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1

Introducing Lightroom

*This chapter introduces
Lightroom – a versatile and
creative image-editing and
image-management app.
It shows how to install the
app, get to grips with the
interface, and see what’s
happening in the Lightroom
community.*

- 8** About Lightroom
- 10** Obtaining Lightroom
- 12** Installing Lightroom
- 14** About Creative Cloud
- 18** Starting with Lightroom
- 20** Lightroom Interface
- 24** Lightroom Community
- 28** Exporting Images
- 30** Help Options



Lightroom is an online, cloud-based subscription service. It can be downloaded from the Adobe website at www.adobe.com, for which an Adobe account and ID is required. This can be created, for free, with an email address and a password. Lightroom is part of the Creative Cloud suite of online apps, and an annual subscription is required to download it – see page 10 for details. Once it has been downloaded, images can be used in the online cloud and also on a local device, even if it is offline.

About Lightroom

Since its flagship product, Photoshop, was released in 1990, Adobe has been at the forefront of digital design and image editing and enhancement. This has included numerous different apps, enabling designers and home users to make the most of their creative talents using desktop computers, laptops, tablets, and smartphones to produce stunning photos and designs.

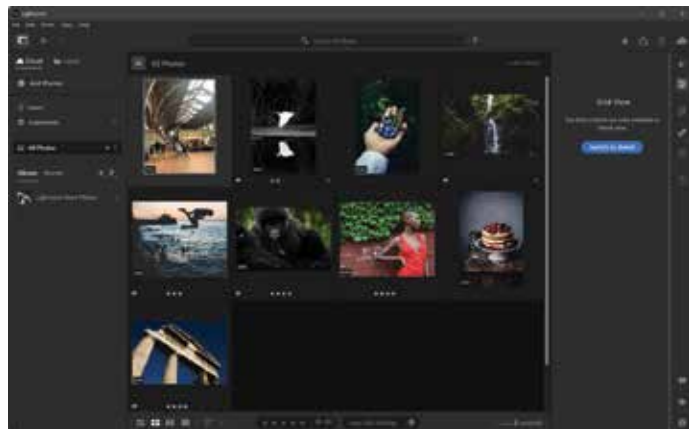
However, Adobe is well aware that the world of digital image editing and design is a fast-moving one, and it has moved with the times with all of its apps and services. The most important development in terms of the evolution of its products has been a significant move to provide online apps and services, in addition to making them available on traditional computing devices. This is done primarily through the online Creative Cloud subscription service, from which apps and additional options can be obtained. Once this has been done, apps can be used in a variety of ways:

- On computing devices such as desktop computers and laptops.
- On mobile devices such as tablets and smartphones, when connected to the internet.
- Via the web, to give access through a web browser.

A new range of apps has been developed by Adobe to make the most of the power and flexibility of Creative Cloud. For photographers, and anyone interested in editing digital images, Adobe Lightroom is one of the Creative Cloud apps that have helped to transform the way that people undertake much of their digital creativity.



For more information about using Creative Cloud, see pages 14-17.

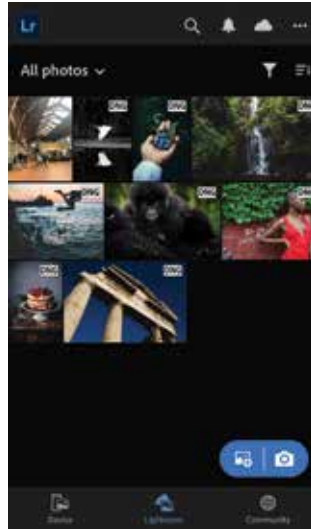


...cont'd

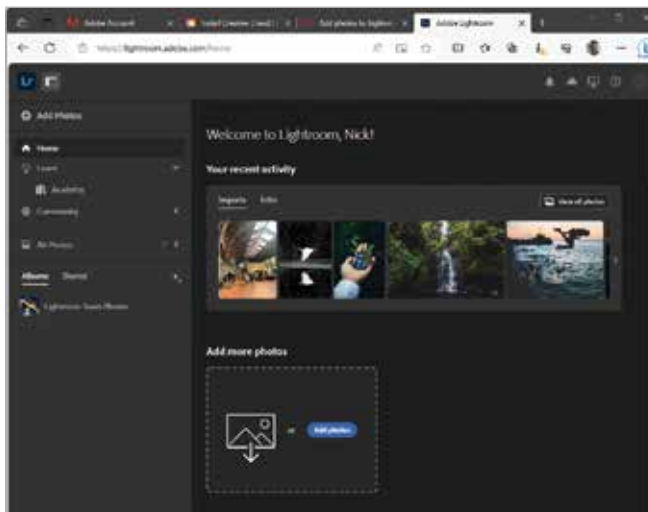
Lightroom anywhere

Not only does Lightroom have powerful image-editing features, but it also operates in the cloud so that images are saved here and can be accessed from a range of devices and locations, provided that there is an internet connection. There are versions for mobile devices, and also a web version so that you can access Lightroom and all of your images there from a web browser.

Mobile version of Lightroom for smartphones and tablets



Web version of Lightroom, viewed through a browser



If you are signed in with the same Adobe account, the images that you see in all versions of Lightroom will be the same. Any edits or additions made in one version will automatically then be available in the other versions too.



For more information about using the mobile version of Lightroom, see Chapter 8.



For more information about using Lightroom on the web, see Chapter 9.



If the option in Step 1 is not available on the homepage, click on the **Creativity & Design** option on the top toolbar and select Lightroom in the **Featured products** section.



Price plans can be for individual Creative Cloud apps (e.g. Lightroom); a Photography plan; or a plan containing all of the Creative Cloud apps. All price plans have a 7-day free trial period, after which there is an annual subscription, paid either monthly or annually. Card details for payment are taken at the start of the free trial, but if this is canceled before the end of the 7-day period, there is no charge.

