Contents

Foreword	16
Feedback	18
Legal information	19
Getting started	20
Installing the correct Capture One version	20
Getting to know Capture One	23
The Grand Overview	23
The image Browser in detail	26
The Viewer in detail	28
Selecting all images	29
Selecting a series of contiguous images	30
Selecting non-contiguous images	30
Deselect all images	30
Deselecting a single image	30
Invert your image Selection	30
Viewing and editing multiple images	31
The Toolbar and the Cursor Tools	32
5 Cursor Tools you should know	34
Working with Tool Tabs	36
Scrollable Tool Tabs	36
Overview of the Tool Tabs	37
Move Tools between Pinned and Scrollable Area	40
Add and remove Tools from Tool Tabs	41
Removing or creating a Tool Tab	42
Taking advantage of Floating Tools	42
Getting to know tools and their icons	44
Tips for working faster with sliders	46
Viewing the image with Before/After adjustments	47
Viewing a Before version per tool	49
Saving your own Workspace	50
Dual Screen Workspaces	50
Customizing the keyboard shortcuts	53
Search for commands or shortcuts	54
Menus and per-image vs per-document actions	56
The advantages of working non-destructive	57
Catalogs and Sessions – what to use?	63
Being in sync with the file system	64
Pros and Cons for Catalogs and Sessions	65
File management in a Catalog	66
Keeping your catalog up to date with Synchronize	67

Moving an image to a new folder	69
Deleting an image	70
Show images from subfolders	72
File management in a Session	73
Deleting an image from a Session	76
Moving an image file	77
Session file paths – relative vs absolute	79
Working on offline images	82
Storing files within a Catalog	84
Tips for opening Catalogs and Sessions	86
Having more than one Catalog or Session open	87
Importing and exporting Catalogs	88
Exporting a Catalog	88
Importing a Catalog	89
Importing a Lightroom Catalog	89
Importing an Aperture Library	91
Importing a Session	92
Importing a Catalog into a Session	93
Transfer image adjustments between Catalogs	94
Adding images by Import	95
New Capture One 21 features	95
Using the options during import	98
Picking images for import	100
Using large previews for fast rough culling	101
Using large thumbnails for fast rough culling	102
Supported file formats and cameras	115
How to check if your camera is supported	115
HEIF support	115
Importing and working with TIFF and PSD files	116
Importing files with Photoshop layers	117
Solid Support of DNG raw files	117
Using DNG to import raw files not yet supported	119
Exporting in the DNG Format	119
Capture images by shooting tethered	121
Getting started	122
Getting the Exposure right	123
Naming files during capture	123
Choosing the Capture Location	124
Shooting tethered with a Catalog	126
Speed things up with Capture Adjustments	128
Adding image adjustments during capture	130
Adding Presets or Styles	130

Using the Camera tool	131
Camera Focus	132
Adjust advanced camera settings	133
Adding a Overlay	133
Using Live View during capture	134
Live View Navigator	136
Live View Controls	137
Camera Focus	137
Live View Info	137
Live View Focus Meter	137
Using the Camera Menu	139
Composition Mode	139
Hot Folder	140
Auto Select New Capture	140
Network connections	141
Capture Pilot	142
Connecting an iPad or iPhone to Capture One	142
Using the Capture Pilot app	143
Connect to a web browser	144
Capture One Live	145
Using Capture One Live	145
Using Capture One Live for the reviewer	146
Going offline and resuming Capture One Live	147
Rename files and create folders automatically with Tokens	149
Widespread advantages of Tokens	150
Selecting a Token	150
Tips to improve Tokens	152
The most useful and powerful Tokens	152
Renaming files	164
Batch Rename Image	164
Renaming files with Text and Tokens	165
Rename using Find and Replace	166
Organizing: Culling and rating your images	167
Checking for correct focus	167
Color Tag for rejected and favorite shots	168
Deleting the rejected images	169
Rating images	170
Automatically advance to next image when rating or tagging	170
Comparing images for rating	172
Choosing your hero shot with Compare Variant	174
Organize by using Albums	176
Creating an Album	176

