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Welcome to Perfect Portrait
Introduction

This introductory chapter includes general helpful information about how to use this help system, how to contact onOne Software, how to install and access the software, etc. It covers many of the foundation topics that you will need to understand to get started.

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Using the Help System
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Additional Help
System Requirements
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Module Selector
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Using the Help System

This user guide is html based and readable in most web browsers. On the left side, you will see a table of contents that make it easy to find the section you are looking for. The table of contents is hyperlinked and will take you to the specified section by clicking on them. The main body of the page will show you the content you have requested. Use the scroll-bar at the right to scroll down for additional content. You may see hyperlinks in the body text. They will be blue and underlined. Clicking on one of these hyperlinks will take you to more relevant information.

You use the same forward and back buttons in your browser to navigate this user guide as you would a regular web page. You can even bookmark pages so you can find them quickly later.

If you don't see what you are looking for in the table of contents, try the search field at the upper right. You can type in what you are looking for and an index of pages will be created automatically that contain your search term.

Printing the Manual

You can print individual pages by pressing the Print button at the top of the page. A complete printable PDF version of this user guide is available in the user guide section of the onOne website. This version may be downloaded and viewed when you do not have an internet connection. The PDF version may also be installed on your tablet or eReader device for viewing off our computer.

Contacting onOne Software

At onOne Software, we value our customers and offer a variety of ways to be contacted.

• Visit our company website at:
  www.on1.com

• For technical support please visit:
  www.on1.com/support

on1, Inc.
15333 SW Sequoia Parkway Suite 150
Portland, OR 97224

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Additional Help

Technical Support
Contact technical support at www.on1.com/support or by filing out a request form.

Knowledge Base
Search the Knowledge Base for common issues, tips & tricks, and compatibility questions.

Frequently Asked Questions
Check the list of Hot Topics on the oNOne web site. This covers the most frequently asked questions.

Video Tutorials
Visit the oNOne University for free online video tutorials and archived webinars. Many users find these to be the best and fastest way to get started and learn new techniques.

System Requirements

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<td>Quad-core Intel Core i5, Xeon or better processors(s)</td>
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<td>8+ GB RAM</td>
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<td>Other</td>
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<td>Wacom tablet for pressure sensitive input</td>
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<td>Hardware display calibration tool</td>
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About Windows Video Cards

If you are using Perfect Portrait from a Windows based computer, it is important that you have the latest drivers for your video card installed to get the best performance. Check with your video card manufactures website for the latest drivers. Be sure your video card is OpenGL 2 compliant and has 256MB or more of dedicated VRAM. Many integrated video cards on low-end laptops may not meet these requirements.

Installation

To install Perfect Portrait, double click the installer icon and allow the installer to guide you. You may have downloaded the installer from the on1, Inc. website or
It may be on a DVD if you elected for a physical shipment.

You should close any supported host applications such as Photoshop, Lightroom or Aperture as well as any standalone versions of onOne products before installing or updating.

**Mac OS X**
- The application is installed in the Perfect Portrait folder in the Applications folder.
- All plug-in files for supported host applications (such as Photoshop, Lightroom, Aperture, and Photoshop Elements) found during the installation process will be installed automatically. You will see a summary of installed plug-ins at the end of installation.
- If a previous versions of Perfect Portrait is found, it will be maintained or replaced based on your preference during installation.
- Support files are installed into `/Library/Application Support/` and `~/Library/Application Support/` folder.

**Windows**
- The application is installed in the Perfect Portrait directory in the `onOne Software` directory in the Program Files directory.
- All plug-in files for supported host applications (such as Photoshop, Lightroom, Aperture, and Photoshop Elements) found during the installation process will be installed automatically. You will see a summary of installed plug-ins at the end of installation.
- If a previous versions of Perfect Portrait is found, it will be maintained or replaced based on your preference during installation.
- Support files are installed into `\ProgramData\onOne Software\`.

**Uninstalling**

To uninstall Perfect Portrait, follow these instructions.

**Mac OSX**
1. Go to the Applications/Perfect Portrait/Documentation folder.
2. Double click on the `Remove Perfect Portrait` application.

**Windows**
1. Go to Control Panels.
2. Under Programs select Uninstall a program.
3. In the list that comes up select Perfect Portrait and then click on the Uninstall button.

**Licensing and Registration**

Perfect Portrait will operate as a trial version for 30 days from when it is installed. If you have purchased Perfect Portrait, you will want to license it so you can continue to use it past the trial period. When you install Perfect Portrait it will prompt you to license it. Simply click on the license button and enter your license code. Your license code can be found in your order confirmation email if you purchased the download version directly from on1, Inc. If you purchased a physical copy of Perfect Portrait, a sticker on the information card will have the license code on it. Your license code allows you to install Perfect Portrait on two computers. When you enter your license code, Perfect Portrait communicates with the on1, Inc. activation server and will activate your software. Your software must be licensed and activated to function past the trial period. If the computer you are activating does not have access to the internet, you can manually activate your software by following the manual activation instructions in the license dialog.

If you wish to move your copy of Perfect Portrait from one activated computer to new computer you will need to deactivate it first. Deactivation is a simple process. Simply open Perfect Portrait and select Deactivate from the Help menu. This will deactivate Perfect Portrait on the current machine, allowing you to install and activate it on another machine.

If you lose your activation code, have your computer stolen and can not deactivate it, need to install on more than two computers or have other activation issues please contact on1, Inc. customer by visiting the support section of the on1, Inc. website.

**Product Improvement Program**

We believe that the best products are made by listening to our customers. We use many methods to gather your ideas and feedback including: emails, surveys, direct conversations, market analysis and the Product Improvement Program. The Product Improvement Program is built into our software and gathers information about how our software is used. It is the most accurate way for us learn what features are important to you and how our products fit into your workflow.

Enrollment in the program is voluntary. When you participate, we collect basic information about how you use our programs and basic information about your computer. This information helps us learn what features are important to you and how we can make our software easier to use. No personal information is collected and you will not be contacted.

You can choose to participate in the Product Improvement Program the first time you launch an on1, Inc. product. You can change your participation later, just click the Help menu, then Help Improve on1, Inc. Products.

You can learn more about the Product Improvement Program [here](#).
Opening Files

Supported File Types

Perfect Portrait uses the Photoshop (PSD) file format as its default file type. The Photoshop file format is a commonly supported, publicly documented file format that is also the standard file for Adobe Photoshop. It is also supported by Photoshop Elements, Lightroom, Aperture and many other image editing applications. It supports multilayered images and layer masks making it the perfect format for durable, adjustable imaging. Perfect Portrait also supports the opening and saving of the following file types, in RGB either 8 or 16-bits per pixel.

- Photoshop (PSD)
- Photoshop Large Document (PSB)
- Tagged Image File Format (TIFF (TIF)
- Joint Photographic Experts Group (JPEG (JPG)
- Portable Network Graphic (PNG)
- Camera Raw files from over 200 digital cameras

Photoshop PSD files will maintain all the layers and layer masks you create in Perfect Portrait and are recommended as your main file format. Photoshop files may also be saved as a Smart Photo, which is an onOne specific variant of the Photoshop format that allows you to re-edit your settings at a later date. If your saved file will be larger than 2 GB or 30,000 pixels on a side, your image will automatically be saved in the PSB or Large Document format. This is a newer version of the PSD file format and still maintains all your layers and masks.

You can use the Edit a Copy or Save As command to save flattened TIF and JPG files or PNG files with transparency. Camera raw files can only be opened, not saved directly. They must be saved as another file type.

Opening Files

You may open an existing file in several ways depending on which product you are using.

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When opening an existing PSD file that has been edited in Photoshop it may contain unsupported layer types such as text layers, adjustment layers, etc. you will see a warning. You can still open a flattened version of the image if this happens. You can learn more here.

Opening Options
When you open a file(s) you will be presented with the dialog to the right. It allows you to choose to work on the original file, a copy, or to stack the files together as layers.

- **Edit a Copy**: A copy of the original file is made using the Copy Options below and saved in the same folder as the original.
- **Edit Original**: The original file is edited directly. This overwrites the original file with your changes. This option is disabled for Raw or read-only files.
- **Add as a Layer**: The original file is added as a layer(s) into the current image in Perfect Layers. If no image is opened, a copy of the first image in your selection is created.