Obtaining Lightroom

Lightroom can be obtained and downloaded from the Adobe website at **www.adobe.com**

It requires an annual subscription, and there is a free 7-day trial for the app. It can be downloaded individually or as part of a plan that includes additional apps. To obtain Lightroom:

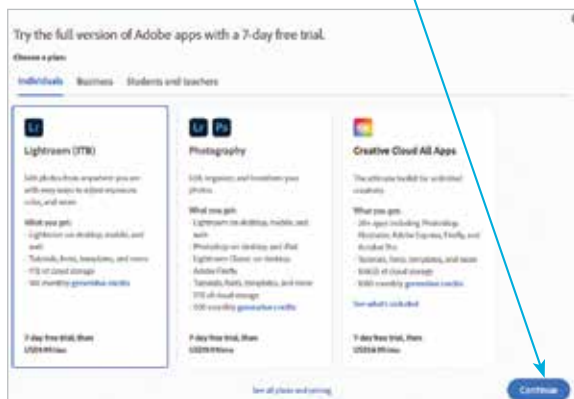
- 1 Access the Adobe website at **www.adobe.com**
Scroll down the homepage and click on the **Learn more** option in the **Adobe Photoshop Lightroom** panel



- 2 Click on the **Free trial** button

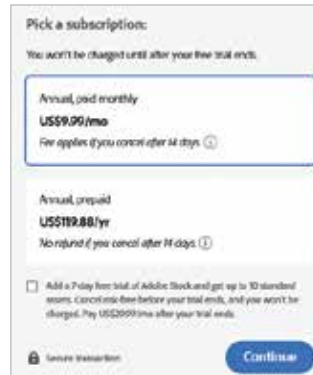


- 3 Select the required plan for Lightroom (see the Don't Forget tip) and click on the **Continue** button



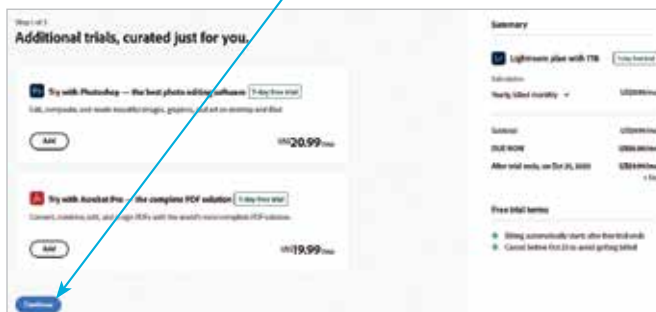
...cont'd

- 4 Confirm the plan for Lightroom and click on the **Continue** button



If you initially only want to use Lightroom, additional apps can be added at a later date from the Creative Cloud app – see page 15 for details about this.

- 5 If required, additional items can be added to an individual plan for Lightroom. The **Summary** box displays items that have been selected. Once this has been checked, click on the **Continue** button



Once you have created an Adobe ID, this can be used to access all versions of Lightroom (desktop, mobile and web) using the same sign-in details (email and password).

- 6 Enter your email address, which will be used to set up an Adobe account ID, with a password. Click on the **Continue** button to set up your Adobe ID, then complete payment details and download the Lightroom installation app – see pages 12-13



Since the subscription for Creative Cloud apps is on an annual basis, make sure that you definitely want to use an app before you obtain it.

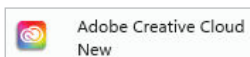




The interface for the Windows and Mac versions of Lightroom is identical. The only differences are with standard keyboard controls – e.g. right-click in Windows and **Ctrl** + click in Mac. The Mac version can be installed from the set-up file in the Downloads folder.



Creative Cloud can be opened at any time by clicking on this button from the Start menu in Windows or the Launchpad in macOS:



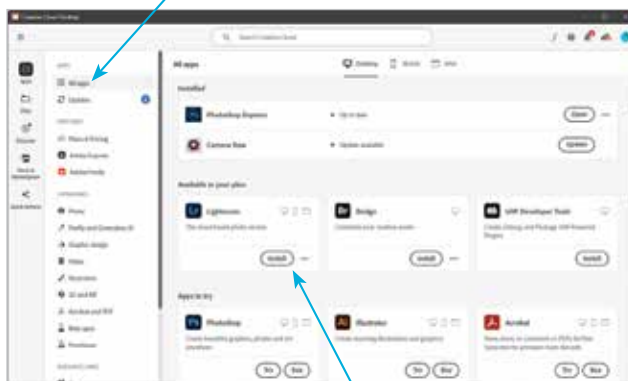
Installing Lightroom

Once the steps on pages 10-11 have been completed, the set-up file for Lightroom will have been downloaded to the Downloads section of your browser or to your Downloads folder. This can be used to start the installation process.

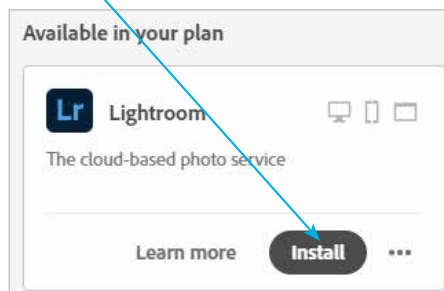
1 Double-click on the **Lightroom_Set-Up.exe** file in your Downloads folder. This will then run automatically and install relevant items



2 The set-up file will install the Creative Cloud Desktop, which is a dashboard for managing all of the apps and services within Creative Cloud, including Lightroom. Click on the **All apps** option in the left-hand sidebar

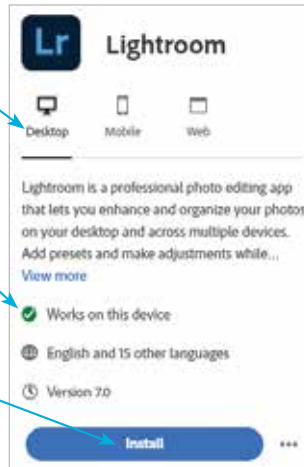


3 All available apps are displayed in the main panel. Click on the **Install** button for **Lightroom**



...cont'd

4 Click on the **Desktop** tab to have this version of Lightroom installed, and ensure that there is a white checkmark in a green circle next to **Works on this device**

