

# STRATEGY FOR RETOUCHING

## 8 STEP PROCESS

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1. Duplicate the original image or scan.
2. Checking the scan quality and making sure that the resolution is appropriate for the way you will use the image.
3. Cropping the image to final size and orientation.
4. Repairing flaws in scans of damaged photographs.
5. Adjusting the overall contrast or tonal range of the image.
6. Removing any color casts.
7. Adjusting the color and tone in specific parts of the image to bring out highlights, midtones, and shadows.
8. Sharpening the overall focus of the image.