

CONVERTING TO BLACK AND WHITE

Lightroom Options

Right side of the screen

- Basics panel—Black & White
- HSL panel—B & W
- Basics panel-Presence section—Saturation slide to minus 100

Left side of screen...not mentioned in presentation

- Preset panel—B&W filter presets
 - or B&W Presets
 - or B&W Toned Presets

Plug-ins for Lightroom

- Right click on the Image (not the border)
 - Fly out will open
 - Click on “Edit In”...about 1/3 of the way down the list
 - Another fly out will open
 - Find the plug-in you have...Silver Efex Pro 2 was shown
 - Plug-ins must be Downloaded/purchased and installed following their instructions
 - Nik Collection by Google was shown
 - Nik Collection is free and great
 - Within the Nik Collection is Silver Efex Pro 2 for Black and white

Process to try after the initial B&W conversion

- HSL panel
 - In upper left corner...click on “Target Adjustment Tool”(bullseye)
 - Then move cursor to area to be adjusted... click and push cursor up or down to globally lighten or darken everything of that hue
 - You can immediately click on another area and push or pull to change the tone of that color
 - If you are finished using the “Target Adjustment Tool” simply go back to the upper left corner of the HSL panel and click once on the activated bullseye to deactivate it.
- Need more work
 - Go to Basic Panel
 - Adjust contrast, highlights, shadows, and possibly white, black, and clarity
 - Or Select the Radial Filter from the icons just above the Basics Panel (looks like a circle with no arrow)
 - To use the Radial Filter...Click on the circle...move cursor to the image...click and drag down and to the side until you get the correct sized oval or circle.

- If you need to adjust the size of the circle/oval...move cursor to the circle and with the cursor over any of the square handles...click on the square and drag to a different size.
- To move the circle/oval...with the cursor inside the circle/oval...click and drag into place.
- To work inside the circle/oval make sure to check the box in front of “Invert Mask” which is located at the bottom of the panel...just below the feather slider. To work outside the circle/oval make sure the “Invert Mask” is NOT checked.

PHOTOSHOP OPTIONS

Black and White Adjustment Layer (icon--rectangle that is black on the left and white on right)

- Found in either the Adjustment panel or below the layers panel click on the circle that is ½ Black and ½ White
- This will make an Auto adjustment
 - To tweak the tones...click on the pointer hand in the upper left corner
 - Place pointer hand over the area to be adjusted and click and move left or right to darken or lighten that color
 - You can immediately pick another area and click and drag left or right to adjust another color
 - IF MORE AREAS ARE ADJUSTED THAN YOU INTENDED, IT IS BECAUSE THE AREAS ARE MADE UP OF THE SAME HUES IN THE COLOR VERSION
- **To add a tint** with the Black and White Adjustment Layer
 - In the upper left corner you will see a check box next to the word Tint.
 - Click the check box, this will activate the last used tint
 - If you would like to change the tint, click inside the colored box to the right of the word “Tint”
 - This will open up a color picker panel
 - In the color picker panel, select the hue in the rainbow by clicking on the rainbow or by clicking and sliding up or down the rainbow
 - When the correct color family appears in the large box simply click and drag the small circle to the tone you would like to use as your tint.
- You can **adjust the opacity** of this Black and White/Tint Layer by making sure this layer is active (click on it) and then go above it to the “Opacity” percentage and click on the word opacity (hold the click) while you slide left or right to adjust it higher or lower).
- If you wanted a **lighter or darker tint**, you will need to go back into the color picker and drag the small circle to a different tone. **Opacity will not darken or lighten the actual hue, it will only adjust the density of the layer.**
- **To get back to the Color Picker...**In the B&W Adjustment Layer, double click on the icon to the left of the words Black and White...don’t double click on the mask...Double click on the ICON, then proceed as instructed above.

Gradient Map Adjustment Layer (icon--rectangle that fades from black to white on right)

- Found in either the Adjustment panel or below the layers panel--click on the circle that is ½ Black and ½ White
- Selecting the Gradient Map Adjustment Layer will immediately do something...if it's Black and white then great you are ready to continue but if it doesn't look the way you want then...
 - If it **looks like a negative** instead of a Black and White then simply click the small box next to the work "reverse" under the gradient in the fly out panel that also opened.
 - If something else happened then continue as below...
 - Place cursor **on** the gradient bar and click inside it
 - The "Gradient Editor" will open
 - In the "Preset" window you will see some of the options that are available...just below that window you will see "Name"...in the Name window you will see the preset that has been applied to your image.
 - You want the "Black, White" Preset which is the 3rd one...Click on it, then click OK.
- **To add a "Tint"** instead of Black, White...follow the steps just above and then continue as below...
 - In the middle of the "Gradient Editor" place your cursor **just below** the middle of the gradient bar and click...this will add some "stops" below the gradient bar (they look like squares with triangles above them)
 - Double click on the **middle square**...this will bring up a color picker
 - Click on the color that you want on the rainbow slider
 - When that color appears in the large box, click on the hue that you would like to try...you can continue to click around until you find the color that you want. You should be able to see it on your image after you have clicked on a color.
 - Once you have the hue that you want...click on OK on the "color picker"
 - You can make adjustments to the "Gradient Editor" by clicking on the center "stop" and dragging it left or right...You can also experiment with adjusting the other stops by sliding them left or right, also.
 - If something goes wrong and you can't get back to the tint you wanted then simply Cancel out of the "Gradient Editor" and start the process over.
 - If it looks right, then click "ok"
 - **TIP: IF YOU LIKE THE COLOR THAT YOU HAVE USED AND WANT TO REPEAT IT IN THE FUTURE AND MAKE SURE THAT YOU USE THE EXACT SAME COLOR, THEN MAKE NOTE OF THE COLOR # AT THE BOTTOM OF THE COLOR PICKER OR BETTER YET, MAKE A PRESET SO THAT YOU CAN JUST GO INTO THE GRADIENT EDITOR AND CLICK ON YOUR PRESET AND ITS ALL DONE.**
 - To make preset...get all of your choices made and **just before** clicking "OK" to continue...Go to "Name" and type the name for this color gradient in the window...such as "steel blue" or "Jim's Favorite" whatever makes sense to you, then click on "NEW". You will now see your gradient up in the Preset window. Now click "OK"

- You can **adjust the opacity** of this Gradient Map Layer by making sure this layer is active (click on it) and then go above it to the “Opacity” percentage and click on the word opacity (hold the click) while you slide left or right to adjust it higher or lower).
- You can also apply this affect selectively by clicking on the mask on this layer and using the brush tool with black selected as you foreground color to paint away the affect from the areas that you don’t want it.

Hue/Saturation Adjustment Layer

- Found in either the Adjustment panel or below the layers panel--click on the circle that is ½ Black and ½ White
- The Hue/Saturation window will open...the word “Master” should appear below the “Preset” window
- Go to the Saturation slider and drag it all the way to the left, to minus 100
- You can **adjust the opacity** of this Hue/Satuation Layer by making sure this layer is active (click on it) and then go above it to the “Opacity” percentage and click on the word opacity (hold the click) while you slide left or right to adjust it higher or lower).
- You can also apply this affect selectively by clicking on the mask on this layer and using the brush tool with black selected as you foreground color to paint away the affect from the areas that you don’t want it.

Plug-Ins

- Google’s NIK Collection—Silver Efex Pro 2
 - <https://www.google.com/nikcollection/>
- OnOne Software—Perfect B&W
 - <https://www.on1.com/products/>
- Topaz Labs—BW Effects
 - <https://www.topazlabs.com/store>