



Working Efficiently in Lightroom 5 (Intermediate/Advanced)

Overview

The focus of this workshop is on improving the efficiency of your Lightroom (LR) workflow. Comfortable working knowledge of the program, specifically the library and develop modules, the import dialog box, and your computer operating system is a prerequisite. Each topic will begin with a description followed by a practical demonstration

Eight Ways to Add Keywords (Tags)

Why so many ways?

- Keywording is a tedious task. By understanding the different tagging methods that are available, and using a combination of these methods that suit the content of the photos at hand and your personal workflow, it can be made much less onerous.

During import (global)

- Type keywords in 'Apply during import' panel of the import screen
- A quick way to add keywords that apply to the entire shoot (e.g.: location)

Type keyword in the keywording panel

- Check 'Auto-complete text in keyword tags field' in the preference/interface dialog box

Create and use keyword sets

- LR has several built-in sets
- Create either a temporary set based on the content of the photo shoot or create permanent preset for commonly occurring content
- The nine options offered will likely cover most tags needed for a set

Use keyword suggestions

- Lightroom provides a list of tags based on previous usage

Drag photo(s) to keyword or drag keyword from list to selected photo(s)

- Select photos first using shift or cmd/ctrl keys
- Dragging photo to list is not recommended: It's too easy to pick an adjacent keyword by mistake.

Check box on tag in keyword list

- Select photo(s) first; check box
- If you use the keyword list, arrange tags in hierarchal families to keep list from being too long (saves excessive scrolling).

Use the painter tool

- Set painter to keywords
- Type in name of desired keyword
- Click on photo thumbnails to add keyword (alt/option click removes)
- Useful if a large percentage of nonn-contiguous photos require a specific tag

Right click and choose 'add keyword'

- Will apply the last targeted keyword
- Not a particularly efficient method, but it's there if you want it.

Keywording tip: Keywords are only applied to the top image in a collapsed stack. Temporarily expand all stacks before adding keywords. (Photo menu/stacks/expand all stacks.)



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Developing Multiple Photos Simultaneously ('Sync')

Description

- LR has the ability to batch process photos; copying settings from one adjusted photo to others – a great time-saver. Although this often does not result in finished version of the copied-to photos, it can often provide a good starting point.
- Dialog box allows for copying some or all of the available develop settings
- There are 5 ways to copy develop settings from one photo to others

Copy/Paste:

- Make changes to source photo
- Click the 'Copy' button on bottom of left develop panel (Cmd/Ctrl-Shift-C)
- Choose which settings to copy from the dialog box
- Select photo to receive changes
- Use the 'Paste' button or Cmd/Ctrl-Shift-V

Previous

- Make changes to source photo
- Select photo to receive changes
- Use the 'Previous' button at the bottom of the right develop panel (Cmd/Opt-V or Ctrl/Alt-V)

Sync

- Make changes to source photo
- With that photo still active, also select the recipient photos Cmd/Ctrl or Shift click directly on the thumbnails (not the cell frame) of the recipient photos.
- Use the 'Sync' button at the bottom of the right develop panel (or sync settings button on bottom of the right library panel)
- Choose which settings to copy from the dialog box
- Click OK

AutoSync

- Select multiple photos
- Toggle the switch by the 'Sync' button to change it to 'Autosync'
- All selected photos will now receive any develop modifications made
- May be slow on older computers
- Risk of inadvertently making unwanted changes to multiple images

Match Total Exposure (only for exposure settings)

- Calculates and adjusts exposure on selected photos so that they have the same overall exposure
- Correct exposure on source photo
- In the develop module choose Settings/match total exposure

• Caveats

- White Balance: If white balance is set to 'as shot' in source photo; recipient will be set to 'as shot' not the specific numerical values of the source photo
- Local Adjustments: Be careful when copying in photos that are not exactly the same composition



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- Process Version: Be careful of updating photos that were originally sharpened with the 2003 process version. When converted to the 2010 or 2012 version the sharpening settings may be too severe. Look before you leap!
- Copying settings from a RAW to JPEG file can have unexpected results.
- Syncing white balance

Working with Presets & Templates

Description

- 3 varieties: LR built-in presets; downloaded presets from internet, custom ones you create
- There are over a dozen areas of LR where presets and templates can be used
- Presets are cross platform

