LIGHTROOM
M A S T E R Y

A Complete Guide to Working in Lightroom Classic CC

FREE PREVIEW

1

THE LIBRARY

Adventures in Adobe Geography

I'm sure you've heard the phrase, *"Need to know."* Well, the things we're going to cover in this chapter fall quite inescapably into the category of things that you need to know about Adobe Lightroom Classic. You will want to familiarize yourself with all the modules, tabs, and icons which you will find within the Lightroom Classic realm.

After all, knowing your way around the software is the lead-lined reinforced concrete cornerstone of everything you will learn in this book.

Before we get started, I should also mention that this book is about Adobe Lightroom Classic CC; the robust desktop-based Lightroom application. A lot of the information contained therein is also valid for Adobe Lightroom 6.

If you have Adobe Lightroom CC (the cloud-based photo service) and you're interested in taking your photo editing to the next level, I highly recommend getting your hands on the full-featured desktop version of Lightroom: [Adobe Lightroom Classic CC](#).

From here on out, mentions of *"Lightroom"* will refer to *"Adobe Lightroom Classic CC."*

I would also highly recommend that you read this book while browsing around in the Lightroom Classic CC application on your computer.

Not only will it help you better understand some of the concepts, but it will also help you follow along while reading and remember where all the shiny buttons and panels are. In this chapter, we'll make sure you know exactly where everything is in Lightroom Classic and what it will do for you.

We'll even tell you where all the excellent taco trucks are.

Just kidding. There are no taco trucks here. But what we do have is a lengthy chapter ahead of us so grab a snack.
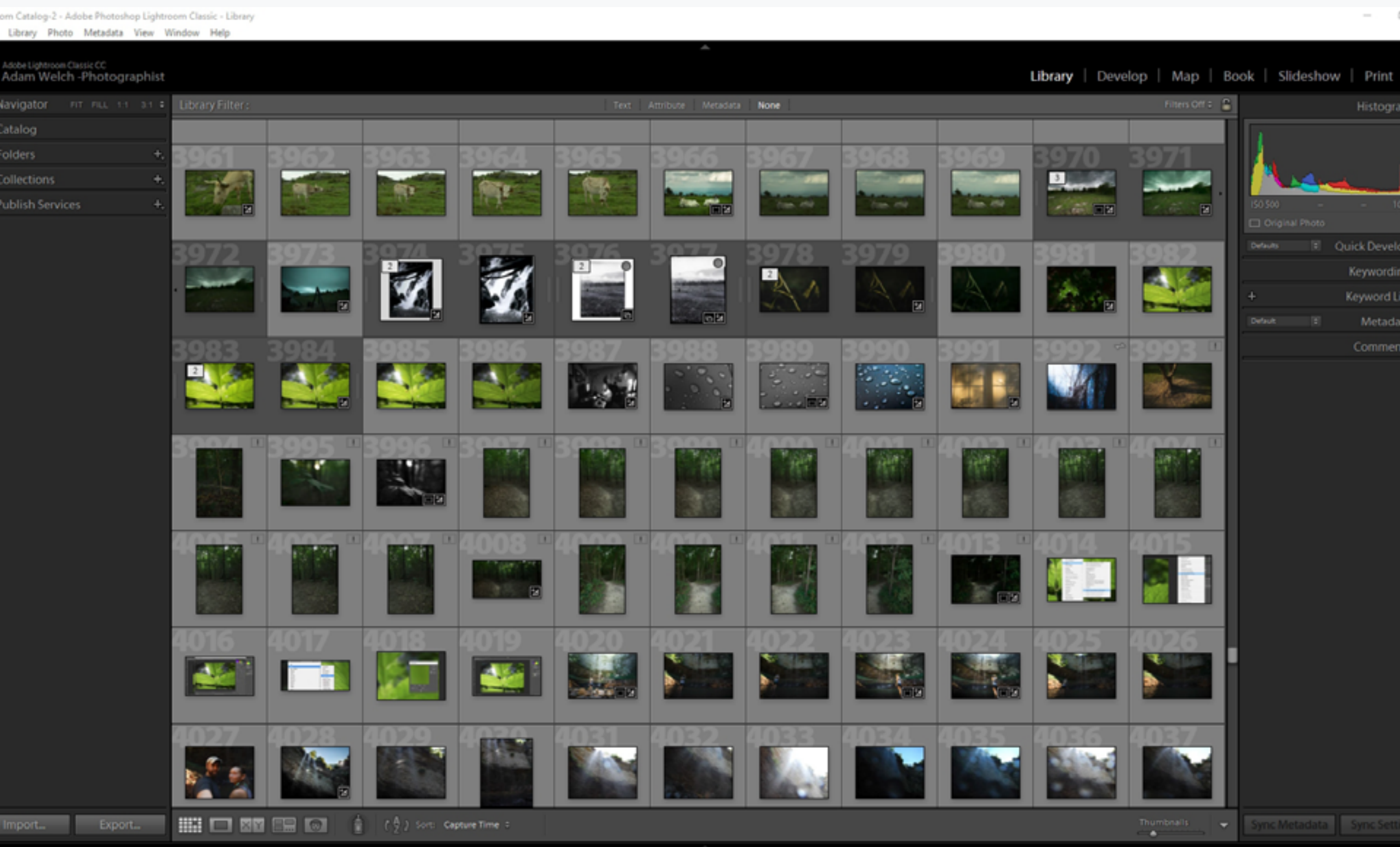
Let's get started now, shall we?

THE LIBRARY MODULE

When you open up Lightroom, in our case Lightroom Classic CC, you will instantly be transported to the Library Module. Think of the

Library as well... a Library. It's the home screen of Lightroom. This module holds all your goodies that you have imported into the Lightroom Catalog. There are multiple ways to view them and to get them sorted.


Don't worry. We'll cover the somewhat confusing emulsion of Catalogs, Folders, and Collections shortly in the next chapter.

For right now, let's familiarize ourselves with the visual landmarks on this screen.

Note: I've opened up virtually every tab and drop-down option for the sake of explaining the features of the software. Your screen may look slightly different depending on your preferences and operating system.

To the far left of the window, we have the following drop-down tabs: **Navigator**, **Catalog**, **Folders**, **Collections**, and **Publish Services**.

NAVIGATION

One of your best friends for being able to keep track of what it is you're doing is the Navigator drop-down. This, essentially, is a real-time thumbnail view of all your edits as you apply them. The reason it's so useful is that it gives you a proverbial "*step back*" from your image. This perspective can let you see just how the entire mood of your photo is turning.
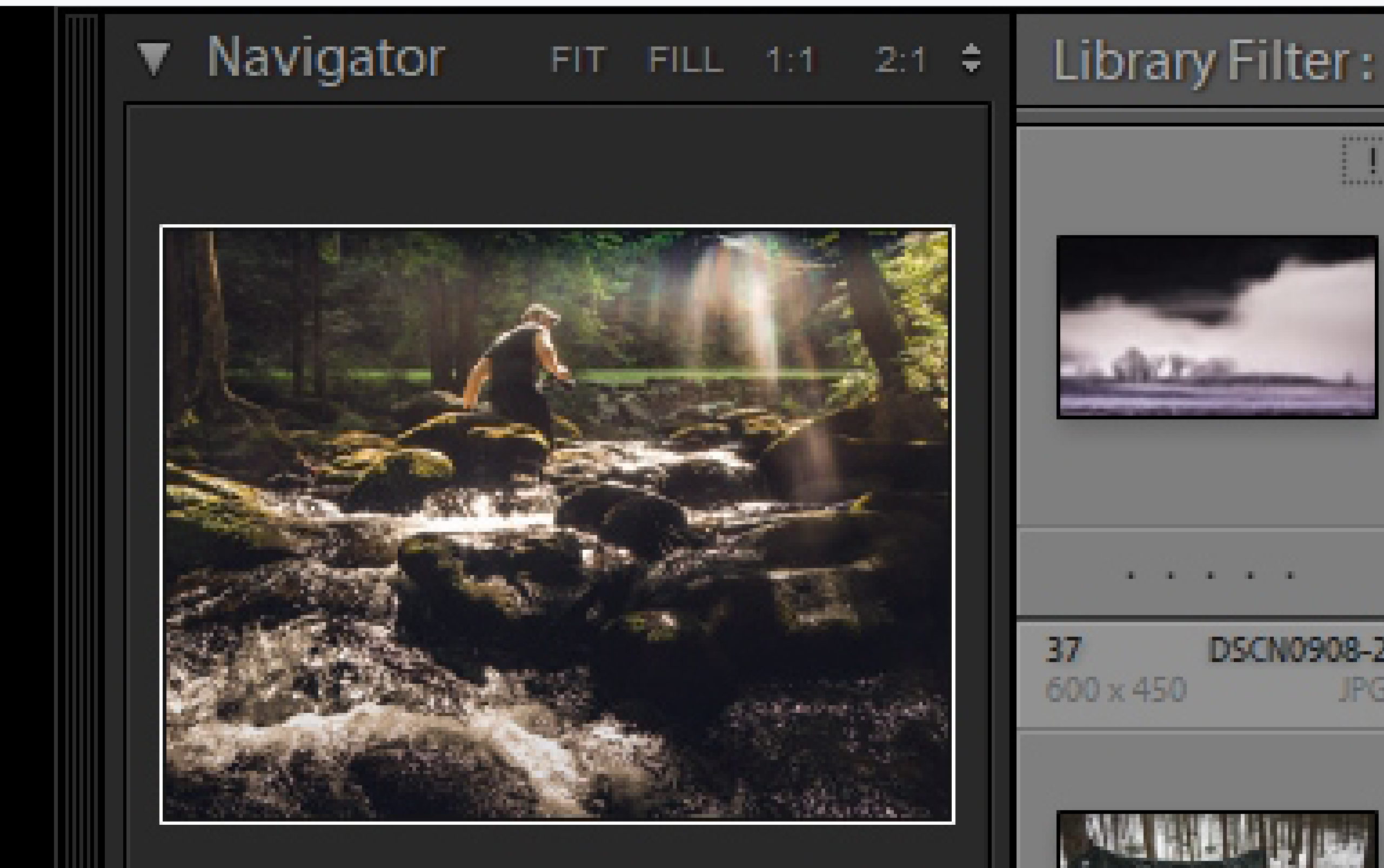

What's more, this is where you can become a

pixel peeper and set the zoom level for when you click on the photo while still in the Library Module or later in the Develop Module. You'll notice at the top of the navigator thumbnail a few options for zooming. You have: **Fit**, **Fill**, **1:1**, and **2:1**.

These magnifiers are also customizable by clicking on those two little vertical arrows to the right of the zoom ratios. You can select multiple zoom factors just from that drop-down. "*Fit*" is the most commonly used zoom because no matter the size of your photo you will be able to view it in its entirety in the view pane. "*Fill*" will display the image in its full dimensions which doesn't always translate into seeing the entire photo, especially with larger files.
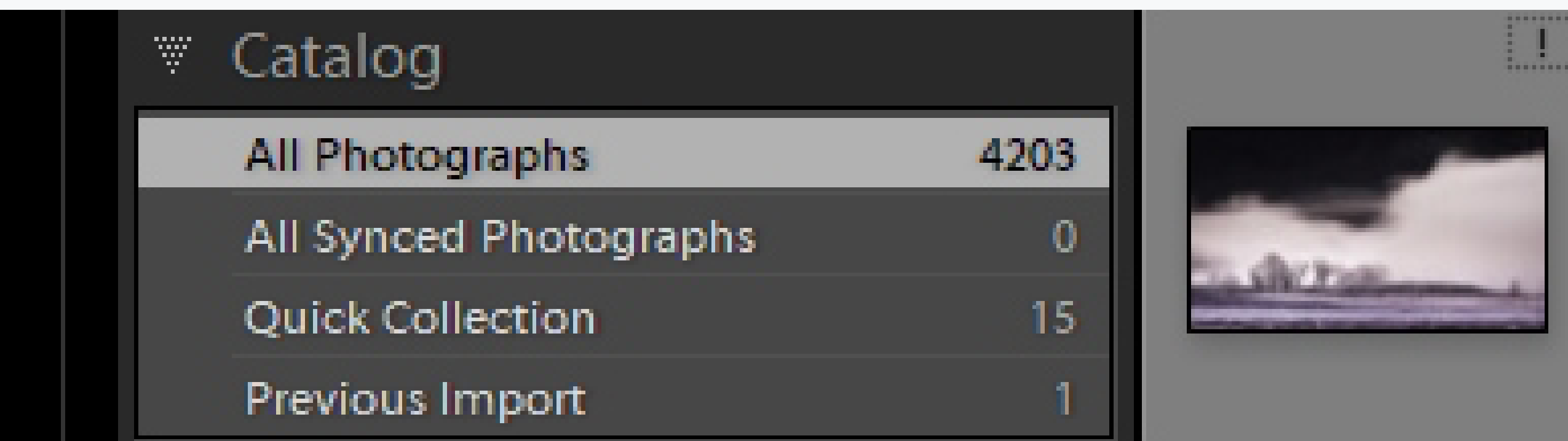
Think of the Navigator as a roadmap to zooming in and
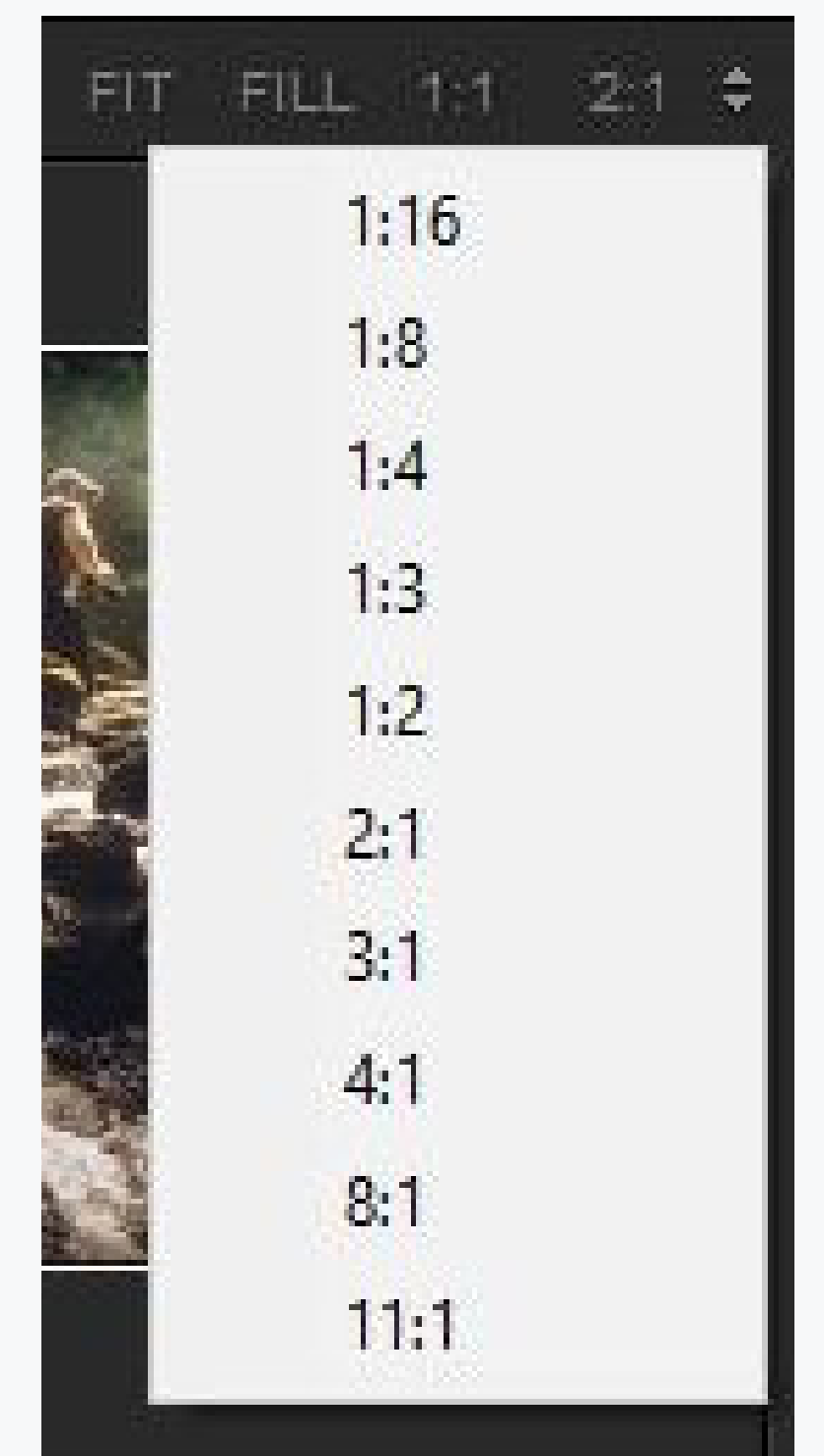
navigating your photo to varying degrees of magnification. Pay attention to the small white box in the thumbnail. It will show you exactly where you are looking into your picture.