If you select to open a copy, you can control the file type, color space, bit-depth and resolution. If you have multiple files selected, they will all be handled the same way.

Checking the "Don't ask me again" box will bypass this dialogue box in the future and use the current options selected the next time you open an image.

---

**Smart Photos**

Smart Photos are a special PSD format that allows you to save your settings and masks from each module that you use so you can go back and re-edit them later. Any settings you make, including masks and control points, are adjustable later.

**Creating a Smart Photo**

To create a Smart Photo, select the Smart Photo checkbox in the Edit What dialog when you open an image. If you access Perfect Portrait as a plug-in from Lightroom or Aperture you have the choice each time you send a Photoshop file. You can also convert a layer in Perfect Layers to a Smart Layer, which converts the image to a Smart Photo, if you have Perfect Layers.

**Re-Editing a Smart Photo**

There are several ways to open and re-edit a Smart Photo depending on your product configuration:

- If you have the Perfect Photo Suite you can re-edit a Smart Photo by double-clicking on the module entry in the Smart Photo History pane in Perfect Browse or the Layers pane in Perfect Layers or just click on the module in the module selector.
- If you have a standalone application like Perfect Effects, Perfect B&W, Perfect Portrait or Perfect Enhance, simply open the image and your settings will be reloaded automatically.

Similar to Smart Objects in Photoshop, Smart Photos have certain limitations. You cannot use any tool that will change the original pixels, such as crop or transform. This includes the retouching tools in Perfect Layers, however you can use them in Portrait and Enhance. You cannot change the image size or proportions either, so no crop or Resize.

---

**Module Selector**

The Module Selector is a feature of the full Perfect Photo Suite only.

The Perfect Photos Suite is a complete photo editor. It uses a modular approach, allowing each module to focus on one task. This makes accomplishing the task easier by removing unnecessary tools and giving access to just what you need to get the task done. When used as a standalone application, Perfect Browse is
the default module upon first launch, it is used to navigate your drives and cloud services to find images to begin working. In the Preferences you may change the default startup module to Perfect Layers. If you prefer a layered workflow you can use the Layers module as the heart of your workflow, similar to using Adobe Photoshop. Depending on how you access the Perfect Photo Suite you may never notice Browse or Layers.

**The Module Selector**

If you access the Perfect Photo Suite as a standalone application you will start in Browse or Layers module.

When you are ready to edit an image you will select the module you wish to use from the Module Selector in the upper right corner of the main window. You can easily switch between modules by clicking on another in the Module Selector. This allows you to perform multiple tasks during the same editing session.

This is the module selector from the Perfect Photo Suite. It contains all of the available modules that onOne Software makes. If you have purchased a single product, you will only see that product module and Perfect Layers in your module selector.

If you access the Perfect Photo Suite as a Photoshop Plug-in you see the Module Selector, but it will be disabled, you can only use one module at a time through Photoshop. The Module Selector will also be disabled if you use the following modules through Lightroom or Aperture:

- Perfect Portrait
- Perfect Effects
- Perfect B&W
- Perfect Enhance
- Perfect Resize

When you access these modules, you use them on their own and then return back to Lightroom or Aperture directly. Your file will be saved and closed automatically.

If you want to have access to all your modules during an editing session from Lightroom or Aperture, select the Perfect Photo Suite or Perfect Layers plug-in. This will start you in Perfect Layers and the Module Selector will be visible, allowing you to access all of the installed modules.

**Using as Standalone**

Perfect Portrait can be used as a standalone application without the need of Photoshop, Lightroom or other host application. To launch it follow these steps:

**Mac OS X**

1. Open your Hard Drive.
2. Navigate to the Applications folder.
3. Navigate to the Perfect Portrait folder.
4. Double click on the Perfect Portrait application icon.

You can add Perfect Portrait to your dock for easy access by clicking and holding the icon in the dock, then select the Keep In Dock option. If you use Launchpad it can be found there as well.

**Windows 7**

1. Go to your Start Menu.
2. Select the onOne Software group.

If you selected the “Add Icon to Desktop” option during installation you can also access Perfect Portrait from there.

**Windows 8**

1. Open the Start screen by pressing the Window key.
2. Select Perfect Portrait.

If you selected the “Add Icon to Desktop” option during installation you can also access Perfect Portrait from there.

**Using with Adobe® Photoshop®**
If you have the Premium Edition of Perfect Portrait, you can access it as a plug-in through Adobe® Photoshop® or Photoshop® Elements®. This includes the onOne panel for Photoshop for fast access to plug-ins and their presets. As a Photoshop plug-in you can use modules in the Photoshop workflow. This includes using selections and masks as well as Smart Objects and Smart Filters. You can also record actions for automating and batch processing.

If you do not have the Premium Edition of Perfect Portrait and would like to use it inside of Photoshop, contact onOne Customer Service about upgrading to the Premium Edition.

To use Perfect Portrait inside of Adobe Photoshop follow these steps:
1. Open the image you want to work on.
2. Select the layer you want to work on. Generally Perfect Portrait works on a copy of your selected layer, not the entire image.
3. From the File menu, select Automate, and then the module you would like to use.

To use Perfect Portrait inside of Adobe Photoshop Elements, follow these steps:
1. Open the image you want to work on.
2. Select the layer you want to work on. Generally Perfect Portrait works on a copy of your selected layer, not the entire image.
3. From the File menu, select Automation Tools, and then the module you would like to use.

Perfect Layers and Browse are not accessible from Adobe Photoshop or Photoshop Elements.

**onOne Panel**

Users of Adobe Photoshop can also access Perfect Portrait as plug-ins using the onOne Extension Panel. This provides fast access to the Perfect Portrait and its presets. To access the onOne panel, go the Window > Extensions menu in Photoshop and select onOne.

The onOne panel behaves just like any other panel in Photoshop. It can be minimized or nested with other panels. To access a module, simple double-click on it. To use a preset, single click on the module name. A menu of available presets will be displayed. Simply double-click on one to apply it to your selected layer.

If you wish to record actions using Perfect Portrait be sure to access it from the File > Automate menu when recording.

**Using with Adobe® Lightroom®**
If you have the Premium Edition of Perfect Portrait you can access Perfect Portrait as a plug-in inside of Lightroom. This provides an integrated, round-trip workflow.

Perfect Portrait is the perfect companion for Adobe Photoshop Lightroom. It integrates tightly with it and provides a seamless experience for enhancing your images. There are several ways to use Perfect Portrait with Lightroom.

### Plug-In Extras

Perfect Portrait can be accessed from the File > Plug-in Extras menu. This is the preferred way to access it. It gives you access to all installed modules and has the most flexibility in how the files are handled. To edit an image in Perfect Portrait follow these steps:

1. Select the image in Lightroom.
2. Go to the File menu and select the Plug-In Extras flyout.
3. Select the module you would like to use.

When you access Perfect Portrait as a plug-in from Lightroom the module selector is only available for Perfect Layers or Perfect Mask. When you select one of these modules you can use as many modules as you desire during the same editing session. At the end of the editing session you must save and close the image from the Perfect Layers module.

When you select a module other than Perfect Layers or Perfect Mask your image will be sent to it directly and when you press Apply, the image is saved and closed automatically and you are returned back to Lightroom.

### Selecting Multiple Images

If you have multiple images selected, the behavior varies depending on which modules you select.

- **Perfect Layers or Perfect Mask**: Each file will be opened in its own tab. Then you may access any modules available in the Module Selector.
- **All other plug-ins**: Each image is opened in turn and you may adjust the settings on an image by image basis.

### Lightroom Plug-in Preferences

When you use Perfect Portrait through the Plug-In Extras menu there are important file handling options that are controlled in the Preferences dialog of the Perfect Layers module. These need to be configured in advance based on your desired workflow.

- **File Type**: The file type drop-down menu determines what type of file will be created. The default is PSD, which maintains layers. You can also select JPEG or TIF if you prefer those formats and are not concerned about maintaining layers. The last option is same as source, which maintains the file type of the original file, except for Camera raw files which are saved as PSD.
- **Color Space**: The color space drop-down menu determines what RGB working color space is used; Adobe RGB 1998, sRGB or ProPhotoRGB.
- **Bit Depth**: The bit-depth drop-down menu determines the bit depth, either 8-bit or 16-bit per pixel.
- **Resolution**: The resolution drop-down menu determines the resolution of the file.
- **Stack with Original**: When enabled, the new image is stacked with the original image, making it easier to organize.
- **Use Original for Single PSDs**: When enabled, if you select a single PSD file, it will be edited directly, rather than having a copy made.