Location of preset folders

- Windows XP- C:\Documents and Settings \ [your username] \ Application Data \ Adobe \ Lightroom \
- Windows Vista or 7- C: \ Users \ [your username] \ AppData \ Roaming \ Adobe \ Lightroom \
- Mac - Macintosh HD / Users / [your username] / Library / Application Support / Adobe / Lightroom /
- Each type has its own folder. *Be sure to backup these on a regular basis!*
- ‘Store presets with catalog’ option
 - Set in preferences/presets tab
 - Pros and cons:
 - Presets only work with one catalog
 - Will copy presets automatically when moving catalog to second computer
 - Possibility of losing presets
 - If you want presets available to several computers better to synchronize presets folders among machines

Develop Presets

- Description: A specific set of develop adjustments permanently saved for use on future images
- Saving custom presets
 - Make adjustments
 - Click + on develop presets panel and choose which settings to save
- Updating presets
 - Make develop changes
 - Right click on the user preset you wish to change
 - Choose ‘update preset with current setting’
 - Right clicking on a preset name offers the choice to delete it
- Organizing presets
 - Right click on any preset folder and choose ‘new folder’
 - Drag and drop specific presets into desired folder
- Using multiple presets
 - Each successive preset used on an image will only alter the specific settings it was intended to modify. Individual settings changed by previously used presets, if not altered by the current preset, will remain as they were. This means the order in which you apply multiple presets can make a difference.

Import Presets (import dialog box)

- File renaming templates



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- Built-in
- Custom
- Apply during import
 - Develop Settings
 - Metadata template
- File renaming
- Metadata

Export Presets

- LR built in presets
- Export dialog options
 - Location options
 - Add to catalog option
 - File naming
 - File settings
 - Image sizing
 - Width & Height like PS 'Fit image'; Dimensions will rotate to make largest size
 - 'Don't enlarge' will not allow upsampling
 - Output sharpening
 - Metadata
 - Watermarking
 - simple copyright watermark uses copyright metadata field
 - Post processing

Local Adjustment Presets

- Graduated filter and Adjustment brush
- Saving preset
 - Save current settings as new preset

Collections

Describe / Define

- Organizational Tool: way of grouping photos together without actually moving them on your hard drive.
- Similar to iTunes playlist
- Collections can be accessed from the left panel in any of the 5 modules; saves switching back and forth
- Collections are stored as part of the catalog

Difference from folders

- Photos can belong to more than one collection at a time.
- Collections also store sort order for slideshows, web settings and print settings.
- Collections can also be created in any of the 5 modules
- Each collection has an icon that shows which module it was created in
 - Clicking on that icon will take you to the module
- Sort collections by name or kind
 - Click on the + symbol on the Collections panel header to choose

Creating a collection

- Create an empty collection by clicking on the + symbol and choose 'create collection'



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- If you have photos selected, you can automatically add them to a newly created collection by checking the 'Include selected photos' option
- You also have the option of making this the target collection at this time (LR5) (see below)

Adding photos to a collection

- Drag and drop the image onto collection name (make sure you grab the thumbnail from the center of the thumbnail not from the cell border).
- Target Collection
 - At any time one collection can be designated as the target collection
 - Right-click on any collection name and choose set as target collection (that collection will now have a + after its name).
 - 4 ways to add photos to a target collection:
 1. Select photo thumbnail and click the 'B' key
 2. Right click on the image and choose 'add to target collection'
 3. Click on circle icon in upper right of thumbnail (no confirmation)
 4. Set 'painter' tool to paint: 'target collection' and use it to click on desired image thumbnails
- To show which collections a photo belongs to, right click on the photo in the preview screen and choose 'go to collection' or click on the collection badge in the library grid thumbnail. A list of collections to which it belongs will appear.
- To see which collections a large number of photos belong to, while in grid view, hover the cursor over any collection and a thin white frame will temporarily appear around thumbnails of photos in that collection.
- Removing photos from a collection: While the collection is highlighted (not a folder) simply choose the photos to remove and click the delete key. NOTE: This only removes the photo from the collection; NOT from the catalog or the hard drive, or any other collection it may appear in.

