



Adobe Photoshop Lightroom Classic

2022
release



Classroom in a Book[®]

The official training workbook from Adobe
RC Concepcion



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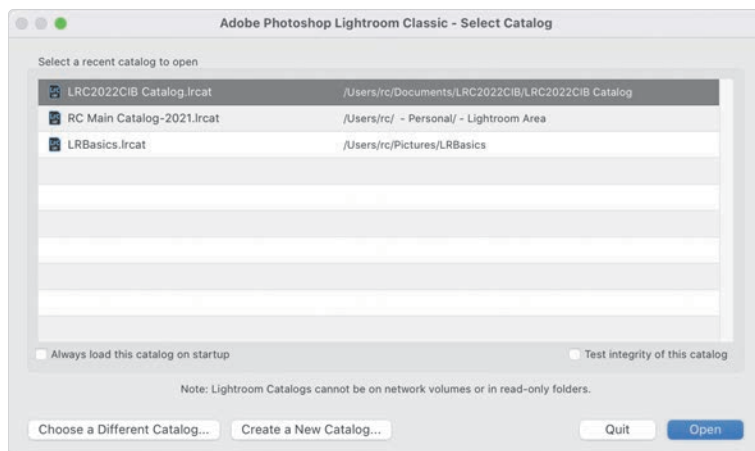
Getting started

Note: This lesson assumes that you already have a basic working familiarity with the Lightroom Classic workspace. If you need more background information, refer to Lightroom Classic Help, or review the previous lessons.

Before you begin, make sure you've set up the LRC2022CIB folder for your lesson files and created the LRC2022CIB Catalog file to manage them, as described in "Accessing the lesson files and Web Edition" and "Creating a catalog file for working with this book" in the "Getting Started" section at the start of this book.

If you haven't already done so, download the lesson04 and lesson04-gps folders from your Account page at peachpit.com to the LRC2022CIB\Lessons folder (see "Accessing the lesson files and Web Edition" in the "Getting Started" section).

- 1 Start Lightroom Classic.
- 2 In the Adobe Photoshop Lightroom Classic - Select Catalog dialog box, make sure the file LRC2022CIB Catalog.lrcat is selected under Select A Recent Catalog To Open, and then click Open.



Tip: The first time you enter any of the Lightroom Classic modules, you'll see module tips that will help you get started by identifying the components of the workspace and stepping you through the workflow. Dismiss the tips by clicking the Close button. To reactivate the tips for any module, choose [Module name] Tips from the Help menu.

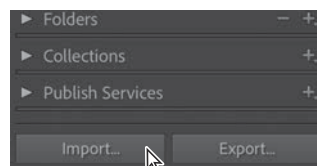
- 3 Lightroom Classic will open in the screen mode and workspace module that were active when you last quit. If necessary, switch to the Library module by clicking Library in the Module Picker at the top of the workspace.



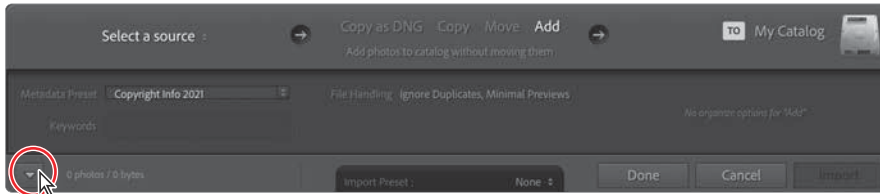
Importing images into the library

The first step is to import the images for this lesson into the Lightroom library.

