Actions Revisited Plus Some New Stuff
(Action Sets)

What is an Action?
- The Automation of Tasks

-or -
- A series of previously recorded tasks that you can **play** back on a **single file** or on a **batch of files**.
    - Basically you record a series of tasks, assign a unique Action Name to what you recorded, then play the action when you want to execute the series of tasks you recorded.

Tasks that can be in an action include:
- Menu Commands
- Palette Options
- Tool Actions
- Etc

Why do actions?
- To automate frequently performed tasks (plus it is fun).

Examples of Nancy's Frequently Performed Actions:
- Creating Levels, Curves, and Saturation Adjustment Layers
- Creating a Burn and Dodge Layer
- Creating a Shadow and Highlights Layer
- Creating a Black and White Conversion plus a Dodge and Burn Layer
- Lab Sharpen
- Lighten for print
- Quick Processing
    - Levels Adjustment layer
    - Curves Adjustment layer
    - Saturation layer
    - Dodge and Burn Layer
    - Shadow and Highlights Layer
    - Noise Ninja
    - Lab Sharpen

Creating an Action - Revisited:
1. Make sure the Action Palette is displayed. If not, select Window/Actions from the menu bar.
2. Click on the "Create New Action icon at the bottom of the palette (Fig 1).

3. Name your Action (Fig 2)
4. Assign a function key if desired (Fig 2)
5. Assign a color for the action if desired (more on this later) (Fig 2)
6. Now record your action (click the record icon at the bottom of the Action Palette) (Fig 1)
7. From now on every thing you do in PS will be recorded as part of your new action until you click on the Stop Record icon at the bottom of the Action Palette. (Fig 1)
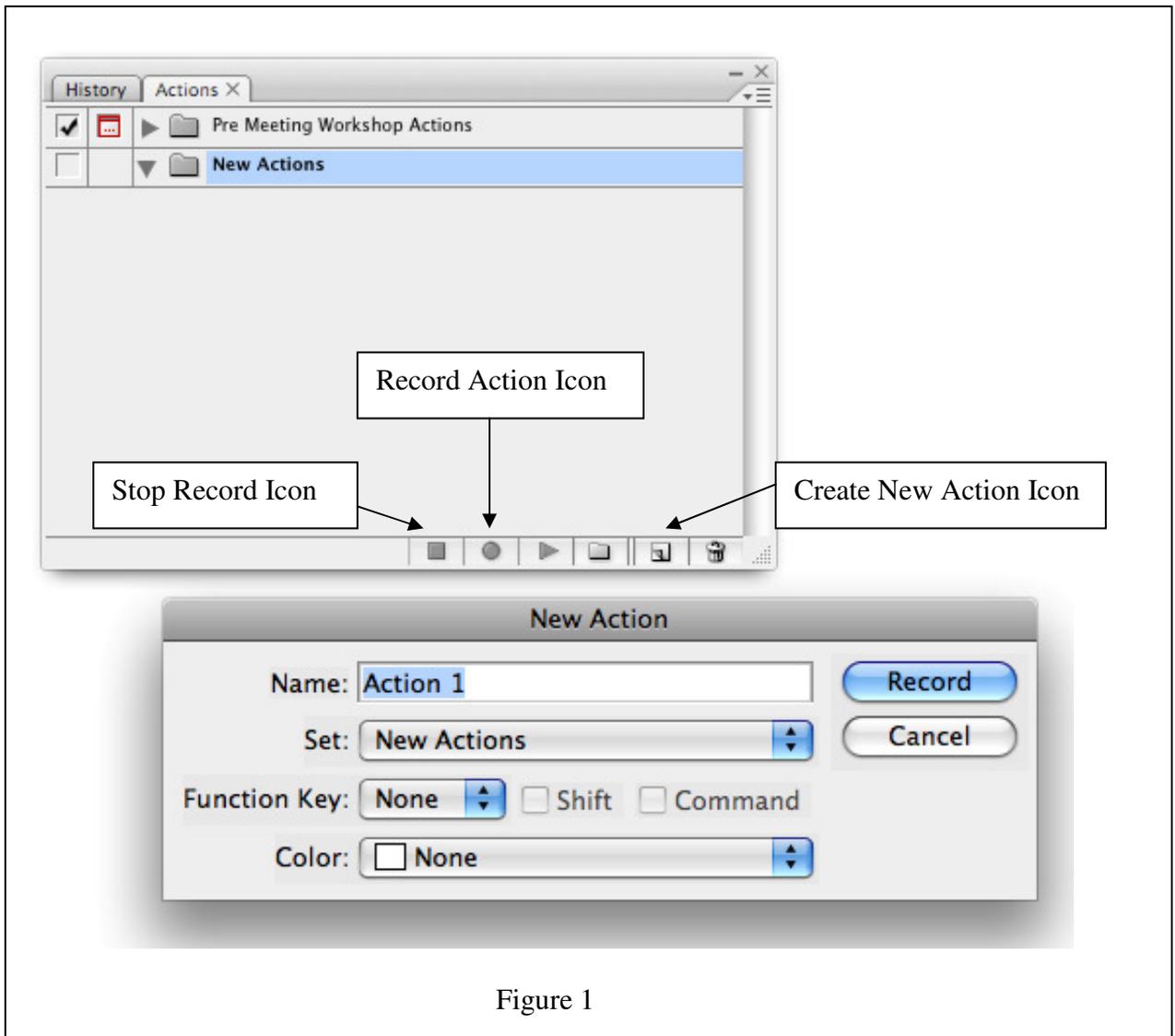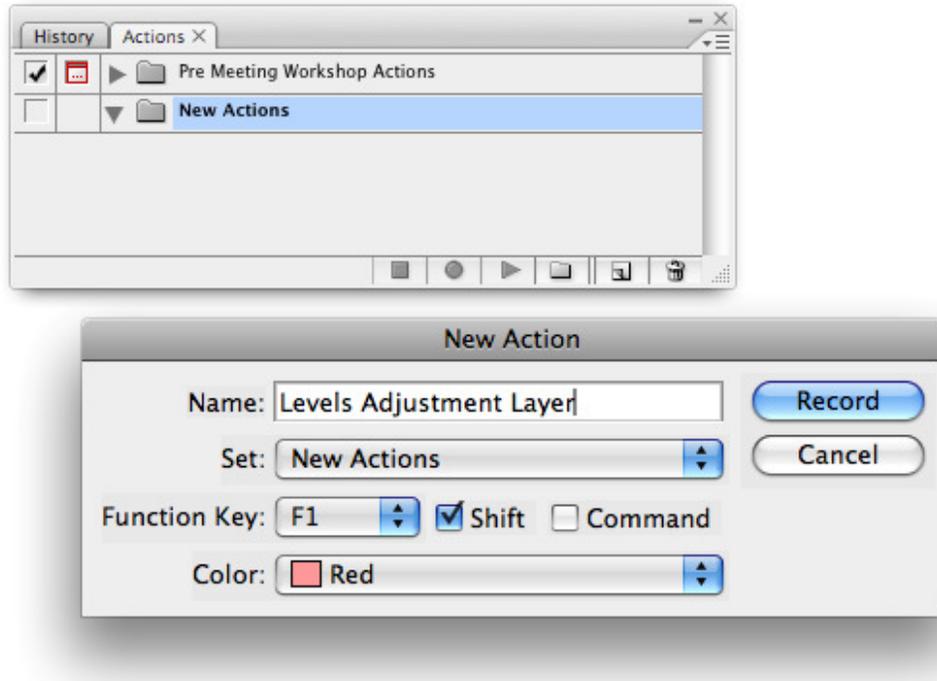
Figure 1