### External Editor

You can also access modules as external editors for all modules except Perfect Layers or Perfect Mask. You can access them from the Edit In... contextual menu. These behave similarly to the plug-ins in the Plug-In Extras menu but ignore the preferences set in Perfect Layers. Instead you have the option to control a subset of these options each time you access a module, in the same way you do when you access Photoshop or any other external editor.
Batch Processing

There are two ways to batch process multiple images in Lightroom with Perfect Portrait.

Perfect Batch

Perfect Batch is the preferred way to batch process. You start with a selection of images in Lightroom or folder on disk, then batch-process them with multiple modules at the same time to solve complex workflows. For example, a portrait photographer can prepare images for a sales session by retouching every face, adding their stylized look and output small JPGs with their logo watermark, all in the same batch process. You can access Perfect Batch from the File > Plug-In Extras menu in Lightroom. You can learn more about using in the Perfect Batch section of this user guide.

Key batch processing features include:

- Start with a selection of images from Lightroom or any folder you select.
- Batch process with a single module for simple jobs or create workflows where you string multiple modules together.
- Save workflows to use over and over.
- Pause on the first image to confirm your set-up, then automatically process the rest to match.
- Add a visual watermark, like your logo, to every image.
- Edit files in place or create new files with different size, name or file type.

Lightroom Export

You can also batch process with a single module through the Export menu in Lightroom. This is useful if you need to remove metadata or are more comfortable with Lightroom's Export. Batch processing through Export is driven by presets, so you need to create a preset that accomplishes the work you desire first.

1. Select the images you wish to batch process.
2. Go the Export under the File menu.
3. At the top under the Export to drop-down, select the module to use.
4. Complete the module specific options below. These will start with the preset, followed by options for selecting the export location, file naming, file size, etc.
5. Press the export button.

You cannot save Lightroom export presets or use the Export with Previous option.

Using with Apple® Aperture®

If you have the Premium Edition of Perfect Portrait you can access Perfect Portrait as a plug-in inside of Aperture. This provides an integrated, round-trip workflow.
Perfect Portrait integrates tightly with Apple Aperture and provides a seamless experience for enhancing your images.

Perfect Portrait can be accessed from the Photo > Edit with Plug-In menu. To edit an image in Perfect Portrait follow these steps.

1. Select the image in Aperture.
2. Go the Photo menu and select the Edit with Plug-In flyout.
3. Select the module you would like to use.

When you access Perfect Portrait as a plug-in from Aperture the module selector is only available for Perfect Layers or Perfect Mask. When you select one of these modules you can use as many modules as you desire during the same editing session. At the end of the editing session you must save and close the image from the Perfect Layers module.

When you select a module other than Perfect Layers or Perfect Mask your image will be sent to it directly and when you press Apply, the image is saved and closed automatically and you are returned back to Aperture.

Selecting Multiple Images

If you have multiple images selected, the behavior varies depending on which modules you select.

- Perfect Layers or Perfect Mask: Multiple images will be opened in separate tabs.
- All other plug-ins: Each image will open in a series so you can adjust the settings on each image.

The file type, bit-depth and color space of the image is determined by the preferences in Aperture for external editors. Perfect Portrait will maintain the file type, either PSD or TIF automatically to support compatibility with plug-ins from other manufactures. Keep in mind only PSD files store re-editable layers and mask.

Batch Processing

Perfect Batch is the preferred way to batch process. You start with a selection of images in Aperture or folder on disk, then batch-process them with multiple modules at the same time to solve complex workflows. For example a portrait photographer can prepare images for a sales session by retouching every face, adding their stylized look and output small JPGs with their logo watermark, all in the same batch process. You can access Perfect Batch from the Photo > Edit with Plug-in menu in Lightroom. You can learn more about using in the Perfect Batch section of this user guide.

Key batch processing features include:

- Start with a selection of images from Lightroom or any folder you select.
- Batch process with a single module for simple jobs or create workflows where you string multiple modules together.
- Save workflows to use over and over.
- Pause on the first image to confirm your set-up, then automatically process the rest to match.
- Add a visual watermark, like your logo, to every image.
- Edit files in place or create new files with different size, name or file type.

Using with Other Applications

You can use Perfect Portrait as an external editor with many other workflow applications such as Adobe Bridge or Apple iPhoto. First check the application user guide to see if it supports external editors. It should detail how to configure the host application to use an external editor. Generally this will include selecting...
Perfect Portrait setting the file type to send to it. It is best to use PSD files if supported. Below are the instructions for configuring iPhoto.

1. Open the Preferences dialog, from the iPhoto menu.
2. Click on the Advanced tab.
3. From the Edit Photos: pop-up select the In Application... option (note if you have ever selected another external editor, it may be listed here instead.)
4. From the Choose dialog that appears, navigate to the Perfect Portrait folder, inside the Applications folder and select [Product Name].
5. In the RAW Photos: option, uncheck the Use RAW when using external editor option, and check the Save edits as 16-bit TIFF files option.

Printing

You can print your photos to your printer using the Print function.

1. Select Print from the File menu.
2. Select your printer from the Printer pop-up.
3. Press the Print Setup button to adjust printer specific options such as paper size and type and printer specific color management options.
4. Adjust the number of copies, orientation and output resolution.
5. In the Print Area section set the area you would like to fill with image. The preview on the left shows the paper size and margins as well as the print area and how the image will fit or fill the print area.
6. Select the output Printer Profile and Rendering Intent to properly adjust the photos colors to your printer and paper combination. You may also select the Printer Managed Color option to let your printer driver manage the color instead.

Tip: If you have already cropped and sized your image to your desired print area size, simply set the width and height to match in the Print Area section.

Managing Extras
What are Extras?

The Extras Manager lets you import and manage your own Extras content. Extras are:

- Backgrounds that can be imported and used in Perfect Layers.
- Borders that can be imported and used in Perfect Layers, Perfect Effects and Perfect B&W.
- Textures that can be imported and used in Perfect Layers and Perfect Effects.
- Presets for Perfect B&W, Perfect Effects, Perfect Enhance, Perfect Portrait and Perfect Resize.

Extras can be content that you download from the onOne website or content that you create on your own.

The Extras manager lets you create categories for each Extra type, import files as extras and delete user-added extras you no longer want.

You can access the Extras Manager from the File menu in Browse and Perfect Layers or the Preset menu in modules that use presets.

How to Import Extras

Importing extras is simple. Start by opening the Extras Manager then follow these steps.

1. Select the type of extras you wish to import in the left column (Backgrounds, Borders, etc.) You can only import extras of one type at a time.
2. Click on the Import button in the footer of the left column. A Finder or Explorer Window will appear where you can select the files to import. If you want to import an entire folder, click into the folder then select the first file, then shift-click on the last file. Click import when you selection is complete.
3. Select a category for your extras to live in. This is where you will be able to find it inside of the Perfect Portrait. You can select from an existing category or create a new one.

When your extras have been imported you will see them in the Extras Manager in the category you selected, in the type of extra they belong to.

What Type of Images Can I Import as Extras?

Backgrounds and Textures may be any image file that Perfect Portrait can open including jpg, tif, raw or psd files. Border files must have a large central area that is transparent. This means that only files that support transparency like png can be imported as borders.

If you have a .ONPreset file that you have downloaded from the onOne Software website, simply double-click on it to install it. There is no need to import it through the Extras Manager.
Browsing Extras

You can browse and open Extras from the Browse module. In the Sources pane there are sources for onOne Extras (extras that are provided by onOne when you installed Perfect Portrait) and User Extras where you can browse and open extras you have installed.

Inside each source folder are folders for the Backgrounds, Borders and Textures. You can open these as layers into Perfect Layers to add them to an image or layout you are working on.

Using Extras in Perfect Layers

Browsing extras in Perfect Layers is similar to the Browse module. Click on the Extras tab of the left column mini-browser. You will see top-level folders for onOne Extras and User Extras. Inside of these will be sub-folders for Backgrounds, Borders and Textures. You can double-click on an extra to add it to your current image, just use the “Add as a Layer” option when asked how you want to open the file.