Adding images to an Album	177
Populating an Album with Selects Collection	178
Removing images from an Album	179
Getting Smart with Smart Albums	179
Editing a Smart Album	181
Keeping Albums organized with Group and Projects	182
Using Projects vs Groups	183
Organize by using folders	185
Working with folders in a Catalog	186
Moving files in a Catalog	187
Keeping the folder content up to date	187
Working with folders in a Session	188
Moving files within a Session	188
Changing the Capture, Selects, Output or Trash folder	190
Taking advantage of subfolders in a Capture Session	190
Use Favorites in a Session	191
Working with Variants of the same image	193
Creating new Variants	193
Organizing Variants of the same file	194
Selecting by Variant position	195
Collapsing or expanding a stack	195
Finding the right images with Filters tool	196
Adding more criteria to filter from	197
Hide and show file types to filter	199
Select by Rating, Color Tag or filenames	200
Select By Rating	200
Select By Color Tag	200
Select By Filename List	201
Selecting by same attribute	201
Adding custom keyboard shortcuts	202
Finding images with Advanced Search	203
Be aware of Global Filters	206
Search retained per collection	206
Saving a Search Preset	207
Create Albums with search results	207
Even more Advanced Search	208
Make notes with Annotations tool	210
Adding an Annotation	210
Removing an Annotation	211
Displaying annotations	211
Add Annotations to exported images	212

Dowor Llear Tip: Adding toxt to the Appetations	213
Power User Tip: Adding text to the Annotations	213
Copy and reuse Annotations	21 4 215
Working with Keywords	
Adding keywords	215
Copying keywords	216
Renaming keywords	217
Deleting keywords	218
Saving and reusing as Preset	218
Faster workflow with Keyword Library	219
Applying a Keyword with the Keyword Library tool	219
Creating a Keyword with the Keyword Library tool	220
Working with Keyword lists	220
Exporting a Keyword List	221
Creating a keyword list outside Capture One	222
Controlling which Keywords gets exported with an image	222
Adding and using Metadata	223
Using Exif data	223
GPS location data	224
Adding IPTC metadata	224
IPTC Contact	225
IPTC Content and IPTC Image	225
IPTC Status	226
Save Metadata tags as a Preset	226
Copy and reuse Metadata	227
Metadata or keywords?	228
Keeping track of changing metadata	228
Removing metadata during export	230
Image Editing Preface	231
Getting the colors and contrast right with Base Characteristics	233
ProStandard camera profiles	234
Nikon Profiles	235
Phase One Profiles	235
Colors and the ICC Profile	236
Saving as a Preset for reuse	237
Adjusting contrast with Curve	238
Taking advantage of the Linear Response Curve	238
Save your changes as defaults	239
Fujifilm Film Simulations	240
Using a custom ICC Profile with Fujifilm	241
Upgrading to a new Processing Engine	242
Processing Engine 6 and 7 no longer supported	243
Changing to an older Processing Engine	243

Getting the White Balance right	245
Adjusting color temperature	246
Using the Pick White Balance cursor tool	246
Using the Kelvin and Tint slider	248
Adjusting white balance automatically	248
Copy White Balance adjustment to other images	249
Saving as a Preset	249
Handling more than one light source	250
Making Localized Adjustments on a Layer	251
Creative uses of white balance	252
Correct vs pleasing white balance	252
Making basic adjustments with Exposure	254
Getting the exposure right	254
Using the Histogram	254
Using Exposure Warning	255
Using Color Readouts to check exposure	257
Adding Contrast	257
Adjusting Brightness	258
Adding Saturation	259
Adjusting Exposure, Contrast and Brightness automatically	259
Saving as a Preset	260
Making Localized Adjustments on a Layer	261
Using Dodge and Burn	261
Stacking the saturation effect	262
Optimizing the contrast with Levels	263
Setting the black and white point manually	264
Setting the black and white point automatically	264
Setting the Auto Levels Clipping Thresholds	265
Setting the black and white point from the image	266
Adjusting the midtones with the Levels tool	266
Setting output targets	267
Changing Channel Mode for scanned images	268
Using Levels to play with color	269
Saving as a Preset	270
Copy and reuse an adjustment	271
Making Localized Adjustments on a Layer	271
Recovering details and adding contrast with High Dynamic Range	273
Recovering details	274
Light balancing tips	274
Increasing contrast	275
Levels and Black and White Point	275
Getting help from Exposure Warning	276