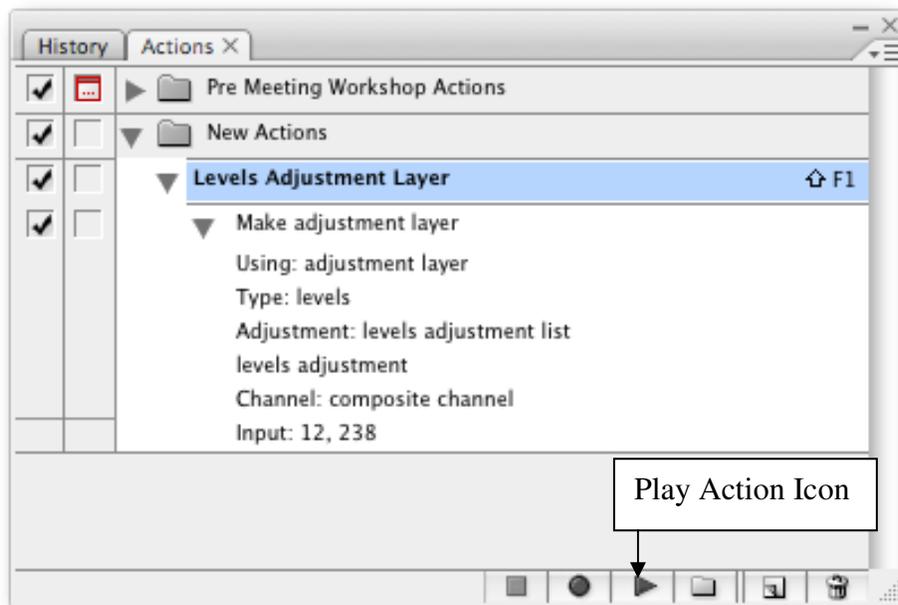Figure 2:   Assign Name, Function Key and color to new action

Figure 3:   Recorded new action: Levels Adjustment Layer

To execute the new recorded action (Levels Adjustment Layer) just press the shift and F1 keys (or the Function Key you assigned to the new action) or highlight the "Levels Adjustment Layer" action in the Action Palette and click the Play icon (Fig 3).

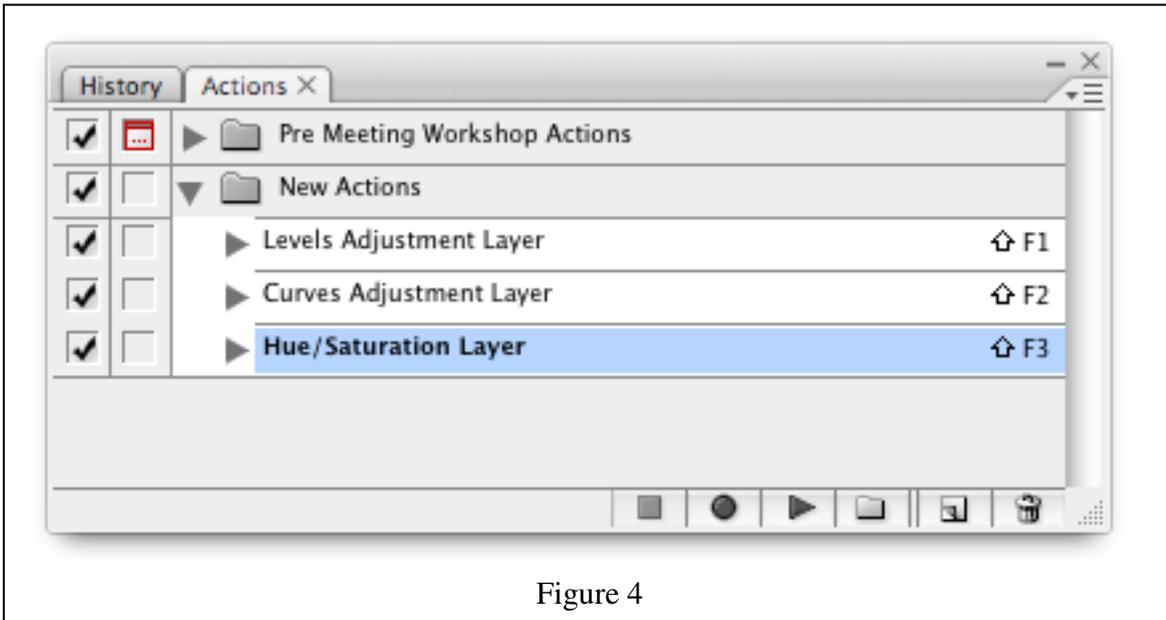Figure 4 shows several recorded actions under the New Acton Set.

