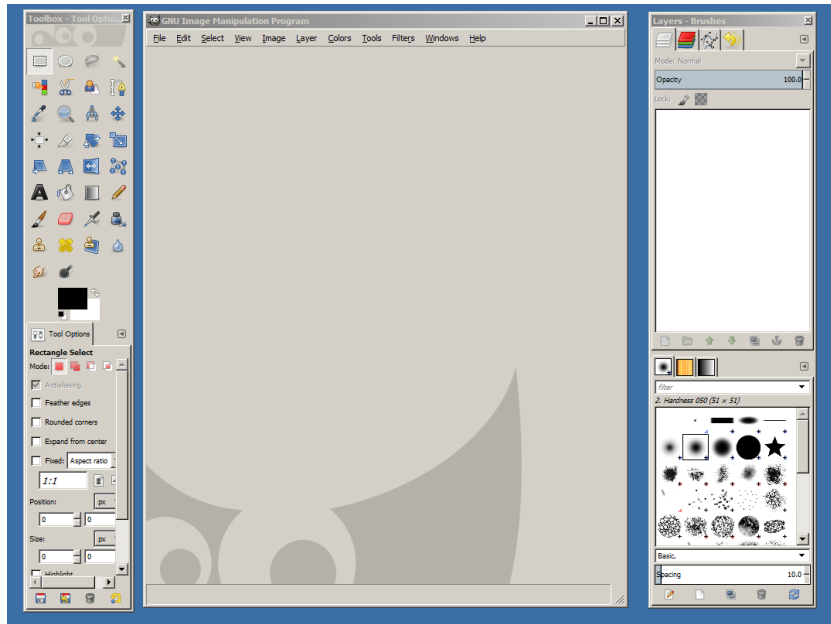




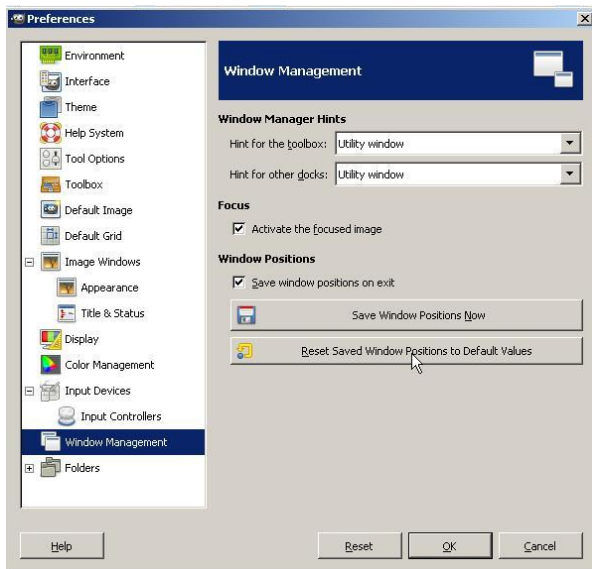
THE GIMP® WORKSPACE

The latest version of GIMP® is 2.8. I will show you the features of the latest workspace. Many of the tutorials are written for GIMP® 2.6, but there are very few differences. The major difference is simply the way in which you save a file as a .jpg, .png, or .gif. In the older version, you used File | Save and selected the image format. In the newer version, you use File | Save to save the file in its native format .xcf but you use File | Export to save as a Web-friendly image file.

By default, when you first start the GIMP® program, the GIMP® workspace displays with the Document Window in the center, the Toolbox on the left, and the Layers palette and Brushes dialog on the right. Each time you modify the layout of the GIMP workspace and close the program, the next time it is opened, it will be arranged the same way as when you last closed it.



Note: If your screen does not display with the Toolbox, Workspace (Document Window), Layers Palette, and Brushes dialog box, select **Edit | Preferences** and click the **Windows Management** icon and then the **Reset Saved Window Positions to Default Values** and click **OK**.



Note: The next time you start GIMP®, the workspace will display with the default settings.

CREATING A NEW PROJECT

Step 1: From the Menu Bar, choose **File | New**.

Step 2: At the **Create a New Image** dialog box, select an image width and height.

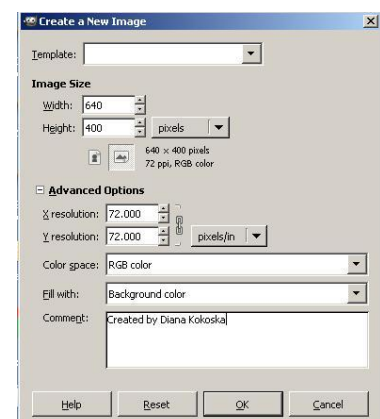
Step 3: Click the Template: down arrow to select a pre-defined canvas size or change the Width: and Height: in the Image Size section.

