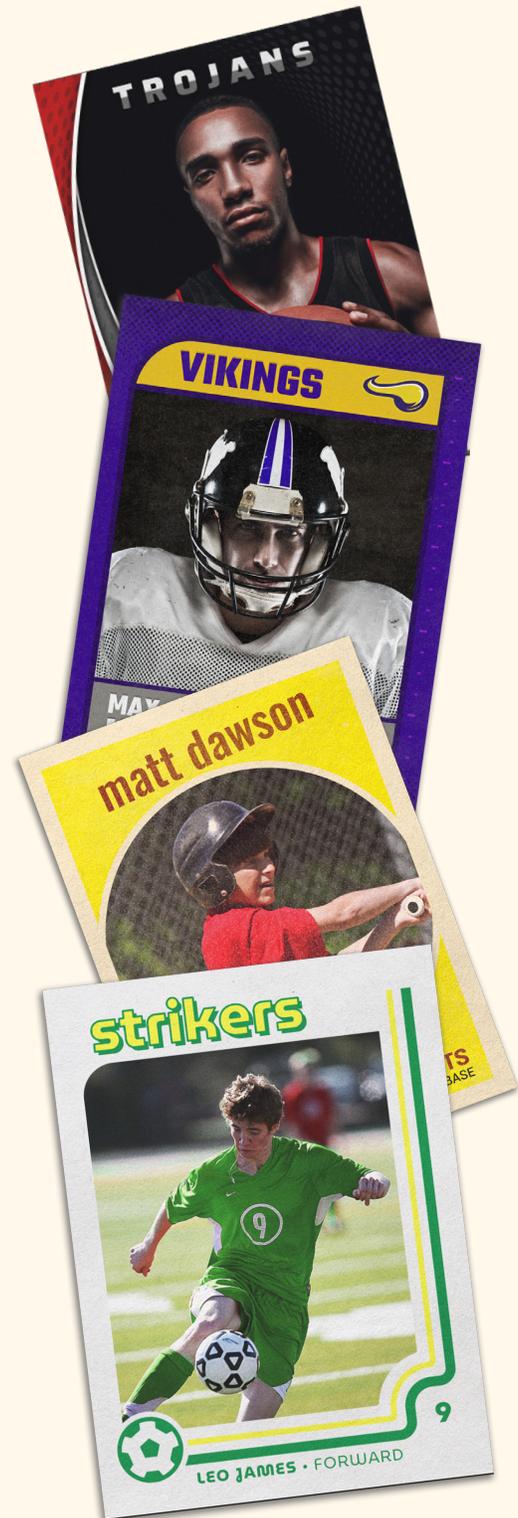




## Template Tutorial

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## Using Google Fonts

All Sports Card Templates files use Google Fonts. All Google Fonts are available to download **FREE** from the Google Fonts website. Open the **README** file that came with your package to see the fonts used in your file and links to download them.

Once you've downloaded the font files, install them on your system before opening Photoshop. If you install the fonts after the application is open, you may need to quit out of Photoshop and re-open the application for the fonts to load up properly. If they are still not loading up, you may need to restart your computer for the fonts to load.

## Navigating the File

### LAYERS PANEL

The first panel you'll want to familiarize yourself with is the layers panel. Once you open your file, navigate to the **LAYERS** panel. If it's not already visible, choose **WINDOW > LAYERS**.

Once you're in the **LAYERS** panel, you'll notice the file is split up into two art boards – one for the front of the card and one for the back of the card. To open each art board panel, click the carrot next to the name of the art board to expand it.

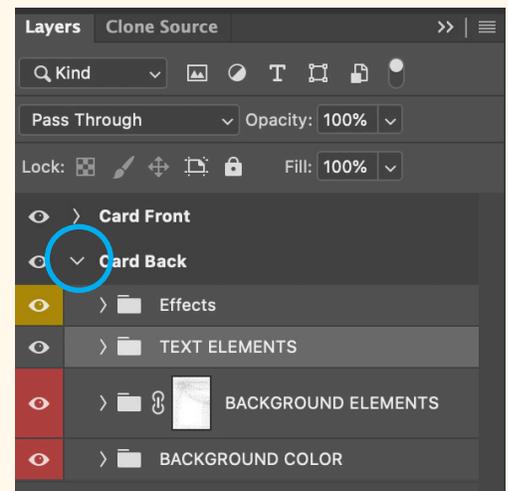
Each element of the card is on a different layer. This makes the editing process **non-destructive**, meaning you can edit different layers without affecting the rest of the file. The layers are grouped into different folders to make navigating a bit easier. Each file is a bit different but most folders are separated into **EFFECTS**, **TEXT ELEMENTS**, **BACKGROUND ELEMENTS** and **PLAYER PHOTO**. Your particular file may vary.