Figure 4

<u>*Action Sets*</u>

Action Sets:
- You can create and organize sets of task-related actions that can be saved to disk and loaded when needed or transferred to another computer.
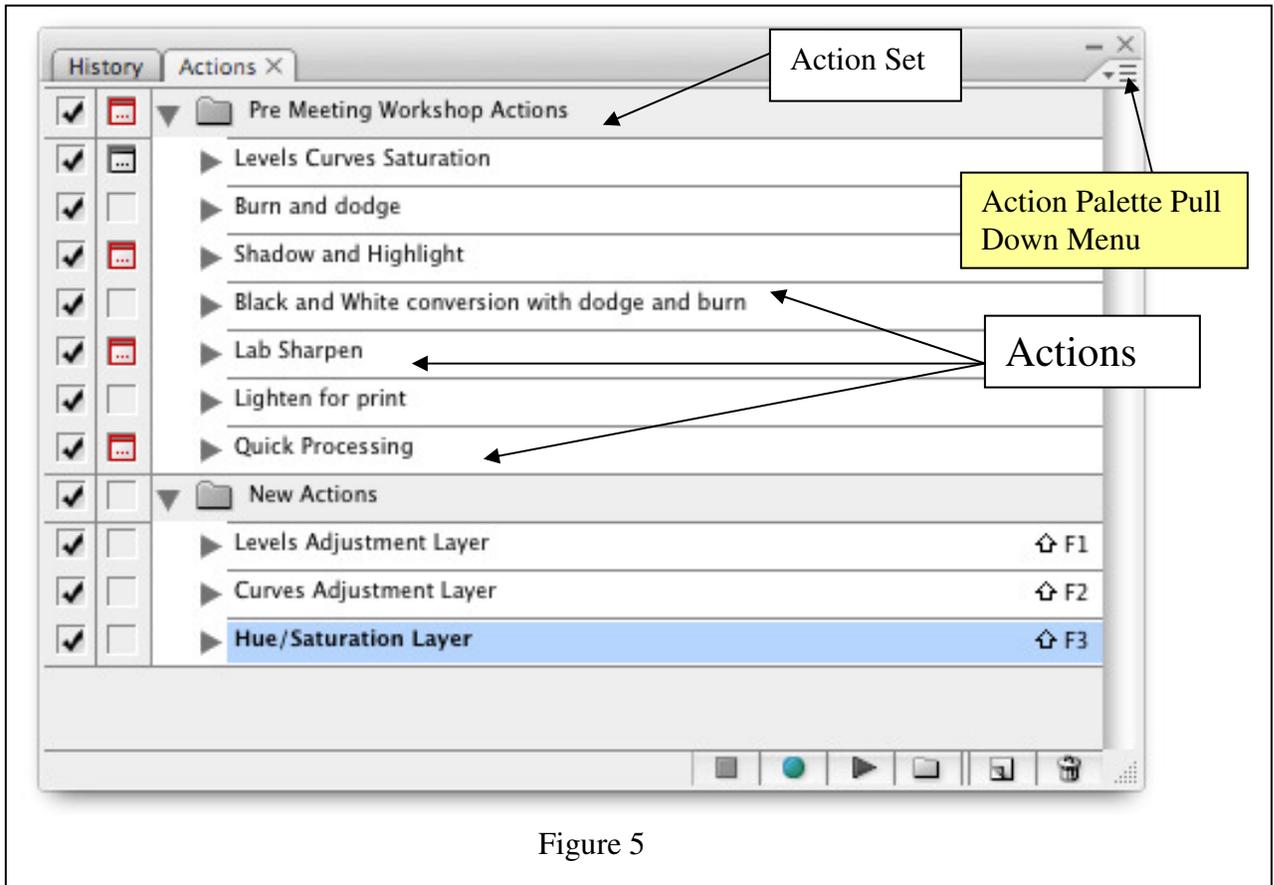- Use the Action Palette Pull Down Menu (Fig 5 and Fig 6)

