

PHOTOSHOP ACTIONS

A TIME SAVING TOOL

WHAT ARE PHOTOSHOP ACTIONS?

1. A tool built into Photoshop.
2. Action files are identified with the extension .atn.
3. A **Photoshop action** replays a set of instructions in seconds.
4. Saves time when performing the same steps over and over.
5. Used to perform a task.
6. Used to apply a creative photo effect.

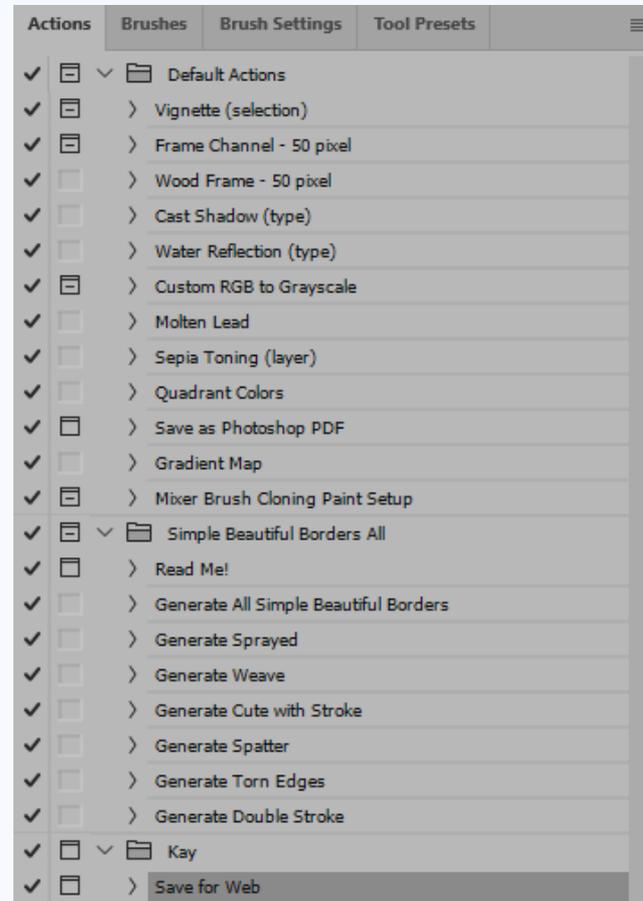
WHERE ARE PHOTOSHOP ACTIONS LOCATED?

Where do I find the Actions panel?

- Select Window, Actions.

PHOTOSHOP PRESET ACTIONS

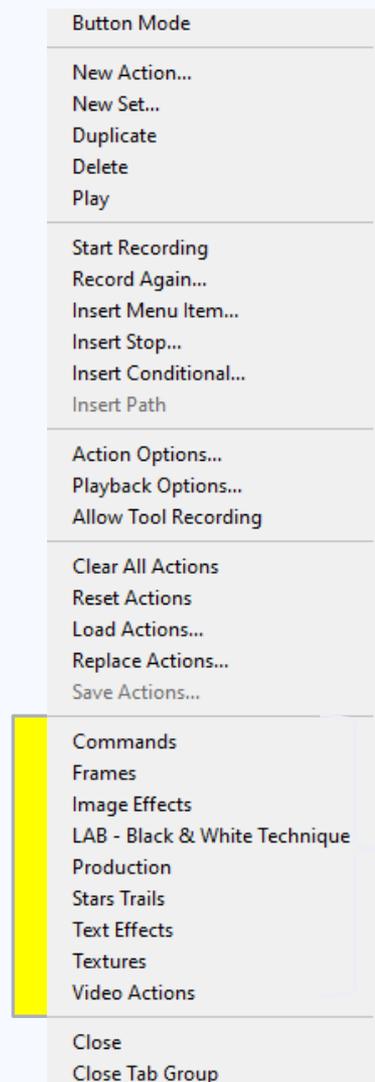
Several preset actions are built into Photoshop.



FREE AND FOR A FEE PHOTOSHOP ACTIONS

By Googling for Photoshop Actions, other actions can be found.

PHOTOSHOP ACTIONS MENU



Additional
actions
available.

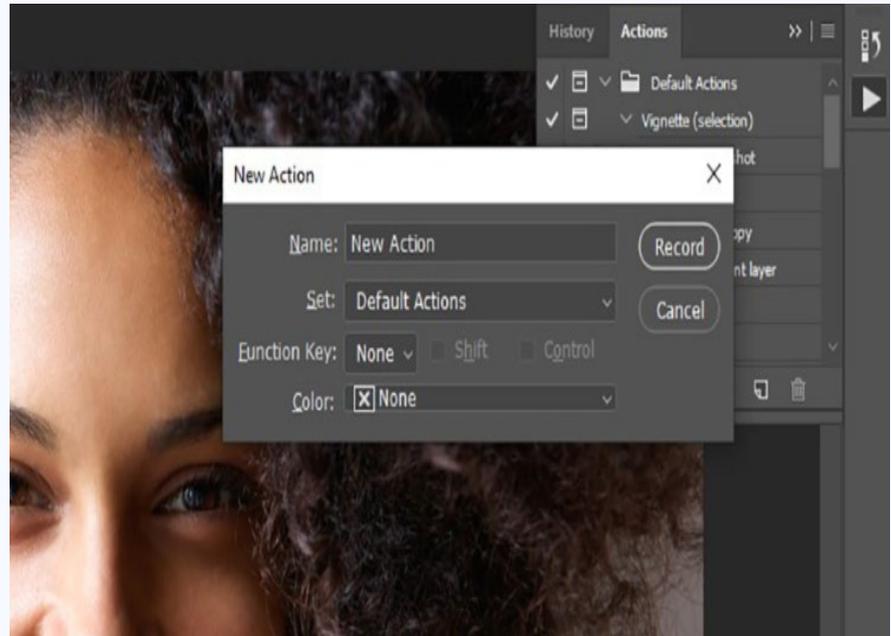
HOW TO CREATE A PHOTOSHOP ACTION (STEP 1)

Recording a photo action in Photoshop is pretty simple. Open up the **Actions** panel and click the **New Action** button seen in the image below. (Tip: If you can't see the **Actions** panel, click **Window**, then click **Actions**. This will add the **Actions** button to the panel dock.)



HOW TO CREATE A PHOTOSHOP ACTION (STEP 2)

This should pop open a new window containing various options for the photo action. Here you can name the action and place it in a set. You can also assign a keyboard shortcut that will activate the action immediately in Photoshop. This is quite handy for those actions you find yourself using on a daily basis.



HOW TO CREATE A PHOTOSHOP ACTION (STEP 3)

Once you click **Record**, all that's left is to carry out the steps you'd like to be recorded in the photo action. Keep in mind that selection sizes, saving, and other very specific steps will be replicated exactly in the action. Try to keep your steps generic enough that they'll work on the full range of images you'll need the action to apply to.

