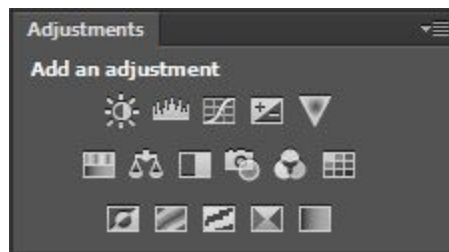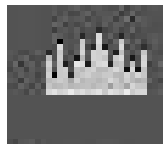# Editing Your Scanography

**Overview:** To edit your scanography images we will be applying a level adjustment. Level Adjustments allow you to define and adjust the level of lights and darks within your images and are one of the most basic changes you can make to your images that can make a big difference in the images effectiveness.

1. Begin by opening up your scanography folder and creating a new folder in it called **"Edits"** (we will be saving all edited work here.

2. Right click on one of your scanography images and click **"Open with"** and choose **"Photoshop"** (your image will open up in Photoshop)

To the right you will see a palette that looks like the one below:



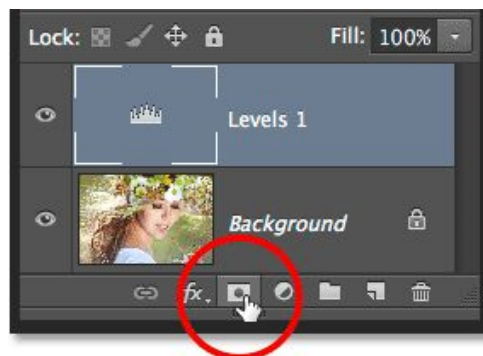3. Choose the Levels Adjustment by clicking on the icon below (located in the Adjustments Palette)
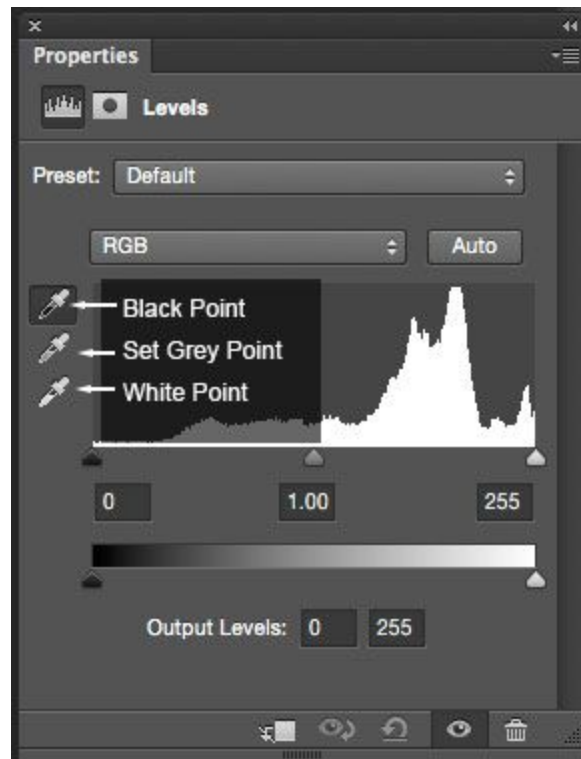


When you click on the icon the "adjustment Palette" will open giving you the ability to edit the properties of the adjustment layer you have just created.

*Note:* The adjustment is "Non-Destructive" meaning that it has not altered/ changed the original image, rather it is hovering just on top of the original. This can be seen by it being on the layer on top of the original image"

Once you have clicked on the icon the menu below will show up:



4. Click on the black eyedropper on the menu (shown below)



5. Next, click on the area of your image that is the "blackest". This will set that color as black and will adjust the other colors accordingly,

Feel free to click around to see what it does when you click other areas/ colors and see how it changes the image.

When you have found a contrast that you like follow the steps below to save your work.

**Saving:**

1. Click File > Save as

**Name:** Name the file(s) Your name scan 1 (name the other scans 2, 3, 4, etc.)
**File Format:** Choose JPEG as the file format
**Destination:** Save images to "Edits" folder you created at the beginning of this tutorial