Figure 5

- **Saving a set of actions:**
    - ⇒ Select a set
    - ⇒ Choose *Save Actions* from the Actions Palette menu
    - ⇒ You can save it anywhere (suggestion - save you action sets in the PS Application Folder *Presets/Actions* – if you place the saved action-set in the *Presets/Action* folder, the set will appear at the bottom of the Action palette menu after you restart the PS application)
        - ♣ Name the set if you haven't already, choose location and then click save.
    - ⇒ **NOTE: If you have altered/modified your Action Sets make sure you save them prior to exiting from PS.**
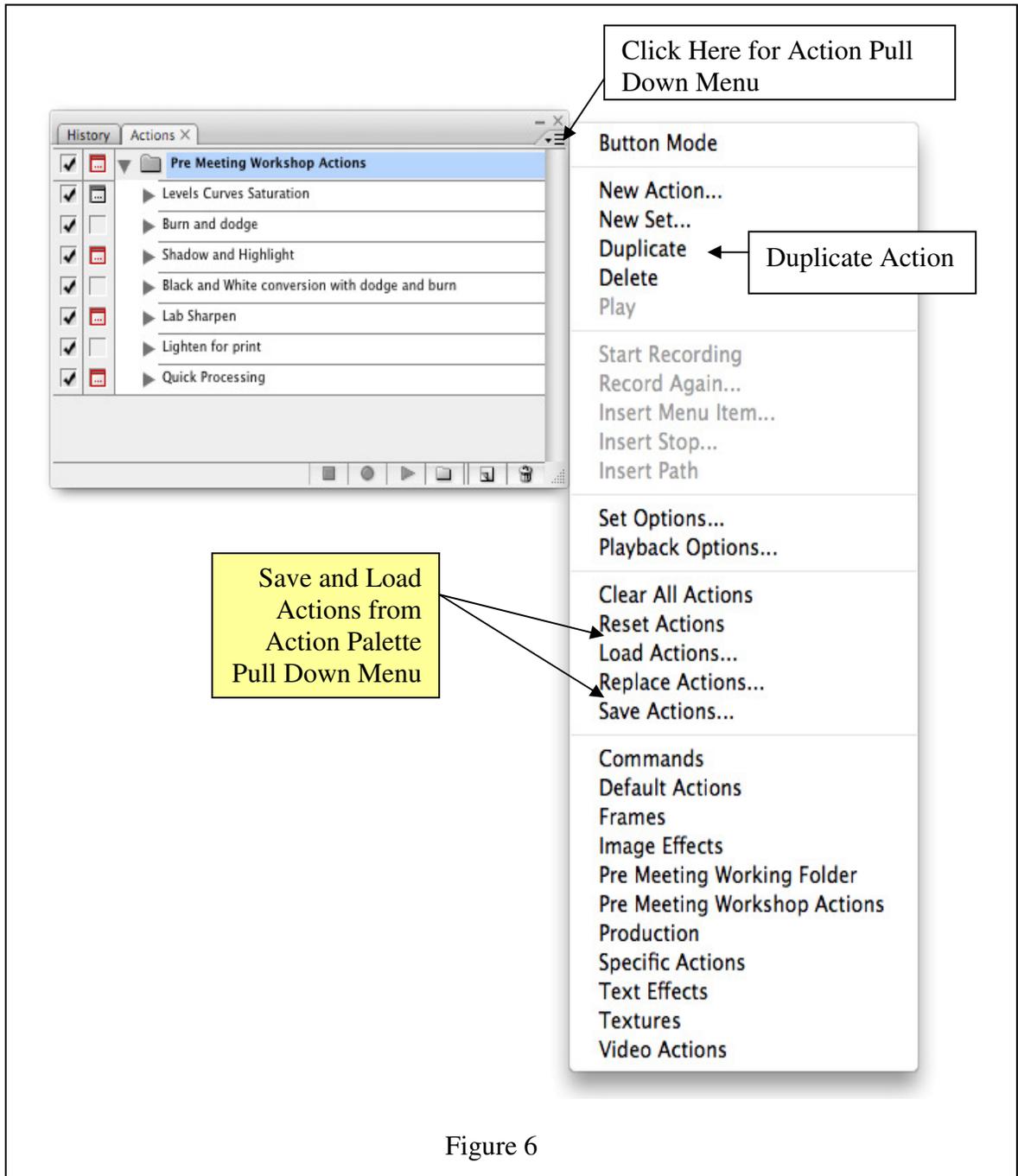
Figure 6

- **Loading a set of actions:**
  - ⟹ Do one of the following
    1. Choose _Load Actions_ from the Action palette menu, locate and select the set and click load
    2. If you have saved it in the _Presets/Action_ Folder - Select an action set from the bottom of the Actions palette menu

History | **Actions** ×

- ✔ ▢ ▾ 📁 **Pre Meeting Workshop Actions**
- ✔ ▢ ▸ Levels Curves Saturation
- ✔ ▢ ▸ Burn and dodge
- ✔ ▢ ▸ Shadow and Highlight
- ✔ ▢ ▸ Black and White conversion with dodge and burn
- ✔ ▢ ▸ Lab Sharpen
- ✔ ▢ ▸ Lighten for print
- ✔ ▢ ▸ Quick Processing

Button Mode

New Action...
New Set...
Duplicate
Delete
Play

Start Recording
Record Again...
Insert Menu Item...
Insert Stop...
Insert Path

Set Options...
Playback Options...

Clear All Actions
Reset Actions
Load Actions...
Replace Actions...
Save Actions...

Commands
Default Actions
Frames
Image Effects
Pre Meeting Working Folder
Pre Meeting Workshop Actions
Production
Specific Actions
Text Effects
Textures
Video Actions