- Then you can use the transform tool to size and position the extra on your image.
- Use the Layers pane to change the order, opacity and blending mode.
- Use the Masking Brush and Masking Bug to selectively apply the extra.
- Use the Perfect Eraser to remove distractions from the extra if needed.

If you save your file as a layered PSD file, you can always re-open the file again and have access to all of the layers and masks for further editing.
How to use in a Module

You can access certain extras, like borders and textures, inside of modules like Perfect Effects and Perfect B&W. To use them follow these steps:

1. Open an image into Perfect Effects.
2. In the Filter Options pane, select the correct filter type, either Borders or Texturizer.
3. From the Category pop-up, select a category you have imported. User added extras categories appear at the bottom of the category list.
4. From the Texture pop-up select a texture from the category you selected.

How to Delete Extras

You can remove imported extras using the Extras Manager. Follow these steps:

1. Open the Extras Manager.
2. Click on the extras type that contains the content you wish to remove. This will display categories within that extras type.
3. To delete an entire category, select in the left column and click on Delete button in the footer of the left column.
4. To delete individual extras, select them in the right column and click on the Delete button in the footer of the right column.

Deleting extras is permanent and can not be undone!

Preferences

Note: This page refers to the Preferences dialog for the Perfect Photo Suite. If you have an individual product not all of the options detailed below may be available.

The preferences dialog contains general application settings. The preferences are accessed from the Perfect Portrait menu on Mac or the Edit menu on Windows.
The preferences contain the following controls:

**General Settings**

1. **Working Color Space**: When a new file is created or a file is opened and has no color profile associated with it, this is the assumed color profile for the image. Images that come from plug-ins or have tagged or embedded profiles will use the associated profile instead.

2. **Scrolling Controls**: Lets you select how the mouse scroll wheel or scrolling gesture works. The options are:
   1. **None**: Default
   2. **Preview Zoom**: Adjusts the zoom of the preview window. Scrolling up increases the zoom, scrolling down decreases the zoom. It is important that the zooming is comfortable, not too fast or slow or jerky.
   3. **Preview Pan**: Pans the image, like using the pan tool or navigator. It is important that the panning is comfortable, not too fast or slow or jerky.
   4. **Brush Size**: Adjusts the size of the current tool if relevant, such as a brush tool.

3. **Preview Background Color**: You may select the color of the background behind the preview image. The default color is black. There should be options for black, white, light gray, dark gray and custom... The custom option a color picker where you can select your own background color.

4. **Start In**: Determines which module will open at launch. Browse is the default.

5. **Check of Updates on Launch**: Enabled by default, the product will communicate with onOne server at launch and if an update is available it will prompt you to download, or skip.

6. **Warn when leaving files in Layers**: Enabled by default, if you have unsaved files open in Layers and want to close the program a warning dialog will appear with the options to Save & Close, Cancel, or OK which will close without saving.

7. **Language**: Select which language the app user interface is presented in. Usually this is determined automatically but the locale of the operating system but can be manually set.

**Plug-ins**

1. **Smart Photos Save PSD Files As**: When you send a PSD to Perfect Portrait via a plug-in from Lightroom or Aperture you can choose between saving the file as a normal photo or a Smart Photo.

2. **File Type**: Specifies four options. PSD (Supports Layers, Defaults Setting. Same as Source (PSD for Raw). Tiff (No Layers). JPEG (No Layers).

3. **Color Space**: Specifies the color space to use when processing copies from Lightroom. This is similar to the working color space pop-up in the general preferences tab, however there are only the three options supported by Lightroom: sRGB, Adobe RGB 1998 and ProPhotoRGB.

4. **Bit Depth**: Sets the bit depth for the copies created by Lightroom, the options are 8 and 16-bit.

5. **Resolution**: Sets the resolution of copies created by Lightroom.

6. **Stack with Original**: Enabled by default, copies created by Lightroom are stacked with their original or source image.

7. **Use Original for Single PSDs**: Enabled by default. If your selection is a single PSD file, the original PSD is opened rather than creating a copy.
Performance Settings

1. **Memory Usage**  
   Specifies the amount of system memory (RAM) that is used by the application. The default is 80%.

2. **VRAM Usage**  
   Specifies the amount of video memory (VRAM) that is used by the application. The default is 80%.

3. **Process 8-bit images as 16-bit**  
   When enabled, 8-bit images are handled in a 16-bit space to reduce processing artifacts. This is recommended unless you have a computer with low memory.

4. **Scratch Folder Location**  
   Allows you to move or reset your memory cache. This is helpful if you have a small SSD drive as your system drive. This information is purged after each time you quit the application.

5. **Browse Cache**  
   Stores thumbnails previews on disk so that the next time you browse a folder it loads much faster. Here you can adjust the memory cache size or amount of information stored, empty, move, and or reset.

Services

1. **Services in Sources**  
   Control which online storage services are displayed in the Sources pane in Perfect Browse.
Focus on the art of portrait creation because the most time consuming retouching tasks have now been automated. With Perfect Portrait, you can improve skin texture and color, remove blemishes, and enhance eyes, lips and teeth. You’ll find that it’s never been so easy to create stunning portraits your family and clients will love.

Give each face in your image the specific attention it needs. Perfect Portrait automatically recognizes each person in your photo and allows you to retouch each separately.

More than just finding each face, Perfect Portrait also quickly finds the eyes and mouth in a portrait automatically. You no longer have to waste time painting in the features or use complicated manual “wizards” because the features are identified right away. So, you can quickly get to the task of enhancing those critical features.

This getting started section will give you the basics of using Perfect Portrait. If you have never used Perfect Portrait before, this is a good place to start. You might also try watching the getting started video tutorial. For detailed information on steps and controls mentioned in the getting started section, see the “Using Perfect Portrait” section instead.

User Interface

Perfect Portrait Main Window:

A. Preset Browser: This is where you browse and apply presets
B. Tools Option Bar: This is where information and options about each tool is selected.
C. Tool Well: This is where the tools are located.
D. Preview Window: This is the main section where you preview and work on images.
E. Module Selector: This is where you choose which software module to open.
F. The Navigator, Loupe and Histogram Pane: This pane will access Navigational, Loupe and Histogram features.
G. Skin Retouching Pane: This is where you adjust the skin smoothing and retouching controls.
H. Color Correction Pane: This is where you adjust the color correction controls.
I. Mouth & Eyes Pane: This is where you adjust the mouth and eye enhancement controls.
J. Cancel & Apply Buttons: This is where you cancel or apply an action.
K. Mouth & Eye Control Points: Click and drag these control points to refine the mouth & eye areas.

The Perfect Portrait Tool Well

There are 5 different tools in the Perfect Portrait tool well. More details about each tool will be covered in the next chapters.

<table>
<thead>
<tr>
<th>Tool</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>Face Select Tool</td>
<td>This tool lets you select the face to edit.</td>
</tr>
<tr>
<td>Face Edit Tool</td>
<td>This tool lets you edit the areas of the face like the skin, eyes and mouth.</td>
</tr>
<tr>
<td>Perfect Eraser</td>
<td>The Perfect Eraser can be used to replace distracting elements from your image.</td>
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<tr>
<td>Retouch Brush</td>
<td>This tool lets you retouch areas like blemishes, wrinkles and discoloration.</td>
</tr>
<tr>
<td>Hand Tool</td>
<td>This tool drags your image within the preview window when it's larger than the viewable area.</td>
</tr>
<tr>
<td>Zoom Tool</td>
<td>This tool changes the magnification in the preview up to 1600%.</td>
</tr>
</tbody>
</table>

Navigating the Preview

Perfect Portrait provides several ways to navigate and view your image in the Preview window.

The Preview Window above is the main section where you preview and work on images.

Hand Tool

The Hand tool is used to position the image within the Preview window, whenever the preview zoom is larger than the viewable area.

To pan (scroll) in the Preview window:

- Select the Hand Tool and drag the image until you locate the area you wish to view.
• With any other tool selected, hold down the spacebar while you drag the image in the window.

Double-click the Hand tool in the Toolbar to set the image to a magnification that fits completely in the current window size.

Zoom Tool

The Zoom tool changes the magnification of the image in the Preview window.

