

# HOW TO LOAD AND USE ACTIONS

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Confirm or make a folder in your Scrapbook Resource folder named Actions.

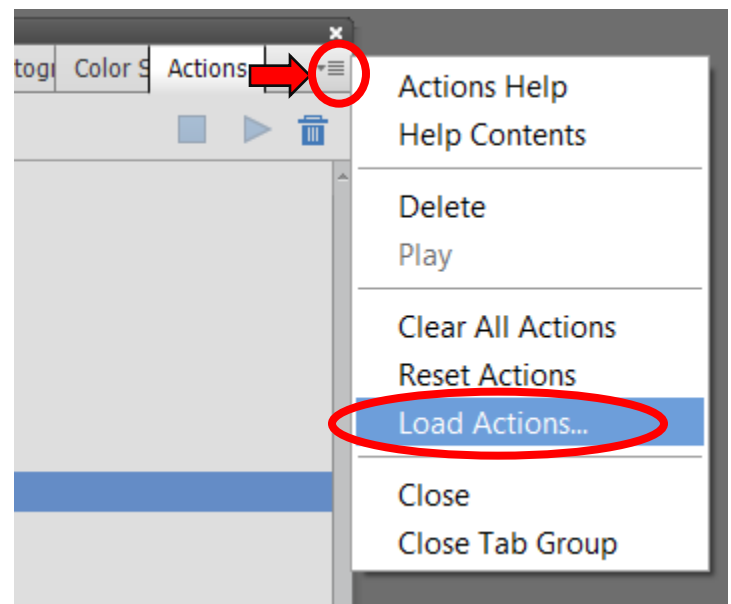
1. Actions are .atn files
2. You can't create Action files in Elements.
3. You can use many Action files

## The Easiest Method to Load Actions:

- Simply double-click the .atn file.
- Note: When you restart your computer actions installed this way tend to disappear.

## The Best Method (to get your actions to stick):

1. Save your actions in an easy to find location on your computer.
2. Open Photoshop and go to the Actions palette.
3. If the actions palette is not visible, go to "Window", then click "Actions" in the dropdown.
4. In the top right corner of the Actions palette, click on the small box containing an upside down triangle and 4 horizontal lines.
5. From the drop down menu, select "Load Actions".
6. Navigate back to where you saved the actions and select the file ending in .atn.
7. Click "Open" and your actions will load into the Actions palette.

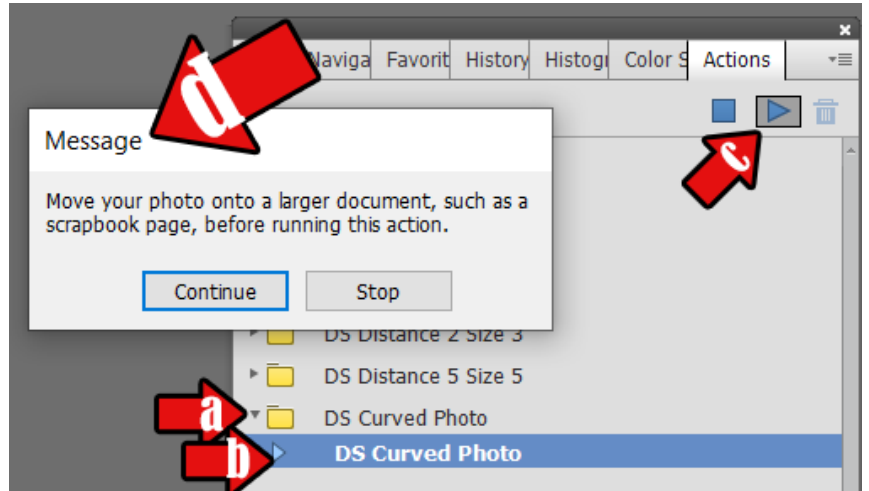


When the actions are loaded into the actions palette they will remain unless you delete the original folder where you saved the actions.

## HOW TO PLAY AN ACTION FILE FROM YOUR ACTIONS

1. Open the Actions Palette as described above.
2. You will get a list of your Actions.

- a. Click the black down arrow next to the Action you are wanting. This will set up the Action.
- b. Some Actions want you to click the blue down arrow in the next line. Only do this if the play button (in c) does not highlight and darken.
- c. When it is highlighted press the Play button.



- d. Some actions will stop and give you input, such as this example. Click the 'Continue' when ready.

3. Look at your Layers panel, based on what the Action does it will look different for each one.
4. The Layers are editable. It is just like you built it manually but don't have to do all the steps.

## ACTION NOTES:

1. Have a folder in your Scrapbook Resource folder for your Actions (.atn) DON'T ERASE THESE FILES ONCE YOU HAVE LOADED.
2. If you don't envision using the Action often use the Easy Method to load. There is no reason to load your Actions up with stuff you will not use often.
3. You can play one or more Actions to a photo.
4. Actions that share a theme are grouped into Action Sets.
5. Photoshop actions that contain steps that are unsupported in Photoshop Elements will fail to play. Not all action that are created in Photoshop can be played in Photoshop Elements.
6. To Remove an Action you get to the command the same way you Loaded Actions.
7. I looked for some Actions by Googling 'free .atn photoshop elements actions for scrapbooking'. Always be cautious where you search. There are a LOT of Actions for your Photos, just don't put the part about Scrapbooking in the Search.