Previously stored Action Sets located in the *Presets/Action* Folder
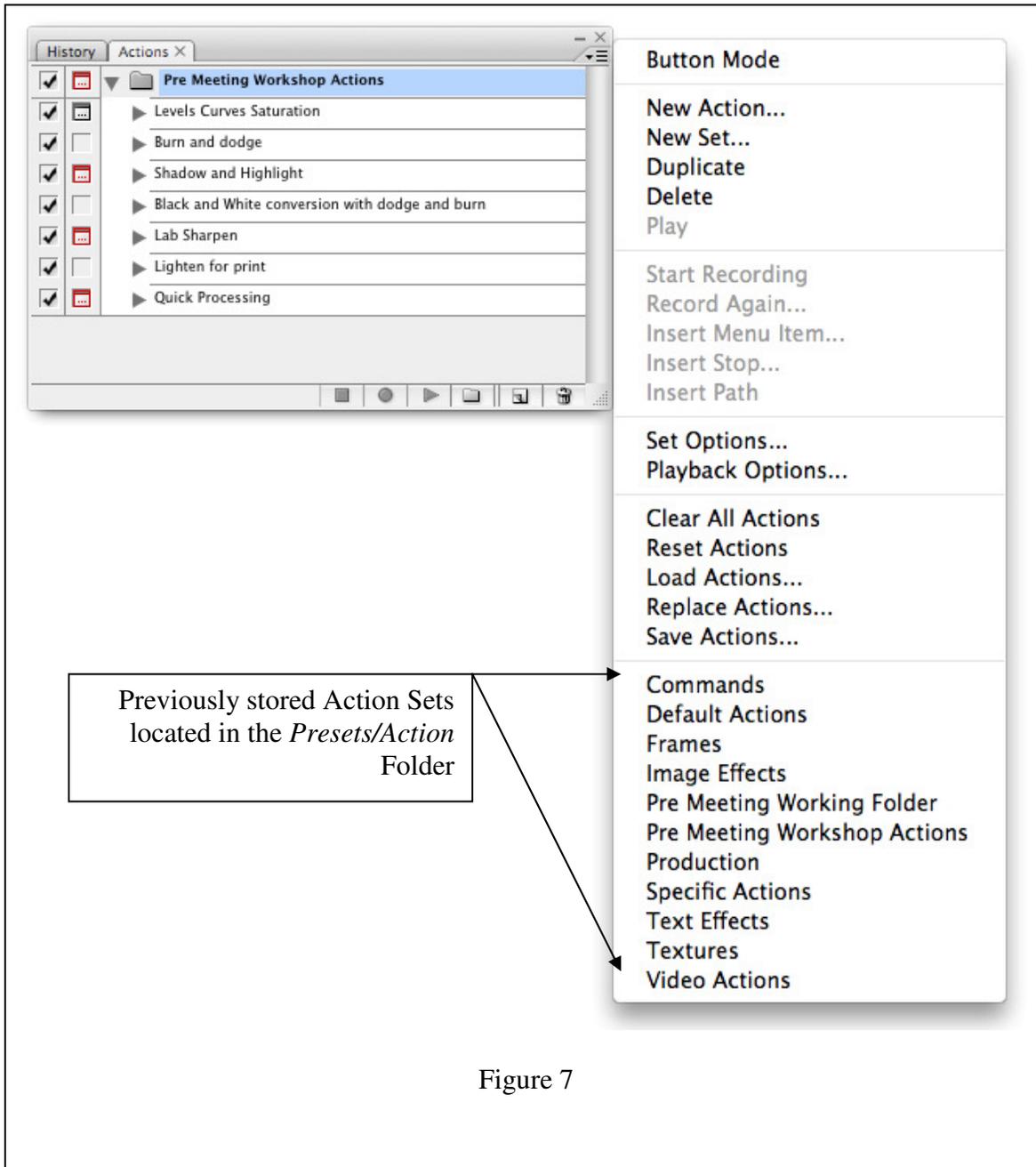
Figure 7

- You can also duplicate and move actions from one set to another set. Use the Duplicate Action command in the Actions Palette Pull Down Menu (Fig 6). Move the duplicated Action to another set and rename. (Fig 8)
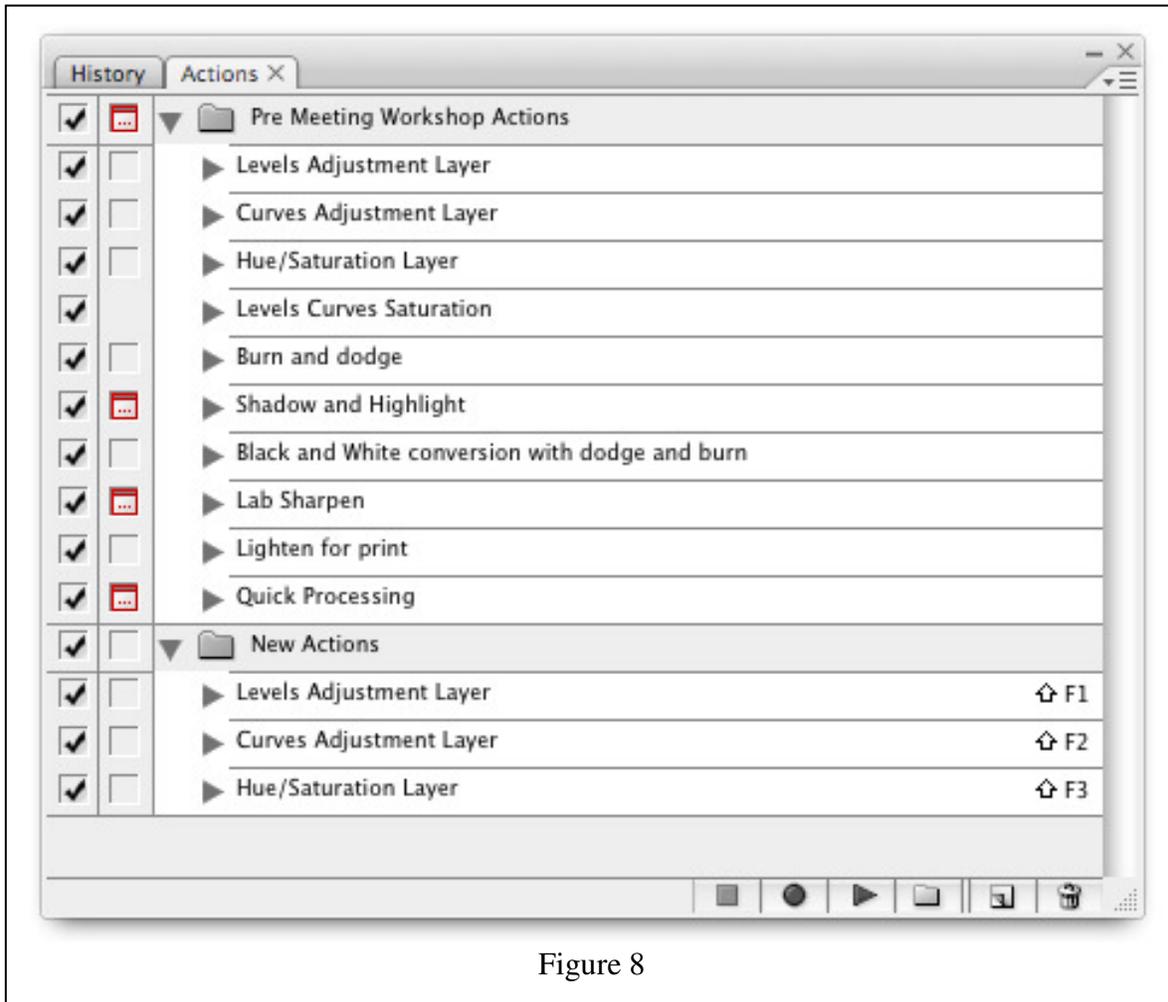
Figure 8