Each layer is color-coded, according to what functions they handle. The colors are as follows:

- Red**• Layers with editable colors
- Green**• Layers with editable text
- Purple**• Layers to add photos
- Gold**• Effects layers (you can leave these alone)

# Google Fonts

### LAYERS PANEL



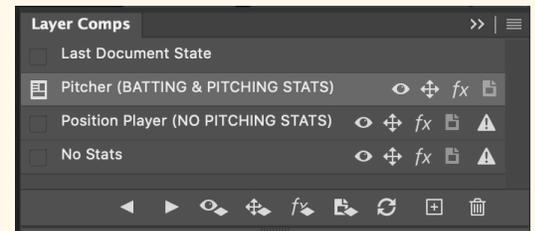
## LAYER COMPS

The other panel that will make formatting your cards easier is the **LAYER COMPS** panel. Layer comps allow you to switch layers and their positions on and off. This is particularly helpful if you have a player that doesn't require certain stats. For example, if you have a baseball player that is not a pitcher, they most likely will not need pitching stats. This panel will help you get the right format, quickly and easily.

To open the **LAYER COMPS** panel, go to **WINDOW > LAYER COMPS**

In the layer comps panel, you can choose what types of stats the card is formatted for by simply clicking the  icon next to the layer comp you want. It will automatically format the card accordingly. The example to the right is a baseball card. It has layouts for position players, pitchers, or no stats. Different sports will have different layer comps, so choose the one that's right for you.

## LAYER COMPS PANEL

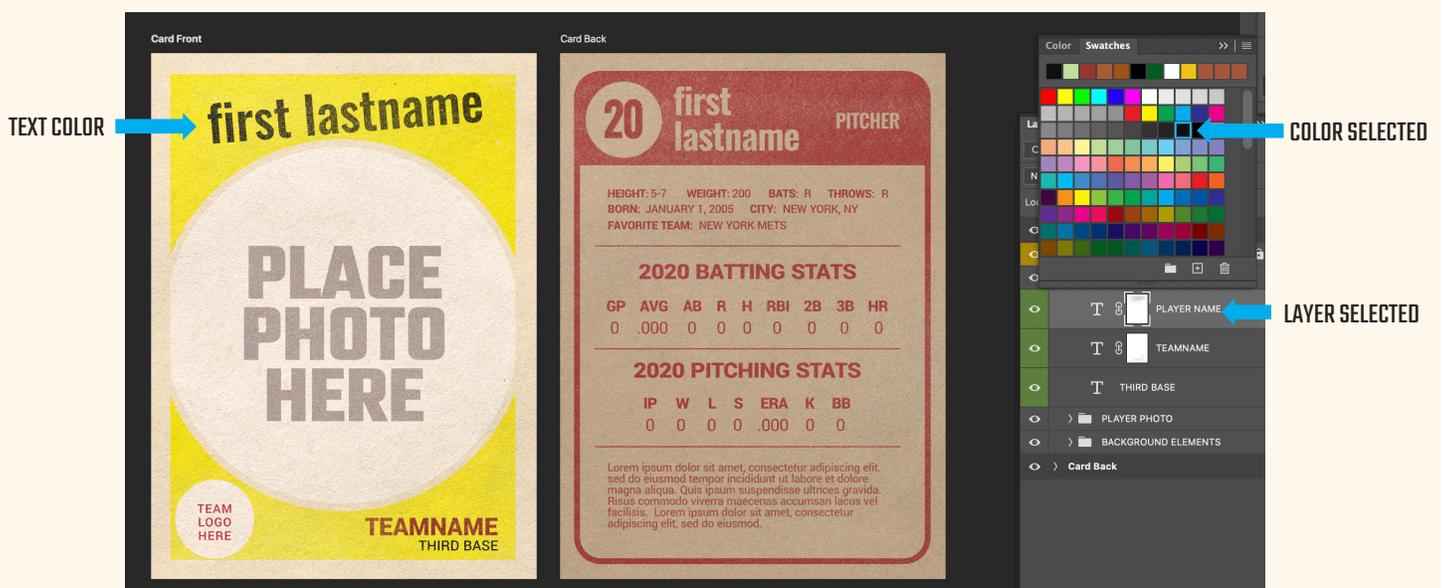


## Editing Text

Each piece of text is on its own layer. You can edit text simply by choosing the text tool  from the menu (or press **T** on your keyboard). Scroll over to the text you want to change. When you hover over it, you'll notice that the cursor changes slightly. Once this happens, select the text you'd like to change and edit your text.

