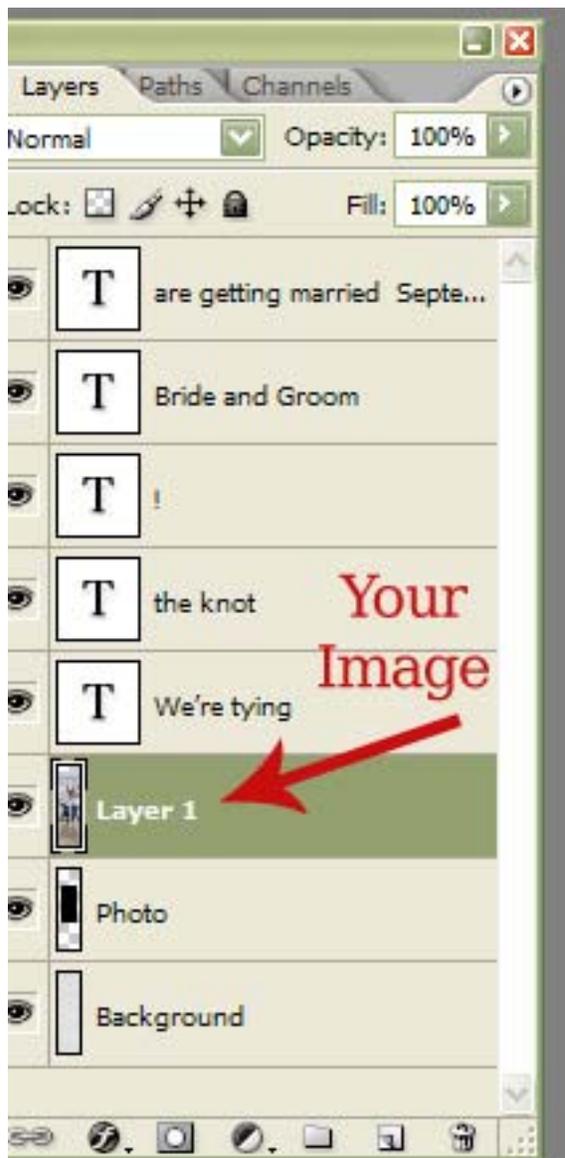


## CREATING BOOKMARKS

If you have any questions about this tutorial, please contact [kim@photosbykimhill.com](mailto:kim@photosbykimhill.com).

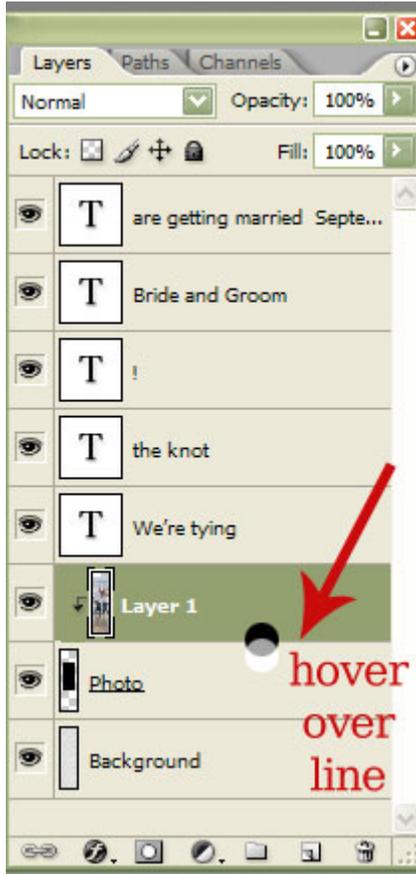
Open the bookmark you wish to use and also any photos you intend to place on the bookmark. For this tutorial, I'm using a Save The Date bookmark which has one photo on the front and one photo on the back.

Drag your image on top of the bookmark. Rearrange the layers stack so that the photo is on top of the black clipping mask layer marked "Photo".



Next, you will clip your image to the black photo clipping mask. To do this, hover your cursor on the line between the mask and your image. While pressing the ALT key you will see the cursor change to split circles. When you see the cursor change, keep holding

the ALT key and press the left mouse button. Your image will now clip to the mask.



Now you will need to adjust the size of your image to fit the opening. Go up to the options bar and click on EDIT>FREE TRANSFORM. Now you will see transform controls surrounding the image. Be sure to hold down the SHIFT key while you grab a corner and drag it inward to make the image small enough to fit on the opening.



To apply the transformation, click on the MOVE ARROW in the toolbox. Then you will be prompted to APPLY. Go ahead and click APPLY. Your image will now look like this:



Next you will select the TEXT TOOL which is the large T in the toolbox on the left of your screen. Hover the text tool over any area of text that you want to personalize. Click and drag to highlight the text in that text block. Then begin typing over it with your own words.



When you are done, save this as a new layered PSD file with your client's name. Then flatten it and save as a JPG with a quality of 12 for printing.

There is an optional backside for the bookmarks in the zip file. The template for the back is blank. You can place another photo on that side, or create your own additional text block of information, or just leave it blank.

When both front and back are done, upload it to your lab for printing. These bookmarks are pre-sized for WHCC specifications.