Collection Sets

- Nested collections, similar to folders and subfolders
- Collections can only contain photos; Collection sets can contain multiple collections but not photos themselves
- To create a set click on the + symbol on the Collections panel header and choose 'Create collection set'.
- To add to a new collection to a set, choose the set in the 'Create Collection' dialog
- To add (or remove) existing collections to a set, simply drag and drop the collection into the set as you would with folders and subfolders

Quick Collection

- A special type of collection that is located under the catalog panel
- Used to create temporary collections
- 'Quick collection' is the default target collection when no specific collection is chosen as the target
- Can be turned into a permanent collection by right-clicking and choosing 'save' option
- Can be emptied by right-clicking and choosing 'clear' option
- Add photos in the same way as for a target collection

Smart Collections

- Similar to saved searches in other applications
- You can set the criteria or use existing smart collections
- Smart collections automatically update as files meet or stop meeting the criteria
- You cannot manually add or remove photos from smart collections
- Practical Applications



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- When to use smart collections over filtering
- Use smart filters as a form of quality control
- Ideal for efficient workflow
- Click + button on the collections panel and choose 'Create smart collection...'
- Select combination of criteria
- Add additional criteria by clicking the + symbol at the end of each row

Photoshop Integration

PSD file maximum compatibility error

- Photoshop must have maximum compatibility set so LR can 'see' composite version of image
- PS Menu: Edit (PC) or Photoshop (Mac)/preferences/file handling
- PSD files must then be resaved in PS and then synchronized in LR

LR External Editor Settings

- Set in Preferences/external editing
 - If PS is installed on machine, LR will recognize it as the primary external editor
 - Settings: Recommendations TIFF, 16 bit ProPhoto RGB
 - File naming: option to set a file naming convention for PS rendered files

Opening files in PS from LR (this may seem complicated, but really isn't)

- Shortcut to open in PS from LR: Cmd/Ctrl E
- Opening RAW file
 - **Matching ACR:** LR passes raw data to PS with LR edits (this is the ideal situation)
 - 'Save' in PS creates TIFF/PSD recognized in LR catalog
 - 'Close without save' in PS makes no change in LR (different from earlier versions)
 - **Mismatched ACR:** Caused by having an older version of Camera Raw installed; provides two options
 - **Render using LR:** LR creates TIFF/PSD on disk with LR edits and sends it to PS
 - 'Save' in PS updates TIFF/PSD on disk
 - 'Close without save' leaves file unchanged on disk
 - **Open anyway:** LR passes raw data to PS
 - 'Save' in PS creates TIFF/PSD recognized in LR catalog
 - 'Close without save' in PS makes no change in LR
- Opening rendered Files (JPEG, TIFF, PSD)
 - **Edit Original:** opens original in PS; 'save' in PS updates file in LR
 - **Edit Copy:** creates duplicate file for PS
 - PS 'save' updates the duplicate in LR
 - 'Close without save' leaves unchanged duplicate in LR
 - **Edit Copy with LR adjustments:** works just like opening raw files

LR Links

Education

- **Lightroom Forums** <http://www.lightroomforums.net/forum.php>
- **Adobe TV for LR4** <http://tv.adobe.com/show/learn-lightroom-4/>
- **The Lightroom Blog** <http://lightroom-blog.com/>



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- **Adobe TV for LR5** <http://tv.adobe.com/show/learn-lightroom-5/>
- **National Association of Photoshop Professionals** <http://www.photoshopuser.com/>
- **George Jardine on Lightroom** http://mulita.com/blog/?page_id=2
- **Lynda.com Tutorials** http://www.lynda.com/Adobe-training-tutorials/105-0.html?category=lightroom_450
- **Aperture to LR** http://www.ehow.com/how_12035458_move-images-aperture-lightroom.html
- **Aperture to LR** <http://www.sevenbyfive.net/help/moving-photos-from-iphoto-to-lightroom-in-3-easy-steps/>
- **Laura Shoe Lightroom Tutorials** <http://laurashoe.com/>
- **iPhoto to Lightroom** <http://lightroomsecrets.com/2009/03/moving-your-images-from-iphoto-to-lightroom/>

iPad

- **Photosmith** <http://www.photosmithapp.com/>
- **Mosaic.com** <https://www.mosaicarchive.com/>

Presets & Plug-ins

- **Lightroom Killer Tips** <http://lightroomkillertips.com/>
- **Presets Heaven** <http://www.presetsheaven.com/>
- **Lightroom Presets** <http://lightroompresets.com/>
- **Inside Lightroom** <http://inside-lightroom.com/>
- **Photographer's Toolbox** <http://www.photographers-toolbox.com/>
- **Nik Software** <http://www.niksoftware.com/nikcollection/usa/intro.html>
- **Topaz Labs Software** <http://www.topazlabs.com/>