CATALOG

The Catalog of Lightroom lists all the images you have imported into Lightroom.


Well, that's not precisely accurate as Lightroom doesn't use the original files of your images. Instead, it uses "*previews*." More on this later, but think as the Catalog Panel as where all those preview thumbnails of your photos nest themselves after import.

Again, more on importation in the next chapter. Don't be hasty.

FOLDERS

The Folders panel in Lightroom is somewhat of a mirror. This panel displays all the locations of images which have been imported into Lightroom as they pertain to your computer's hard-drive.
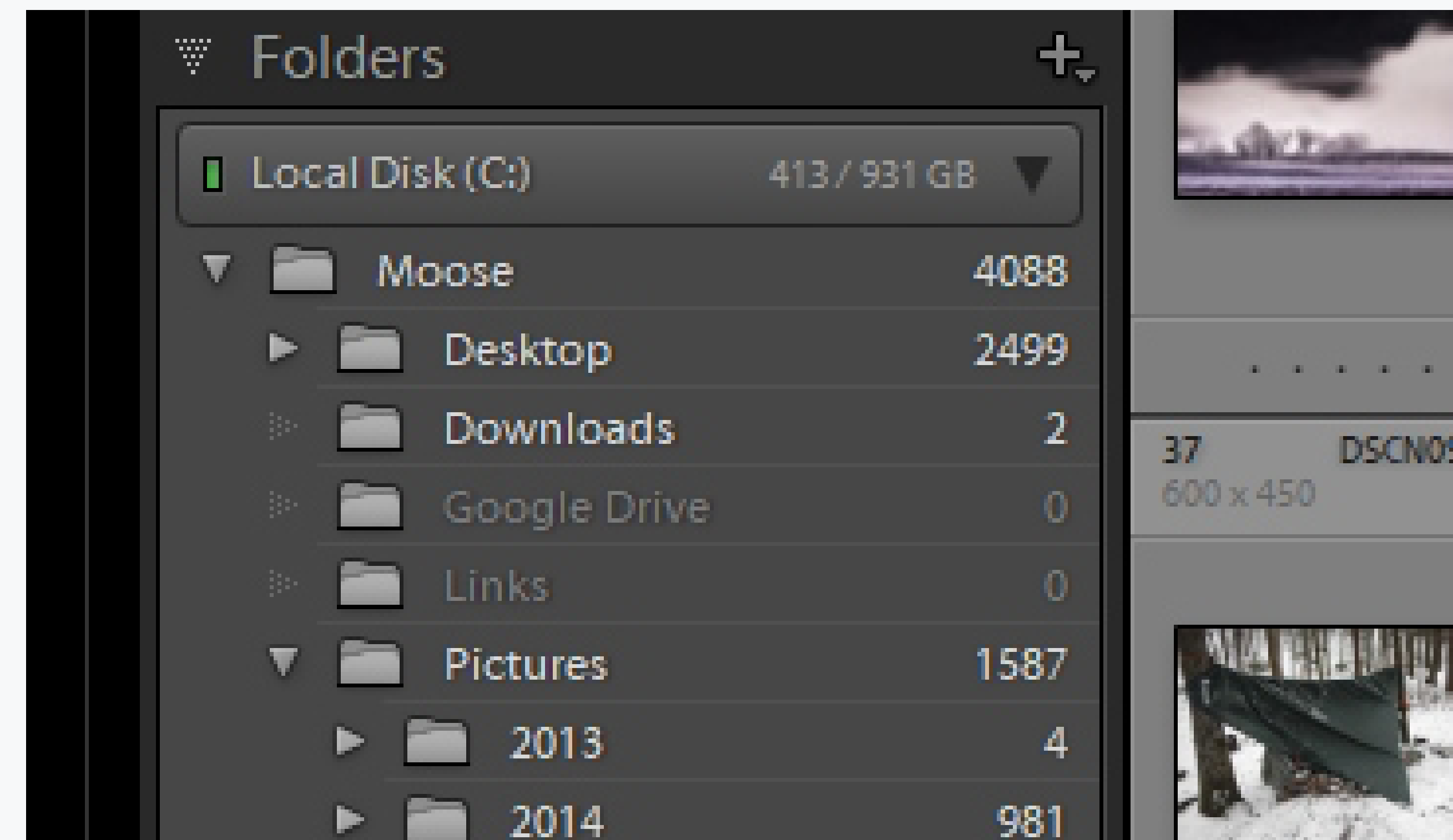

This can get a little confusing, but essentially it tells you where everything came from in the first place. The thing to remember is that Lightroom only knows about the images you tell it about through importation. The idea of Folders is to give you a

reference point to understand where the original copies of images you are editing reside.

COLLECTIONS

The file handling waters become even more muddied when we begin talking about the Collections panel. There's a fair bit of confusion, mostly unneeded when it comes to the differences between the **Folders**, **Catalog**, and **Collections** panels.
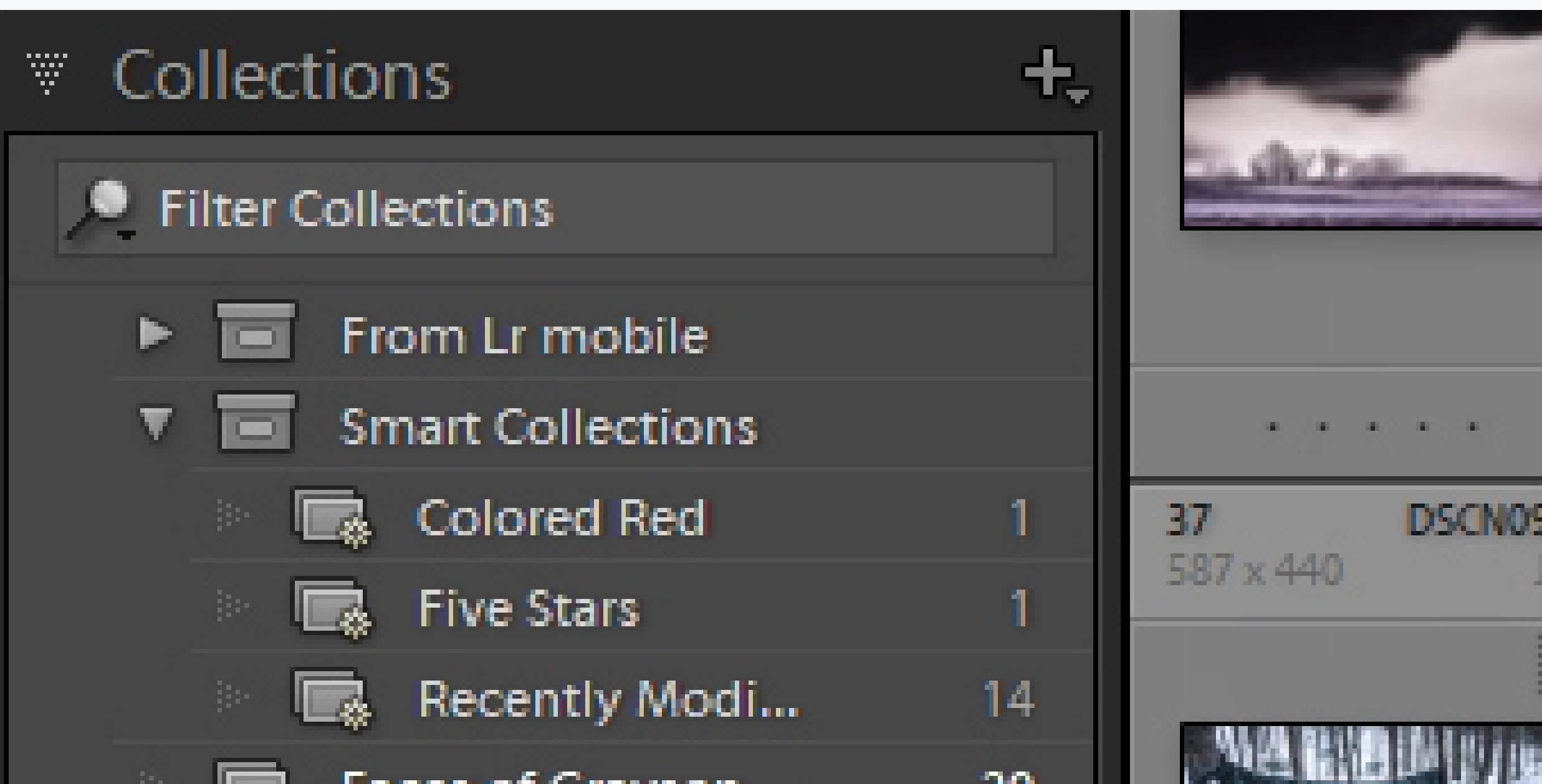

The Collections Panel gives us a mechanism for grouping the image previews we import into more

manageable locations. It's nothing more than an organizer and a manager. Which honestly, could be said for the entire Lightroom software.

PUBLISH

Now, this is where things get interesting. The Publish Panel is your social conduit for Lightroom. It allows you to directly publish and upload your images to quite a few selectable outlets such as Flickr and the mighty Facebook.
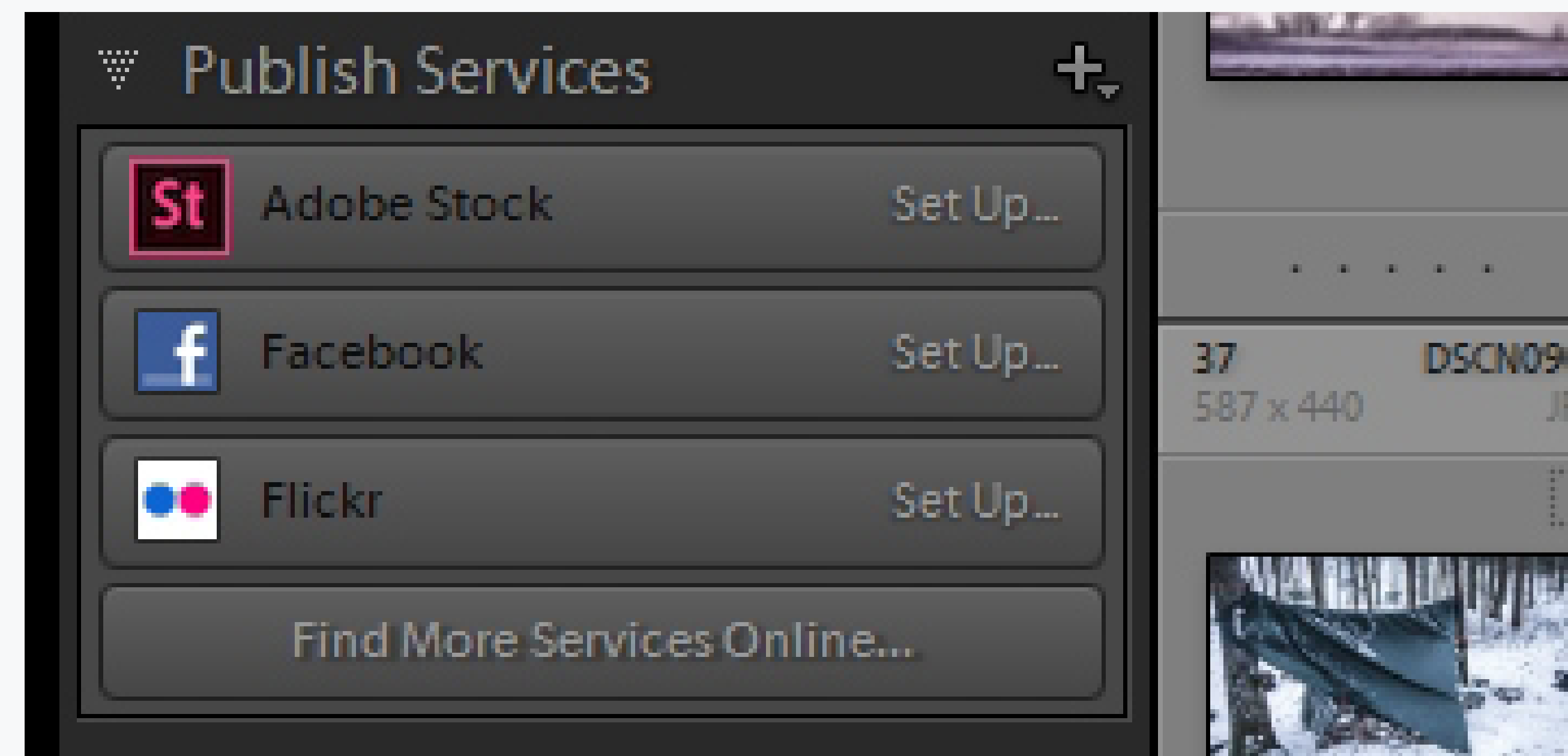
By default, Lightroom Classic CC is set up with Adobe Stock, Flickr, and Facebook already featured

in the Publish Panel. You have the option to also add other outlets to the party by using the "*Find More Services Online*" button.

