Bridge Basics

If a Bridge icon is unavailable, open Photoshop and click on the Br in top left side of the screen to launch Bridge.

Browsing in Bridge
- -Choose folders in upper left tab (beside Favorites).
    - Select the folder containing the images that you want.
  - -Breadcrumbs
    - -Links along the top of the bridge panel show you the path that you have taken.
  - -Back arrow also takes you to the previous breadcrumb, folder.

Viewing an image
- -The size of the thumbnail can be changed by dragging the slider along the bottom side of the right side of the bridge screen.
- -Selecting an image will display a larger preview along the right edge, show metadata from the file just below it, and the next box will display the pixel and color info.
  - -Double clicking on the image will open the image in Photoshop.
- -Continuing down, you can access a slew of metadata and keyword info.
  - -How can this info be helpful? If one shot is really good and the next really bad, compare the metadata for each. Next time you shoot in those conditions, consider the difference the settings make.

Panels
- -All of the panels can be resized by dragging the borders on the panel.
- -The easier way to change these is to choose a different view at the top left of the screen.
  - -Essentials, Film Strip Metadata, and Output are the views listed, but keywords, preview, light table and folders are also available.

Viewing and Navigating
- -Film strip layout is best way to navigate and view image (large preview, small thumbnails of others).
- -Arrow keys can be used to switch to next image.
- -By clicking on the image a loop (magnifying glass) will appear over the image to magnify the part that was clicked on.
- -Images can be compared by holding shift and clicking on each (or CTRL if they aren't side by side images).
  - -The loop can be used to simultaneously and move together by holding CTRL.
- -Loop can be slow if the image is very hi res (high resolution).
- -Pressing the space bar will show a full screen preview of the image and gray out the rest of the screen.
  - -Arrow keys can be used to advance from one image to the next.
  - -Space bar again will exit this mode.

Favorites
- -A folder can be labeled as a favorite for quick access by dragging it to the favorites panel.
- -Right click on the folder to remove it from the favorites list.

Selecting, Naming & Rating Images

1. Launch Bridge.
2. Navigate to a folder of your pictures.
3. Choose Filmstrip layout.
4. Select the first image and examine it. The loop can be used to zoom in on the image.
    -The order of the images can be changed by choosing View>Sort>Ascending or Descending.
5. Now take a look at each of the next few images. If the images are of similar subjects, compare them and determine which is the best.
6. To assign a rating to each, choose Label and assign a number of stars. It's good practice to label good images as 3or 4 stars and save 5 for later when the "Hero" shot is found. This provides more room at the top side of the rating for great pictures.
    -On the big preview, the rating will appear below the image and also on the Filmstrip reel at the bottom.
    -If the image is definitely not a keeper, choose Label>Reject.
        -This will not delete the image, but label it as a defective.
        -Some believe images should never be deleted, as they may be used for something later.
7. Delete unwanted images. To select and delete numerous pictures at a time hold shift (or CTRL) and click on each image that should be deleted. File>Move to Trash is another way to delete these pictures. Keep in mind that doing this will PERMENANTLY deletes the image.
8. If the images have not been named, select the picture and then single click on the image's name (which is probably an odd letter/number combination). Now type in a name that will help to identify the picture and distinguish it from the others.

Filtering Images

1. Choose the Essentials layout.
2. Take a look at the Filters panel. Bridge will automatically populate a list of filter categories based on the criteria that exists in the pictures.
3. Selecting one of these filters narrows down the photos based on those criteria.
4. More than one filter can be selected.
5. Filtering by "Reject" will select all of the rejected photos, and quickly allow all rejects to be trashed if so desired.

Stacking Images

1. After selecting a group of similar images (CTRL or Shift clicking on each image), choose Stacks>Group as Stack.
2. This will link all of those images, showing just one of them up front.
3. To open the stack, click on the number in the upper left corner of the stack.
4. Dragging an image outside of the stack will remove it from the stack.