Actions Options:
- ♣ You can assign a shortcut key to an action and a color after the action has been created (Fig 9)
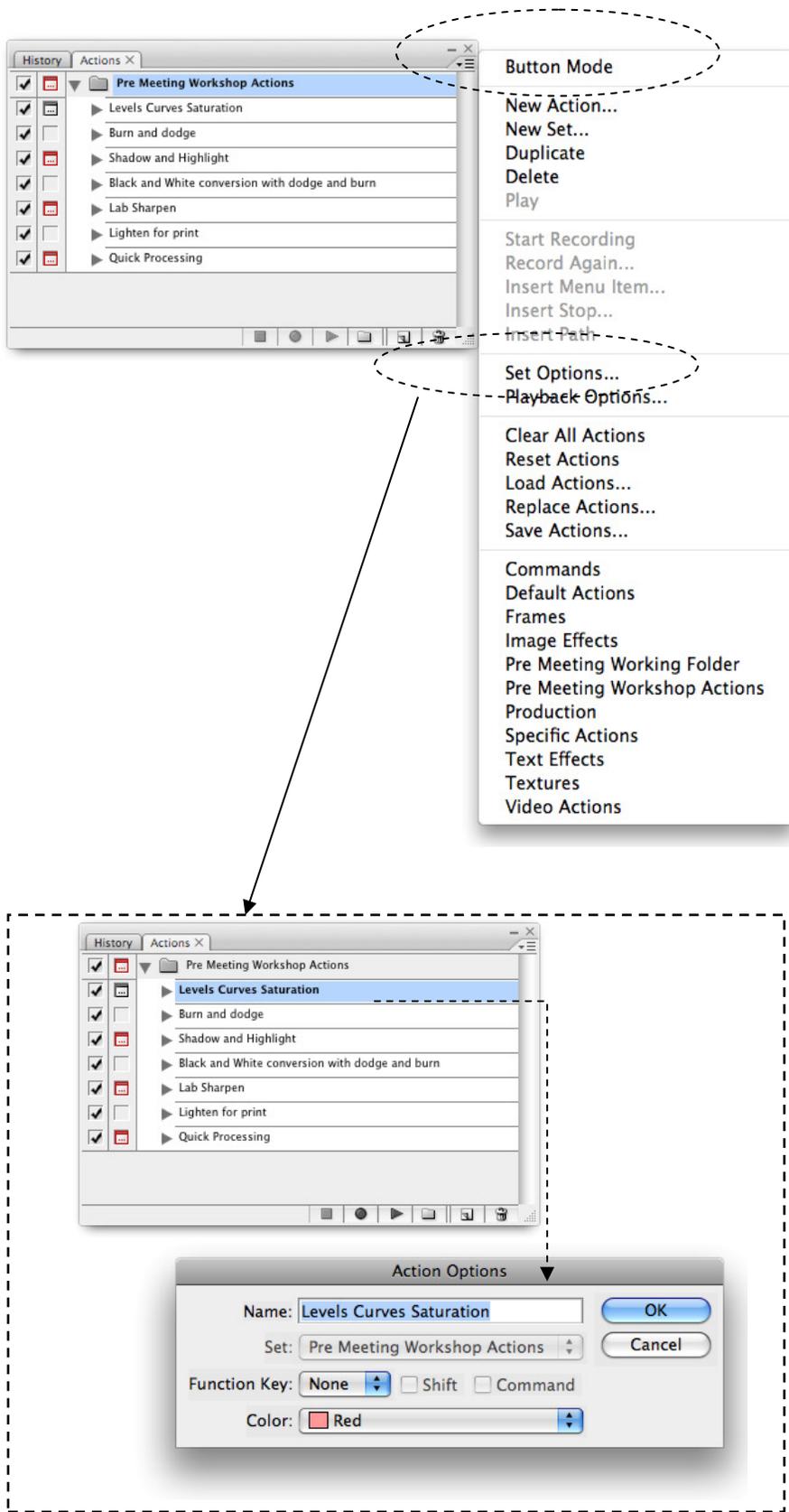 - o Assigning a Color to an action is useful when viewing actions in the Button View
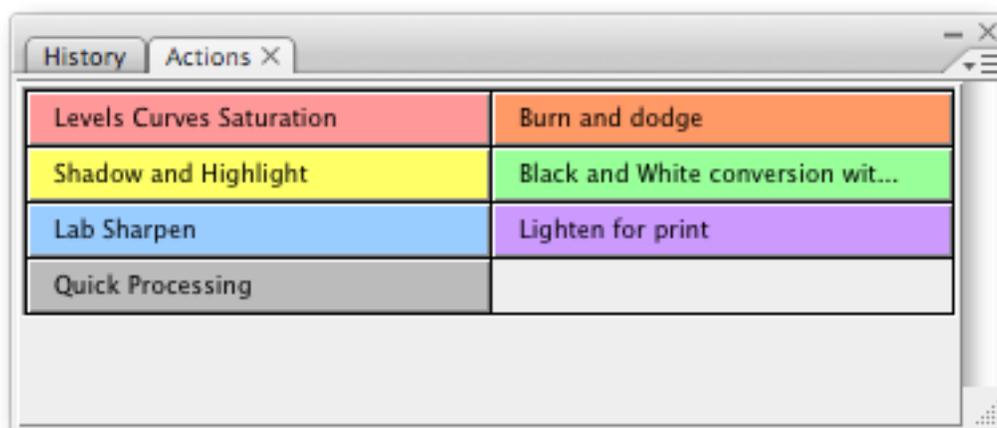
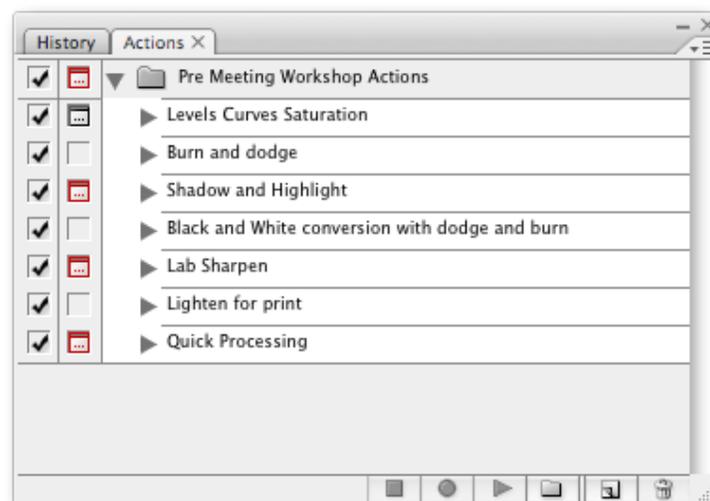Figure 9