How convenient! Regardless of which social media or publishing service you select, there will be a process of linking. So be ready to plug in your profile information.
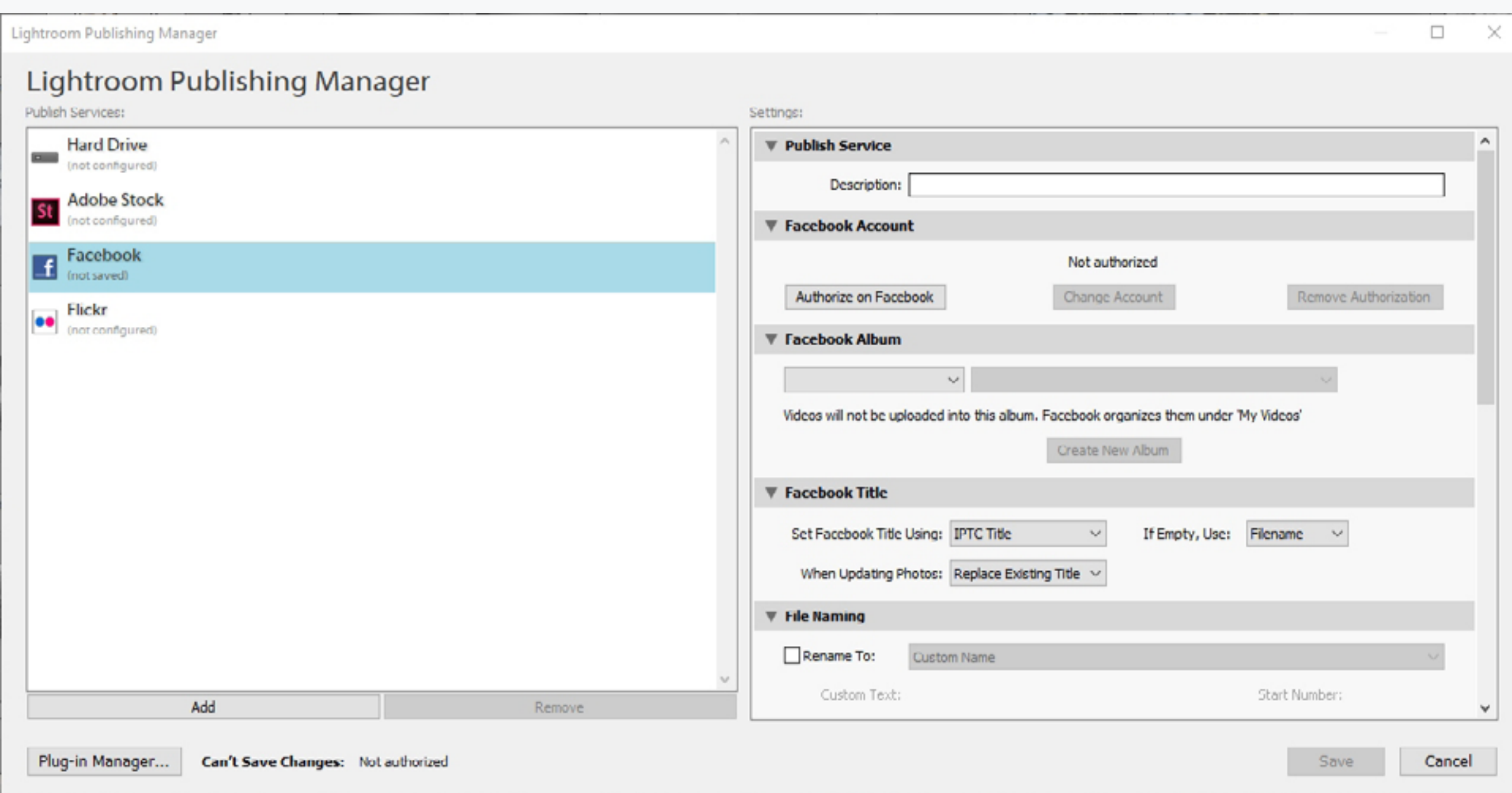
Admittedly, this type of service makes showing off your freshly processed images much easier because you can do everything from the Lightroom software itself.

Lastly, we have the "*Import and Export*" buttons at the bottom left corner of the Library Module...
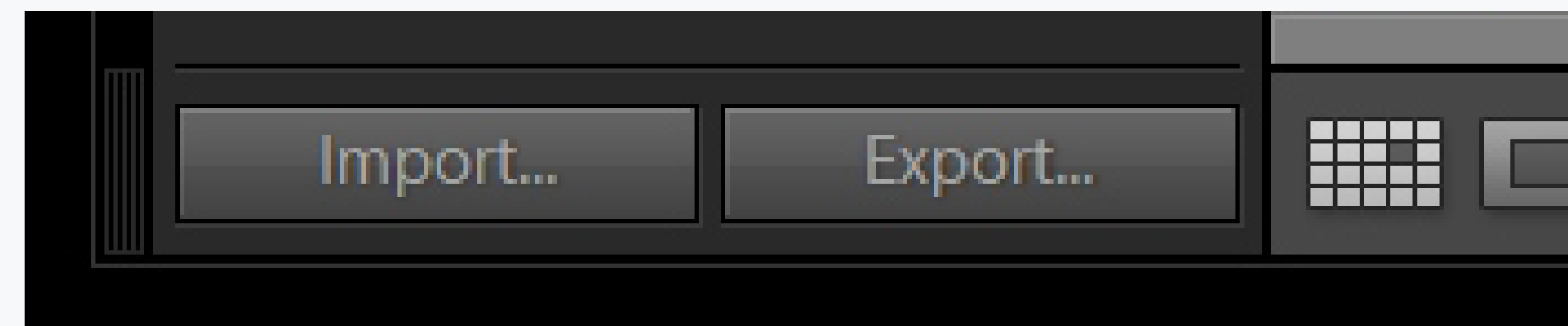

The importation and exportation of images will have their very own chapter a little later so for now just know that these buttons are responsible for two things.

The import button brings image files into Lightroom to be worked with and processed. The export button sends the finished images from Lightroom to locations specified by you, the all-powerful user.

TO THE RIGHT

Now that we've covered the main items located in the left column of Lightroom's Library Module it's

time to move all the way over to the east coast and talk about what we find there. Looking to the right side of the Library Panel we see these options:
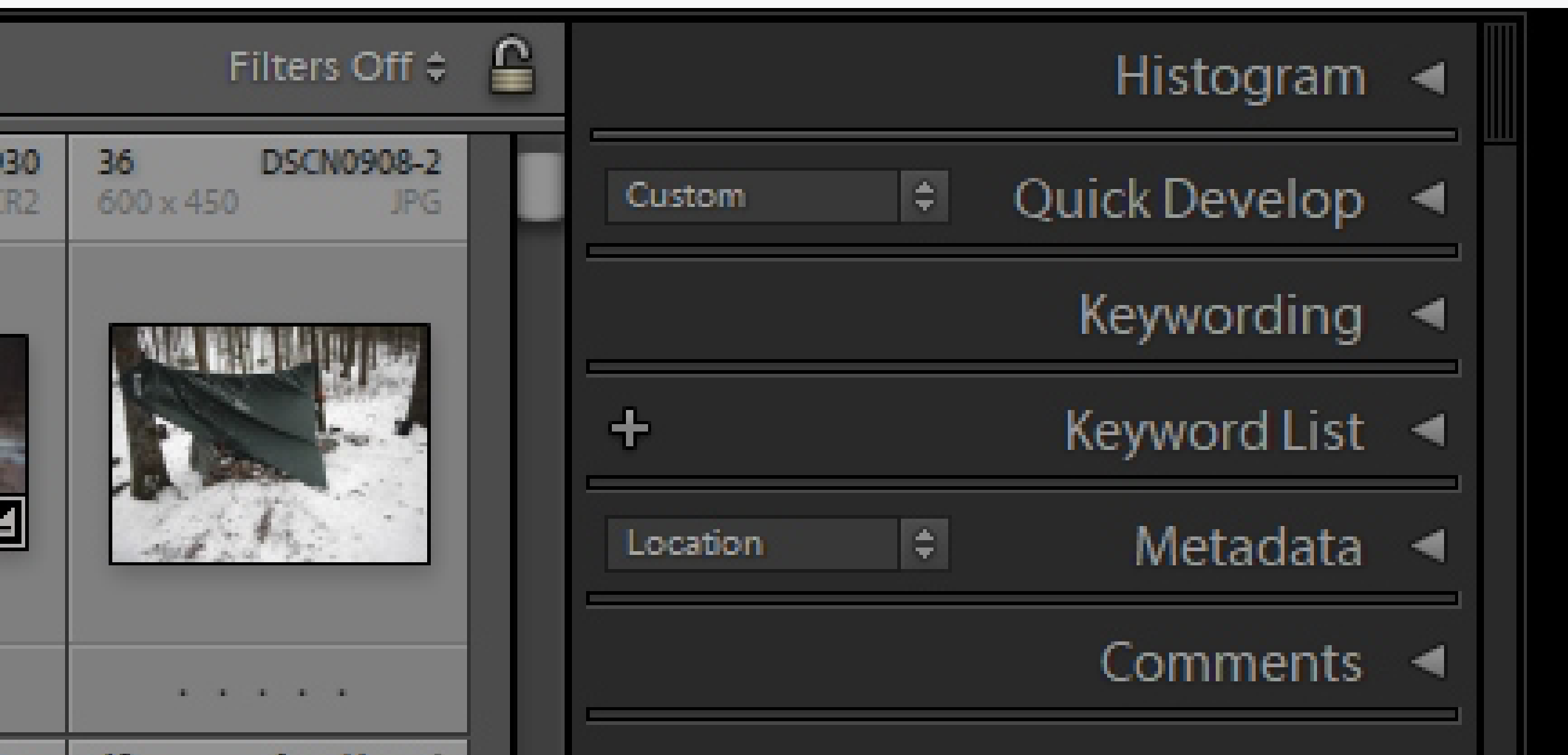

We have tabs for **Histogram**, **Quick Develop**, **Keywording**, **Keyword List**, and **Metadata**. That seems like a lot because it is a lot. But for most folks, you will only use two, or at maximum, three of those panels regularly.

Those two or three are the histogram, quick develop, and metadata. Still, we'll cover them all but feel free to skip ahead of the class and come back later to the points you know you won't be using all the time. It won't hurt our feelings. Much.

HISTOGRAM

We'll go into more detail about the histogram when we get to the Develop Module chapter, but it is still a valuable tool even when in the Library Module. It's that pretty little multicolor graph in the upper right corner of the module.
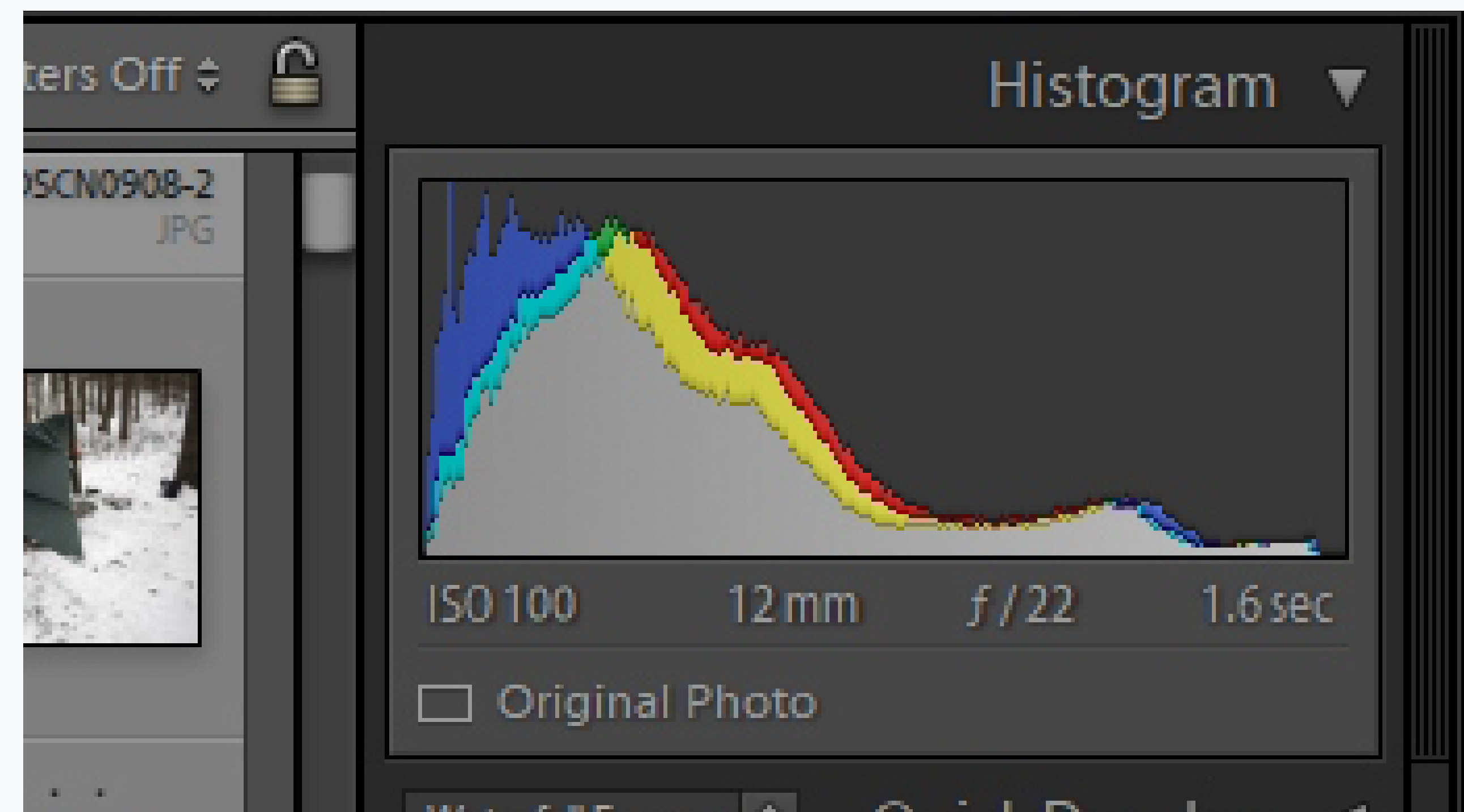

The histogram is a graphic representation of the exposure for a particular photograph. Lightroom gives you this visual heads up in the Library Module so that you can discern an ideally exposed image from a bad one before you even begin to develop

the photo. Look for pictures where the highest arch of the histogram falls somewhere around the middle of the graph. While not exactly a rule, it is a good starting point.

QUICK DEVELOP

Below the histogram panel is the Quick Develop Panel. This is precisely what it sounds like; a way for you to quickly apply some basic edits and presets before you ever open up a photo in the dedicated Develop Module.
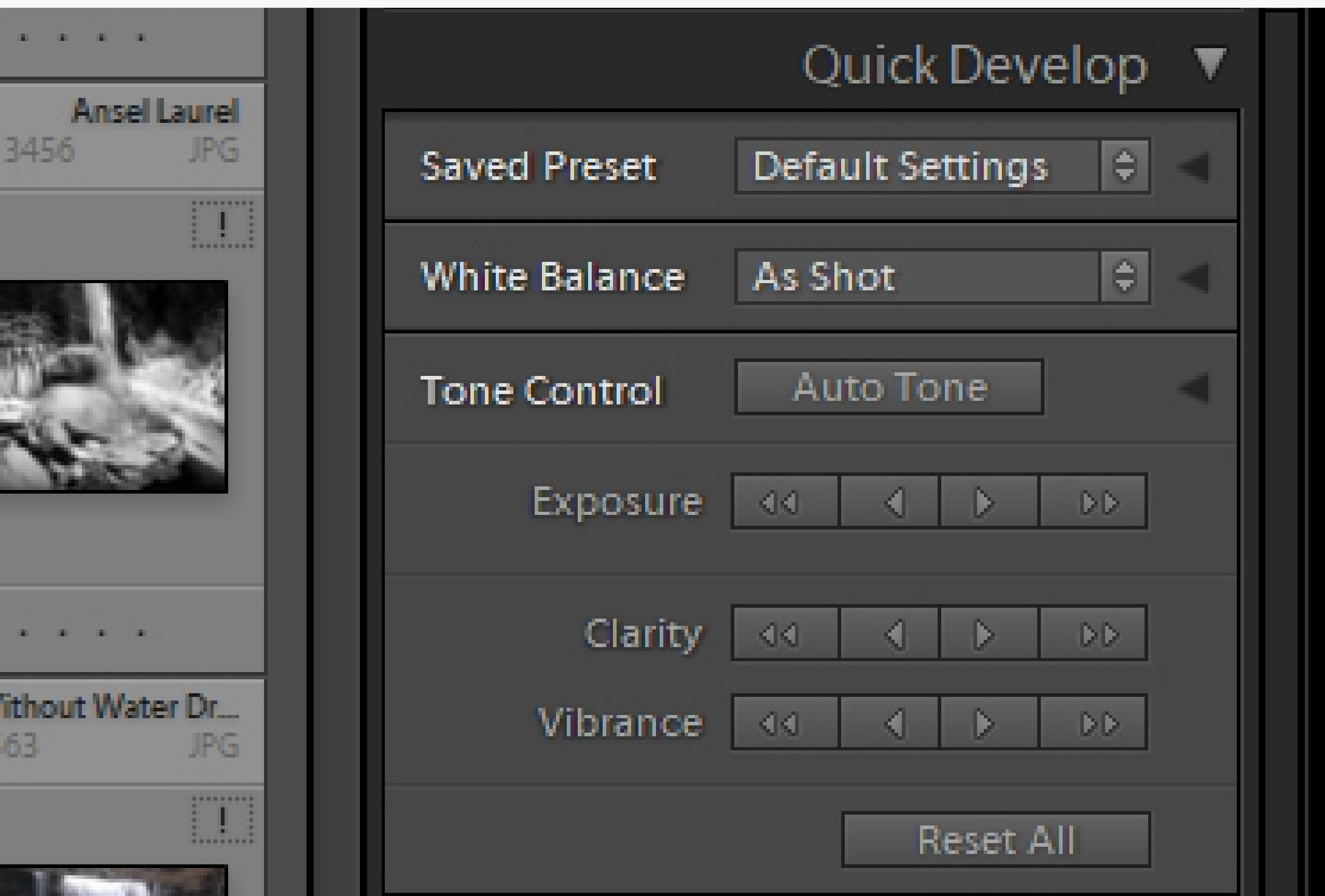
You can apply some basic exposure and contrast adjustments as well as clarity and vibrance along with a few others. You can apply these presets without even opening up the Quick Develop Panel. Just click on the drop-down to the left of the panel title and select the desired preset.