With the Zoom tool selected:
• Click in the Preview window to zoom in and center the image at the location clicked.
• Click and drag in the Preview window to draw a rectangular, the screen fills with the area within the rectangle when you release the mouse.
• Hold the Option key (Mac) or Alt key (Win) and click to zoom out.

Double-click the Zoom tool in the Toolbar to set the image to 1:1 or 100% magnification, showing every pixel. This is best when examining small details.

Navigator, Loupe, Histogram and Info

At the top of the control panel on the right of the main window is the Navigator | Loupe | Histogram | Info panes. It contains four useful tools for inspecting and viewing details of your image.

The Navigator Pane

This gives you a birds-eye view of your image. The blue square region marks the image area that is visible in the preview pane. You can pan your image by clicking and dragging inside the blue region.

At the bottom of the Navigator pane are several Zoom presets. Click on a Zoom preset to activate.
• Fit: Zooms to fit the current canvas size. This allows you to see your entire image.
• 100: Zooms to 100% or actual pixels. This is best for judging small details.
• 50: Zooms to 50%
• 25: Zooms to 25%

The Loupe Pane

This gives you a magnified view of the section of the preview under the cursor. This allows you to view the quality of your results while maintaining a complete view of your image.

At the bottom of the Loupe Pane is a sliding for adjusting the zoom level.
The Histogram Pane

This gives you a color chart of the shadow, mid-tone and highlight areas based on the image RGB values. This is useful to show areas within the image that may be clipping. Clipping is when your image contains pure blacks or white and can signify loss of highlight or shadow detail.

The left side of the histogram represents the shadows, while the right represents the highlights. At the top of each end is a triangle. If the triangle is lit, there is clipping on that side of the histogram. If you click on the arrows, you will activate the clipping overlay on your image. The areas of your image with a blue overlay are pure black, while the areas with the red overlay are pure white. You can turn the clipping view off again by clicking on one of the triangles. You can also temporarily enable clipping view by holding down the J key at any time. The clipping view is useful when you are making adjusts to the brightness and contrast of your image.

The Histogram pane also displays the RGB values under the cursor at the bottom of the pane.

The Info Pane

The info pane will display important metadata about your file including:

- Camera type
- File type
- Focal length and lens information
- Date and time captured
- Exposure information  
  - ISO
  - Shutter Speed
  - Aperture
  - Exposure Value
- Filename
- Color Space
- Dimensions
- File Size and Bit Depth

If your camera allows for GPS the GPS button will be viewable and you can click on it to get the GPS coordinates for where the image was taken. This feature only works if you have GPS enabled on your camera or mobile device. Otherwise you will not see the GPS button.

The Info panel is not visible when you access B&W Module as a Photoshop plug-in.

Preview Window Modes

The preview window has several modes including: single image, side-by-side (horizontal or vertical) and split-screen (horizontal or vertical) versions of an image. This allows you to compare layers side-by-side or to view a layer mask and the layer side-by-side. At the bottom left of the Preview Window is a button that toggles and shows the current Preview Mode. You can also change the mode from the View menu.
Tip: You can use the keyboard shortcuts below to quickly switch view modes. Items in parenthesis are for Windows.

- **Command (Control) L**: Change the preview mode to Left/Right.
- **Command-Option (Control-Alt) L**: Change the preview mode to Left/Right Split screen.
- **Command (Control) T**: Change the preview mode to Top/Bottom.
- **Command-Option (Control-Alt) T**: Change the preview mode to Top/Bottom Split screen.
- **Command (Control) Y**: Change the view mode to single image.

## Browsing Presets

Built into Perfect Portrait is a preset browser, located in the left panel. You can use it to browse the factory supplied presets, presets you have created or downloaded from the onOne website or for marking and finding your favorites. Below is a description of the controls in the file browser.
**Browser Tabs**

The Browser is divided into three tabs; Library, Favorites and My Presets.

- **Library**: The Library tab contains the factory presets provided by onOne Software. They are a good place to start.
- **Favorites**: When you click on the favorite flag on a preset, in any tab, it is added to the Favorites tab automatically. This makes it fast to find the presets you use most frequently.
- **My Presets**: When save your own presets, or install presets from the onOne website, they will be located here.

**Navigating the Browser**

- To open a category, click on it. To close it, click on it again.
- Only one top-level folder can be open at a time.
- The selected item, either a category or preset, will have a light silver box around it.
- You can use the up and down arrow keys to change your selection in the browser.
- You can open or close categories using the command (control on Windows) up and down arrows.

⚠️ You cannot move or delete presets from the browser.

**Selecting a Preset to Use**
To activate a preset on your image, simply click on the preset.

Searching for Presets

- To search for presets in the current browser tab, type in the name of the file in the search field.
- The search results appear in a new sub-folder called search results, which will be selected automatically.
- You can clear the search field by pressing the x at the right end of the search field.

Browser Pop-Up

- To view a larger preview on a preset, enable the Show Browser Pop-up in the View menu.
- When you mouse over a thumbnail, a larger preview will be displayed in a pop-up window.

Resizing and Closing the Browser

- The browser can be resized by dragging the resize handle on the right margin of the browser.
- The browser can be closed or reopened by clicking on the resize handle or using the cmd (control on Windows) left and right arrow keys.

Browser Modes

The browser offers four viewing modes. Three that display thumbnails in columns and one list view. The browser modes are selected using the browser mode icons at the bottom of the browser.

Quick View Browser
The Quick View Browser adds an elegant full-screen view of your images, effects and presets. Whether you are looking for the right image or the right look, the Quick View Browser will make fast work of the problem. Just press the Quick View Browser button (or the option (alt) right arrow keyboard shortcut and you will see the full array of options to choose from. You can visually navigate categories, then dive into them to find just the right look.

- Browse folders and images quickly to find the right one to work on.
- View all your effect or preset categories at one time, then dive into them to find the perfect look with an effortless, tablet feel.
- Variable thumbnail sizes gives you a few large previews or many small ones depending on your screen size and content.
- Back button and breadcrumbs make it easy to navigate a complex folder structure.
- Use your keyboard arrow keys to navigate.
- Press the return key to select an item or open a folder.
- Use the command or control left arrow to go up a folder level.

Using Perfect Portrait

The heart of Perfect Portrait is the automatic finding of faces and creation of accurate and feathered skin selections.

Perfect Portrait is designed to simplify retouching and empower portrait photographers of all levels to create stunning portraits. It contains what we feel are the most important tools for color correcting, retouching, smoothing, and enhancing portrait images.

Below are the steps to start selecting and editing faces.

Step 1

When you launch Perfect Portrait, it scans for faces in the image. The selected faces are marked with a white rectangle box. Select a face to edit and a green highlight box will surround it.

Each face box will have an “X” icon in the upper left corner. This icon can be pressed to delete that face selection.

If Perfect Portrait does not find a face automatically you can manually select one by using the Face Select Tool and clicking on the face to add.

See “Adding Faces” in the Face Select Tool section for details.
Step 2
When you select a face by clicking on it, the preview will zoom in to the face and the eye & mouth control points will be visible.

You can adjust the selection by moving the control points. If you need to adjust the overall location of an eye, click on the cyan dot in the center of the eye. Use the control points to fine tune the selection around the eyes and mouth. You may press the Hide Controls button located in the Tool Options Bar which will hide the control points.

Step 3
Now, you can refine the skin selection as well as adjust the color, eyes and mouth using the controls in the panes located to the right. These include:

- Skin Retouching
- Color Correction
- Eye & Mouth Enhancing

Step 4
A user may also select the Retouch Brush to manually reduce stubborn spots anywhere in the image.

Using The Face Select Tool

**Face Select Tool:** Click with the Face Select Tool to select or add a new face selection.

The Face Select Tool is used to select which face to edit. When the Face Tool is selected, boxes appear on each face in the image. The current face box is marked in green, other face brackets are marked in white. You click on the face you wish to work on, the tool automatically switches to the Face Edit Tool. The eye & mouth control points become visible.

Adding Faces

Occasionally Perfect Portrait may not find the face you wish to retouch in a scene.

**This can occur if:**
- The face is small compared to the rest of the image.
- The subjects eyes are closed or has glasses on.
- The subject is in a profile pose.
- The subject is upside-down.
- The lighting contrast is heavy.