You can also double click the  icon on the text layer to highlight the entire piece of text and then edit.

To change the color of your text, make sure the correct text layer is selected, then navigate to the **SWATCHES** panel (**WINDOW > SWATCHES**) and choose the color of your text.



## Dynamic Data

Each file comes with a **Dynamic Data** set to make editing your text much easier. Dynamic data sets allow you to change one piece of information that appears multiple times in the same document. For example, instead of changing the player's name on both the front and back of the card, you can change the name in the data set and apply it to the whole card. This way you only have to change each set of data once. This also makes changing information out for multiple players much quicker.

To access the Dynamic Data menu, choose **IMAGE > VARIABLES > DATA SETS**

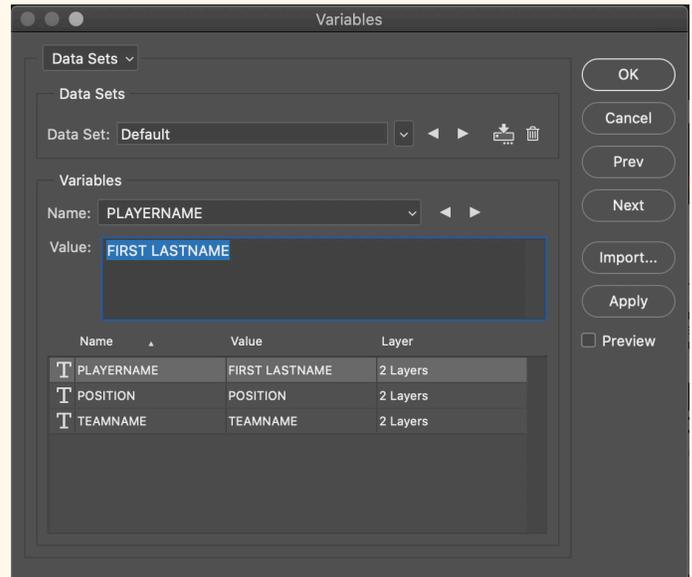
Once this menu is open, you should see a small data set of available Dynamic Data for the card. The first column is the **NAME** of the data set, or what the data is (**NAME**, **POSITION**, etc.). The second column is the **VALUE**, or the data that will be entered into the set. The third column simply shows how many times that data set appears in the document.

To change the text, simply select the set you want to change and enter your text. Then enter the other values accordingly. Once you are finished, click apply and all the text on the card changes accordingly.

You can create a new data set by clicking the  icon in the panel. This is particularly helpful if you have multiple players on one team and you want to keep each player's information in the file. Then, if you want to go back to another player's data set that you previously entered, you can scroll through the list and apply it again.

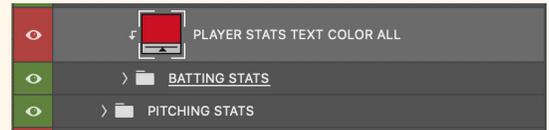
Once you have a data set saved, you can choose **IMAGE > APPLY DATA SET** to apply that data set quickly and easily.

## DYNAMIC DATA PANEL



## Stats Colors

Each stat is on its own layer and has the ability to be its own color if you choose. Since you will most likely want them all the same color, there's a **PLAYER STATS TEXT COLOR ALL** layer above each stat folder. If you want all the stats to be the same color, simply change this layer to your desired color. If you want individual stats to have different colors, you'll need to hide this layer by clicking the  icon and then adjusting the color of each stat accordingly.



## Editing Colors

Each color of your file is editable. Each file may be slightly different as to where the color for a certain element might be located. Most of the time you can find them in a folder called **BACKGROUND ELEMENTS**. On certain files, these elements may be located in another folder.

