ART 245 Documentary Photography-- Bridge Basics

Before I begin with Bridge, there are three programs we will be using regularly to import, organize and edit photos. They are all part of the **Adobe CS6 suite** of programs.
We are using:
Bridge
Camera Raw
Photoshop

Bridge and Photoshop should show up as **icons in the dock** of your computer. Camera Raw is in Bridge.
 If the program icons are not in your dock, go to the **Applications folder** in the hard drive. Open Bridge until you see the program icon. Double Click on the icon and bridge will open.

Here are your steps:
1. **Create a folder** on the desktop with your first initial and last name. (File>new folder>name b_yontz)
2. **Upload your pictures** into the folder. Do not work off your memory card.
3. If it were me I would create another folder inside your main folder with the title of this project. I'd label them like this: yontz_200 feet. Or something like that. Believe me, organization is essential.
4. Launch Bridge
5. On the left side of the screen notice there are drives and folders. Search for the folder with your images and double click.
6. I like to view my images in **Filmstrip.** With this viewing option you can see thumbnail versions of the pictures, across the bottom. When you click on the small one, it shows up larger in the Preview area so you can look more carefully to decide if it's a picture you'd like to consider more.
7. If you need to rotate an thumbnail, click on one of the curved arrow icons in the top right corner.
8. When you find a picture you like go up to the menu at the top and pull down **Label.** Here you can **Label the picture with stars.** This way you can tell which ones you like best.
9. Once you have reviewed your photos and labeled them you're ready to create a contact sheet.
10. Drag and drop the image you want to use into the viewing area until you have all you want on the contact sheet
11. Go up to and click on the word **Output** across the top.
12. Set **TEMPLATE to 4*5 Contact** Sheet
13. Go through your images in the film strip and **Holding down the COMMAND key,** CLICK all ones with stars. As you click the images will show up in the Preview area.
14. Once you have all the images you want on your contact sheet, **click SAVE** at the bottom right of the contact sheet panel. Be sure to check the View PDF after SAVE box.
15. Then name the file (ie. Yontz_200ft) and make sure to save them on the desktop or in your personal folder.
16. Your contact sheet should open automatically.

Now you are ready to print it out.
File>Print
Make sure your printer is set to HP color