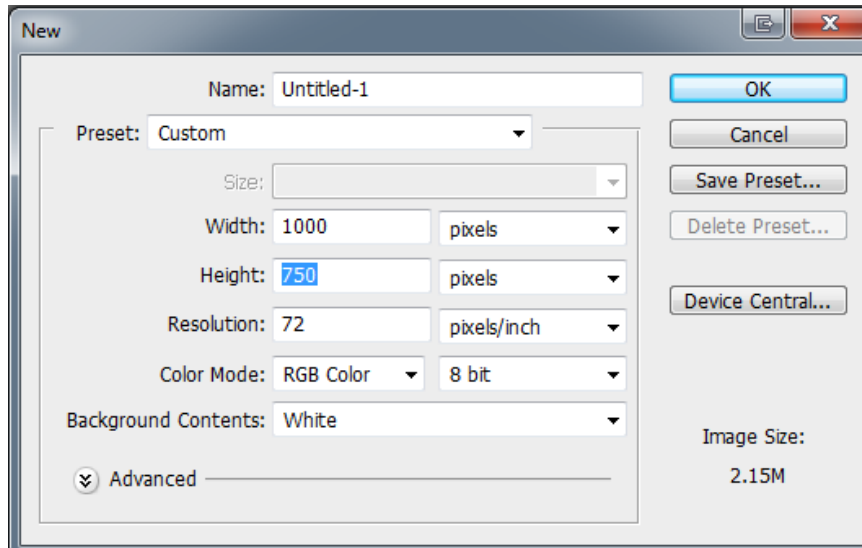## Creating a New Blank Slide in Photoshop for SoundSlides

1. Open Photoshop

2. Go to **File-New** and set the dimensions to 1000x750 pixels at 72ppi
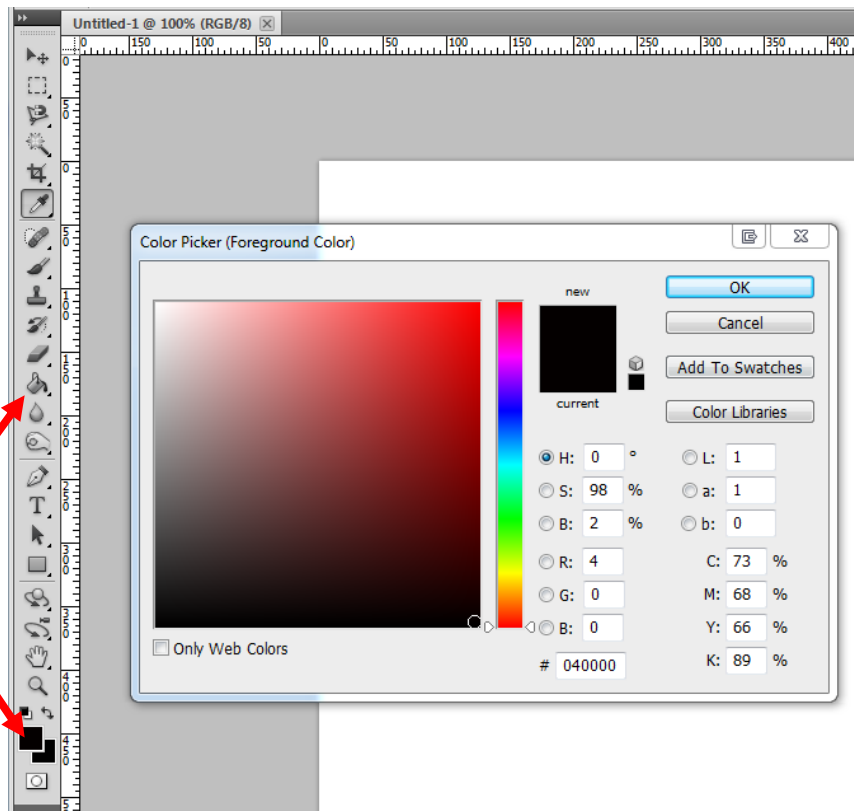
3. Hit **Ok** and you will have a new blank slide.

4. To make the slide background color black, you need to first establish that as the color choice.

To do this, you can double click on the foreground color and change it to black when the **Color Picker** pops up.