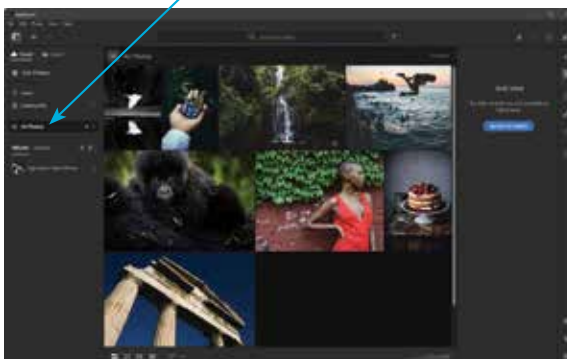


5 Click on the **Install** button

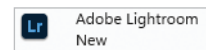
6 During the installation process there will be an option to download some sample photos, which can be useful when getting started with Lightroom. Click on the **Start now** button



7 Lightroom will be opened, with sample photos displayed, in the **All Photos** section



If Lightroom does not open at the end of the installation process, click on this button from the Start menu in Windows or the Launchpad in macOS:



Lightroom is designed as an online cloud-based service, with images in the cloud being stored and backed up on Adobe's own computers (servers). Cloud view is the default view in Lightroom. However, there is also Local view (desktop version) or Device view (mobile version) that can be used to view and edit images that are only stored on your device and not in the cloud. Local images can easily be moved into the Cloud section so that they are available on all of your devices.



The toolbar at the left-hand side of the sidebar contains options for **Apps**; **Files**; **Discover**; **Stock & Marketplace**; and **Quick actions**. For each one, additional options are available to the right of the toolbar in the sidebar.

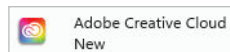
About Creative Cloud

Creative Cloud is essentially an online service for accessing apps and content from Adobe. However, it also has its own app interface that is downloaded at the same time as any of the Creative Cloud apps that you want to use – in this case, Lightroom. The Creative Cloud app serves as a dashboard for accessing all of its related apps and services.

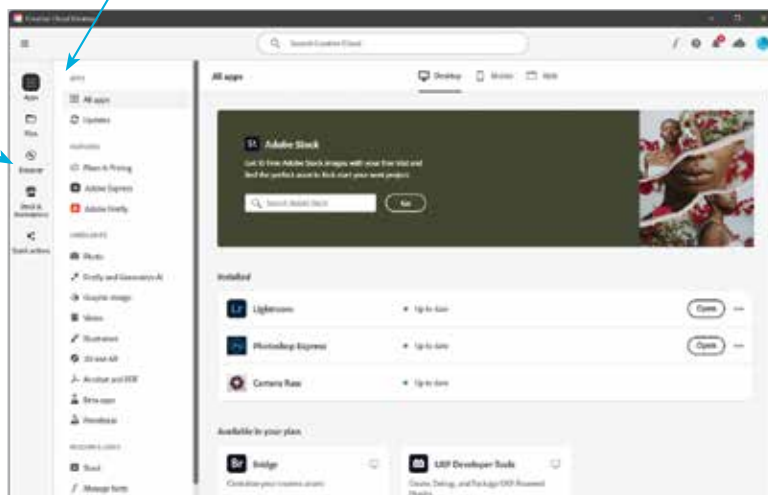
The apps within Creative Cloud are available through a subscription service, either individually or as a bundle of several apps, known as plans.

When an app from the Creative Cloud suite is downloaded, the Creative Cloud app is also downloaded. This then becomes available with the rest of the apps on your device. There are numerous functions and features within the Creative Cloud app that help to enhance your online experience with Lightroom and any other apps that you want to use.

- 1 Access and open the Creative Cloud app in the same way as with any other app on your device

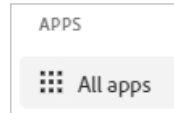


- 2 Click on the **Desktop** tab at the top of the window to view available items for your device. Use the toolbar and sidebar to navigate around the Creative Cloud app



...cont'd

- 3 Click on the **All apps** button in the sidebar to view installed and available apps

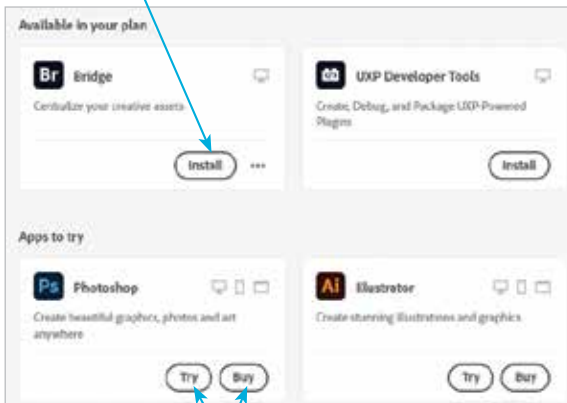


- 4 Any installed apps are displayed in the **Installed** section



If there are updates for installed Creative Cloud apps, these will be displayed in Step 4. Click on an update to keep your apps as up-to-date as possible. Click on the **Open** button in Step 4 to open a Creative Cloud app from here.

- 5 The **Available in your plan** section contains apps that are automatically included in your current subscription plan at no additional cost. Click on the **Install** button to download these apps, as required



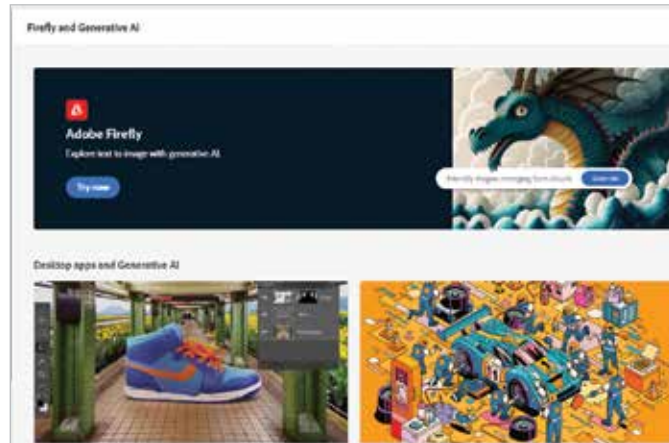
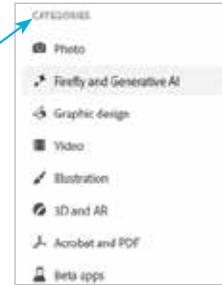
If you use Creative Cloud apps other than those in the **Available in your plan** section, there will be an additional subscription charge.

