.
- In the Menu Bar, choose File > New > Blank File.
- In the dialog box, click OK. The size of the file is irrelevant.
- Right click (Mac: Ctrl click) on the gray area around the document to get a menu and choose Default. If you don't see any gray area, press Ctrl - (Mac: Cmd -) to zoom out.

Step Two: Setup a Custom Workspace

- In the bottom-right corner of the program, click the arrow next to More and choose Custom Workspace.
- Right click (Mac: Ctrl click) on the tab of the Effects panel and choose Close.
- Repeat to close the Filters panel, Styles panel, and Graphics panel.

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

Step Three: Adjust the Look and Behavior of the Layers Panel

- Hover your cursor over the left edge of the Layers panel until you see a horizontal, double-headed arrow. Click and drag to the left to make the panel as wide as it will go.
- 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.

Step Four: Adjust the Behavior of the Move Tool

Get the Move tool.

In the Tool Options, uncheck Auto Select Layer.

Step Five: Adjust the Behavior of the Tool Options

- Get the Move tool.
- In the Tool Options, click on the flyout menu and uncheck Auto Show Tool Options.

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

Step Six: Adjust Preferences

- Press Ctrl K (Mac: Cmd K) to open Preferences.
- In General, check Disable Smart Objects, uncheck Select Move Tool After Committing Text, check Allow Floating Documents in Advanced Mode, and check Use Shift Key for Tool Switch.
- Click OK to close Preferences.

NOTE: Your instructor will have Show Tooltips disabled to reduce distraction, but I recommend keeping it turned on while you are learning the program.

- Close the working document (File > Close) without saving.