## HOW TO MAKE CONTACT SHEETS IN LIGHTOOM



- 1. Layout Style > In the Print Module, choose Single Image / Contact Sheet.
- 2. Image Settings > I like to add a small stroke border.
- 3. Make sure you have selected all the photographs, CMD A
- 4. Layout > Page Grid 3 rows and 3 columns.
- 5. Adjust the Cell Spacing to have white space around each image.
- 6. You can choose to show and hide the Guides.
- 7. Page > leave the background color white.
- 8. Leave Identity Plate options unchecked.
- 9. You can add Page Numbers under Page Options.
- 10. Check Photo info > Filename
- 11. Print job > for contact sheets Color Management must be set to the Profile >

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## MAKING CONTACT SHEETS IN BRIDGE & PHOTO-

- 1. Navigate to Window > Workspace > Output
- 2. Select the images in the content window.
- 3. In the Output settings you can choose Document settings- including rows and columns and resolution.
- 4. I prefer a 3x3 at 150ppi for my contact sheets.
- 5. You have several output options.
- 6. When you are done, press Export to PDF.

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## TO MAKE A CONTACT SHEET IN PHOTOSHOP

- 1. In PS > file > automate > contact sheet II
- 2. Source images > choose folder
- 3. Document size is 8"x10" and the resolution is 150 ppi.
- 4. Make sure the Flatten all layers box is checked.
- 5. Thumbnails- 3 columns and 3 rows.
- 6. Check Use Filename as caption.
- 7. This will make individual files with 9 images each now.

## NOW WE WILL COMBINE THESE FILES INTO A SINGLE PDF.

- 8. File > automate > PDF Presentation
- 9. Source files > add open files
- 10. Save as Multi page document
- 11. Save as lastname\_Proj1.pdf
- 12. Save PDF.

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