If Perfect Portrait does not find a face automatically you can manually select it by clicking the Face Select Tool on the face you would like to add.

A Square box appears on screen. Move it over the face you wish to add. Adjust the size of the box with the side handles. The box should go from the hairline to the chin and be centered on the face. When you have the box adjusted, press the Apply button and Perfect Portrait will add the new face.

Deleting Faces

If Perfect Portrait detects a face you do not wish to retouch, simply click on the X in the upper left corner of the face box.
Using The Face Edit Tool

The Face Edit Tool is a dual-mode tool. It is used to refine the mask for the skin selection as well as adjust the eye & mouth control points. When the Face Edit Tool is not over a control point it is similar to the Masking Brush in other onOne Software tools. It is used to refine the skin selection. It has two states, "Add to Skin" and "Not Skin" which equate to paint-in and paint-out in mask mode. The tool is represented as concentric circles that are white.

When this tool is over an eye & mouth control point it switches to a normal cursor. A user clicks and drags a control point to adjust its location. There are five control points for each eye and six for the mouth. They are used to define these areas for enhancement:

- The iris of each eye
- The sclera, or white area of each eye
- The lips
- The area inside lips, generally the teeth

The number of control points is kept minimal to make Perfect Portrait easier to use. The lines don't need to match the contours of the eyes & mouth perfectly. The selections are feathered on the edges and are limited to the expected color and tonal ranges of the area to be adjusted.

The Face Edit Tool Options Bar
**Mode**: This mode selects either Not Skin, or Add to Skin. Use the Add to Skin mode to brush more mask areas on the skin or Not Skin to subtract mask areas around the skin.

**Size**: This controls the brush size, also contains a toggle “W” to turn off or on the Wacom pressure sensitivity.

**Feather**: This controls the brush feather, or hardness.

**Opacity**: This controls the opacity, also contains a toggle “W” to turn off or on the Wacom pressure sensitivity.

**Perfect Brush**: This enables the Perfect Brush function, a self masking mode based on color that protects edges.

*Tip*: You can turn the Perfect Brush on and off using the command or control -r keyboard shortcut. You can also temporarily lock the color the remove by holding down the control key. This is useful when brushing through areas with lots of openings like hair.

**Previous/Next Face**: These right-left arrow buttons select which face is selected next.

**Hide Controls**: This button toggles the showing of the control points. Normally, the control points are visible. This is good when you are fine-tuning control point position. However, it obscures the image and makes it difficult to know how to adjust the Skin Retouching, Color Correction and Eye & Mouth options. When you press this button, it hides the control points. This allows the you to see the results of the current settings and to better adjust the controls.

**Reset Face**: This button resets the mask, control points and right group settings to their defaults for the face.

---

**Skin Retouching**

Reduce Blemishes, Smooth the Skin and Even the Skin Hue.

The Skin Retouching Pane contains the controls for adjusting the automatic blemish reduction, skin smoothing, shine and shadow reduction as well as texture addition.
**Face Size:** The Face Size drop-down menu is used to adjust the overall size of the face skin mask. To adjust it, click and hold on the drop-down. The current automatic face skin mask is shown. If important skin areas at the edges of the face are not included select a larger size. It may take a second or two to render the updated mask. Keep the drop-down held down so you can see the results of your selection. Keep in mind you can always refine the skin mask using the Face Edit Tool as well.

**Blemishes:** Adjust the Blemishes slider first. It attacks the medium sized blemishes such as large pores, acne, freckles, fine lines, etc. It reduces the appearance of blemishes while maintaining the fine pore structure of the skin for a natural appearance. Typical settings for females and children are 60-80, 30-50 for males.

**Smoothing:** Smoothing is the second slider to adjust. It acts on the smallest details to add a smooth finish to the skin, similar to powder in the cosmetics world. Use the smallest amount you can to preserve a natural look. Typical settings for females are 20-40, males and children 10-20.

**Shine:** The shine slider is used to reduce the brightness of highlights on the skin. It is great for reducing shine from oils in the skin.

**Shadows:** The shadow slider is used to brighten shadows in the skin. This is useful for dark eye bags and deep wrinkles.

**Texture:** The texture slider introduces a synthetic skin texture to the skin areas. Generally it is not needed. It is useful on overexposed images where no texture remains.

**Evenness:** Evenness adjusts how consistent the skin color is across the entire face. It is great for correction highlights that may be too yellow, shadows that may be too green or reducing redness in noses and ears. It is also useful for making family portraits more consistent from person to person.

**Face Only:** The face only toggle limits the skin retouching to just the skin of the face. This is on by default and is recommended for most uses. This will prevent other flesh colored areas in your scene from being retouched. This includes things like hair or other people.

There are two occasions when you would want to disable the face only toggle:

- If you are working on a single subject with little or no clothing and you wish to apply the skin retouching to all the subjects skin.
- You're working on a large group portrait where it is impractical to adjust each face separately. You can instead disable the face only option and apply the same retouching to everyone in the scene.

---

**Color Correction**

The Color Correction pane is used to color correct the image based on skin color.

When a face is selected, Perfect Portrait automatically color corrects the entire image based on the skin color of your subject. When Perfect Portrait finds the first face in the scene, it analysis the average skin color of that face and compares it to libraries of hundreds of thousands of color correct skin color samples.

If the first face is deleted, the next face takes over and the color correction base value is reset.

Color correction only needs to be performed on one person in a scene. If you have multiple people, they all have the same color cast issues. Using the Color Correction controls on one person will correct the others as well.
The Color Correction pane contains the following controls:

**Amount**: Adjusts the overall strength of the correction.

**Warmth**: Warmth is set automatically based on the image but can be adjusted up or down based on personal preference. Underexposed images may have too much warmth, where open sky, or overexposed images may not be warm enough.

**Color Shift**: Color correction does its best to automatically correct color but may need help based on personal preferences. Use the Color Shift slider to adjust the color or hue to control how red the skin is.

**Ethnicity**: The ethnicity pop-up determines which color library to use for the color correction. Every ethnicity has a different hue characteristic no matter how bright or saturated the skin is. For the best results, use the ethnicity library for the face that is selected. If you are not sure, use the Average option which is an average of all ethnicities.

---

**Eyes & Mouth**

The Mouth and Eyes pane contains the controls for enhancing the eyes and mouth.

The eyes and mouth are the key features of the face. Beyond skin retouching, they are the most important and common areas to retouch or enhance. Brightening the eyes and teeth are very common but can be difficult to do in Photoshop in a realistic way.

Perfect Portrait automatically detects the mouth and eye regions to provide enhancement. You can adjust the automatic selections using the Face Edit Tool.

The eye and mouth selections are broken down into four regions:

- Whites of the eyes (sclera)
- Iris of the eyes
- Lips
- Teeth (area inside the lips)

The number of control points is kept minimal to make Perfect Portrait easier to use. The lines don’t need to match the contours of the eyes & mouth perfectly. The selections are feathered on the edges and are limited to the expected color and tonal ranges of the area to be adjusted.

---

**Below is a list of the controls and when to use them.**

**Eyes**

- **Whitening**: The Eye Whitening slider is used to lighten and whiten the sclera or the whites of the eyes.
- **Detail**: The Eye Clarity slider increases the clarity or sharpness of the eye area.
- **Reduce Red Eye**: When this is checked it will automatically reduce red eye.

**Mouth**

- **Whitening**: The Mouth Whitening slider whitens and lightens the teeth. If the subject's teeth are not showing, don't use this control.
- **Vibrance**: The Mouth Vibrance slider increase the vibrancy or color saturation of the red hues in the mouth region. It is useful for enhancing lip color, typically for women with lipstick.
Perfect Eraser

The Perfect Eraser can be used to remove distracting elements and blemishes from your image.

How it Works

The Perfect Eraser employs a content aware algorithm that replaces the pixels with a natural and plausible result within the boundaries that are painted.

Using the Perfect Eraser

Activate the tool by selecting it in the Tool-Well. Simply paint over the area you wish to remove. Make sure you cover the entire area. A red overlay appears where you paint. You can adjust the size of the brush using the Tool Options bar.

If the first attempt does not give you a perfect result, simply paint over it again and it will improve with each pass. You can also fine tune the area after using the Retouch Brush.