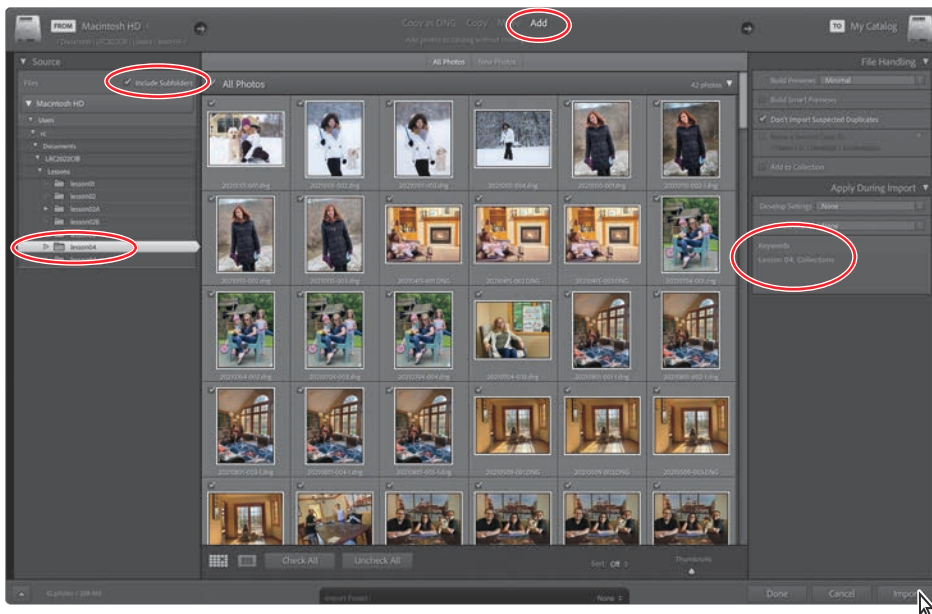
- 1 In the Library module, click the Import button below the left panel group.



- 2 If the Import dialog box appears in compact mode, click the Show More Options button at the lower left of the dialog box to see all of the options in the expanded Import dialog box.



- 3 Under Source at the left of the expanded Import dialog box, locate and select your LRC2022CIB\Lessons\lesson04 folder. Ensure that Include Subfolders is checked and all 42 images from the lesson04 folder are selected for import.
- 4 In the import options above the thumbnail previews, select Add so that the imported photos will be added to your catalog without being moved or copied. In the File Handling panel at the right, choose Minimal from the Build Previews menu and ensure that the Don't Import Suspected Duplicates option is selected. In the Apply During Import panel, choose None from both the Develop Settings menu and the Metadata menu, and type **Lesson 04, Collections** in the Keywords text box. Make sure that your import is set up as shown here, and then click Import.



You may get a dialog asking if you want to enable Address Lookup. You can do so now, or when we explore the Map module later in the chapter. The 42 images are imported from the lesson04 folder and now appear in both the Grid view of the Library module and the Filmstrip across the bottom of the workspace.

Folders vs. collections

► **Tip:** The Import New Photos option in the Synchronize Folders dialog box (Library > Synchronize Folders) automatically imports any files that have been added to a folder without yet having been added to your image library. Optionally, activate Show Import Dialog Before Importing to choose which of the new files you wish to import. Activate the Scan For Metadata Updates option to check for files with metadata modified in another application.

Each time you import an image, Lightroom creates a new catalog entry to record the file's address on your drive—the folder in which it is stored and the volume that contains that folder—in the Folders panel in the left panel group.

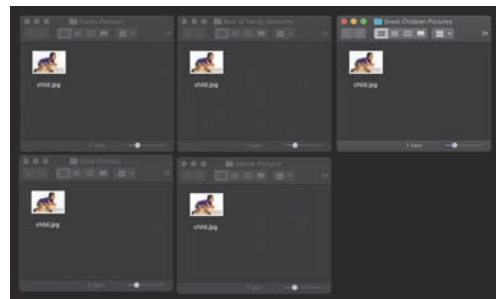
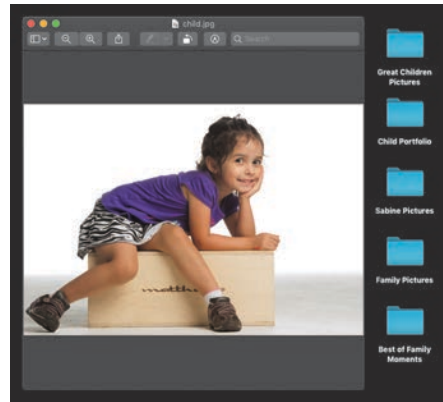
To keep a handle on your growing library, you need to store your pictures in folders, and you need those folders to keep some sort of structure. However, folders are an inefficient way of organizing your information, especially when it comes to photography, where you may want access to individual images in a whole bunch of places. To do that, you need collections.

Folders store; they do not organize

Let me give you a quick example. Let's imagine a picture that I think is so amazing, it's one of my best photos, and I want to use it for a variety of things. I think this image is a good example of my photography of kids, that it captured one of the best moments in our family life, and that it is a great picture of my daughter, Sabine. I may want to show it to different people at different times and in different circumstances. My solution? I create an album for each of these moments and place the picture of Sabine in each of the folders.