Once you have the layer you want selected, navigate to the **SWATCHES** panel (**WINDOW > SWATCHES**) and choose your color.



## Adding a Photo

To add a photo of your athlete to the card, navigate to the **PLAYER PHOTO** folder in the layers panel. The **PLAYER PHOTO** layer is what's known as a **Smart Object**. **Smart Objects** in Photoshop act like a separate document, within the document. You can tell if a layer is a Smart Object if it has a small  icon on the layer.

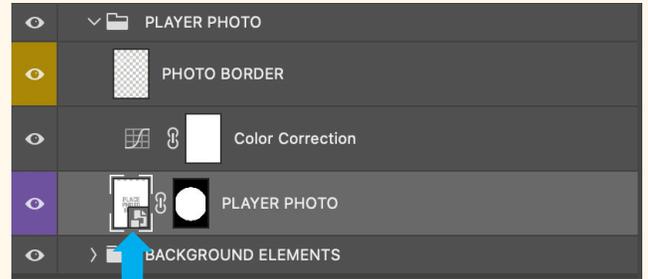
To edit this Smart Object, double click on the  part of the layer. Once you double click, this will open up a new window with additional layers.

Simply place your photo on the **PLACE PHOTO HERE** layer. If your photo creates a new layer above it, that's ok. Make sure to scale your photo proportionally so that it fits in the window.

Once you have your image placed, hide the bottom layer and choose **FILE > SAVE (or Cmd/Ctrl + S)**. You may now close the Smart Object window.

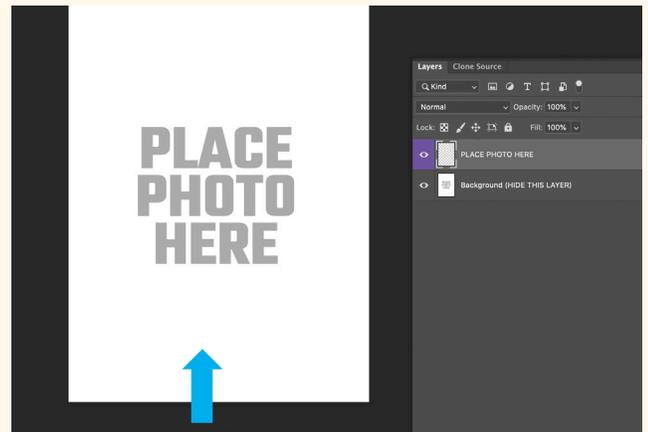
Your image should now appear in the proper place. You may need to do some additional scaling and positioning to get the fit just right. The photo should remain cropped in place if you make additional edits outside of the Smart Object window.