Lightroom Books

- **Adobe Photoshop Lightroom 5 Book** - Adobe Creative Team : The Complete Guide for Photographers
- Adobe Photoshop Lightroom 5 Classroom in a Book- Adobe Creative Team
- Adobe Lightroom 5 - The Missing FAQ - Victoria Bampton
- The Adobe Photoshop Lightroom 5 Book for Digital Photographers - Scott Kelby
- Adobe Photoshop Lightroom 5 Book, The Complete Guide for Photographers - Martin Evening



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Favorite Shortcuts

Each module has a complete list of its shortcuts in the help dropdown menu

Ctrl/Cmd Z: undo

F: full screen mode (LR5)

G: grid view

E: loupe view

C: compare view

N: survey view

B: add to target collection

D: develop module

Z: zoom toggle

I: information overlay

F2: rename file

Shift+Tab: hide/show panels

P: pick flag

U: remove flag

X: set as reject

R: crop tool

X: rotates crop (crop tool active)

V: convert to black & white

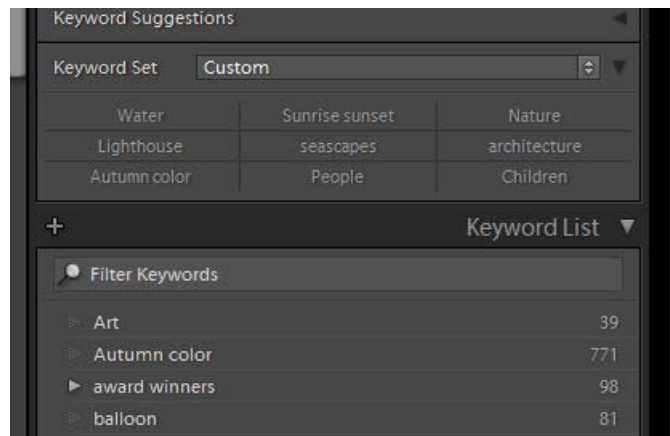
Y: view before and after

Ctrl/Cmd G: create stack

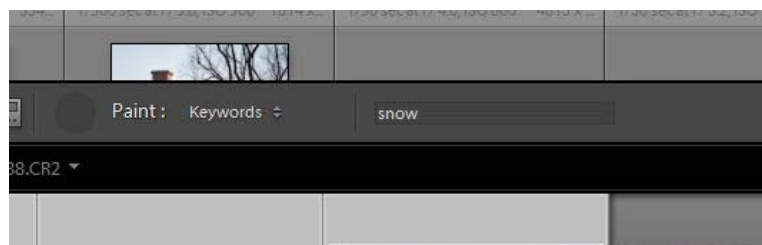
Double click on name of develop tool to reset slider