Retouch Brush

Retouch Brush: Use the Retouch Brush to remove small imperfections like dust or blemishes. Just dab the retouch brush on spots like acne, dust spots, power lines, etc. It looks at the neighboring areas and fills in the brush with similar color and texture. It is best to use the smallest brush size possible and to work by dabbing rather than making large brush strokes. If you dab with the Retouch Brush and don't like the results, use the undo command and try using a smaller brush or vary your brush stroke and try again. The Retouch Brush is perfect for retouching skin.
You can control the Retouch Brush using the Tool Options Bar

- **Brush Size:** This adjusts the overall size of the brush.
- **Brush Feather:** This adjusts the hardness of the brush. It works best to use a feather larger than 50 to blend and look natural.
- **Brush Opacity:** This adjusts how strong the retouching is. Use 100% to completely remove an imperfection. Use a lower opacity to soften them.
- **W:** If you have a Wacom pressure sensitive tablet, you can adjust the size of the brush according to the pressure. Click on the “W” in the box to activate the Wacom sensitivity controls.

### Adjusting the Skin Selection

When Perfect Portrait finds a face it automatically generates a selection, or mask, for the skin of the face. Generally the automatic mask is very good but occasionally you may need to adjust it to add areas of skin that were not included or to remove areas such as hair that are included by mistake. This skin selection can be viewed and adjusted with the Face Edit Tool.
Adjusting the Face Size

for can be viewed and adjusted in the Skin Retouching Pane under the Face Size selection. You can adjust the mask by using the Face Edit Tool. This tool work the same as the Masking Brush in other onOne products.

Editing the Skin Mask

You can also edit the skin mask directly using the Face Edit Tool. Visit the Refining the Masking Selections page for details.

Viewing the Selection Masks

Perfect Portrait allows you to view and edit the skin mask.

You can view the mask in the Masking menu on the bottom left corner of each preview pane. You can view the mask and adjust the size in the Skin Retouching Pane under the Face Size selection.

Below are examples of the different mask view modes.

You can toggle mask view on and off with the command (Mac OS X) or control (Windows) plus m keyboard shortcut.

Red
The masked area appears as 50% red. This is similar to the Quick Mask view in Photoshop.
**White**
The masked area appears as solid white.

**Dark**
The masked area appears as 90% black.

**Grayscale**
The masked area black, while the unmasked area is white.

---

### Refining the Masking Selections

In many cases adjusting the Skin selection mask is not needed. The automatic selections created by Perfect Portrait work well on many images. To see if you need to refine the selection masks, follow the steps below.

First, select the Face Edit tool. This dual-mode tool functions as a masking brush with concentric circles when not over a control point. You control the brush Size and Feather settings in the Tool Options Bar.
Enable either the Mask-Red or Mask-Dark setting in the Mask View drop-down located bottom-left of the Preview Window. This will allow you to view the mask that Perfect Portrait uses to define the skin areas to edit.

These view modes make it easy to see the mask and the image simultaneously.

The preview sample at the right was selected to Mask-Dark.

Now use the Face Edit tool to paint-in areas of the skin that might have not been included in the automatic selection.

You can also set the mode to “Not Skin” to undo areas of the mask you painted in.

Focus on the hair around the face. Don’t worry too much about the areas around the eyes and mouth, these areas are adjusted in the Eye and Mouth window pane.

Make sure that the eyebrows are not selected unless you want to soften them.

**Perfect Brush**

The Perfect Brush option enables a unique, color-based, self masking technology. When enabled, as you paint with the Masking Brush it collects the colors under the center of the brush and only masks those colors. This protects the mask from being applied across edges.

Tip: You can turn the Perfect Brush on and off using the command or control -r keyboard shortcut. You can also temporarily lock the color to remove by holding down the control key(win) or the command key(mac). This is useful when brushing through an area with a lot of openings.
Presets

Presets store all of the adjustments you make in Perfect Portrait. Presets are a fast and easy way to get consistent results. You can save your own presets for batch processing or for simply reproducing your look when retouching.

⚠️ Presets do not store masks created by tools other than the Masking Bug.

Using a Preset

Using a preset is simple, just click on it in the Preset Browser.

Saving a Preset

Saving a preset is simple. Once you have your settings that you wish to save, go to the Preset menu and select Save Preset.

The New Preset dialog will appear (shown to the right). There are several fields to complete including the preset name, the category, creator and description.

In the category pull-down you can select which existing category the preset should saved into. You can also create a new category this way by selecting new category from the bottom of the list.

You can edit a preset's name, creator or description by selecting it and then selecting Edit Preset Info from the Preset menu. If you want to edit the settings in a preset, load it into, make your adjustments and then re-save the preset with the same name and location.

Deleting a Preset

You can remove a preset if you no longer want to have access to it. To remove a preset, follow these steps:

1. Select the preset you wish to remove in the preset browser.
2. Select Delete Preset from the Preset menu.

Importing & Sharing Presets

You can import presets you have downloaded from the onOne website using these steps.

1. Download the preset pack from the onOne website. It should have a .ONPreset extension.
2. Double-click on the preset pack, it will install the presets into a category named the same as the preset pack.

That's it, next time you use Perfect Portrait the new presets will be located in the My Presets tab, in a category named after the preset pack. You can delete the files you downloaded, they have been copied into Perfect Effects.

You can share presets like you would share any other file, such as email or posting them to a website. First you need to find the preset files. The easiest way it to open Perfect Portrait then from the Preset menu select Show Presets Folder. A window will open and will display the presets folder. In the presets folder are sub-folders for your preset categories. Inside each sub-folder are the individual preset files. You can copy these presets to another computer, attach them to an email or post them on a website.

Setting the Defaults
The Module Settings are located in the Edit menu allow you to control the default settings that Perfect Portrait uses. Below are the options:

**Skin Only:** Adds a modest amount of skin retouching only.

**Natural:** Adds a modest amount of skin retouching and facial feature enhancement. No color correction is added. This is the default setting.

**Strong:** Adds a heavy retouch with color correction and feature enhancement. This is the default from Perfect Portrait version 1.

**My Settings:** A set of drop-down menus where the user may select a category and preset saved in the My Presets tab. This way you can set your own defaults exactly they way you want.

---

**Menus**

**Perfect Portrait**

**About:** Opens the about box. This dialog contains your serial number, version number and information on contacting onOne Software for support.

**Preferences:** Opens the preferences dialog.

**Quit:** Quits the application.

---

**File**

**Apply:** Applies the current settings and returns to the host application.

**Cancel:** Cancels and returns back to the host application with no changes.
Edit

Undo: Reverses the last user action.

Redo: Reapplies the last user action if it has been undone.

Undo Stroke: If the last action was a brush stroke, this reverses the entire brush stroke.

Redo Stroke: If your last action was an undo of a Brush Stroke, this reapplies the entire stroke.

Cut: Unused

Copy: Unused

Paste: Unused

Reset All: Resets all the floating palette controls back to their default settings.

Face

Add Face: Opens the Add Face routine.

Delete Face: Deletes the selected face.

Reset Face: Resets the selected face controls and masks to default.

Next Face: Cycles to the next face. This is disabled if only one face.

Previous Face: Cycles to the previous face. This is disabled if only one face.

Show All Faces: Displays all selected faces. Sets the preview zoom to fit and changes tools to the Face Select Tool.

Copy Settings: Copies the settings from the current face to the clipboard.

Paste Settings: Pastes the settings from the clipboard onto the current image.

Preset

Save Preset: Saves the current Effect Stack as a new preset.

Delete Preset: Deletes the current preset.

Edit Preset: Opens the preset dialog so you can edit the name, author or description information.

Import Preset: Opens the import preset dialog to help you import presets you have downloaded.

Show Presets Folder: Opens a Finder or Explorer window showing the presets folder.

Manage Extras: Opens the Extras Manager where you can import and manage extras like Borders, Backgrounds, Textures and Presets.
View

Zoom In: Zooms the preview window in one increment. This will make the preview image larger.

Zoom Out: Zooms the preview window out one increment. This will make the preview image smaller.

Fit to Screen: Fits the zoom to the screen so the entire image is viewable.

Fill with Face: Sets the zoom so the current face fills the entire screen.

Actual Pixels: This sets the preview image so that it zooms to actual pixels or 1:1 also called 100%. This setting allows you to see every pixel in the image. This is useful when making precision adjustments.