A great thing about the quick develop panel is its ability to pour on develop presets right out of the gate. This can save you a load of time if you're working with a few hundred images shot under the same conditions. Portrait and wedding shooters love the quick develop panel.

KEYWORDING, AND KEYWORD LIST

Next, we move into a few areas which, depending on your type of photography, might not be used quite as much.

Some people swear by keywording as it does make sifting through images much more accessible. As for you, they may or
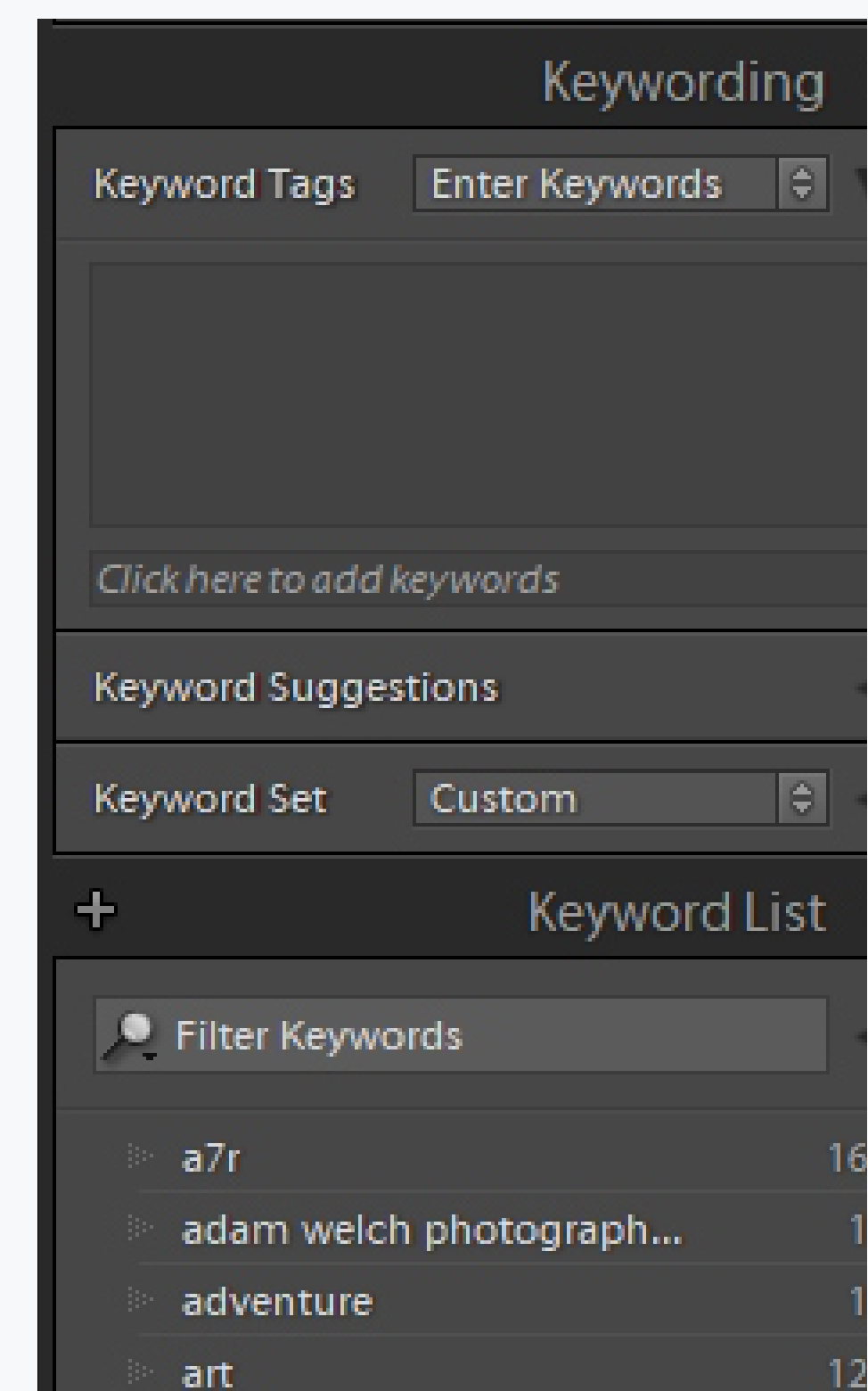
may not be a big help. Still, they are worth covering. The first is the Keyword and Keyword List Panels.

As you may have guessed, keywords help you locate an image based on a database structure. You can assign keywords in Lightroom using the *"Keywording Panel."*

From here you can select an image or multiple images and then give them specific keywords and keyword sets so that they are more readily identifiable.

Do you find yourself going through lots of images which are similar? Are they portraits of the same person or landscapes of the same place?

Try making a preset of keywords using the keyword set portion of the Keyword Panel.