Screen Captures

Keyword panel



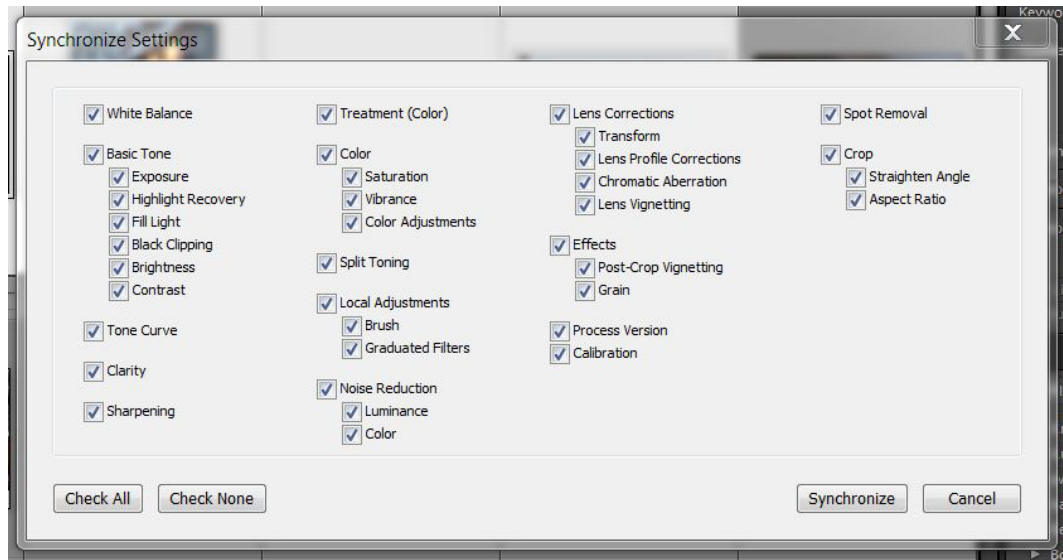
Painter tool



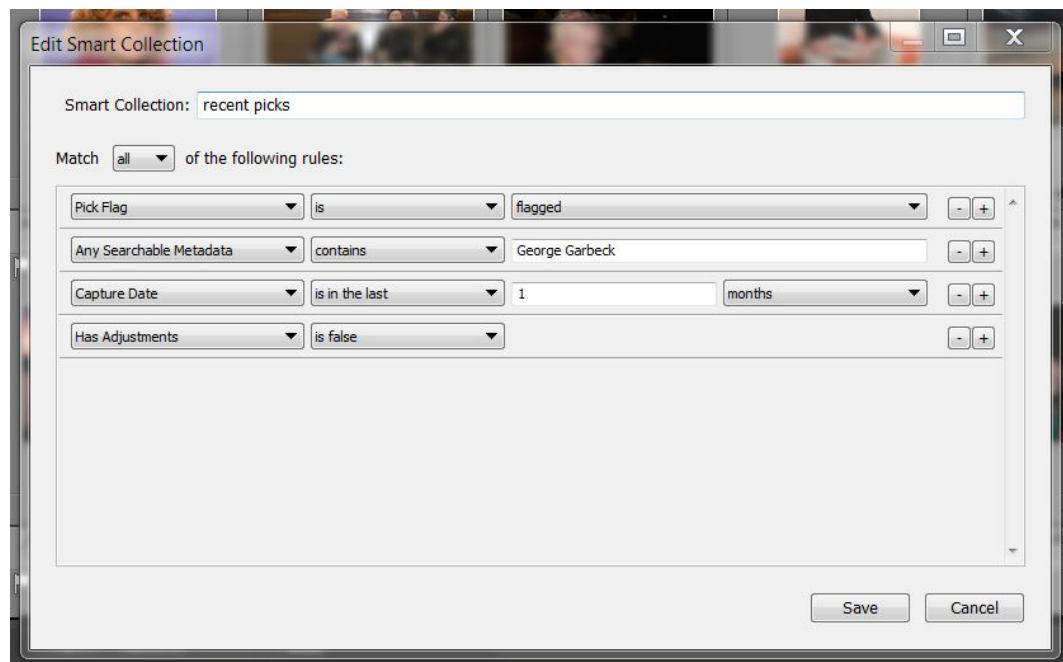


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Copy settings dialog



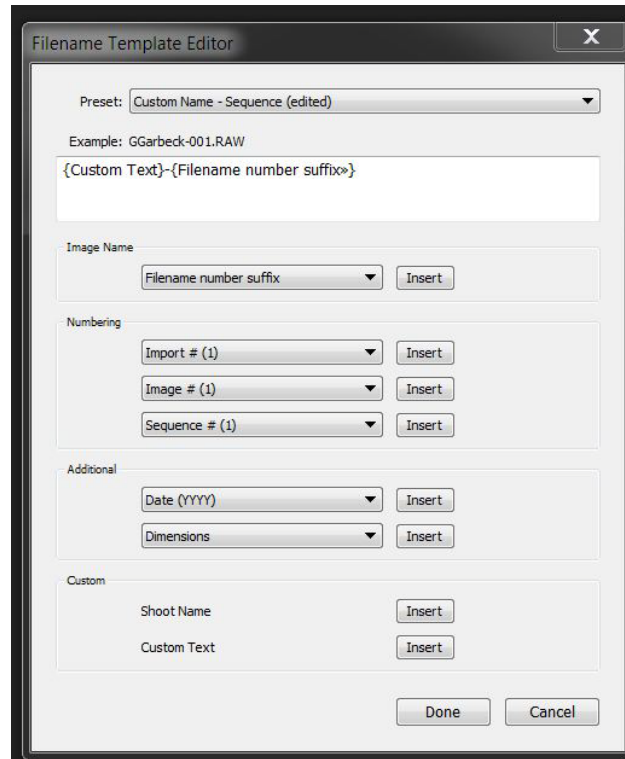
Smart collection dialog



File renaming dialog



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Export dialog