Show Browser Pop-up: Enables the browser pop-up window.

Browser Mode: Allows the user to select how the Browser Library displays the categories.

Show Clipping: Shows the clipping overlay view, which over-rides the current mask view.

Show Preview: Toggle to enable or disable the preview.

Preview Mode: Allows the user to switch preview modes.

Preview Background Color: Toggles the background color options.

Show Mask: Shows or hides the mask view.

Mask View Mode: Select which mask view mode to view.

Show Tool Guidance: Shows the tool guidance inspectors.

Window

Navigator/Loupe/Histogram: Hides or shows the Navigator, Loupe/Histogram pane.

Skin Retouching: Opens/closes the Skin Retouching pane.

Color Correction: Opens/closes the Color Correction pane.

Eyes & Mouth: Opens/closes the Color Correction pane.

Show Browser Panel: Hides or shows the Browser Panel.

Show Control Panel: Hides or shows the Control Panel.

Hide Panels: Hides or shows all Panels.

Full Screen: Toggles to and from full screen mode.

Document Name: Shows the name, zoom level and bit depth of the open image.
Help

Search: Mac OS X only. Searches the menus options.

Perfect Portrait Online Help: Opens this html Help in your default web browser.

Video Tutorials: Opens the online Video Tutorial in your default web browser.

Getting Started: Opens the online Getting Started overlay.

Show Keyboard Shortcuts: Opens the keyboard shortcut inspector.

Perfect Inspiration: Takes you to the Perfect Inspiration web site.

Check for Updates: Checks with the onOne update server to see if you are running the current version. If there is a newer version you will be notified and be walked through the update process.

Deactivate: Opens the activation dialog. These are used to deactivate your software for moving it to another computer or for a return.

Registration: Opens the default web browser and navigates to the registration page of the onOne website.

Provide Feedback: Opens the default web browser and navigates to the feedback page of the onOne website.

Help Improve onOne Products: Opens the Improve onOne Products dialog.

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Keyboard Shortcuts

Perfect Portrait has many keyboard short-cuts to make it faster to access common buttons and menu items. It also uses many of the keyboard shortcuts that Photoshop uses, making it intuitive to learn. Here is a list of the most commonly used keyboard shortcuts:

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<thead>
<tr>
<th>Action</th>
<th>Mac</th>
<th>Win</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply</td>
<td>Return</td>
<td>Return</td>
</tr>
<tr>
<td>Cancel</td>
<td>Esc</td>
<td>Esc</td>
</tr>
<tr>
<td>Print</td>
<td>cmd p</td>
<td>ctrl p</td>
</tr>
<tr>
<td>Undo</td>
<td>cmd z</td>
<td>ctrl z</td>
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<tr>
<td>Redo</td>
<td>cmd shift z</td>
<td>ctrl shift z</td>
</tr>
<tr>
<td>Cut</td>
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<td>ctrl x</td>
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<tr>
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<td>ctrl c</td>
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<tr>
<td>Paste</td>
<td>cmd v</td>
<td>ctrl v</td>
</tr>
<tr>
<td>Next Face</td>
<td>cmd shift n</td>
<td>ctrl shift n</td>
</tr>
<tr>
<td>Previous Face</td>
<td>cmd shift opt n</td>
<td>ctrl shift alt n</td>
</tr>
<tr>
<td>Show All Faces</td>
<td>cmd opt n</td>
<td>ctrl alt n</td>
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<tr>
<td>Copy Settings</td>
<td>cmd shift c</td>
<td>ctrl shift c</td>
</tr>
<tr>
<td>Feature</td>
<td>Command Key</td>
<td>Command Key</td>
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<tr>
<td>---------------------------------</td>
<td>--------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Paste Settings</td>
<td>cmd shift v</td>
<td>ctrl shift v</td>
</tr>
<tr>
<td>Save Preset</td>
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<td>ctrl shift s</td>
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<tr>
<td>Zoom In</td>
<td>cmd +</td>
<td>ctrl +</td>
</tr>
<tr>
<td>Zoom Out</td>
<td>cmd -</td>
<td>ctrl -</td>
</tr>
<tr>
<td>Fit to Screen</td>
<td>cmd 0</td>
<td>ctrl 0</td>
</tr>
<tr>
<td>Actual Pixels</td>
<td>cmd opt 0</td>
<td>ctrl alt 0</td>
</tr>
<tr>
<td>Next Browser View Mode</td>
<td>cmd b</td>
<td>ctrl b</td>
</tr>
<tr>
<td>Navigate Browser Selection</td>
<td></td>
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<tr>
<td>Open Selected Category</td>
<td></td>
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<tr>
<td>Close Selected Category</td>
<td></td>
<td></td>
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<tr>
<td>Show Clipping</td>
<td>opt j</td>
<td>alt j</td>
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<tr>
<td>Preview On/Off</td>
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<tr>
<td>Preview Modes</td>
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<tr>
<td>Single</td>
<td>cmd Y</td>
<td>ctrl Y</td>
</tr>
<tr>
<td>Left/Right</td>
<td>cmd L</td>
<td>ctrl L</td>
</tr>
<tr>
<td>Left/Right Split</td>
<td>cmd opt L</td>
<td>ctrl alt L</td>
</tr>
<tr>
<td>Top/Bottom</td>
<td>cmd T</td>
<td>ctrl T</td>
</tr>
<tr>
<td>Top/Bottom Split</td>
<td>cmd opt T</td>
<td>ctrl alt T</td>
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<tr>
<td>Show Mask</td>
<td>o</td>
<td>o</td>
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<tr>
<td>Navigator/Loupe/Histogram</td>
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<td>ctrl 1</td>
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<tr>
<td>Skin Retouching</td>
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<tr>
<td>Color Correction</td>
<td>cmd 3</td>
<td>ctrl 3</td>
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<tr>
<td>Eyes &amp; Mouth</td>
<td>cmd 4</td>
<td>ctrl 4</td>
</tr>
<tr>
<td>Open Quick View Browser</td>
<td>cmd up arrow</td>
<td>ctrl up arrow</td>
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<tr>
<td>Show Browser Panel</td>
<td>cmd left arrow</td>
<td>ctrl left arrow</td>
</tr>
<tr>
<td>Show Control Panel</td>
<td>cmd right arrow</td>
<td>ctrl right arrow</td>
</tr>
<tr>
<td>Hide Panels</td>
<td>tab</td>
<td>tab</td>
</tr>
<tr>
<td>Full Screen</td>
<td>cmd ctrl f</td>
<td>ctrl alt f</td>
</tr>
<tr>
<td>Keyboard Shortcuts</td>
<td>cmd shift k</td>
<td>ctrl shift k</td>
</tr>
<tr>
<td>Select Pan Tool</td>
<td>h</td>
<td>h</td>
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<tr>
<td>Select Zoom Tool</td>
<td>z</td>
<td>z</td>
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<tr>
<td>Select Face Select Tool</td>
<td>s</td>
<td>s</td>
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<tr>
<td>Select Retouch Brush</td>
<td>r</td>
<td>r</td>
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<tr>
<td>Select Face Edit Tool</td>
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<td>e</td>
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<tr>
<td>Toggle Perfect Brush</td>
<td>cmd r</td>
<td>ctrl r</td>
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<tr>
<td>Brush Size</td>
<td>larger [</td>
<td>larger ]</td>
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<tr>
<td>smaller [</td>
<td>softer shift ]</td>
<td>harder shift ]</td>
</tr>
<tr>
<td>Brush Feather</td>
<td>opt 1 (10%)</td>
<td>opt 1 (10%)</td>
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<tr>
<td>etc</td>
<td>opt 2 (20%)</td>
<td>opt 2 (20%)</td>
</tr>
<tr>
<td>etc</td>
<td>opt 0 (100%)</td>
<td>opt 0 (100%)</td>
</tr>
<tr>
<td>etc</td>
<td>more opaque</td>
<td>more opaque</td>
</tr>
<tr>
<td>etc</td>
<td>less opaque</td>
<td>less opaque</td>
</tr>
<tr>
<td>Toggle Tool Mode</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Toggle Mask View</td>
<td>cmd opt m</td>
<td>ctrl alt m</td>
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<tr>
<td>Temporarily hide controls and use pan tool</td>
<td>space</td>
<td>space</td>
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