- 6 The **Apps to try** section contains a range of apps that are relevant to any that you have already obtained – e.g. Lightroom. Click on the **Try** button next to an app to download a free trial, or click on the **Buy** button to purchase it

...cont'd

7

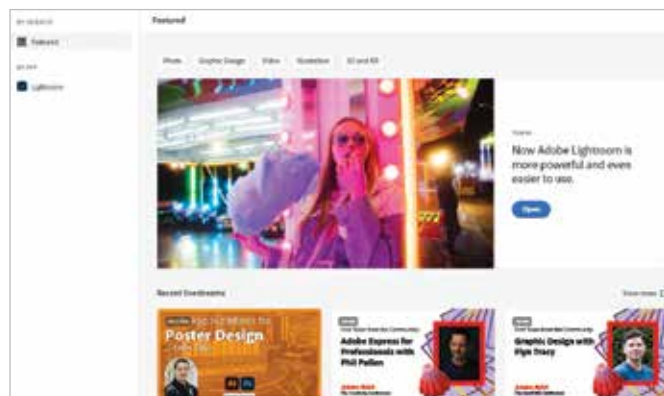
In the **Apps** section, click on one of the items under the **Categories** heading in the sidebar to view the relevant range of apps according to the selected category. Click on each item to view more details about it



The online tutorials and live streaming events require an internet connection.

8

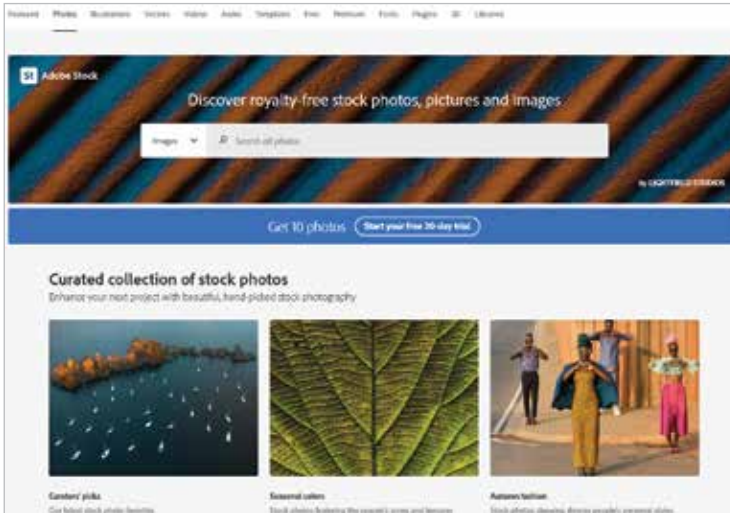
Click on the **Discover** button in the sidebar to view online tutorials and live streaming events about getting the best out of the Creative Cloud apps, including Lightroom



...cont'd

9

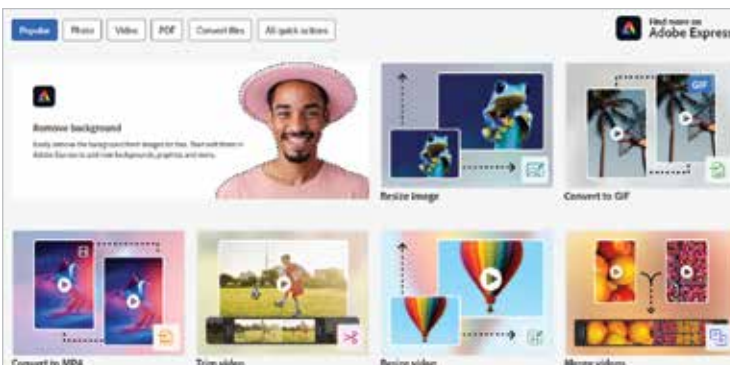
Click on the **Stock & Marketplace** button in the sidebar to access a huge range of stock photos and videos that can be used with the Creative Cloud apps for digital projects



An additional subscription is required for one of the plans for using the stock Adobe images in Step 9.

10

Click on the **Quick actions** button in the sidebar to perform a range of quick wins on your photos using the functionality of the Adobe Express app (see the Don't forget tip). Click on an item to add your own photos and have an action performed on it



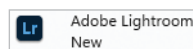
Adobe Express is a free stand-alone app that is used for creative designs for images and videos. It can be downloaded using the Creative Cloud app, from the Adobe website, or from online app stores, including Apple's App Store, Google Play, and Microsoft Store. In the example in Step 10, images can be uploaded to utilize specific functions of Adobe Express, although this is not done with the app itself. The basic version is free, and you can also upgrade to the paid-for Premium version.

Starting with Lightroom

Desktop Cloud view

The desktop version of Lightroom has two areas where you can work with your digital images: Cloud view and Local view. Cloud view is where images are stored online, and Local view is the contents of your desktop or laptop computer. To get started with Cloud view:

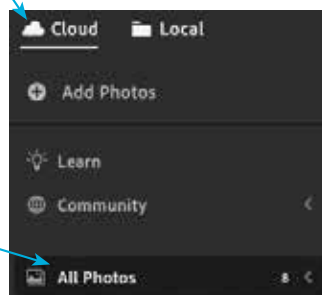
- 1 Click on this button to open Lightroom



- 2 Click on the **Cloud** tab at the top of the window to view the available items



Click on the **All Photos** option in Step 2 to display all photos in Cloud view in the main window. Click on the **Add Photos** button to import photos from your desktop or laptop computer (Local view – see the next page).