After you've compiled a set of keywords you want to use in the future, simply save them as a keyword preset.
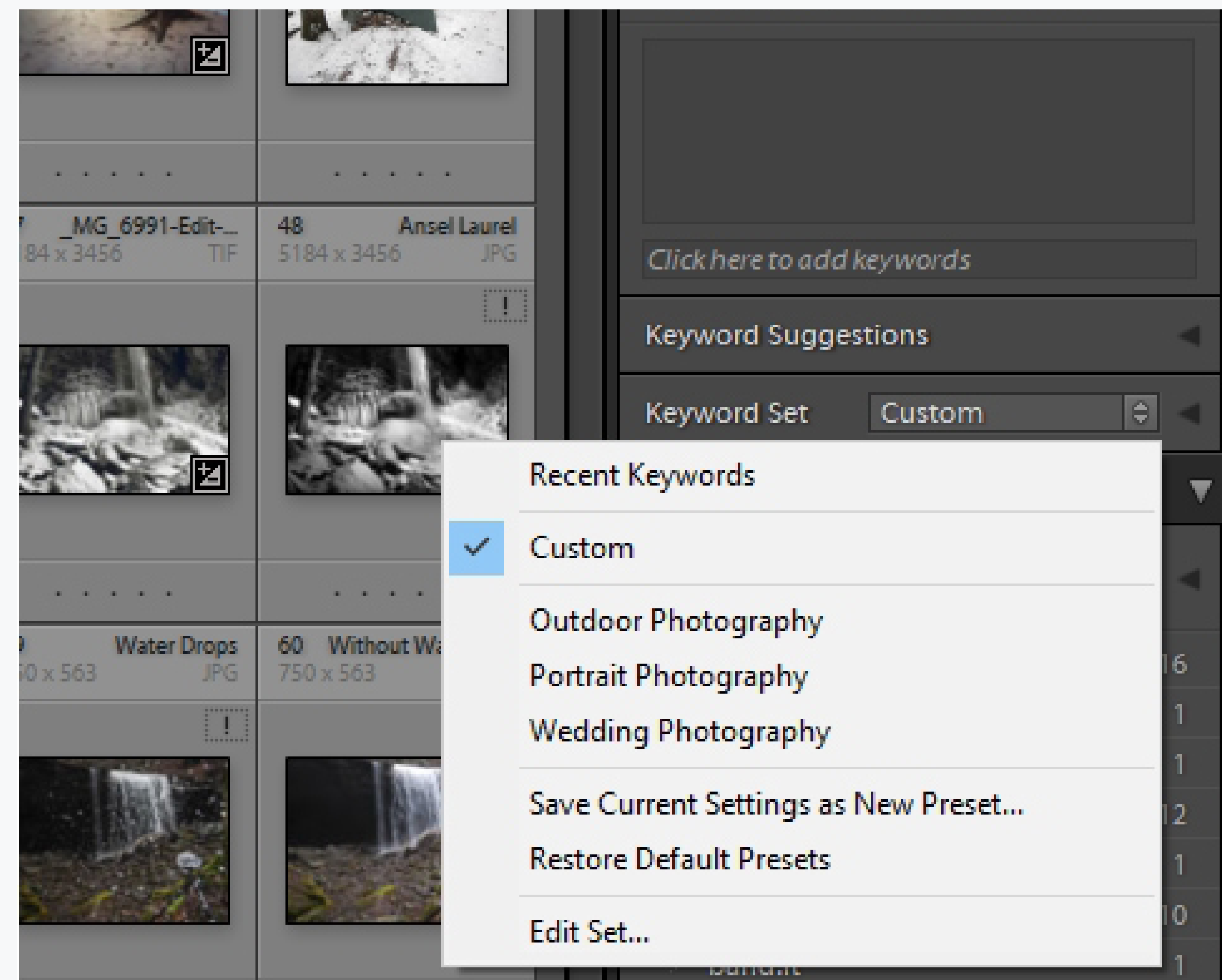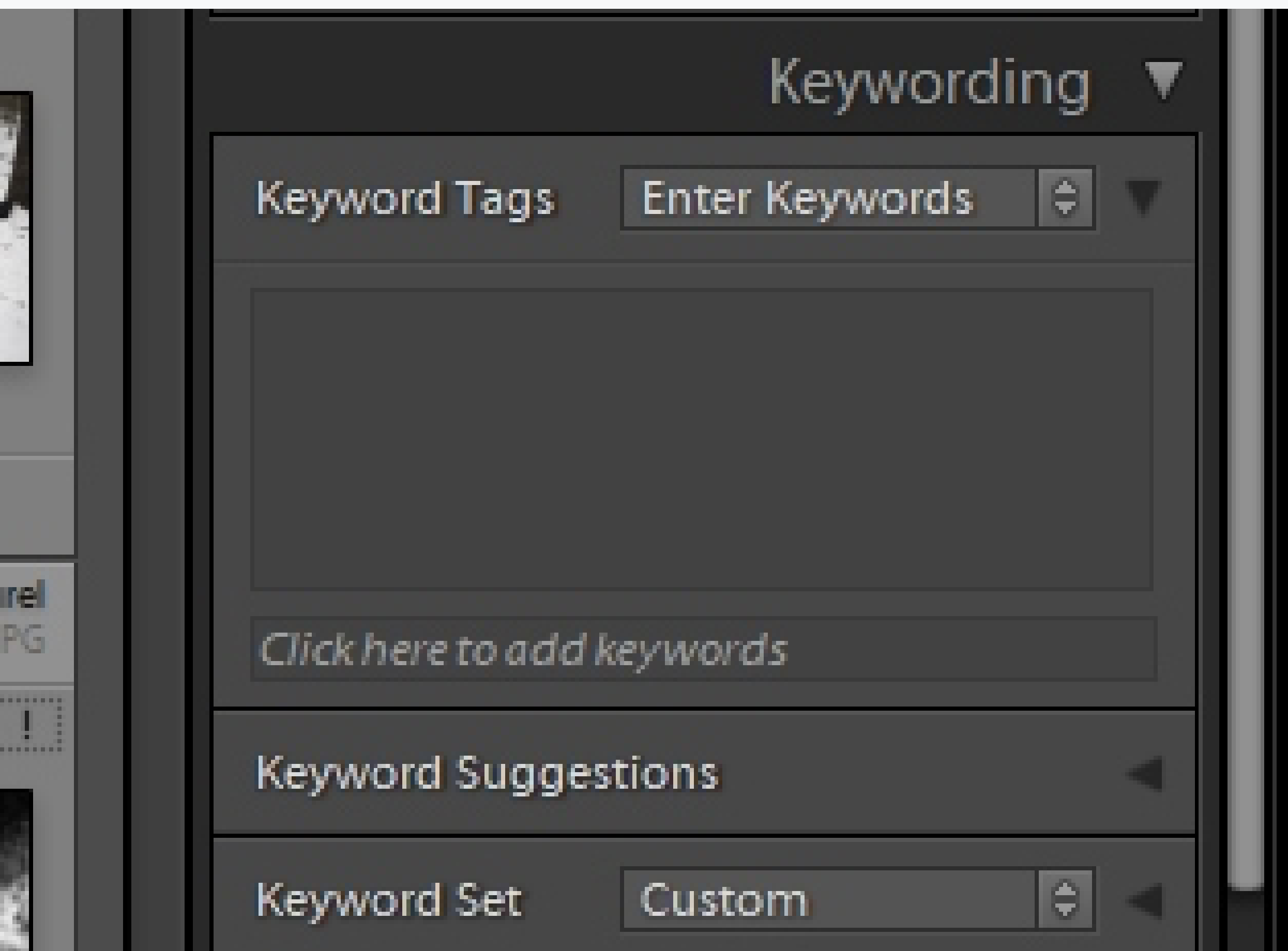
You can apply them later to single or multiple images. Each keyword set contains up to nine keywords.
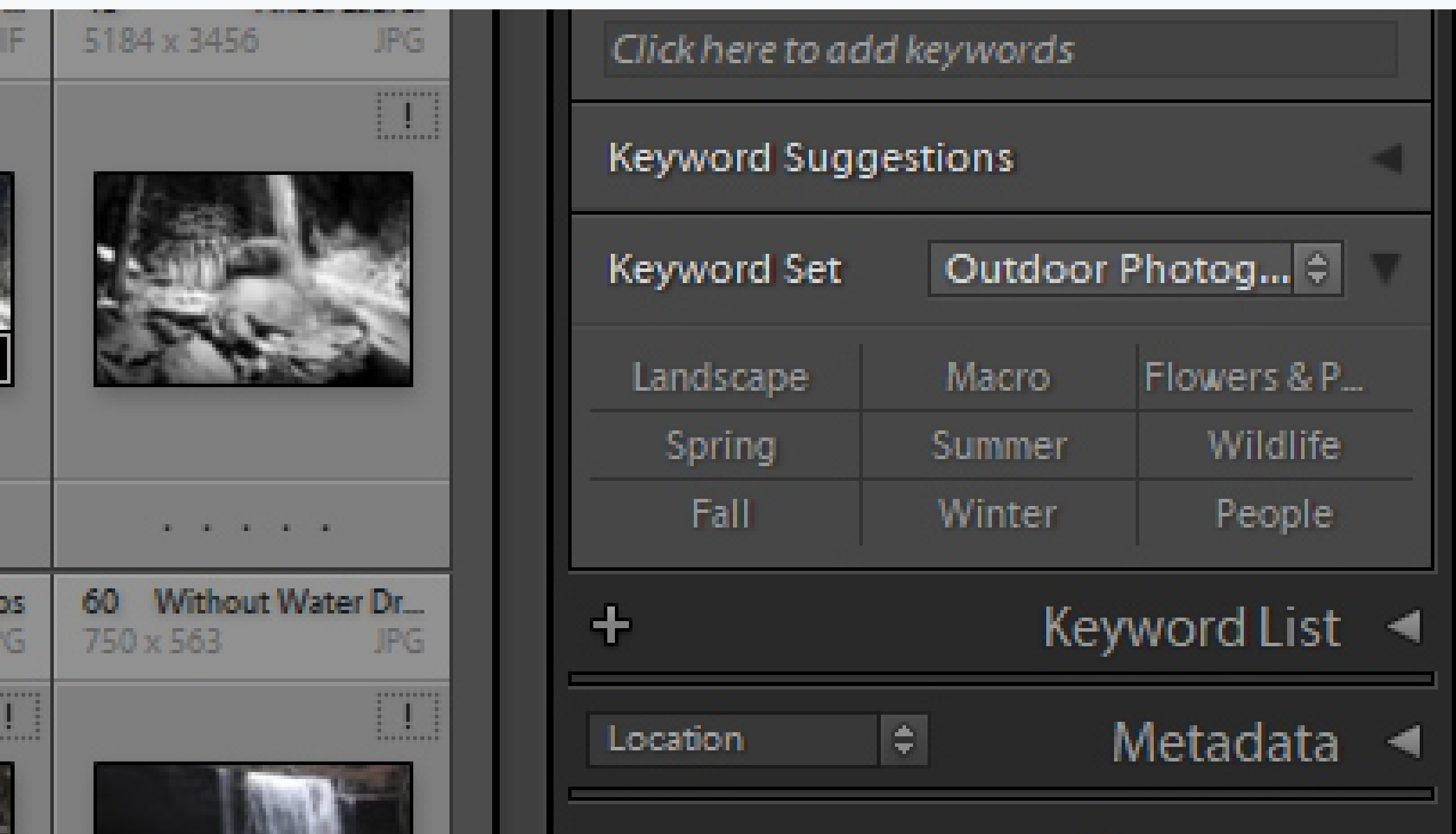
Moving just below the Keyword Panel is the Keyword List. This is a visual list of every keyword you have ever created in Lightroom.
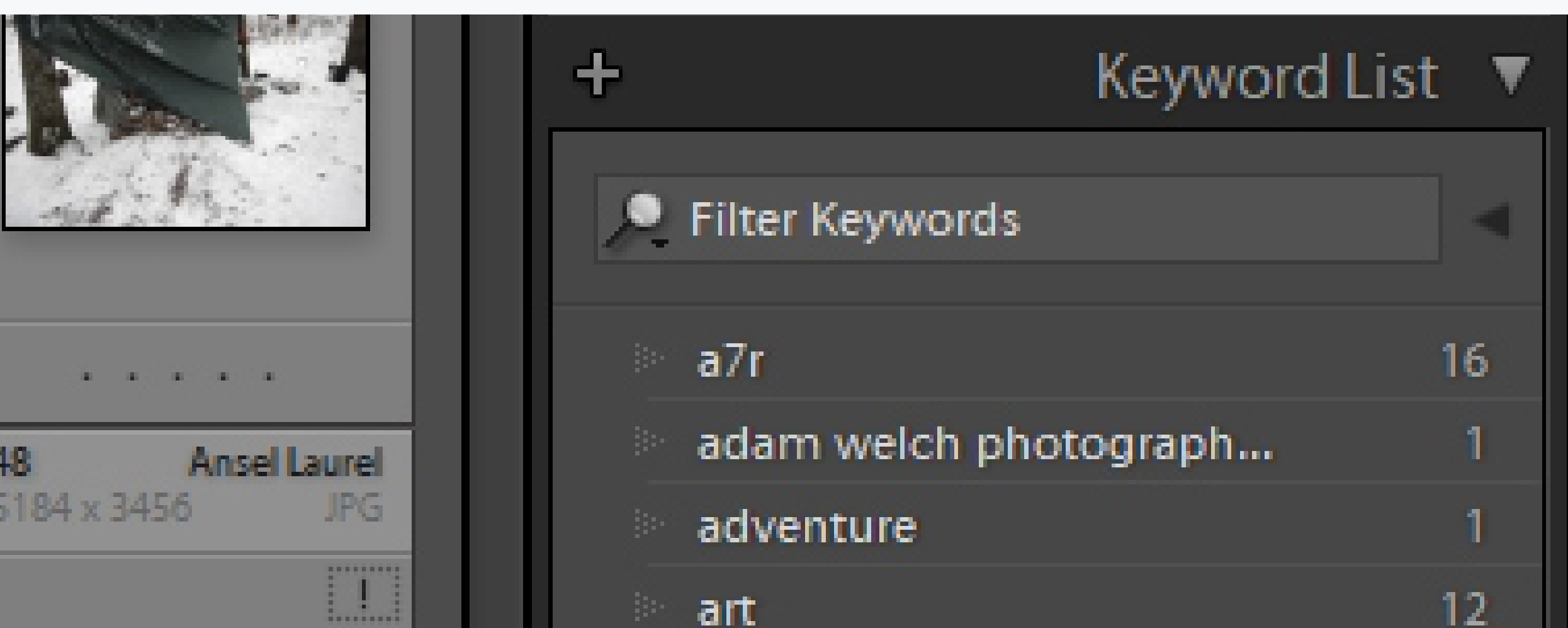
From here, you can see what your most used keywords might be and even edit them. You can also right-click on keywords to view their attributes. To add a keyword to the set of keywords, all you have to do is click on the box to the left of the keyword. This will add it to the current keyword selection in the Keyword Panel.
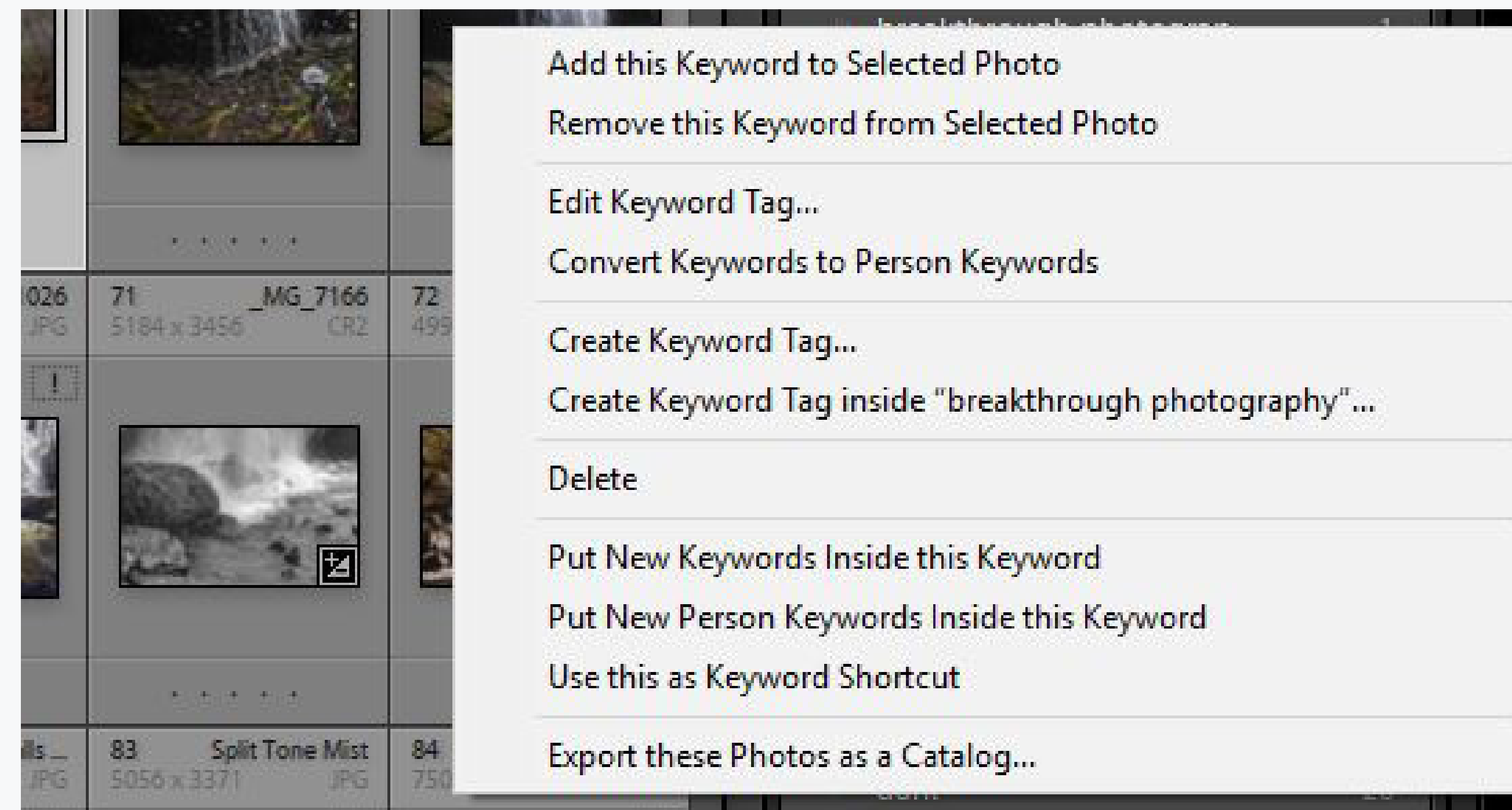
METADATA

The term metadata is in itself interesting. Well, if you like to break down words like I do. Meta is a

word from the English meaning "*beyond*." And data, from the Latin, meaning facts or statistics. So, my fellow nerds, metadata is a term describing something that goes beyond the simple facts. In our case, the information contained in a digital photograph. This metadata is imprinted from your camera into each image file in the form of EXIF[1] (exchangeable image file format) data. It contains exposure information, image file size and type, camera type, and lots of other goodies.

The Metadata Panel isn't exactly one dimensional either. Far from it in fact. You'll notice at the very top of the metadata panel there is a drop-down menu available to create a metadata preset. Clicking '*Edit Presets*' opens up a whole new world of possibilities for not only examining the data encoded within your digital photos but also augmenting and adding your image-specific labels and copyright information.

Personally, I leave the setting of this drop-down at '*EXIF and IPTC*.' The International Press Telecommunications Council (IPTC[2]) information lets the photographer add in a host of personal