Notice that the image size is 640 x 400 **pixels**. Pixels is the default measurement for Web graphics so you should not need to change this. Other choices include: inches, millimeters, points, picas and more.

Step 4: Click the + sign to the left of **Advanced Options** to expand the option. Usually the only option one changes is the **Fill with:** that specifies the background color of the image canvas.

Step 5: From the **Fill with:** dropdown options, select White.

A white background is probably the easiest with which to work. Other choices include: Foreground color, Background color, and

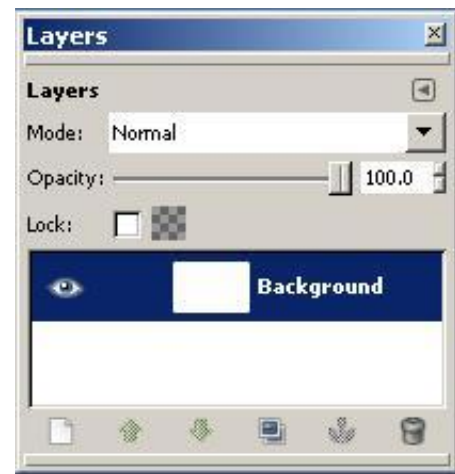


Transparency.

You may add a comment in the Comment: section to provide additional details about the image.

Click the OK button.

A layer named **Background** displays in the Layers palette to the right of the workspace.

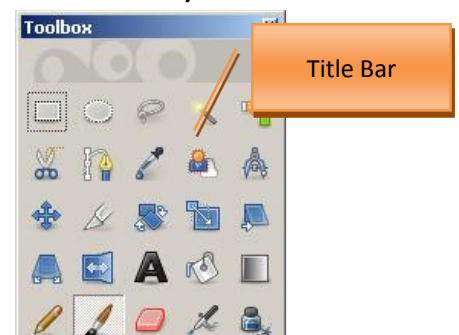


The title bar of the Document Window displays with information about your new image:



ABOUT THE TOOLBOX

You can move the Toolbox anywhere in the workspace by clicking on the gray *Toolbox Title Bar* (blue when selected) and dragging and dropping it at the desired location. It can also be sized by dragging the Toolbox borders.



The *Toolbox* contains a wide range of tools with which you can perform basic tasks. The tools in the Toolbox are arranged in categories: Selection tools, Paint tools, Transform tools, Color tools, and Other tools. The Toolbox is divided into two sections: the top section contains the tool icons and the bottom section contains the options for the selected tool.

Selecting a Tool from the Toolbox

Step 1: Point to the first tool in the Toolbox .

A tool tip displays with the name of the tool and its default keyboard shortcut. 

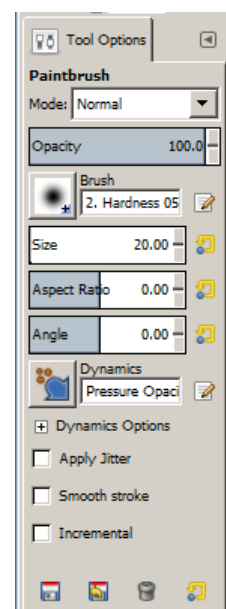
Step 2: Click the icon or type its keyboard shortcut to select the tool. (Shortcut keys are used in combination with the Ctrl key)


The selected tool displays with a gray dotted square .

When you select a tool in the Toolbox, options associated with that tool display in the Tool Options dialog below the Toolbox.

When you launch GIMP®, the *Paintbrush* tool is selected and its options display in the Tool Options dialog.