- 3 Images that are in the Cloud section of Lightroom are displayed in the main window



- 4 Click on these buttons to change the viewing options



...cont'd

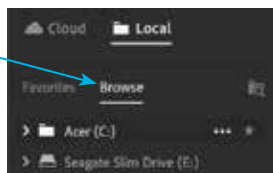
Desktop Local view

To get started with Lightroom Local view:

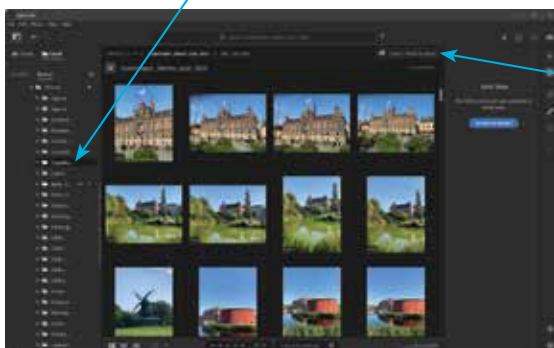
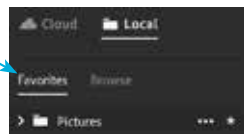
- 1 Click on the **Local** tab at the top of the window



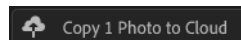
- 2 Click on the **Browse** tab in the left-hand sidebar to navigate through the folders on your desktop or laptop



- 3 Click on the **Favorites** tab to view any folders that have been marked as favorites. The **Pictures** folder, and its sub-folders, is included as a favorite by default. Click on a folder to view its content in the main window



Images from Local view can easily be copied over to Cloud view, and it is best to do this so that they can be accessed on multiple devices, and also because they are backed up in Cloud view. To do this, select an image in Step 3 and click on the **Copy [] Photo to Cloud** option.



Lightroom Interface

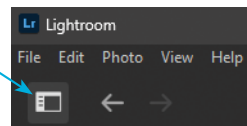
Although Local view and Cloud view both operate slightly differently in Lightroom, the general interface is the same. To get started with the interface:



If the sidebar is hidden, this ensures more room in the main window for viewing images.

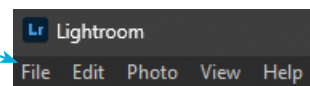
Sidebar

Click on this button in the top left-hand corner of the Lightroom window to show or hide the left-hand sidebar.



Menu bar

Click on the options on the top menu bar to view selected items.



Edit menu



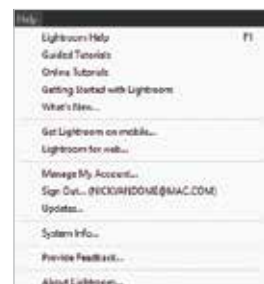
File menu



Photo menu



Help menu



View menu



For more details about using the Help menu, see page 30.

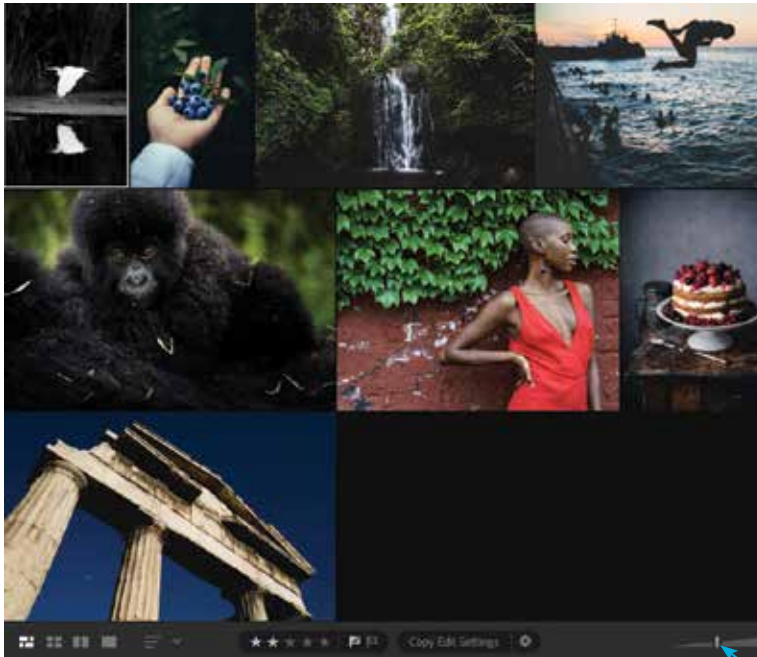
...cont'd

Grids

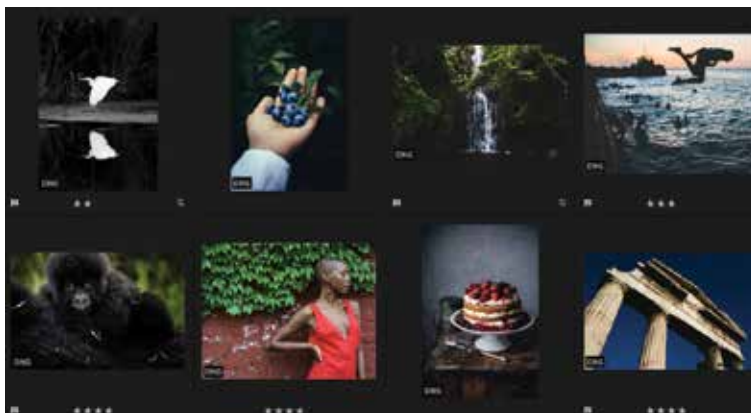
Photos in Lightroom can be displayed in a variety of forms. Click on these buttons at the bottom of the Lightroom window to view the different grid options, from left to right:



Photo Grid



Square Grid



The Photo Grid option is not available in Local view.



Drag on this slider in the bottom right-hand corner of the main window to zoom in or zoom out on images in the main window:





Click on one of the images in Compare view to make it the active one. Editing changes can then be applied to it without affecting the other image.