[1] EXIF on Wikipedia

[2] IPTC on Wikipedia
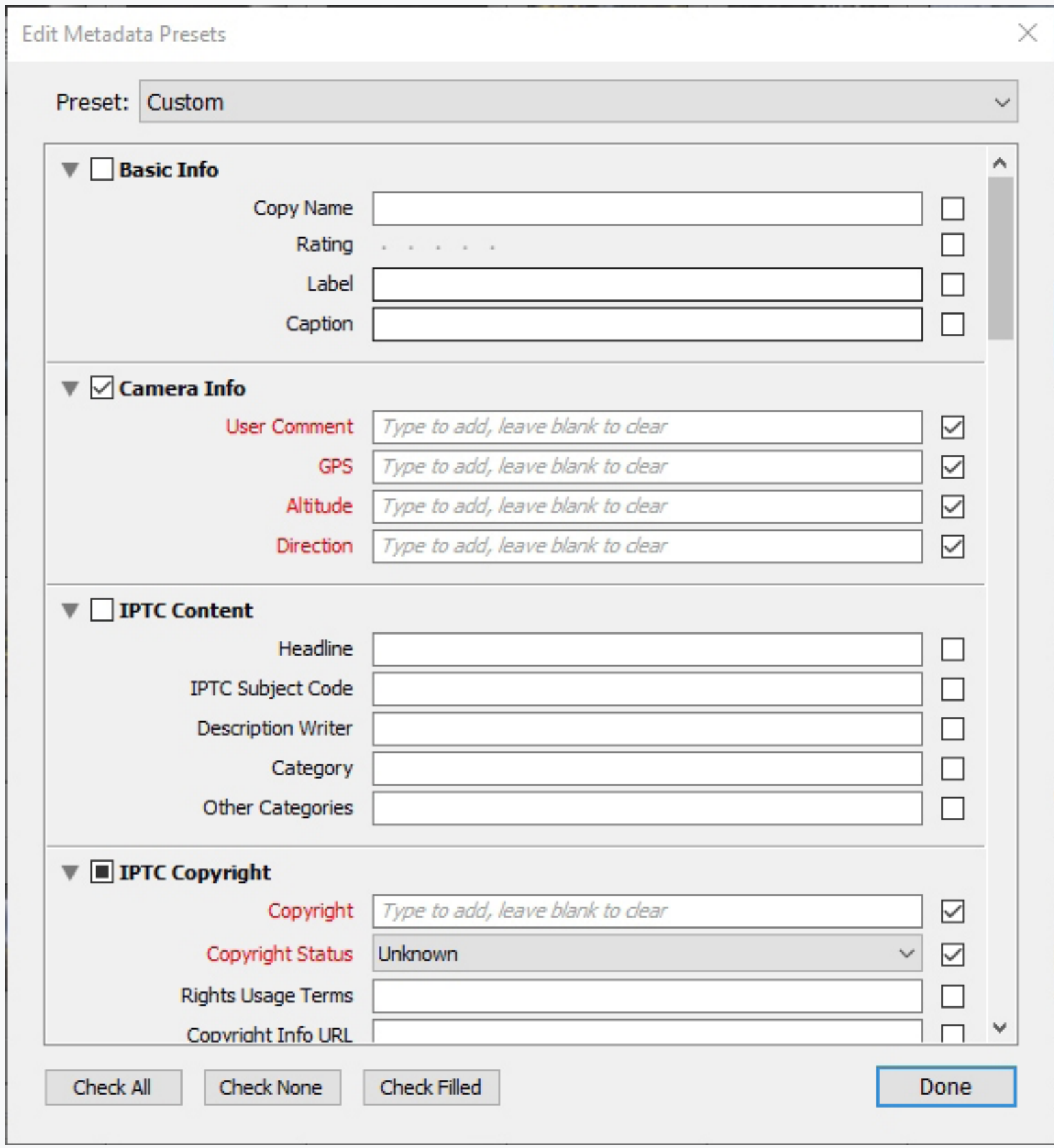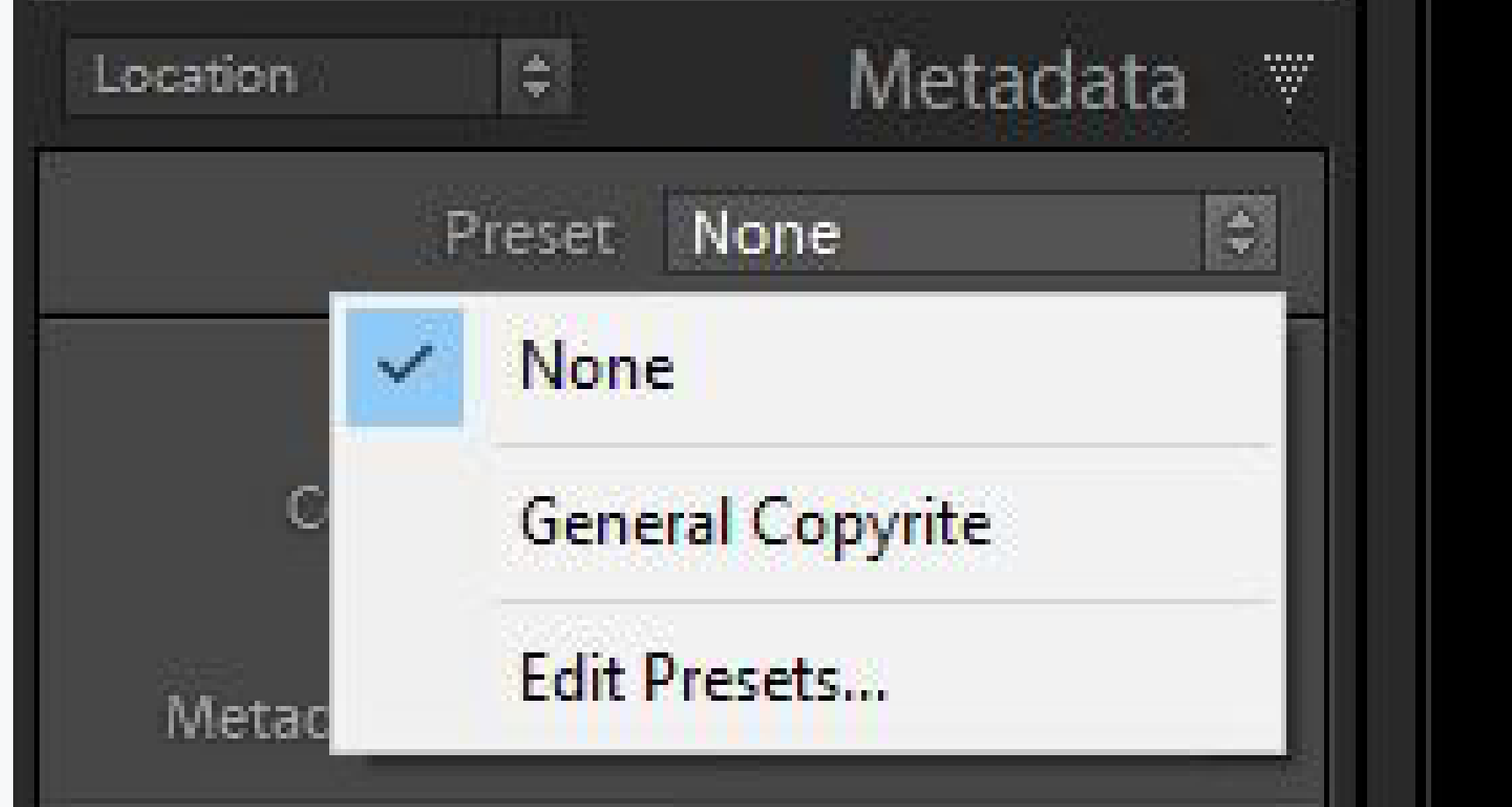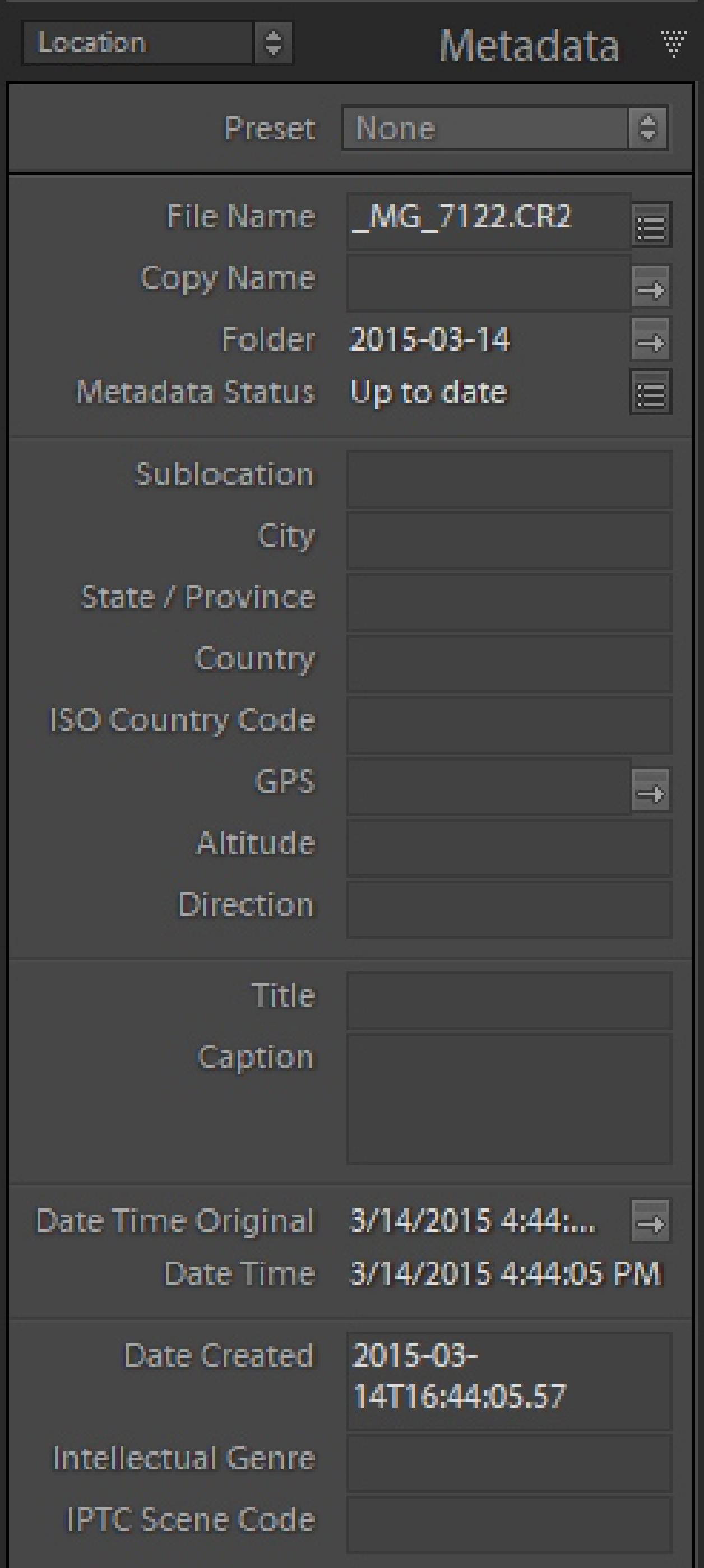
data to the metadata cocktail. You can even select this drop-down without expanding the Metadata Panel. This ranges from legal copyright information to location info to comments on exposure.

You can also make presets for this information to save time entering it later.
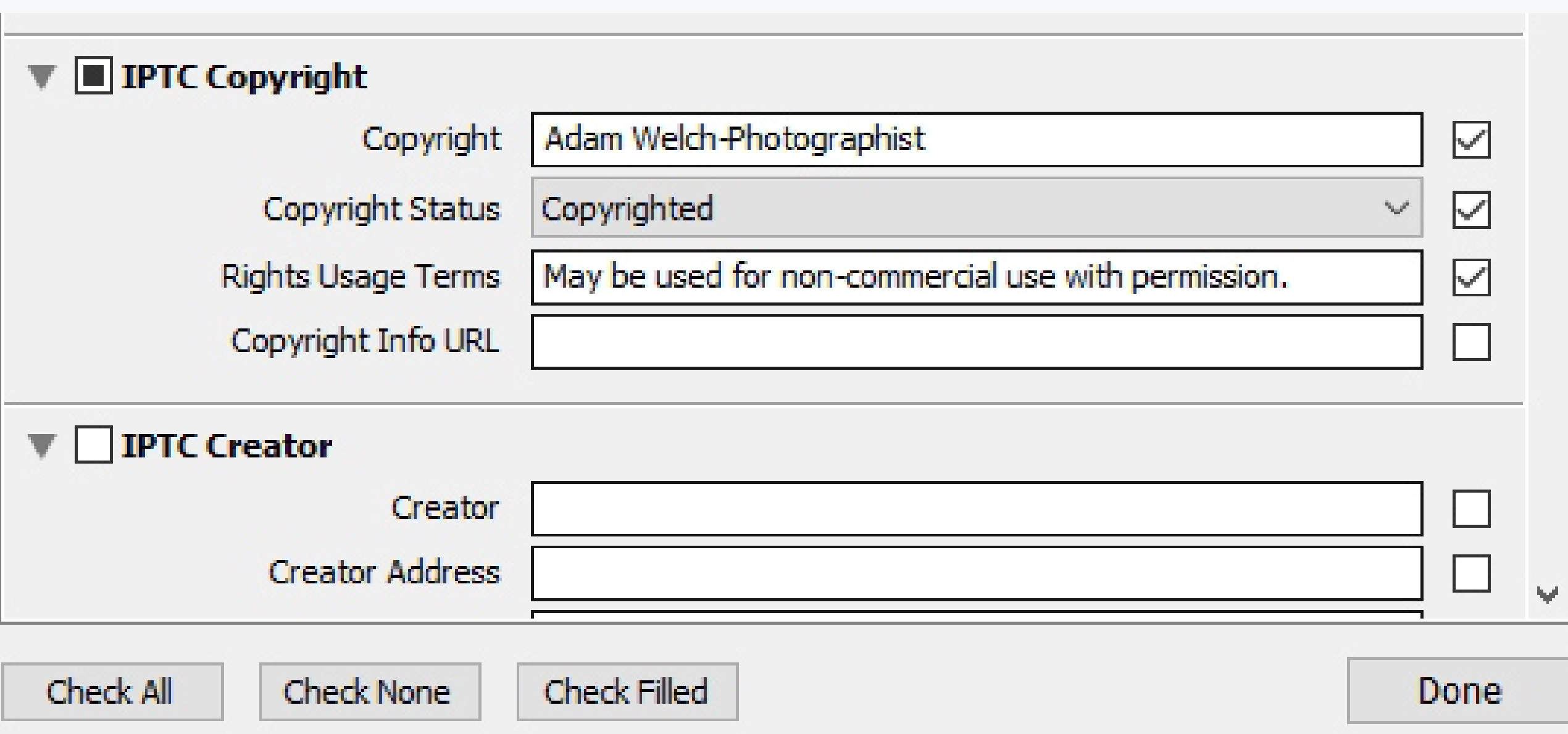
Unlike keywording, the Metadata panel is indispensable not only for professional image makers but also anyone who throws their images out into the hostile world of the internet. Protect your images by encoding personal metadata using the Metadata Panel.

VIEW MODES & MAKING SENSE OF ALL THOSE ICONS

While in the Library Module, we are presented with lots of ways to view the images we've already imported into the Lightroom catalog.

Furthermore, Adobe has given the photographer an equally robust number of ways to sort, rate, and filter those photos.

It can be a little overwhelming and lead some to miss out on time-saving features that can make your photo culling and processing much more manageable. Don't worry though. We're here to help.
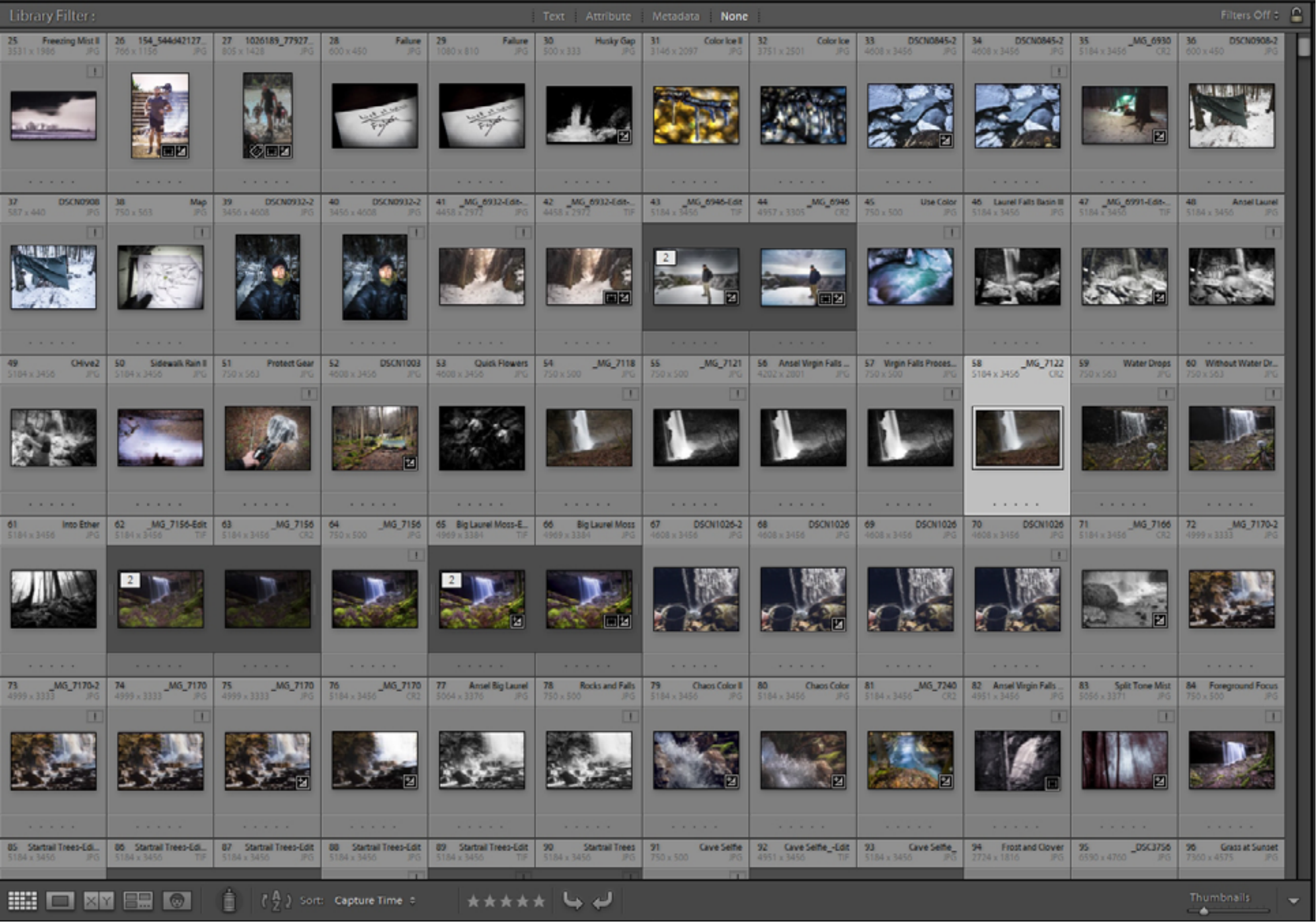
GRID VIEW

Choosing the way that your imported images are displayed sounds very final but I assure you it is not. During your editing, you will change view modes over and over again. We'll start off with

the most basic view mode in the Library module which is the Grid View (keyboard shortcut G). It is the quintessential *"show me my pictures"* mode in Lightroom. Now here is where we begin to have a few options on how to proceed with the viewing.

At the top of the Grid View are four filter tabs: **text**, **attribute**, **metadata**, and **none**.