Viewing Actions by name only (Button Mode)

⇒ Choose Button Mode from the Actions palette menu. Choose Button Mode again to return to list mode.

⇒ **Note: You can't view individual commands or sets in Button mode, Button Mode will display all the Actions in all the Sets you have displayed.**

Figure 10 - Viewing Actions in Button Mode

Levels Curves Saturation	Burn and dodge
Shadow and Highlight	Black and White conversion wit...
Lab Sharpen	Lighten for print
Quick Processing	

History | Actions ✕

Versus List Mode

History | Actions ✕

Pre Meeting Workshop Actions
Levels Curves Saturation
Burn and dodge
Shadow and Highlight
Black and White conversion with dodge and burn
Lab Sharpen
Lighten for print
Quick Processing

Adding a Stop to a recorded action

Stops can be added to Actions after they have been created and are useful when you need to enhance photo or modify photos prior to continuation of the action (Figure 11).
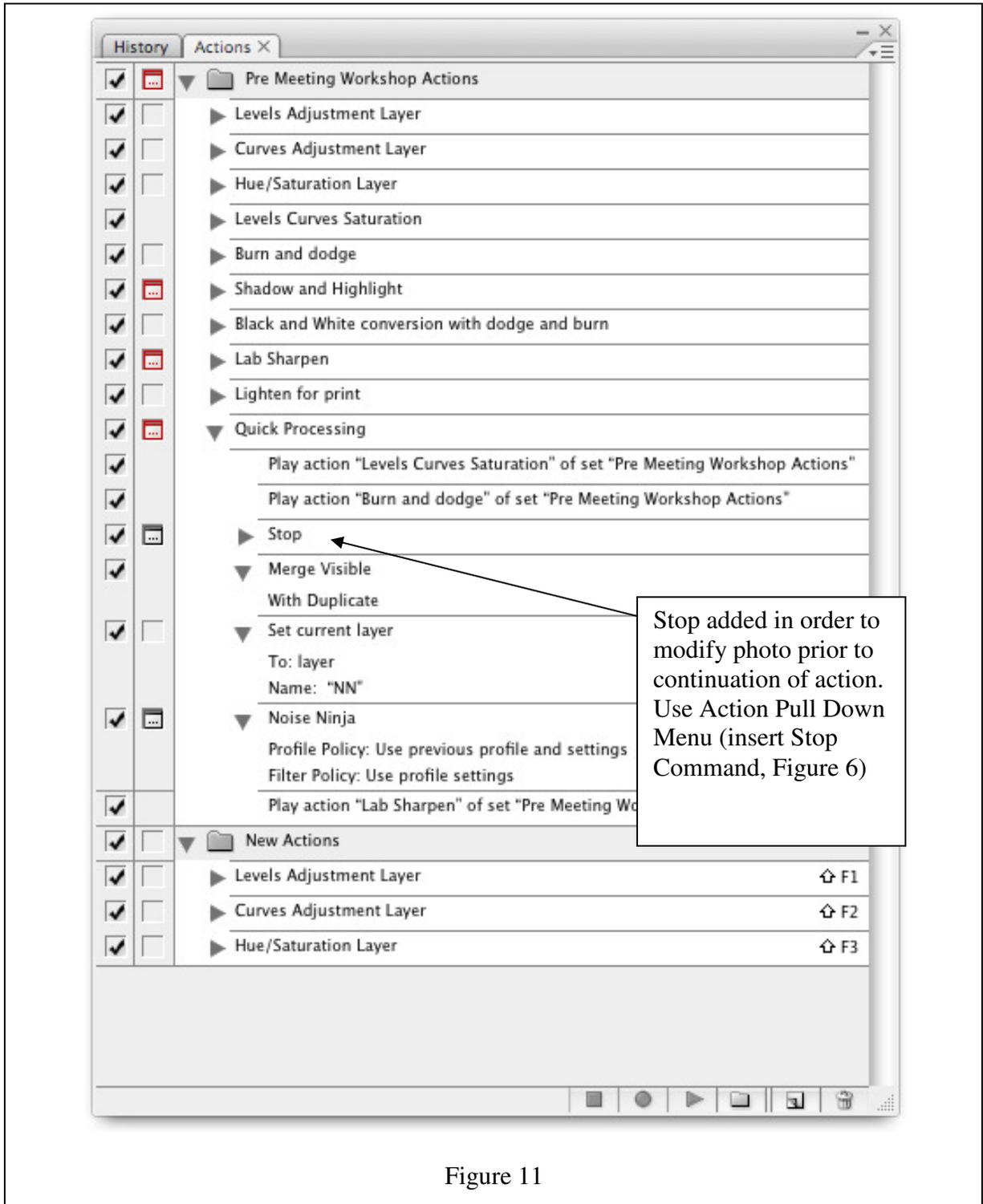

