

## Abracadabra—Magical Moving Layers

Tip of the Week by Barb Brookbank on October 23, 2012

Has this ever happened to you?

You open a template and add photos, papers, and elements. You decide you want to move some things around, maybe even delete a layer or two. You're so absorbed in what you are doing that you forget to save this document with a new name and — yikes! You overwrite the original template! Well, sadly, I have to admit it has happened to me.



In this tutorial, I'm going to show you a magical way to create a new document to ensure you never overwrite a template. This technique could also be used on a layout that you may end up wanting to re-purpose, or a photo that you've made lots of changes to — such as adding adjustment layers or layers of textures.

### Step One: Choose a Template or a Layered Document

- Choose a template or layered document that you want to work with and open it. I'm using a [Scrap It Now Template](#).
- I've decided I want to turn an 8-photo template into a 3-photo template.

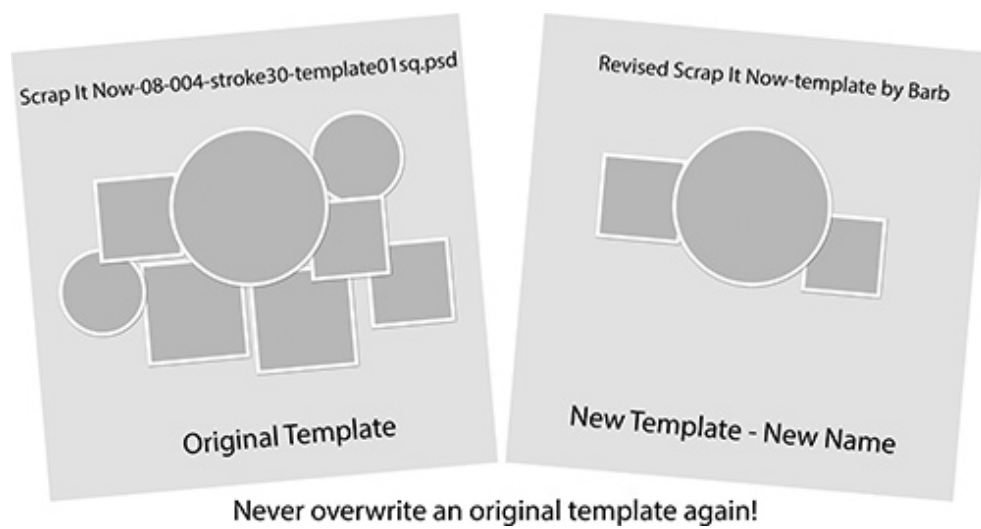
### Step Two: Choose the Layers and Save them in a New Document

- In the Layers panel, Ctrl click (Mac: Cmd click) on the layers that you want to include in your new document. I chose three photo masks and the background layer.
- In the Menu Bar, choose Layer > Duplicate Layers.
- When the dialog box pops up, the name of the original document will appear as the Destination Document. You must choose a new name for your new document!
- Click on the down facing arrow and choose New.
- Type in a new name for your document. I'm naming mine "Revised Scrap It Now-template by Barb."
- Click OK and magically you are now in your new document!
- Close the original document.



### Step Three: Save the New Document

- Choose File > Save and navigate to the folder where you want to put it.
- Click Save.



Credits:

Digi Scrap Tutorial: Abracadabra—Magical Moving Layers by Barb Brookbank

[Scrap It Now](#) template, “Scrap It Now-08-004-stroke30-template01sq.psd,” by Digital Scrapper