These tabs allow you to filter your images based on information which you provide about the photos you want to find. The text filter is the easiest to use because it is essentially a keyword search which selects pictures based on the words you searched for in the search bar. You can also choose what and where Lightroom searches to find the words.
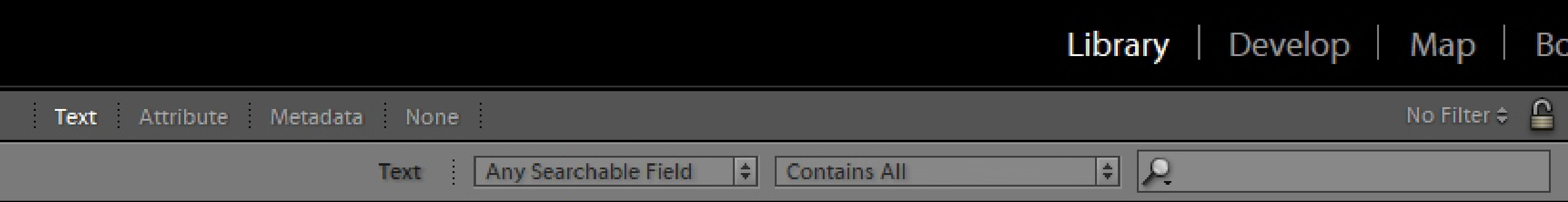

Filtering by attribute searches based on the characteristics of your images such as rating and flags.
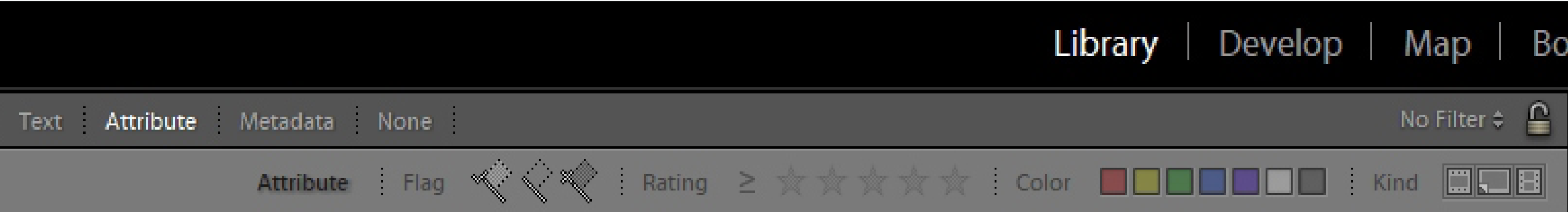

If you're like me and love comparing photos made with a different camera and lens combinations, then the metadata filter will be, by far, your favorite. With this filter, you can select images based on the actual gear used to make the photograph. It could be a DSLR, a cell phone, or

anything that imprints metadata on the image file. Want to search by what kind of lens was used? Well, you can do that too!
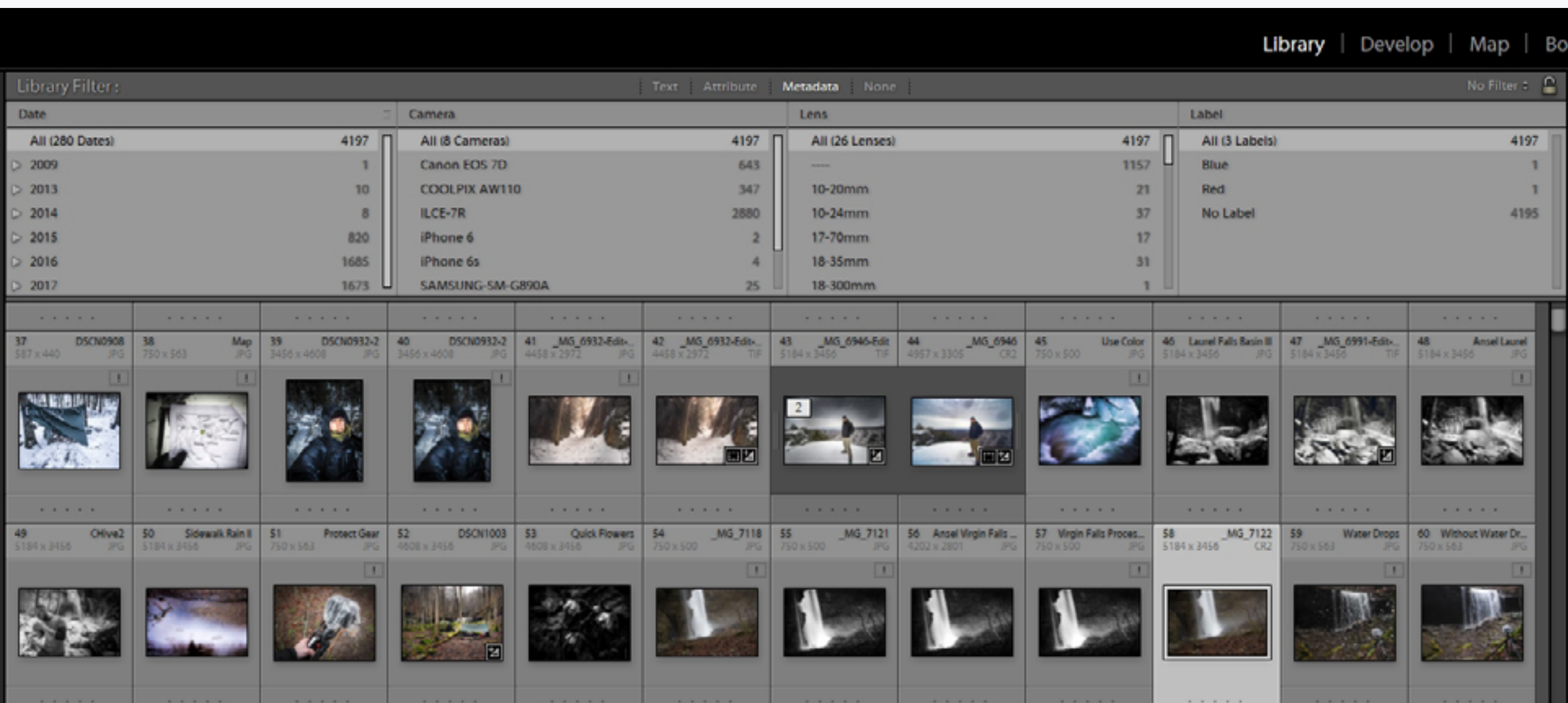
Move due south in the Grid View, and you'll notice that below the grid there is a film strip displaying images from whatever location within Lightroom. This film strip can be toggled on and off depending on your preferences by clicking the tiny arrow just below the filmstrip itself.
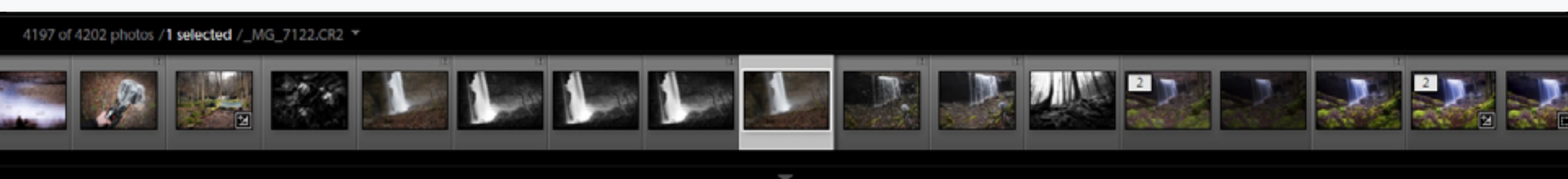
I prefer to have the strip viewable just to see where I am working within a group of photos.
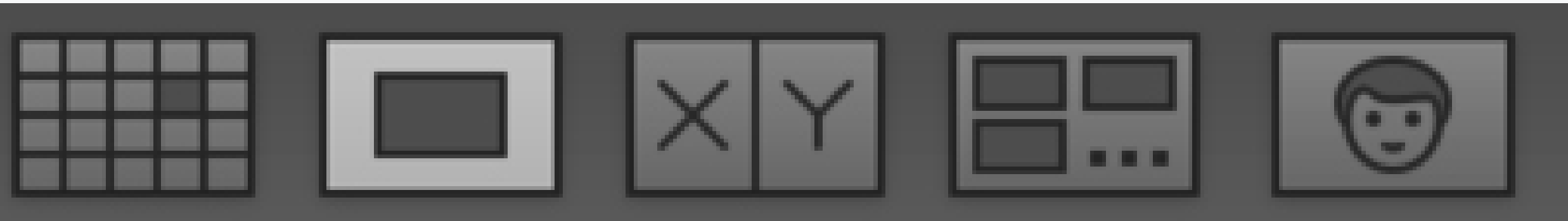
Back to the Grid View.

To control the size of the displayed thumbnails, you can use the '*thumbnails*' slider to at the bottom right of the view window. At times larger thumbnails are preferable and at other times space comes at a premium. It's a great feature which I leave turned on at all times. To turn on additional view preferences such as flagging and slideshow, use the drop-down arrow just next to the thumbnail size slider.

There are a few viewing options which aren't shown in the sample images here. I have left on only the ones which I use and that I find are the most beneficial in most editing situations.

Aside from the **Grid View** icon, you'll see four more view option icons depending on your version of Lightroom. In Lightroom Classic CC you will find the **Loupe View** icon, the **Compare View** icon, **Survey View** icon, and lastly, the **People View** icon.

And we're about to talk about each one of those view modes right now.

LOUPE VIEW

Don't let the slightly exotic term '*Loupe*' bother you. The loupe View mode is merely a single image view mode. Now each time we select a photo from the filmstrip or the grid view, we will see it displayed in a single pane. To enter the Loupe View mode from the grid view, double-click on the desired image. Alternatively, you can manually click on the Loupe View icon or use keyboard shortcut '*E.*'

Loupe is great for getting a broader perspective of an image and for zooming in for a closer look using the navigator panel. A nifty trick to use while in loupe view is to use the shortcut '*I*' which will toggle the visibility of the image's EXIF data. The data will be shown in the top left corner of the photo.
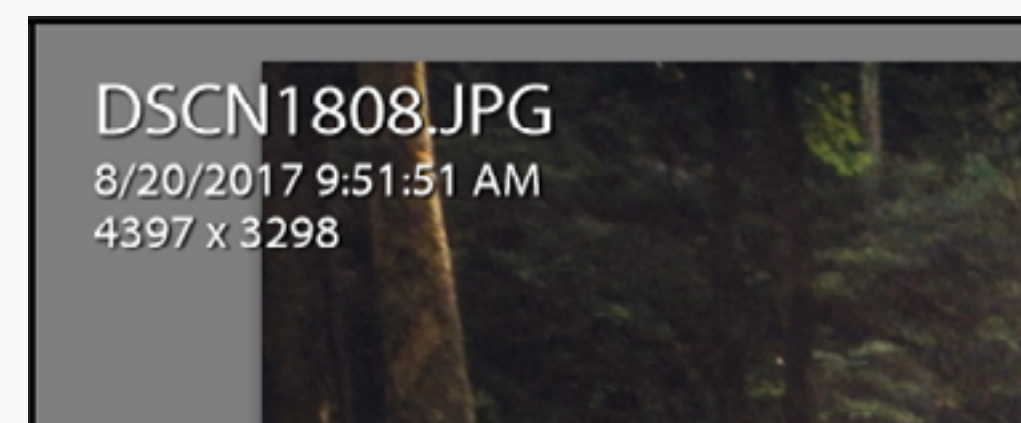
COMPARE VIEW
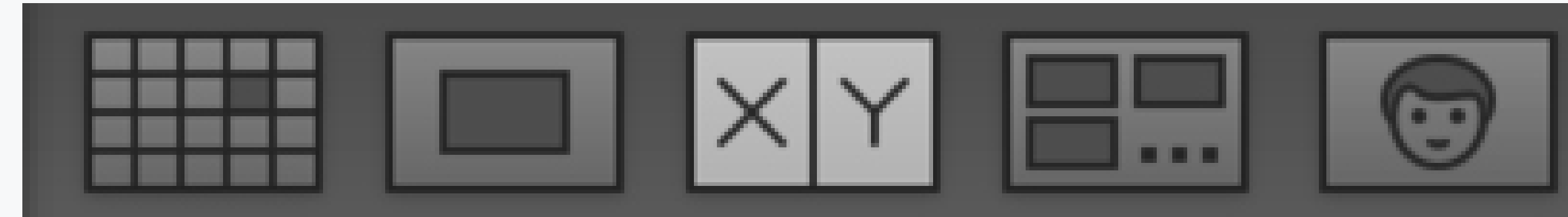
The next view mode is a convenient tool for any photographer to use while working in Lightroom. It is the Compare View mode.
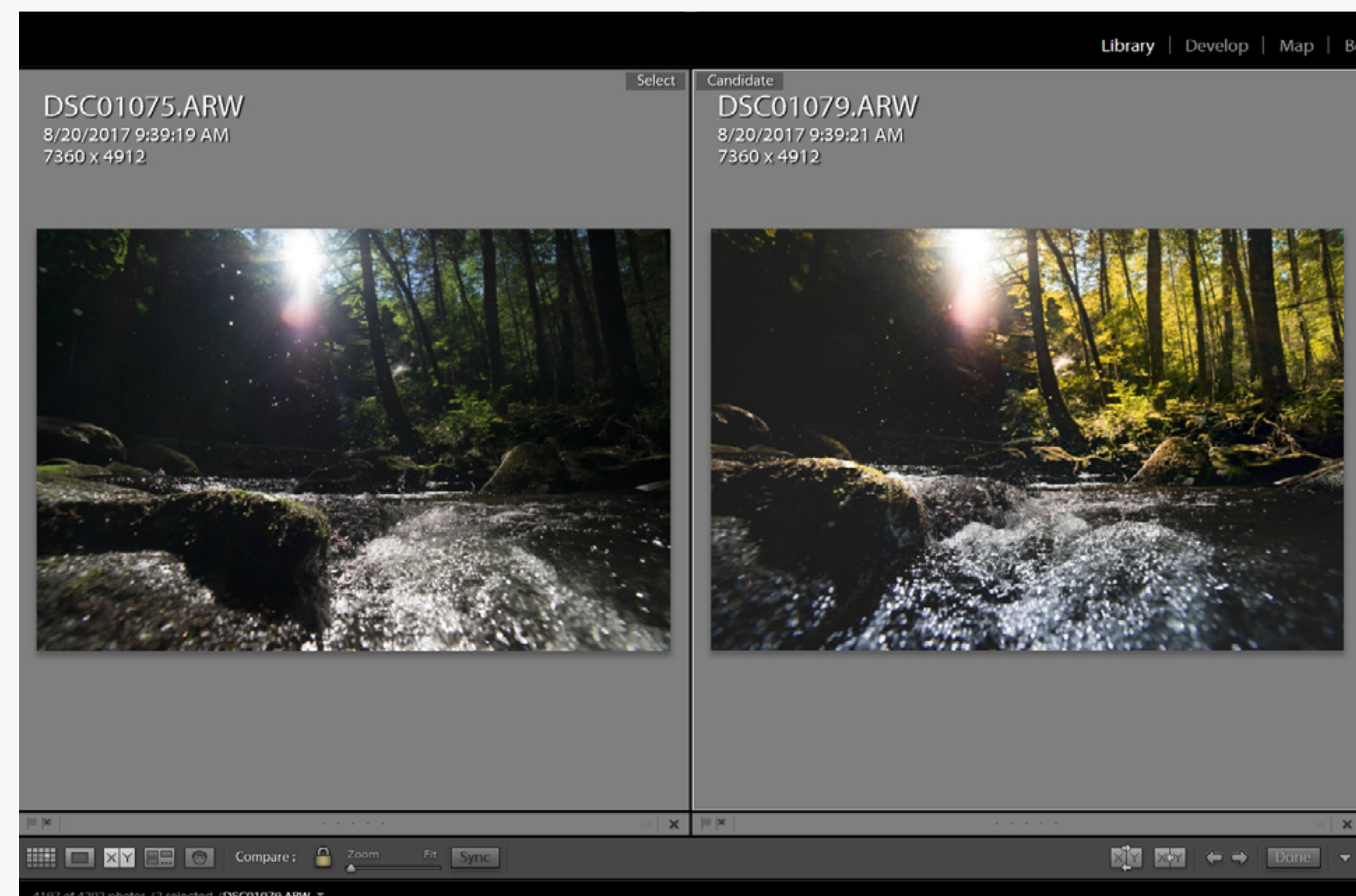
In Compare View, it's possible to compare two images, similar or otherwise, side by side. This helps

