

## Pre Training Assessment

### Adobe® Photoshop®

At Ardito, our commitment is to help you increase your computer skills through interesting and effective training sessions. Please help us ensure your training needs are met by completing the information on this sheet and returning it to your manager, or directly to us at the contact below.

<b>Name</b>		<b>Date</b>	
<b>Company</b>		<b>Phone</b>	

Please indicate which of the following skills and/or features of Adobe® Photoshop® you feel confident about by ticking the relevant boxes.

#### Photoshop Introduction

Understand basic graphic design terms (*e.g. raster and vector images, resolution, colour modes, etc.*)  
 Manage and/or configure the Photoshop workspace  
 Set the document type and size  
 Bring and organise images into Photoshop  
 Make and modify selections on any part of an image  
 Take out parts of an image from one document window to another  
 Create a seamless photo montage/collage  
 Manipulate images (*e.g. resize, distort, flip*)  
 Draw and apply colours to shapes  
 Manage and convert colour profiles (*e.g. RGB to CMYK to Greyscale*)  
 Work with layers (*e.g. create new, duplicate, delete, move, rename, group*)  
 Apply basic effects (*e.g. blur, glow, dropshadow*)  
 Export/Save to various file formats (*e.g. PSD, JPG, TIFF, or PDF*) for print and web

#### Photoshop Intermediate

Create and modify paths using the Pen tool  
 Convert paths into custom strokes and selections  
 Enhance and manipulate photographs using the retouching tools to create a new image (*e.g. mythical character*)  
 Use either the adjustment layer or the image adjustment commands to correct and fine tune images  
 Store custom colours in swatches  
 Apply and modify gradient colours  
 Create custom brushes and patterns  
 Use masks and channels to create stunning effects and transitions  
 Configure Photoshop Filters  
 Create Layer Compositions to display several versions of the document  
 Use the Actions palette to automate tasks  
 Use the Batch Process command to apply multiple changes on several images at once  
 Render basic animation for the web  
 Create a 3D-like image using the Vanishing Point filter

**Submit your completed form:**

Email as an attachment to [admin@ardito.co.nz](mailto:admin@ardito.co.nz)

Or

Fax document on **07 857 0771**

Attention – Administration