

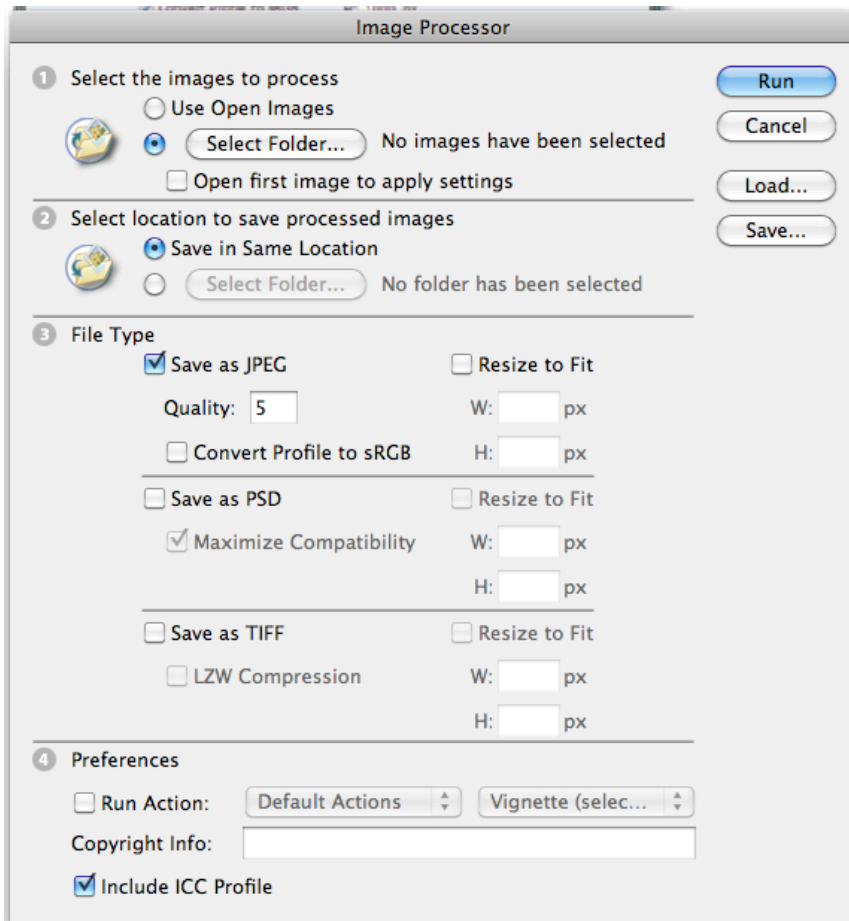
## 2010-06-22 CCCC Fourth Tues Actions & Batch

Many of the adjustments that we do in Photoshop are repetitive in nature and as such can, for the most part, be automated. Photoshop Actions allows you to capture (record) a sequence of adjustments, give that Action a name and repeat (Play) it on another image. Once you have created this Action, you can use the Batch Processor to select an Action; a source folder of images to apply the Action to, and a destination folder into which the finished images will be saved. You can use Batch processing to reduce image size, add a copyright symbol or signature to each image in an entire folder.

Before we start on Actions and Batch processing, while I was doing research, I came across the Image Processor. File > Scripts > Image Processor

The Image Processor allows you to open an image or folder of images, apply a copyright, and Action and to then, Save (Save As) them as JPEG, PSD and/or TIFF files. Note that you can resize the images. For JPEGs, you can also select the Quality setting and convert to sRGB (for web or e-mail). The “Open First Image” applies to RAW files.

### File > Scripts > Image Processor





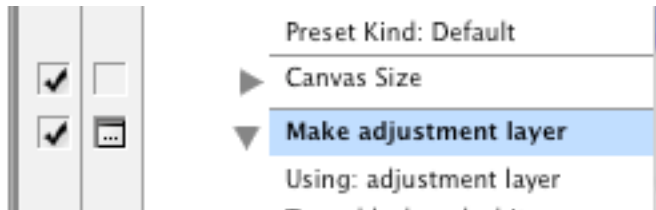
needed. When you are finished making your changes, hit the Square Stop button, first on the Left. (I prefer to Record my Actions on an already Open image rather than including File > Open in the Action. When Batch Processing, You will use Batch to Open and Save images. I usually leave the Open command out of my Actions, and DO use the Save As command to ensure that I get the right File type, JPEG, TIFF or PSD and save options. You can control these further with check boxes in the Batch command if your Actions have Open and Save commands.)

### Modifying Your Action(s)

You can change/modify your Action. To Add to it click on the step Above where you want to Add a Step(s), select the Record button and then do the new step(s) and, when finished Adding Steps, hit Stop Recording. You can Delete a step by selecting/highlighting it and clicking on the Trashcan in the Actions Palette. Delete as many steps as necessary.

### Stop and Adjust

If you have a Step that requires an Adjustment or selection each time you run the Action, click the open square to the right of the Check Mark. This will cause the Action to stop at that step, allowing you to make an adjustment or enter the required data. When entry is complete, hit OK to continue. You can clear the Stop in the Action by clicking on the little Icon which will then disappear.