to put images into perspective and is invaluable when comparing expressions in portraits or deciding which image is the sharpest.
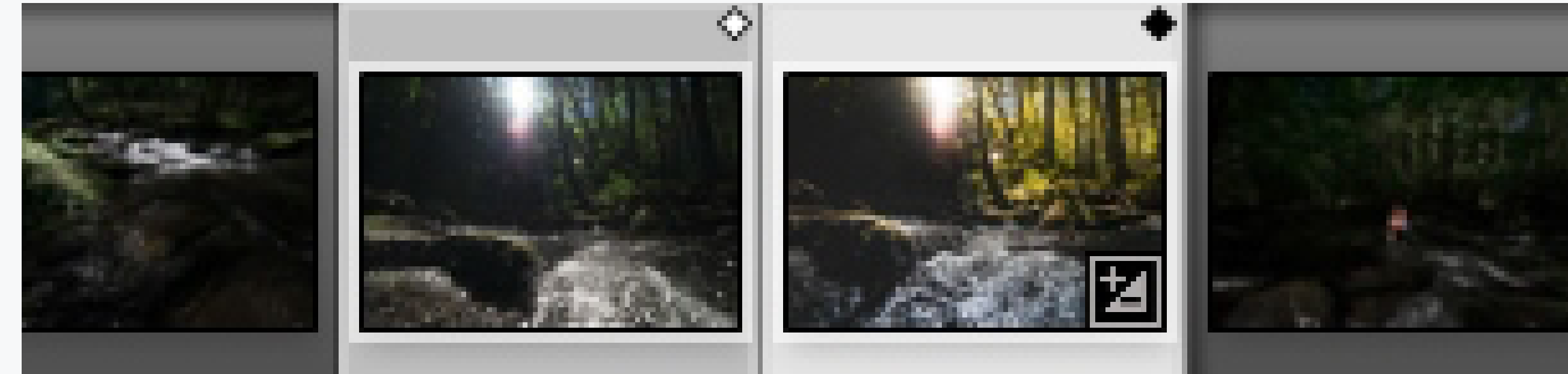
There is also a zoom slider that can zoom out from 1:16 and zoom in all the way to 11:1 magnification.

upper right corner of the filmstrip thumbnail. A black diamond marks the *'candidate'* image.

To choose two images for comparison from the filmstrip or grid view, click on a photo and then select the Compare View icon or use keyboard shortcut *'C.'*

Lightroom will then instantly open that photo along with the photo immediately following it in the split screen Compare View. Be sure to note the indicator diamonds in both images in the filmstrip to help keep track.

Another way to quickly compare two consecutive images while still in Compare View is to hold down the *'alt'* (option) and select an image from the filmstrip. This tells Lightroom to open the image we click as well as the following image into the compare view window.

You'll notice in the top center of the image divider there are labels for which image is which. Adobe calls the image on the left the *'select'* and the image on the right the *'candidate.'* The *'select'* image is denoted by a small white diamond shape in the

Next, we can then compare the photos and move them using the toggle buttons in the bottom right.

To select two nonconsecutive images, we must already be in Compare View mode. First, decide whether you want the image to be the '*select*' photo or the '*candidate*' photo by clicking the respective pane. You'll know which one is active by the white border that will appear around the frame. Next, click on the image from the filmstrip which you want to place in that pane. And then do the same thing for the remaining pane in the Compare View.
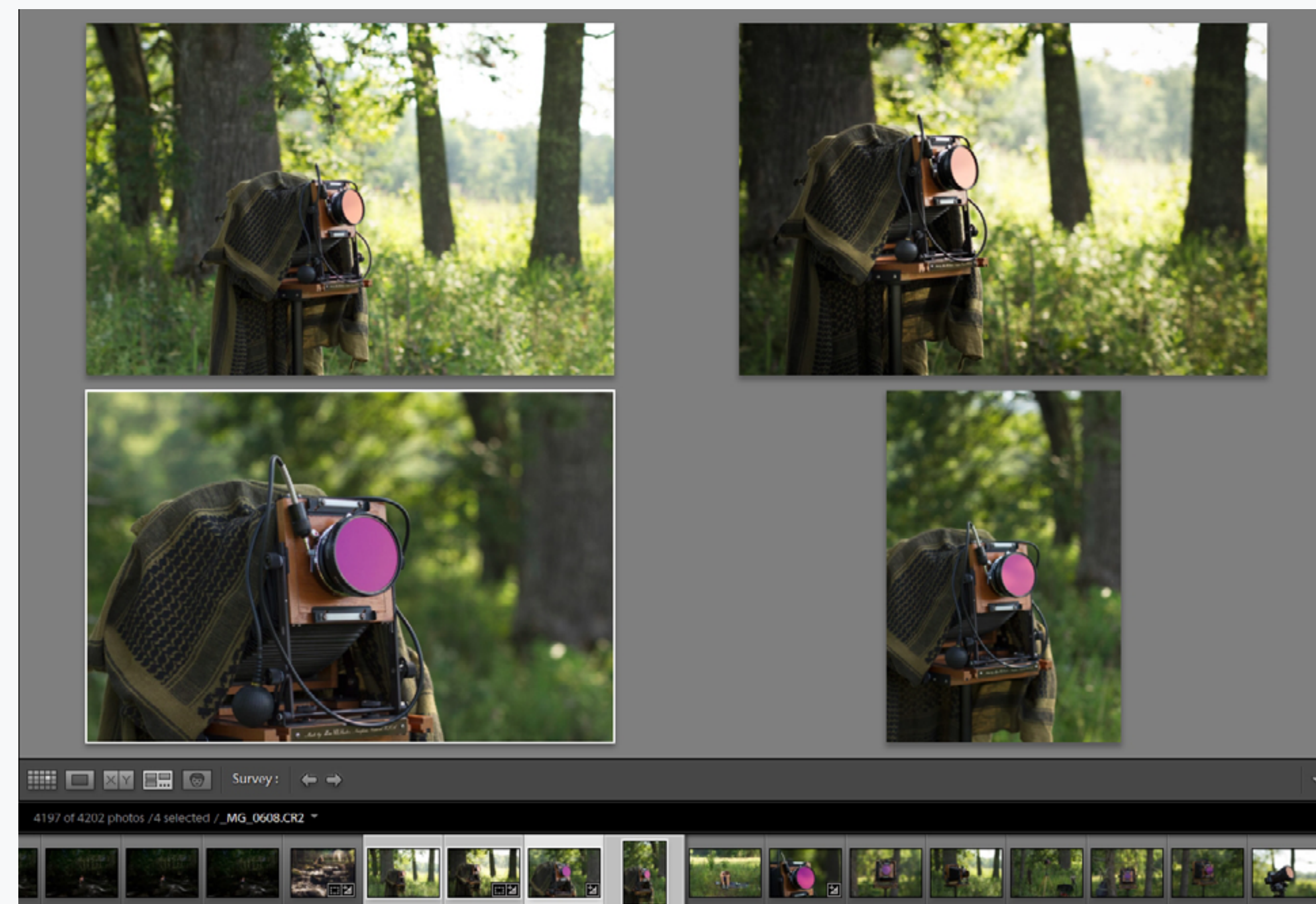
SURVEY VIEW
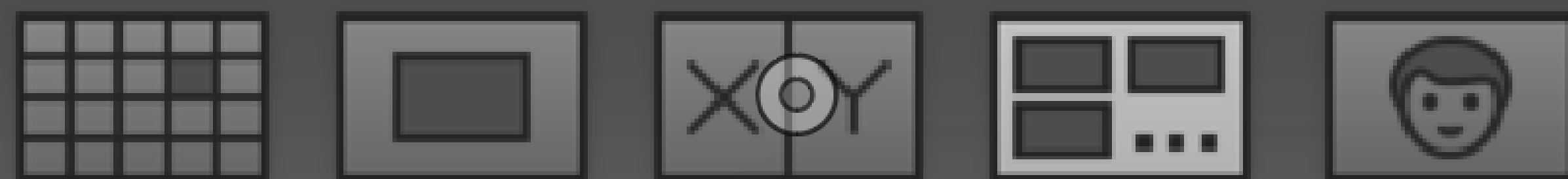
The Survey View mode is where things start to get interesting... or as interesting as things like this can be. What the Survey View does is allow us to preview multiple images virtually side by side. Consider it to be a hybrid of the grid view and compare modes. The Survey View is excellent for taking a general... well, survey of multiple images for comparing and pro/con elimination.

To enter Survey View mode, either click the Survey View icon located with the other view mode icons in the bottom left or, even simpler, use keyboard shortcut '*N.*' In Survey View, selecting images to compare from the film strip is easy. Hold down the '*Ctrl*' ('*CMD*' on Mac) key and click on the images you want to add to the Survey View pane.

To my knowledge, there's no limit to the number of images that can be selected for Survey View mode. Personally, I have piled in twenty-five photos. However, realistically after ten or more photos, you're essentially back in Grid View mode due to the reduced size of the thumbnails.

PEOPLE VIEW

Beginning with build 6 and CC (the previous Lightroom Classic, not the cloud-based application), Lightroom could have become "*self-aware.*" Yes, the newest versions of Lightroom now feature facial recognition technology.

And while some might find it just a little bit creepy, the People View mode is a great feature for those who shoot lots of portraits or to the casual photographer who wants an easy way to group snapshots of family and friends based on who is actually in the photos.

The People View mode is one of the more readily accessible features in Lightroom. Go up to your name tag at the top left of the Lightroom window and click the drop-down arrow. There you will see the option to run or pause the facial recognition technology of People View mode.

You can leave it running full-time so that it automatically detects faces in imported photos or, if you're like me, just leave it paused until you need it.

To enter People View only when you want to locate faces in a specific folder, click the People View icon or use a trust keyboard shortcut '*O.*'

Once in People View mode, we have many options. There are two main sections: those faces with names and those without names.

The first choice is to tell Lightroom what names belong to which faces it has just selected from the images located in whatever source folder or collection you've chosen.

Each thumbnail has a number in the top left corner indicating the number of images in that stack which Lightroom feels is the same person... even if the person is as unique as this particular young man shown on the next page. Clicking on that number will expand the stack.
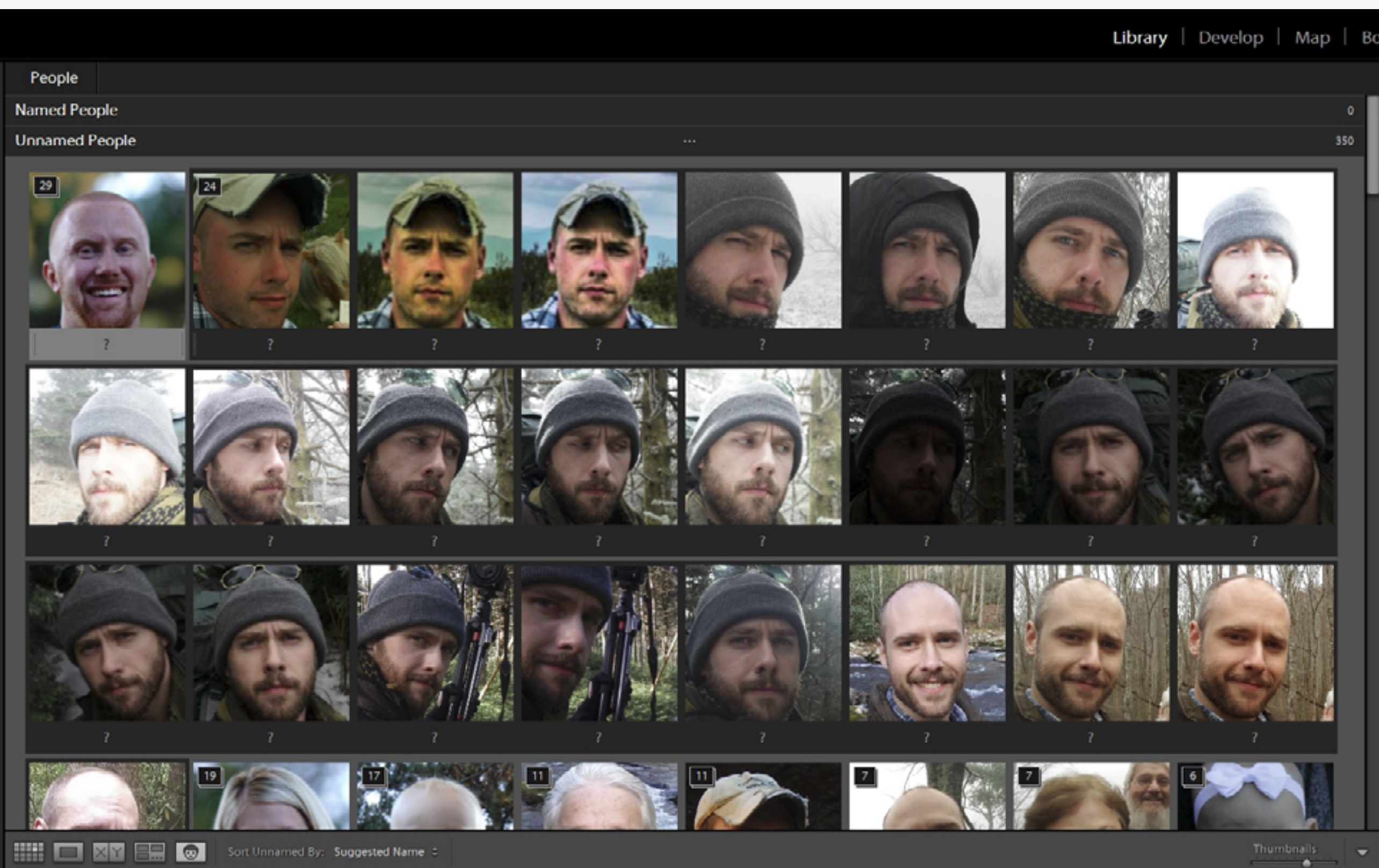
If there are any non-matching faces, just get rid of them by clicking the '*X*' at the bottom right of the unwanted thumbnail.

After checking to be sure each image is, in fact, the same person, you can then collapse the stack again by clicking on the numbers in the top left corner again. Now we're ready to begin naming people.

Do this by selecting the blank space (the one with the '*?*') and type the respective person's name in the box. Hit enter (return) and you will see the

image move from the '*Unnamed People*' (again... slightly creepy) section to the '*Named People*' section. From here, Adobe Lightroom will then "*learn*" to more accurately recognize the faces found in your images.

The more you use the face recognition capability of Lightroom the better chances it has of guessing the faces of people in your photos automatically.

...didn't the Terminator movie begin this way?

Thank you so much for downloading this free chapter from the **Lightroom Mastery** ebook. If you would like to purchase the full ebook that includes over 265 pages (17 chapters), please head over to the [Contrastly Store](#).