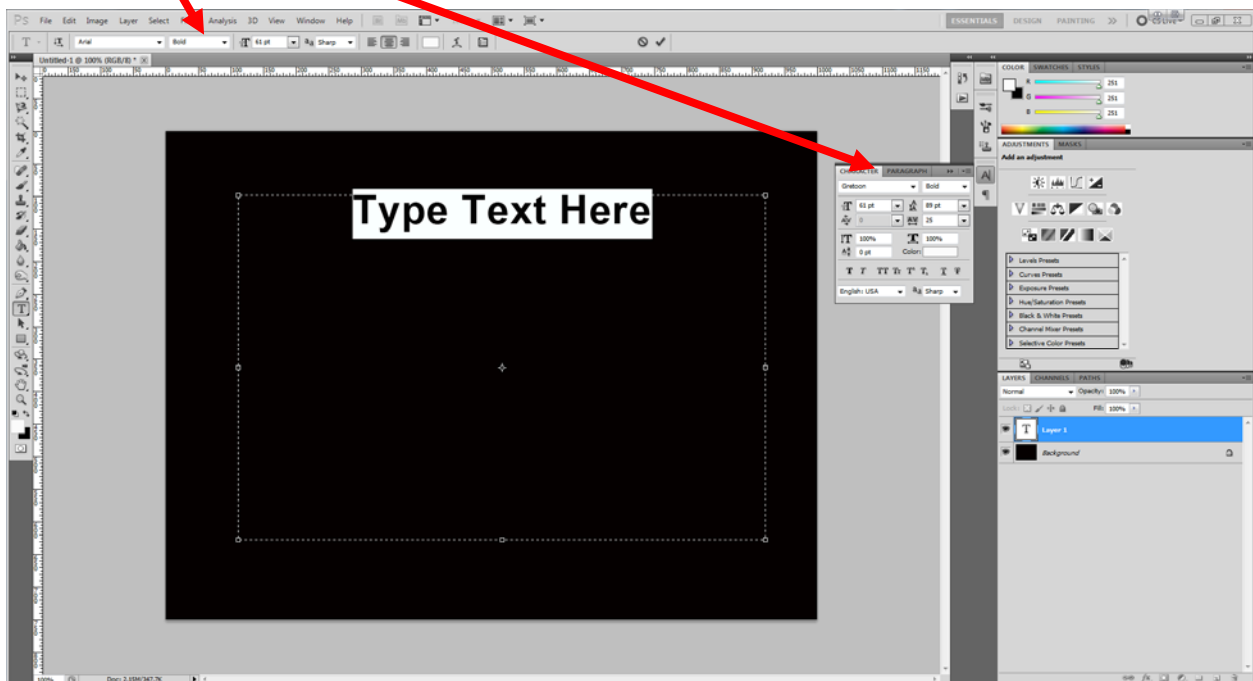5. Once the color turns to black select the **paint bucket tool.**

6. When your cursor turns to a paint bucket, click it in the white area of your slide. It will turn to black or whatever color you selected from the color picker.

7. To add text to your slide, again double click on the foreground color and change it back to white.

8. Then select the **Horizontal Text tool** [T] on the tool palette on the left. Draw an imaginary space where you want to add text to the template and begin typing. Notice this creates a new **layer** (see below on the bottom right in the layers box).
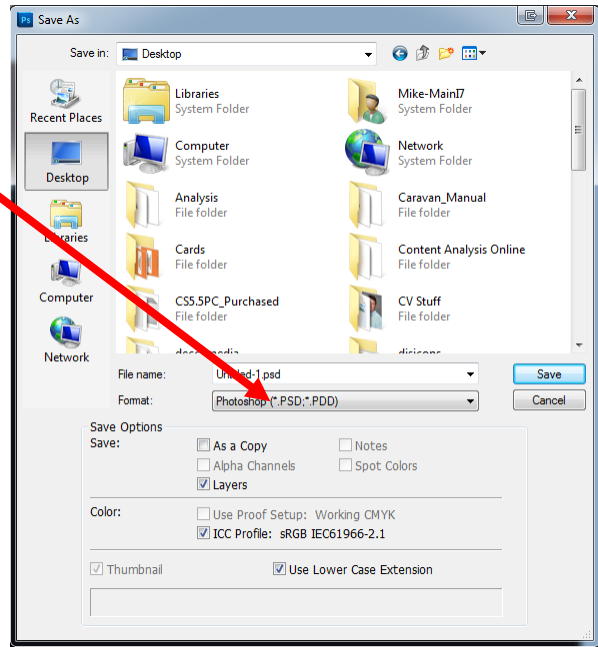
9. You can make changes to your font style and size at the top or by using the **tool palette** on the right.

10. To **save** your file to be edited later, you need to save it as a Photoshop PSD file. To do this go to File-Save and choose the Format of PSD.

Hit save and name your file.

NOTE: The PSD format retains your layers so that you can go back later and edit things. It's a good idea to always save templates that have text this way in case you need to change something. After you do this, save another copy using **Step 11 below** to make the file into an image.

11. **To save your file for the web**, you need to save it as a Jpeg image. To do this, go to File-Save for Web & Devices. Make sure you are saving it as a JPEG.

12. Hit save and name your file.