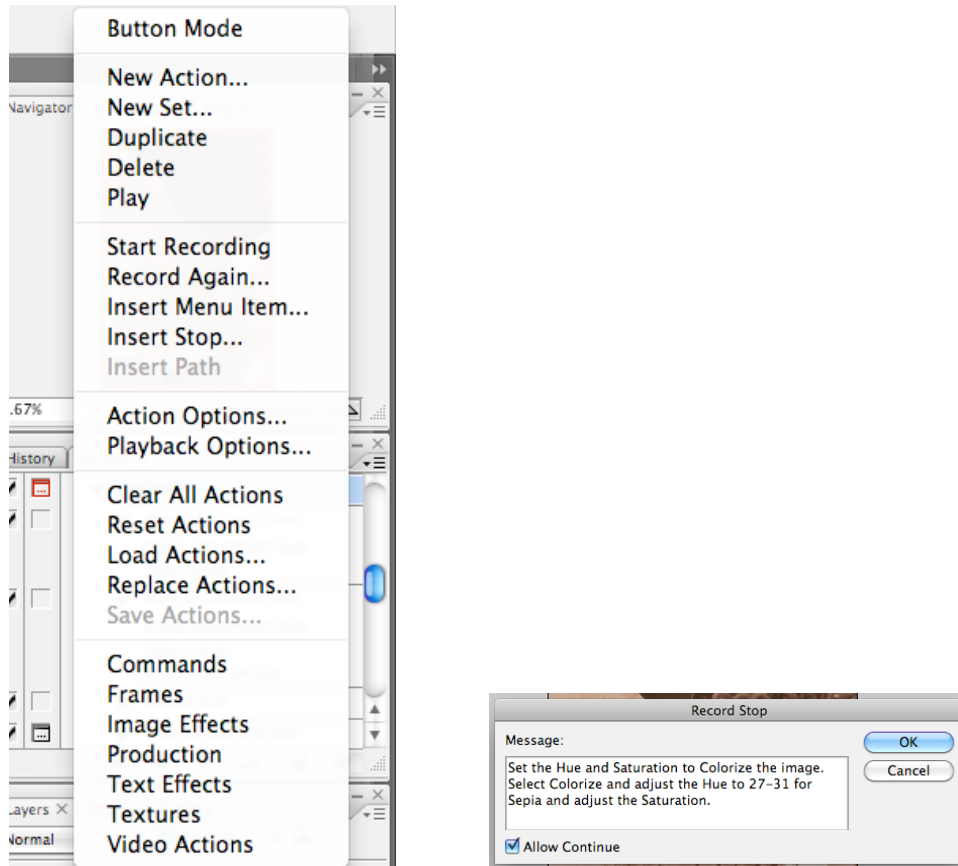
### Skip a Step

If you want your Action to Skip a Step, click on the Checkmark adjacent to that step to turn it off. Your Action will now run without that step. Make sure that turning off that particular step makes sense and that it is not an integral part of the Action. If you want to reactivate that step, click the empty (left) box, the checkmark will reappear and that step is again added to the Action.

### Insert a Message

If you have a step in your Action that needs an explanation, you can insert a message before that step. An example is if you need to remind yourself that the upcoming Hue and Saturation step is to 'Colorize' your image, you may want to have a Message suggesting the Hue numbers that work best for Landscapes, People and old barns.

Open your Action and click on the Step Above the place you'd like to insert your Stop, go to the Palette Menu (shown just to the right of "Playback Options" below) and select Insert Stop. A Message panel will appear where you type your message. Check the Allow Continue button to allow the Action to continue after the Message step, then hit OK.



### Changing the Order of your Steps

If you get a Step out of sequence, you can click on it and Drag it up or down in the sequence until it is where you want it. Watch as you drag as you must be between steps to drop your step. There will be a circle with a bar in areas where you are not allowed to drop the step.

### Save your Sets

When you create a Set and Actions within it, you should Save your Set(s) by selecting the Actions Palette's Fly Out menu > Save Actions (you must have your Set highlighted to Save it.) and the Actions folder should come up. Select Save unless you want to Save in a New or Different folder.