While that might seem like a good solution, we now have one file living in five separate places. If the photo is 10 MB in size, I would be taking up 50 MB of storage—five times the amount I need—simply to have it easily accessible in every possible photo group I might need it in. From a disk usage standpoint, that's inefficient.

Then what happens if I need to make a change to the file? I would have to remember all of the locations where that file lives, and make sure that every change I make is added to the image in each location. That's even more inefficient. Thankfully, Lightroom solves a lot of this with collections.



Using collections to organize images

A collection is a virtual folder that allows you to organize your pictures from any number of separate physical folders, whether on your hard disk, removable drive, or network-attached storage device. A single master image can be included in any number of collections without adding space, which gives you the flexibility to organize all of your images. If we followed the previous example, I can have five different collections in Lightroom—one for each situation—and each collection can have the same image inside of it, but all of those “images” are simply references in the catalog to the same physical file.

This concept is the literal cornerstone of everything you do in Lightroom, and your ability to master this method of organization makes using it so much easier.

There are several types of collections in Lightroom: the Quick Collection, collections, collection sets, and smart collections, listed in what I feel is the order of importance to your workflow.

Any collection can also be part of an output collection—a collection that is created automatically when you save a print layout or a creative project such as a photo book or web gallery, linking a set of images to a particular project template, together with all of your customized settings.

Any collection can also become a publish collection, which automatically keeps track of images that you’ve shared via an online service, or that is synced to Lightroom on your mobile device via Adobe Creative Cloud.

Let’s walk through the first four, step by step, as it is vital that you get these under your belt.

The Quick Collection

The Quick Collection is a temporary holding collection, a convenient place to assemble a group of images from different folders. You can access the Quick Collection from the Catalog panel so that you can easily return to work with the same selection of images at any time. Your images will stay in the Quick Collection until you are ready to convert your selection to a permanent collection that will then be listed in the Collections panel.

You can create as many collections and smart collections as you wish, but there is only one Quick Collection; if there is already a selection of images in the Quick Collection, you’ll need to clear the Quick Collection or convert it to a standard collection and then clear it before you can use it to assemble a new grouping.

We already created a Quick Collection in Lesson 3, “Exploring the Lightroom Workspace,” so let’s move on to the two that you will use the most in Lightroom: the collection and the collection set.

► **Tip:** If you are a user of the Apple service iTunes, think of collections as playlists for your pictures. You have one picture, but it can go to multiple playlists.

► **Tip:** You can learn more about publish collections in the bonus lesson in the download files. For how to access those files, see the “Getting Started” section at the beginning of the book.

► **Tip:** If the Thumbnail Badges option is selected in the Library View Options, a photo that is included in a collection of any kind displays the collection badge in the lower right of its thumbnail.



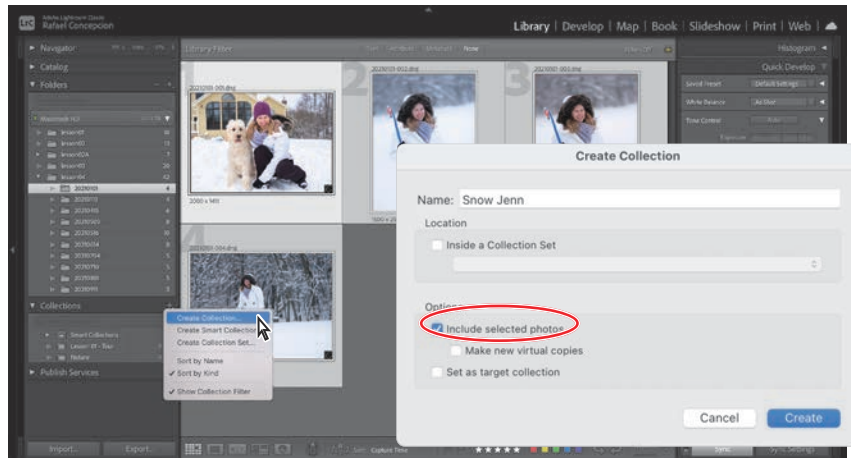
Click the badge to see a menu listing the collections in which the image is included. Select a collection from the menu to switch to that collection.