## PLAYER PHOTO LAYER

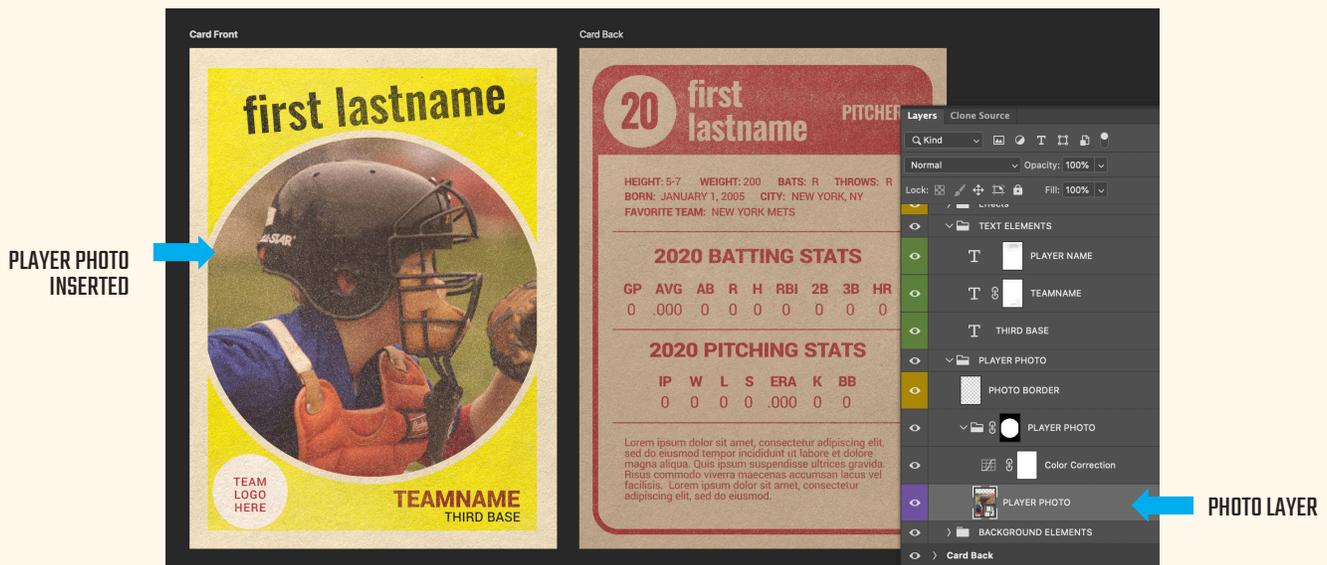


DOUBLE CLICK TO OPEN SMART OBJECT WINDOW

## SMART OBJECT WINDOW



DRAG YOUR IMAGE HERE AND SCALE TO FIT. THEN SAVE AND CLOSE THE FILE.



## Adding a Team Logo

Certain files have space for a team logo. Other designs do not, but you can still add one if you'd like. Adding a team logo to a file that has a designated space for will work the same way as inserting a photo, using Smart Objects.

To add a team logo, double click on the **TEAM LOGO HERE** Smart Object.

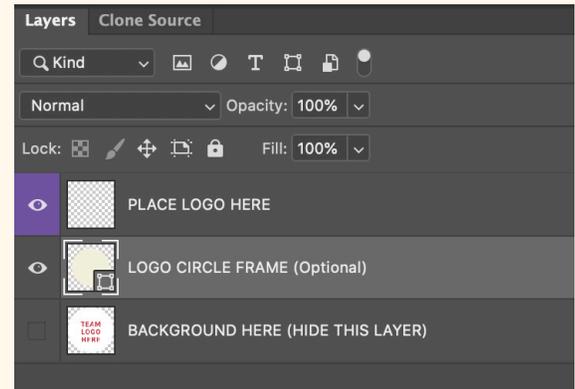
Drag your logo into the space – scale and position as needed. Make sure you're using a vector file or a .png file, with the background removed for best results.

Some files have an optional circle or other bounding box you may use behind the logo. If that option is available in the Smart Object window, click the  icon to toggle the box on and off.

When finished, save and close the Smart Object window. your logo should now be in place. You can do some additional scaling to get the logo to fit just right.

If your file does not have a designated space for a team logo, you can always drag one into the file and scale/position it to your liking. Make sure you're using a vector file or a .png file, with the background removed for best results.

## LOGO SMART OBJECT WINDOW

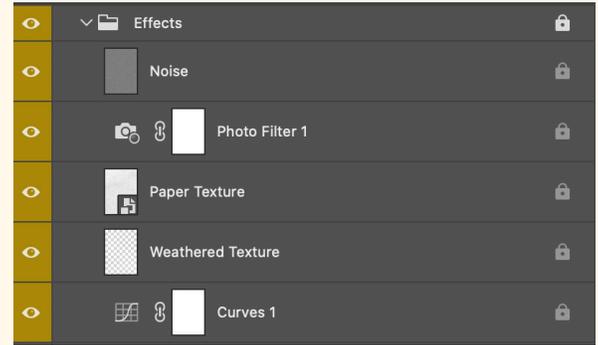


## Effects Layers

Effects layers are layers that add the finishing touches to the file. Things like color correction, filters and textures are included here. These layers are in the folder color coded in gold and do not need to be adjusted or edited. That doesn't mean you can't adjust them, but you should only edit these layers if you know what you're doing.

If you do not want these additional effects on your file, simply click the  icon on the layer and these effects will be hidden. You can also turn off individual effects if you do not want them.

## EFFECTS FOLDER WINDOW



## Saving/Exporting Files

Once you've customized your files to your liking, it's time to save your files. First, decide whether these are going to be printed or just used digitally.

### Print

For print, choose:

**FILE > EXPORT > ARTBOARDS TO PDF**

Choose your file destination and name your file. Make sure your other settings match the example on the right and then click **RUN**.

### Digital

For digital, choose:

**FILE > EXPORT > QUICK EXPORT AS PNG**

Choose your file destination and click **OPEN**.

## EXPORT TO PDF WINDOW