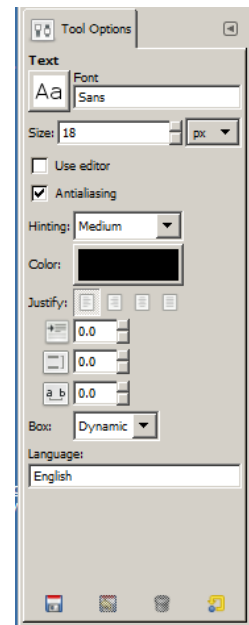
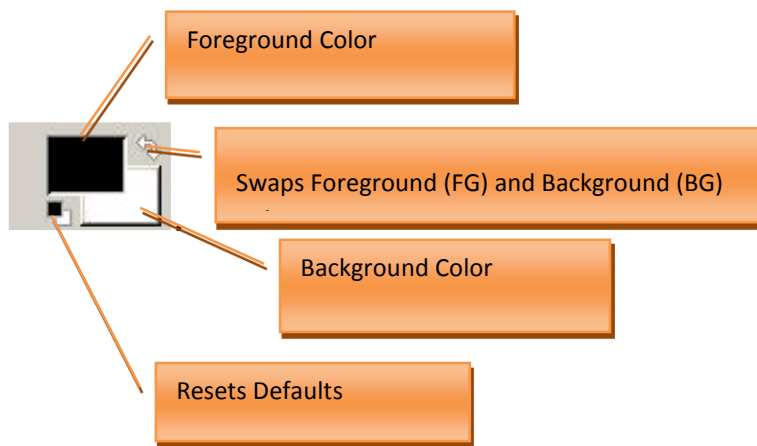
Different options display in the Tool Options dialog depending on which tool you select in the Toolbox.



Step 1: Click the Text Tool  in the Toolbox or type a 'T' to activate its keyboard shortcut.

The Tool Options display for the Text tool.

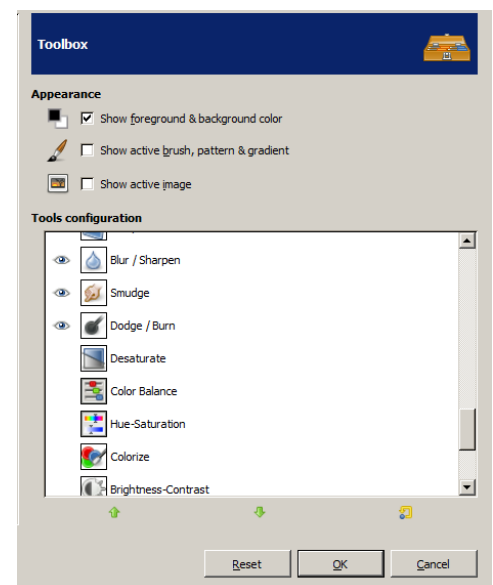
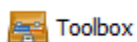
At the bottom of the Toolbox Options is a foreground (FG) and background (BG) color icon:




Adding Tools to the Toolbox

By default, not all available tools display in the GIMP® Toolbox when you open the application. However, you can add or remove tools from the Toolbox at any time.

Step 1: Go to Edit | Preferences |




A Tools dock displays with all available GIMP® tools.

The tools that currently display in the Toolbox are preceded by an *eyeball*  icon.


Click the *eyeball* icon   Blur / Sharpen to remove the icon and its associated tool from the Toolbox.


Step 2: Hover over the tool option and click the square that displays to the left of the tool you want to add to the Toolbox

 Desaturate . The selected tool displays in the Toolbox.

Step 3: Click the OK button on the Toolbox window to close it.

When you select a tool in the Toolbox, the mouse pointer changes to correspond to the selected tool.

Step 1: Click on the Fuzzy Select Tool  and move the mouse pointer onto the canvas. It appears as a fuzzy tool icon and an up-pointing white arrow.

Step 2: Click on the Text Tool . When you move the cursor onto the canvas, it appears as an I-Beam.

WORKING WITH DOCKS AND DIALOGS

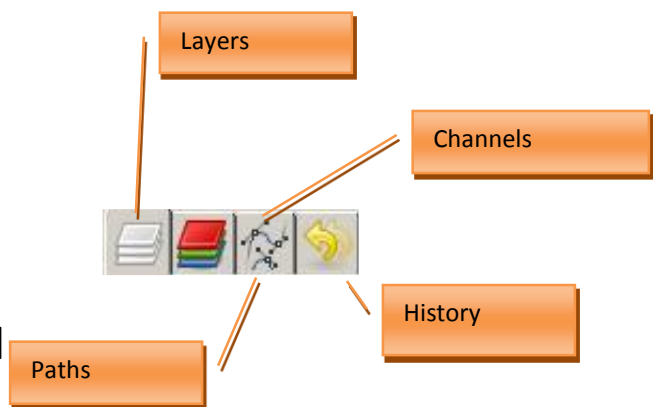
Before you begin working with images, you will want to arrange your workspace so your most frequently used tools, dialogs, and windows always display. When you close your workspace, your current workspace configurations are saved and will display the next time you launch GIMP®.

GIMP® has a container called a **dock** (similar to a palette in other graphic editing programs) that may contain several dialogs or windows.