Creating collections

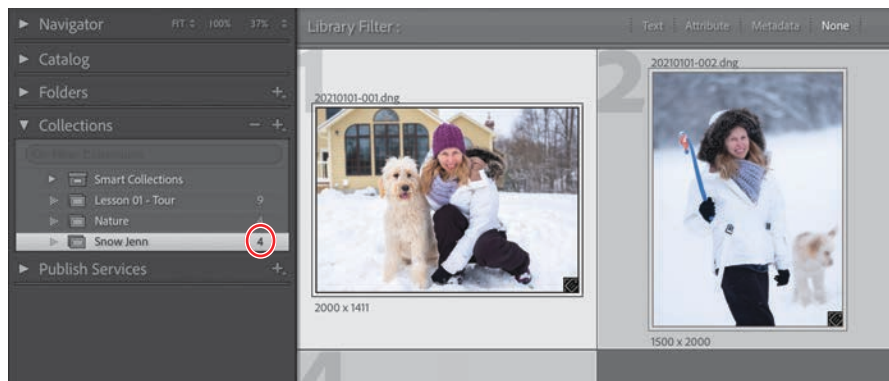
In the lesson04 folder, there are a series of images that are placed inside of subfolders. The idea here is that this simulates how you will normally import your images. We're going to start there and give these pictures some order.

- 1 Click the 20210101 folder in the lesson04 folder. Once the images appear in the Grid view, select all of them by pressing Command+A/Ctrl+A.
- 2 Click the plus sign (+) icon at the upper right of the Collections panel, and choose Create Collection. In the Create Collection dialog, type **Snow Jenn** and in the Options area, make sure Include Selected Photos is selected, and then click Create.

► **Tip:** Once you've grouped a selection of photos as a collection, you can rearrange them in the Grid view or the Filmstrip, changing the order in which they will appear in a presentation or a print layout. Your customized sorting order is saved with the collection.



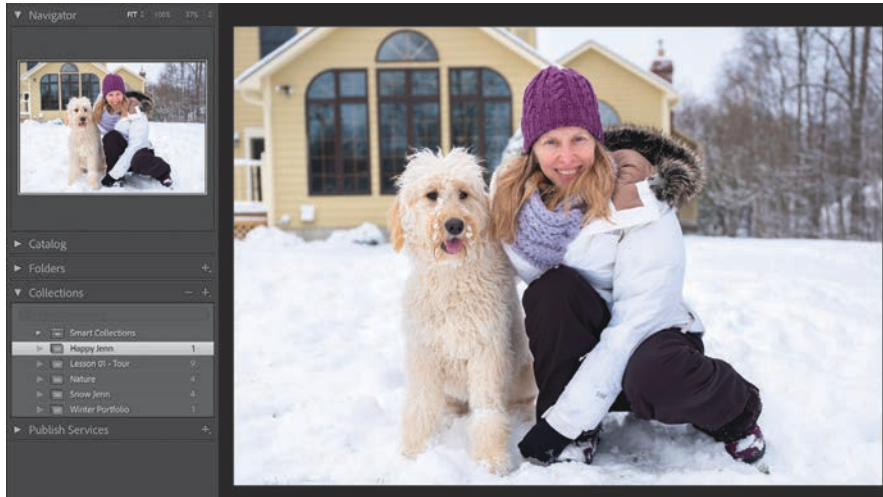
A new collection has been made in the Collections panel with four images in it (if your images are reversed, click the A to Z icon to the left of Sort in the Toolbar below the main work area). The pictures in this collection are digital references to the physical copies on your hard drive.



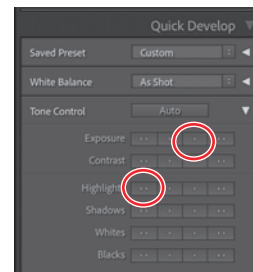
Let's experiment with the power of collections even further.

- 3 Create two additional Collections called *Winter Portfolio* and *Happy Jenn*. Make sure that you place the first file of the previously selected ones (20210101-001.dng) in both of the collections you just created.

As a result, we now have three different collections and each collection has the same file of my wife, Jenn, but they still only reference one physical file. But it gets better.



- 4 Select the Happy Jenn collection, and be sure the above picture is selected.
- 5 In the Quick Develop panel, click the Exposure single-arrow on the right once and the double-arrow on the left for Highlights twice to bring back detail.



Click each of the collections in the Collections panel, and you'll see that this photo is automatically updated in all three collections the moment you make a change in one of the collections, since they all reference that same, single physical image file.

Smarter file management, smaller file sizes, immediate version control—this is why collections are so important.