Stop added in order to modify photo prior to continuation of action. Use Action Pull Down Menu (insert Stop Command, Figure 6)

Figure 11

Batch Processing (Sizing Digital Projection Entry Actions)

Figure 12 provides some example actions that could be used in Batch Mode to produce JPEGS appropriate for the Digital Projection Entry Competition.
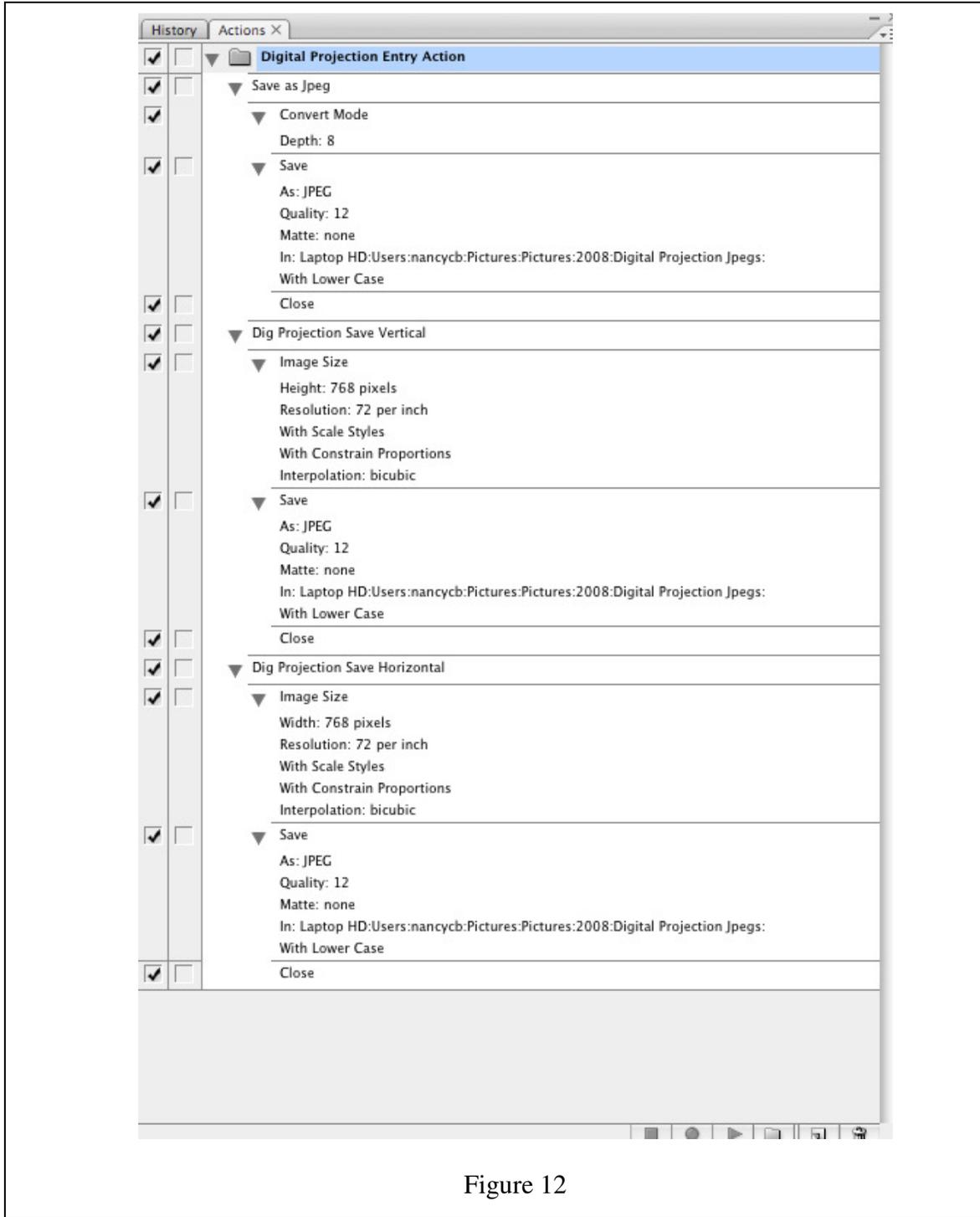

Figure 12

Actions can be run from Bridge. In Bridge, select the files you wish to perform the action on. In Bridge select Tools\Photoshop\Batch from the menu. If you have pre-selected the appropriate action in PS that action should appear in the Batch menu, if not navigate to it.   Click OK (this assumes you are saving files) that you have the appropriate folder designated in the action.   If you have not designated the right folder it is easy to edit the Save Command in your action.

- ♣ With a notional file open, in the Action Palette, double-click the Save command.
- ♣ Enter the new location and click OK
- ♣ This changes just that Command