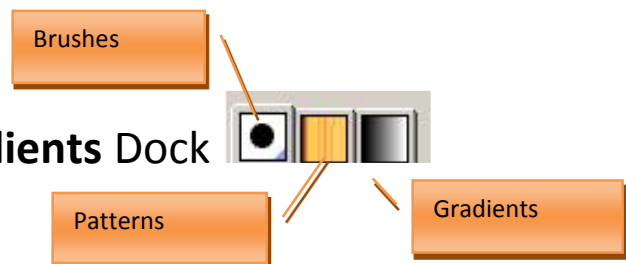
You can add any dialog as a new tab to an existing dock

GIMP® has four default docks:

The **Layers, Channels, Paths** and **History** (sometimes referred to as the undo) Dock



The **Brushes, Patterns, and Gradients** Dock

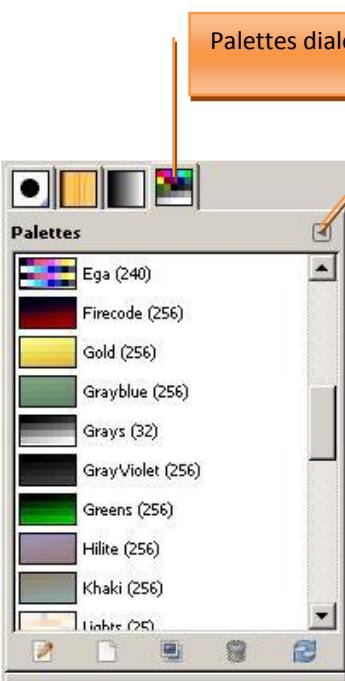



In these docks, each window has its own tab, with the Layers tab and the Brushes tab active when the GIMP® is launched.

Sometimes you may want to add another tab to an existing dock.

Add a tab to an existing dialog

The Brushes dialog has three tabs: Brushes, Patterns and



Step 1: Click the Configure this tab icon  on the Brushes dialog.

Step 2: Select the Add Tab option and select Palettes from the submenu.

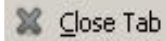
The Palettes dialog is added as a Tab and displays in the Docking Tab area as the active dialog.

Each of GIMP's dialogs can be moved and resized, which means that you can make the image canvas as large as you want.

Detach a dialog from an existing dock

Step 1: Click the Configure This Tab icon on the Palettes dialog.

Step 2: Select the Close Tab option.



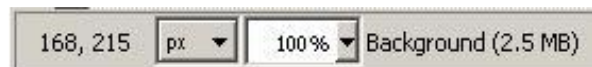
THE DOCUMENT WINDOW

When you are working on a project, the **Document Window** is where the canvas displays the current image.

You can also customize your document window to include features that help you position images. The **View** menu contains features such as the **Guides** and **Grids** that provide help with visual positioning.

By default a vertical and horizontal ruler displays measurements as pixels as this is the standard measurement for Web graphics. As you move your mouse pointer on the canvas, the ruler indicates

its position and the x-y coordinates



display in the Status bar at the bottom of the GIMP workspace.

Changing the Zoom Level

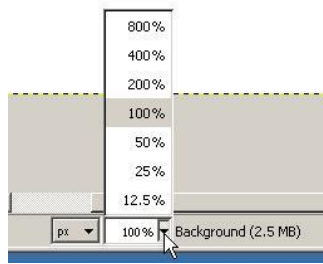
The Zoom selector at the bottom of the screen




displays at 100% if the image size selected fits in the canvas and at a smaller zoom level if the image size is larger.

Step 1: Select the Zoom level down arrow at the bottom of the

Document Window and select 200% to magnify the canvas.




Step 2: Click the small blue four-pointed arrow  at the bottom of the vertical scrollbar and drag to "pan" the display of the canvas.


CLOSING THE GIMP® WORKSPACE

Step 1: From the Menu Bar, select File | Close All.

This closes the current project.

Step 2: From the Menu bar, select File | Quit to close the GIMP® application. You can also close the GIMP® workspace by clicking the Close  option on the Document Window.

If you were working on a project and had not closed the project before exiting GIMP®, you would be asked if you wanted to save the image. If you get this message, select "no".

Note: If you use the icon Close option, be sure you click the  on the Document Window and NOT the Layers, Channels, Paths, and History palette. If you close either of these, you will need to add them to the next time you open GIMP® as the current workspace layout is saved when you exit GIMP®.

You can display the Layer's palette by using keyboard shortcut Ctrl+L and use the Configure this tab option on the Layers palette to add the Channels, Paths, and History tabs.

If the workspace has not been personalized, you can use the Windows Management option discussed earlier to reset the GIMP® workspace to its defaults.