## BATCH Processing

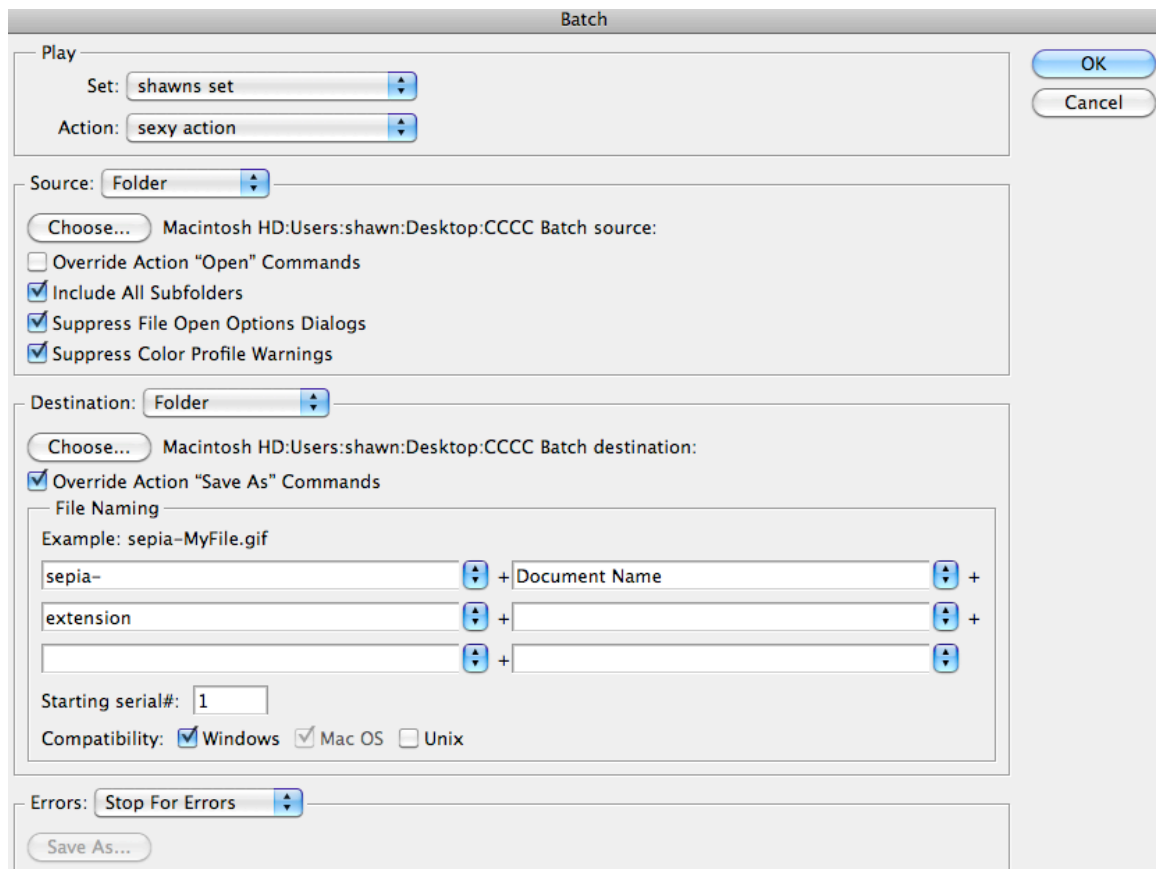
You can apply one of your Actions to a Batch of your images by using the File > Automate > Batch command in Photoshop. In Bridge the sequence is Tools > Photoshop > Batch.

### Batch > Play

The Batch processing window comes up and in the Play section, you select the Action Set and the Action that you'd like to run.

### Batch > Source

In the Source section, select the Source of your images. Choices include; those images already open in Photoshop; Images selected in the Bridge folder or a Folder. You can also Import images from a camera. I prefer to place all of my images to be processed into one Folder (and create a Destination folder at the same time so I know that my processed images won't go back into my Source folder and possibly cause some confusion or overwrite the Source images). The Override Action "Open Command" is a tricky one. (see the note below) If you click the box, you are saying that your images will ONLY be opened IF the Action has an Open Image command. I leave this box unchecked. I do include all Sub-Folders just in case, and suppress all Dialogs and Warnings.



When this option is on, source files will be opened from the source folder only by open steps in the action. If there are no open steps, no files will be opened.

## Batch > Destination

Destinations include None (leave it open in Photoshop, may be OK for a few images but over 6 or 7 you might have memory problems); Save and Close which, unless you change the file name in File Naming, WILL Overwrite your original Image! I use Folder, for which I create a separate Destination folder.

## Override Action “Save As” Commands

When this option is on, files will be saved to the destination folder only by “save as” steps in the action. If there are no “save” or “save as” steps, no files will be saved.

I use this check box and, while it does override the Action’s Save As with a file name, it does use the Actions File Type and Save As settings for things like the JPEG Quality Setting.

## File Naming

Use this sequence of boxes to rename or serialize your image’s file names. If I’m resizing images for e-mail, I’ll use “e-mail” as the first box. To redo images as Sepia images, I’ll enter “Sepia” in the first box etc. I always check the Windows compatible box on my Mac just to keep me in the ‘real world’.

## Stop for Errors

I select the Stop for Errors command rather than sending errors to a file so that I can see what is happening and STOP the Batch process rather than waiting until all 500 images are done to read the file and see that they all had a mistake.

## Running the Batch

Click OK and off you go! I however, am a much wiser person having worked/fought with Batch for several years. I’ve learned that I should get everything set up and then Run (test) Batch on a folder with only a few, 3-5 images, rather than turning it loose on hundreds of files only to find that I set a selection to the wrong setting. So, I set up the Source folder with only a few of the images I want to process, run the Batch on those images, correct all of the complaints that Batch, or the Action had, then check the Destination Folder to make sure that what I wanted done, was, in fact done the way I wanted it to happen.