

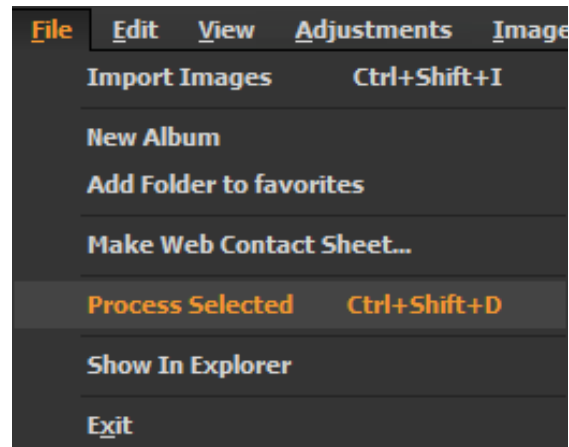
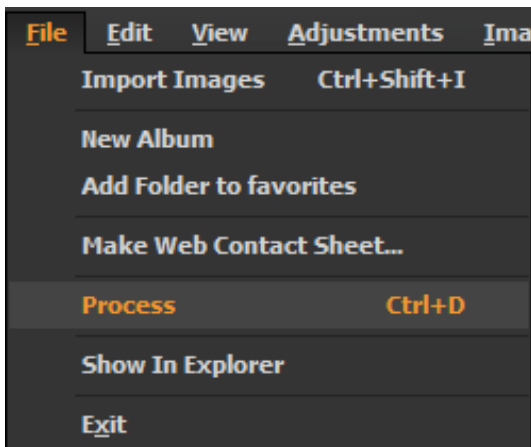
## SHIFT – THE MODIFIER

Shift function is a true timesaver in Capture One 4.

Capture One 4 offers the possibility of editing more images at one time in a number of different functions. Only a few shortcuts vary from PC to Mac, normally CTRL on PC will be CMD on Mac the many shortcuts are listed in the User Guide.

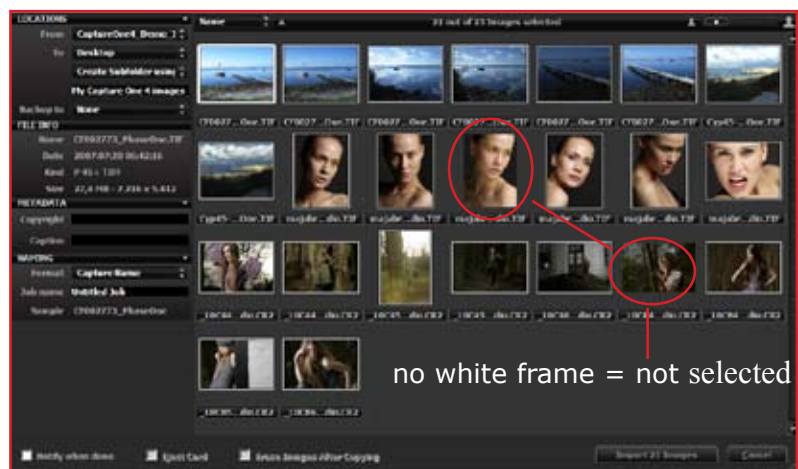
Main rule when using Shift: "If you add Shift to your shortcut or to the auto-adjust the effect or function will be added to all selected images".

To improve your overview the menus are changing, when you press Shift – e.g. File>Process will change to File> Process selected.



### IMPORT IMAGES

Using Shift in Import images or in the browser will work the same way as in most applications; you will select all files between the first selected file and the second selected file whereas CTRL will allow you to pick or "unpick" individual images.



### RATING

When you have imported your files you may want to sort them. The function Rating provides the possibility of splitting your images in groups with 1-5 stars. If you want several images in the same group, firstly select them using Shift or CTRL, then press Shift and choose the rating between 1-5, the rating will be added to all selected images at once after this you can use Edit>Select by Rating to choose the images needed.

**WHITE BALANCE**

You can make use of the Shift function when adjusting the White Balance, even if the images have huge differences in the tone of color. Shift+Auto Adjust will do the job by adding individual WB values to all selected images.

**EXPOSURE AND HIGH DYNAMIC RANGE TOOL**

After adjusting the white balance you can auto-adjust the Exposure. By using Shift the Exposure settings will get adjusted in all selected images. Capture One 4 corrects the images automatically and individually. The same goes for High Dynamic Range tool, this tool will auto-adjust the Shadow Details and then the Highlight.

**PROCESS**

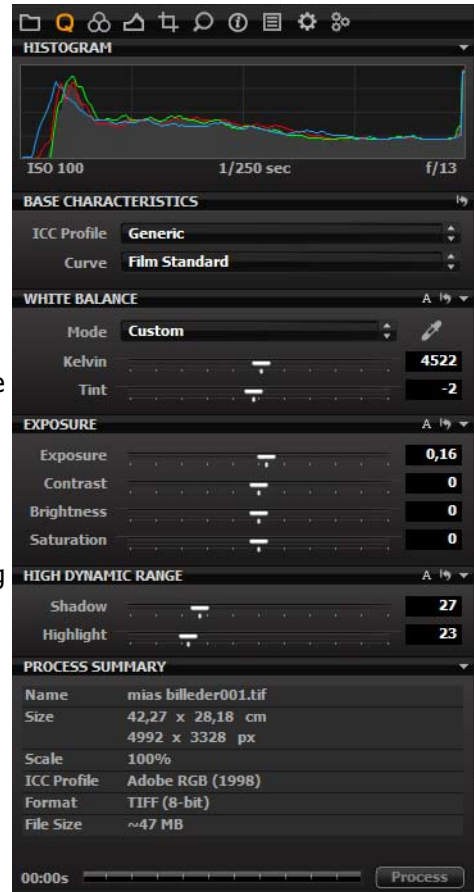
When you are ready to press the Process button, using the shift key will place all selected images in the Batch and the processing will begin automatically.

There are more standard functions, where Shift is beneficial, especially DSLR users will appreciate the possibility of Rotating multiple images at once, move-to and of course Reset Adjustments and Trash; these buttons are all found in the Tool Bar, pressing Shift will add the function to all selected files.



Copy&Apply Adjustments

Process button



The benefits of shortcuts and using the modifier keys is most obvious when editing many images, even thousands at once – will be done swiftly by using the Auto Adjustments and Shift/CMD – if you desire to create your own look on the images, Copy/Apply Adjustments offers the right tool – more on that in the next RAWNEWS.