...cont'd

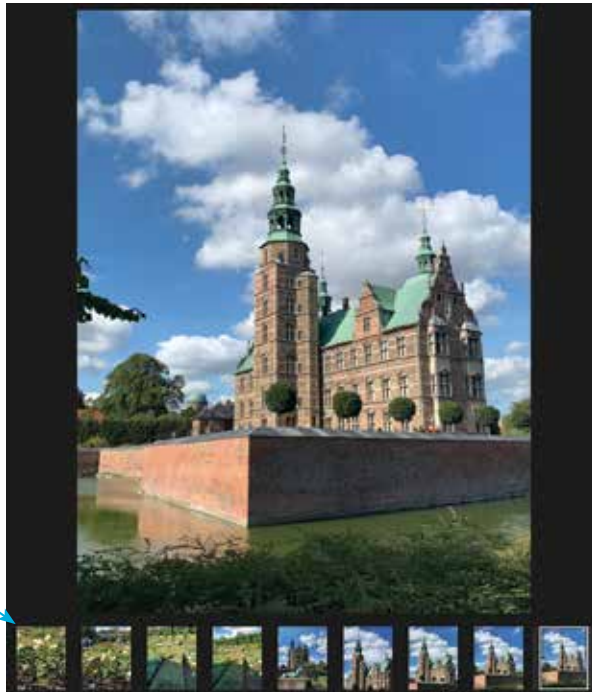
Compare



Detail



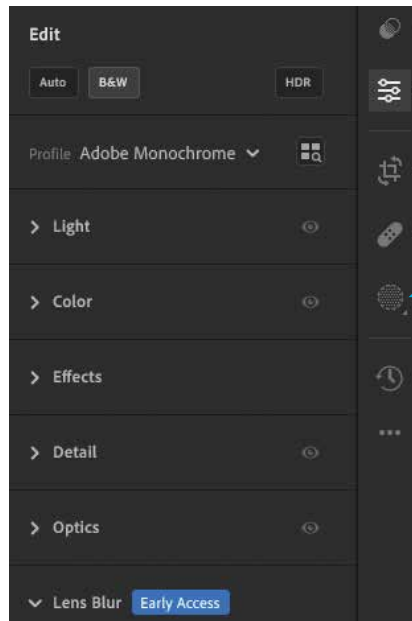
In both Compare and Detail view, the Filmstrip is available at the bottom of the window. Scroll left or right to view all available images and click on one to view it in the main window.



...cont'd

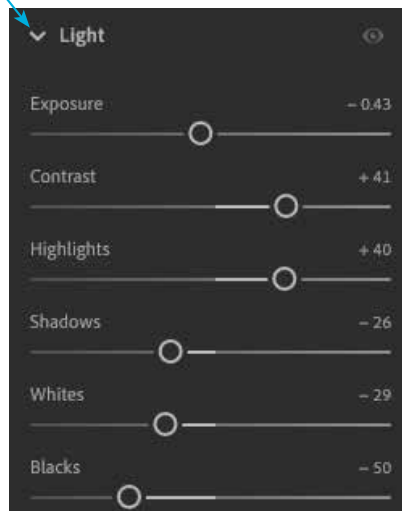
Editing options

In Compare view and Detail view, the editing tools are available at the right-hand side of the window.



Click on these buttons at the right-hand side of the editing panel to access more editing options and categories.

Click on an arrowhead next to one of the editing categories to expand it and access the full range of options for the category.



For a detailed look at the editing functions in the desktop version of Lightroom, see Chapter 6.



For a detailed look at presets in the desktop version of Lightroom, see Chapter 4. For a detailed look at editing images in the desktop version of Lightroom, see Chapters 6 and 7.

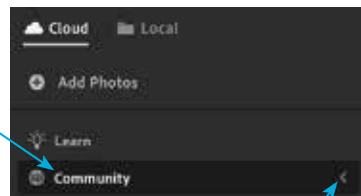


When you open an image from a Lightroom Community member, you can see the original image, any edits that have been applied to it, and the final image.

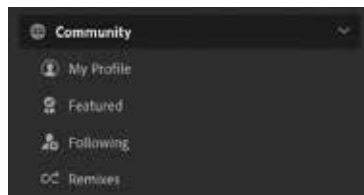
Lightroom Community

When using Lightroom, you are not alone. There is a whole community of other Lightroom users who share work that they have done with the app and make editing options available to the wider Lightroom community. These edits can be saved as presets, and you can also add your own edits to ones that other people have created. To use Lightroom Community:

- 1 In Cloud view, click on the **Community** option to access it in the main window



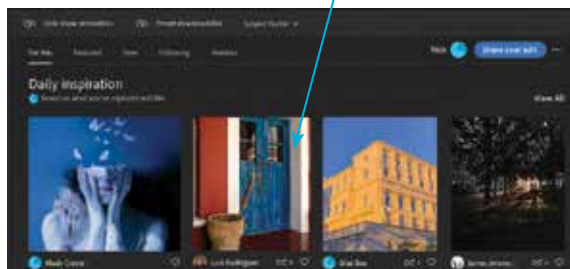
- 2 Click on the left-pointing arrowhead next to the **Community** heading to expand its options in the sidebar



- 3 In the main window, the Community options are displayed at the top of the window



- 4 Click on the **For You** option on the top toolbar to view recommended image edits from Community members



...cont'd

5

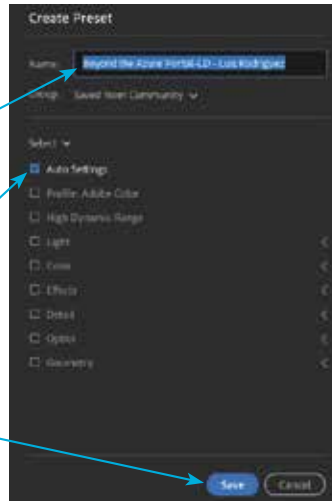
Move the cursor over an image to view the available options. These can include **Remix** and **Save as Preset**



The options in Step 5 are determined by the settings applied by the individual Community member. In some instances, the **Remix** option will not be available.

6

For the **Save as Preset** option in the previous step, keep the original name for the edited image or enter your own name for it

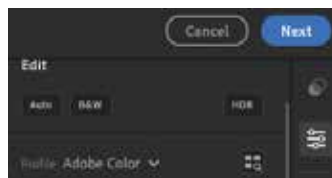


7

Check **On** the checkboxes for elements of the edited image that you want to keep, then click on the **Save** button to save the preset version

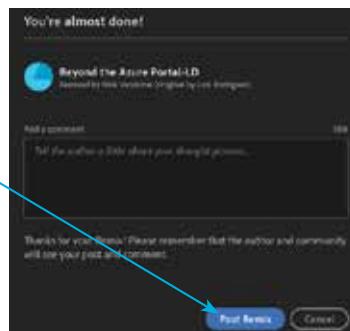
8

For the **Remix** option in Step 5, perform editing changes on the image as required, then click on the **Next** button



9

Enter a comment about your remix as required, then click on the **Post Remix** button to post your edited image to Lightroom Community so that other members can view it and edit it too



If an image in Lightroom Community has this icon below it, it means that the image can be remixed:



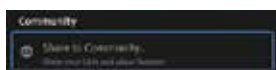
If there is a number next to the icon, this indicates how many remixes have been performed on the image.



