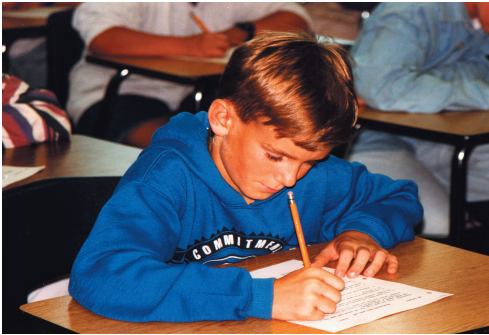




# ***Photoshop Trick: Ghosting a Photo***

from your Jostens representative, Scott Geesey



***If you have a full version of Adobe Photoshop, you can easily take a digital image and lighten it up as much as you wish...***

**1. Open your image in Photoshop.**

**2. Go to the Layers palette. If your Layers palette is not visible, go to the top of your screen and choose Window/Show Layers.**

**3. Double Click on the Background Layer. The Make Layer dialog box will appear. Enter data as...**

**Name: ghosting (or a name of your choice)**

**Opacity: 50% (or a selection of your choosing)**

**Mode: Normal**

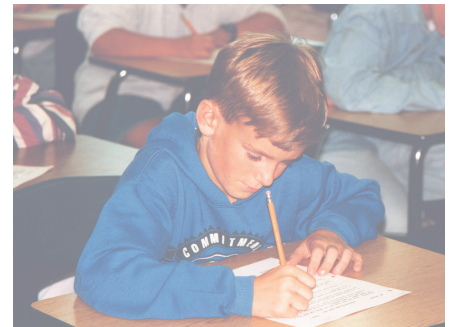
**Click OK.**

**4. You should see a light checkerboard pattern showing through the image. This is because the photo has become slightly transparent.**

**5. Go to the top of your screen and choose Layer/Flatten Image.**

**6. Choose File/Save As and select Jpeg or Tiff. Give the file a slightly different name than the original. For Jpeg, save at maximum quality. With Tiff, for Image Compression, choose None, and select IBM or Mac, depending on what computer you are using.**

**7. For PageMaker or InDesign schools, use Picture Placer to place the image on your yearbook page. For YearTech Online users, upload the new image to your website, then place it in a photo box.**



**Having trouble? Call the Jostens toll-free Tech Support Line for questions and assistance!!**

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