If an image has had minimal editing applied to it – for instance, only one or two editing steps – then you will not be able to share it with Lightroom Community.



Images can also be shared with Lightroom Community by selecting them in any view, clicking on the **Share** button on the top toolbar, and clicking on the **Share to Community...** option.



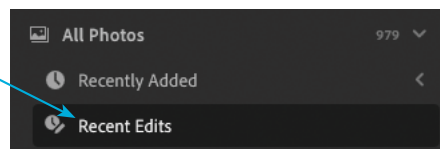
Images can also be shared by right-clicking on them (Windows) or **Ctrl** + clicking on them (Mac) and selecting **Share to Community...**

...cont'd

Saving to Lightroom Community

To save your own edited images to Lightroom Community:

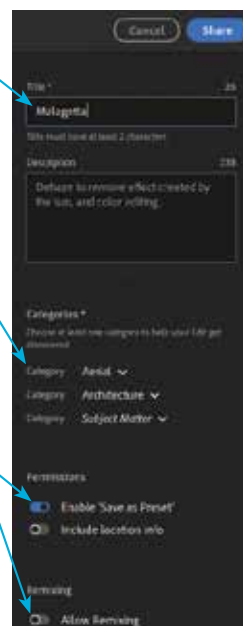
- 1 Click on the **Recent Edits** option in the Lightroom sidebar



- 2 Click on an image in **Photo Grid** view or **Square Grid** view to select it (only images to which editing has been applied will be displayed in this window). Click on the **Share to Community** button



- 3 Enter a title for the shared image and an optional description of your editing process
- 4 Select at least one category for the image, to help people in Lightroom Community search for it



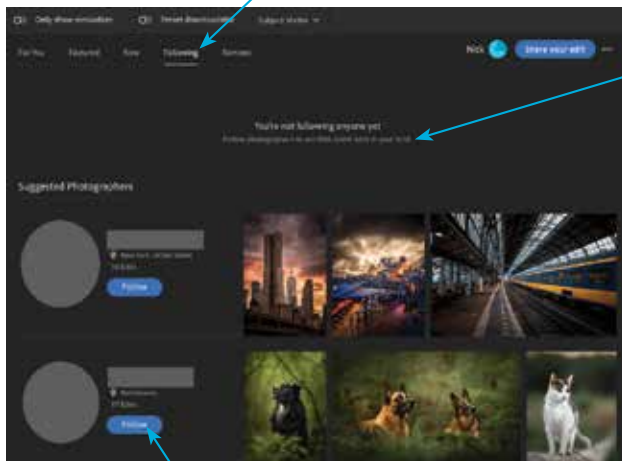
- 5 Drag the **Enable 'Save as Preset'** and **Allow Remixing** buttons **On** or **Off** as required, to enable or prevent these particular permissions for other Community users viewing your image

...cont'd

Following people in Lightroom Community

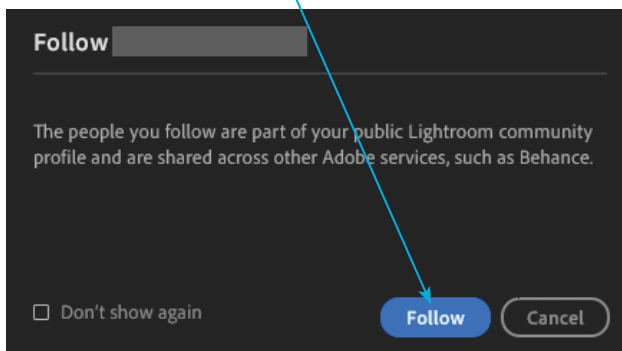
Within the Community section it is possible to follow other users – in a similar way to following people on social media sites – so that you can quickly see their latest published edited images. To follow someone in Lightroom Community:

- 1 Click on the **Following** tab on the top toolbar



- 2 Click on the **Follow** button next to a person you want to follow

- 3 Click on the **Follow** button in the next window to confirm the action



Once you have followed someone, their details appear at the top of the **Following** panel, where you will be able to view their edits and be notified about new ones that are added.



Check **On** the **Don't show again** checkbox in Step 3 to avoid this window being displayed each time you follow someone:

Don't show again



The other options in the Share panel are for **Share**, which can be used to share images with family and friends (see pages 185-186), and sharing with **Lightroom Community** (see pages 24-27).

Exporting Images

Lightroom does not have a traditional Save function, as all editing changes are automatically saved as new versions of the image, with the original remaining intact. However, images (either originals or edited versions) can be exported into different file formats or the same format but with different settings. To do this:

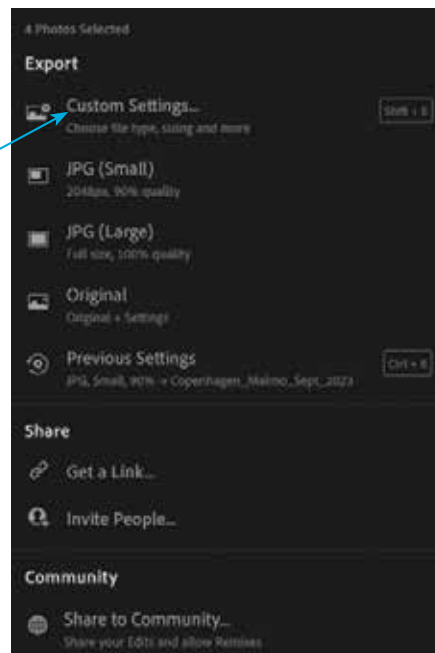
- 1 Select an image to be exported. This can be in any of the Lightroom views



- 2 Click on the **Share** button on the top toolbar



- 3 The **Export** options are displayed at the top of the Share panel. Click on the **Custom Settings...** option to specify your own settings for the exported image (see the next page)



- 4 Click on one of the other export options – e.g. **JPG (Large)** – to export the image into this format

...cont'd

5

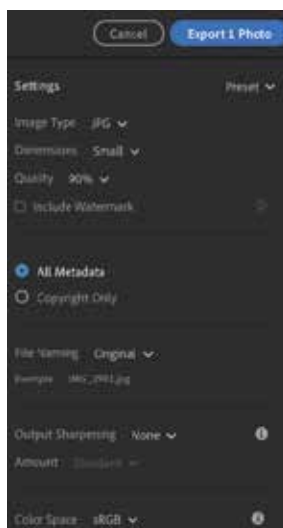
For the **Custom Settings...**

option in Step 3 on the previous page, the image is displayed in the main window, with the settings in the right-hand panel



6

Select settings for the exported image as required. These include **Image Type**, **Dimensions**, and **Quality**; options for metadata to be copied with the image; and **File Naming** options



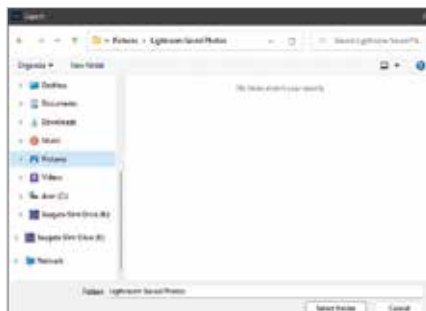
7

Click on the **Export [] Photo** button to export the image



8

For all of the export options, File Explorer (Windows) or Finder (Mac) are automatically opened. Navigate to the required folder to save the image



By default, the selected folder for exporting images in Step 8 is **Lightroom Saved Photos**, which is a folder that is created automatically when Lightroom is installed. However, any other folder can also be selected as the destination location for exported images.



Items on the Help menu include options for starting the process to obtain Lightroom on mobile devices and on the web.

Get Lightroom on mobile...
Lightroom for web...



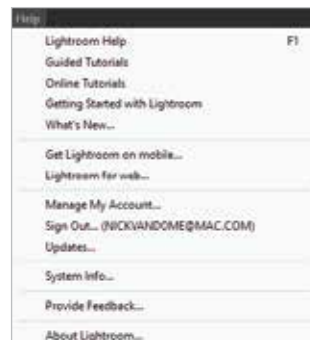
Other items on the Help menu include options for managing your Adobe account and also accessing any updates that are available for Lightroom.

Manage My Account...
Sign Out... (NICKVANDOME@MAC.COM)
Updates...

Help Options

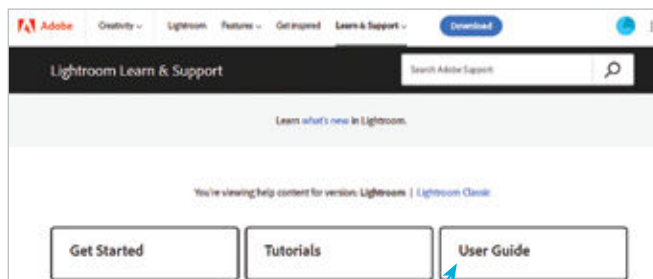
Lightroom has several useful options for finding out more about the app and how to get the most out of it. To access and use some of these options:

- 1 Access the **Help** menu, as shown on page 20



Lightroom Help
There is also a **Lightroom Help** option:

- 1 The **Lightroom Help** option is an online help service that opens in your device's default browser



- 2 Click on one of the options above – e.g. **User Guide** – to view the full range of options. Click on individual categories to expand them and view their contents

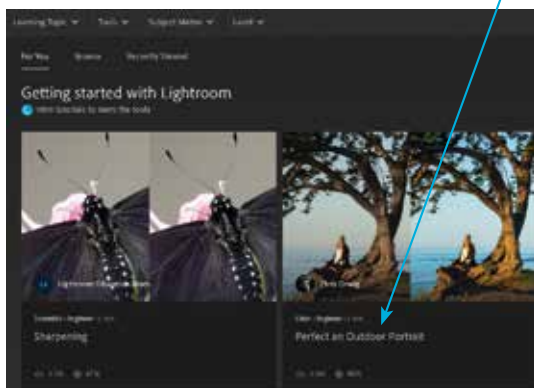


...cont'd

Guided Tutorials

This option can be used for step-by-step tutorials for specific image-editing techniques.

- 1 Click on one of the options in the Guided Tutorials window – e.g. **Perfect an Outdoor Portrait**



- 2 Click on the **Start Tutorial** button



- 3 The tutorial identifies any issues with the image and shows how to correct them. Click on the **Continue** button to progress through the tutorial



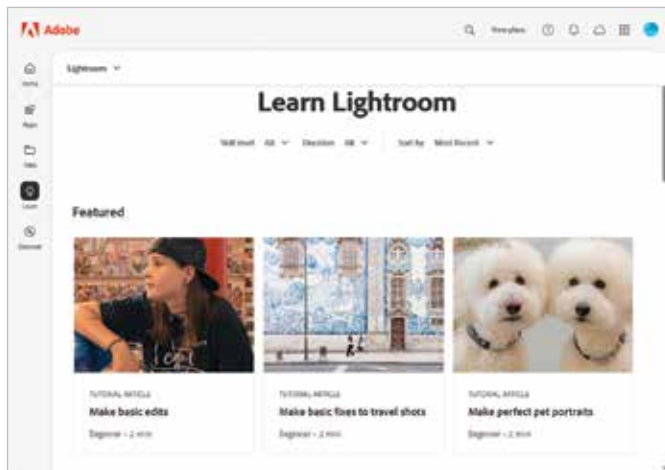
As a guided tutorial progresses, there are prompts to select the required item for each step so that you can perform all necessary tasks in the process.



...cont'd

Online Tutorials


The **Online Tutorials** option provides similar online help options to Lightroom Help on page 30.



If a photo is being viewed in Detail view, there will be a **Learn with my photo** option at the top of the **Getting Started with Lightroom** panel. Click on the **Edit Your Photo** option to view a guided tutorial that will edit your own image.



Getting Started with Lightroom

For the **Getting Started with Lightroom** option, click on this button at the right-hand side of the top toolbar in the main window:  It contains several options:

- Enter a specific question in the Search box at the top of the panel.
- Click on one of the tutorial options to view a step-by-step tutorial, as shown on page 31.
- Click on one of these options to view details about a specific technique – e.g. **Exposure**.