Coming from Lightroom	276
Adjusting Highlight and Shadow automatically	277
Saving as a Preset	277
Copy and reuse an adjustment	278
Making Localized Adjustments on a Layer	278
Getting the perfect contrast with the Curve tool	280
Using RGB and Luma curves	281
Adjusting and adding a curve point	282
Deleting a curve point	283
Making precise adjustments	283
Setting the black and white point	284
Creative color adjustments	285
Saving as a Preset	287
Copy and reuse an adjustment	287
Superior Dodge and Burn	288
Removing color cast locally	288
Using Curves and Linear Response	289
Adding punch and micro-contrast with the Clarity tool	290
Choosing the right method	291
Copy and reuse an adjustment	292
Making Localized Adjustments on a Layer	293
Eliminate haze, smog or mist with Dehaze	295
Rebalancing Contrast after Dehaze	296
Taking advantage of Layers	297
Using Negative Dehaze	297
Creating Dehaze as a Style	298
Copy and reuse an adjustment	299
Four tips for using Dehaze	299
Improving colors with the Color Editor tool	301
Working with the Basic tab	301
	303
Adjusting the Colors directly on the image	303
Adjusting the Colors directly on the image Coming from Lightroom	304
Coming from Lightroom	304
Coming from Lightroom Advanced Tab introduction	304 305
Coming from Lightroom Advanced Tab introduction Selecting the color range	304 305 305
Coming from Lightroom Advanced Tab introduction Selecting the color range Tweaking the color range selection	304 305 305 306
Coming from Lightroom Advanced Tab introduction Selecting the color range Tweaking the color range selection Inverting the color selection	304 305 305 306 307
Coming from Lightroom Advanced Tab introduction Selecting the color range Tweaking the color range selection Inverting the color selection Selecting all colors	304 305 305 306 307 308
Coming from Lightroom Advanced Tab introduction Selecting the color range Tweaking the color range selection Inverting the color selection Selecting all colors Making the color adjustments	304 305 305 306 307 308 309 311 311
Coming from Lightroom Advanced Tab introduction Selecting the color range Tweaking the color range selection Inverting the color selection Selecting all colors Making the color adjustments Working with Skin Tone	304 305 305 306 307 308 309 311

Increasing color uniformity	314
Save a color selection as mask	315
Save color adjustments as ICC Profile	316
Saving color adjustments as a Preset	317
Copy and reuse an adjustment	318
Making Localized Adjustments on a Layer	319
Creative color styles with Color Balance	321
Adding a color tint	322
Adding contrast to your style	322
Using a Built-In Preset as inspiration	323
Copy and reuse an adjustment	323
Resetting adjustments	324
Tips for Color Balance adjustments	324
Working efficiently with the Color Balance tool	325
Making Localized Adjustments on a Layer	325
Converting to grayscale with Black & White	327
Creating a Split Tones look	328
Using Color Balance for Tri-Tone styles	328
Using a Built-In Preset as inspiration	329
Copy and reuse an adjustment	330
Tips for improving black and white adjustments	330
Adding photorealistic grain with Film Grain	332
Using a Built-In Preset	333
Copy and reuse an adjustment	333
Alternative uses for Film Grain	333
Adjusting film grain for output and print	334
Adding a border shadow with Vignetting	335
Saving as a Preset	336
Copy and reuse an adjustment	336
Align color and brightness across multiple images with Normalize	337
Selecting a color target	337
Applying a normalization target	338
Resetting a normalize adjustment	338
Entering a target value manually	338
No copy adjustments	339
Saving and reusing a Preset	340
Using Normalize with Layers	340
5	342
Removing Chromatic Aberration	343
Correcting distortion	344
Correcting soft corners	346
Correcting Vignetting & Light Falloff	346

Adding Diffraction Correction	347
Hide Distorted Areas	348
Accounting for a Shift lens	349
Using a generic profile	349
Disable Lens Corrections by default	349
Copy and reuse an adjustment	350
Getting the composition right with Crop	351
Readjusting a crop	352
Setting a specific crop size	353
Selecting an Aspect Ratio	354
Adding an Aspect Ratio	355
Removing a crop	355
Crop Dimension Labels	356
Copy and reuse a crop adjustment	356
Changing the mask opacity	357
Lens Distortion and auto-cropping	358
Controlling the image crop for export	359
Working with a Grid	359
Working with Grid and Guides	361
Adding and Working with Guides	363
Getting the angle right with Rotation & Flip	364
Getting the image level automatically	365
Flipping the image	366
Resetting the adjustment	367
Copy and reuse an adjustment	367
Getting the perspective right with Keystone	368
Using the Keystone feature	368
Fine-tuning the correction	369
Readjusting the crop	370
Automatic Keystone corrections	371
Copy and reuse an adjustment	372
Save Keystone settings as a Preset	372
Optimize the details with Sharpening	373
3-step sharpening workflow	373
Sharpening is adding contrast	374
Getting to know the Sharpening tool	374
How to obtain the optimal sharpness level	377
Using the Focus tool	377
Copy and reuse an adjustment	380
Save your changes as defaults	380
Additional lens-based sharpening	380
Improving sharpness with Structure	381

Making Localized Adjustments on a Layer	382
Output Sharpening during export	383
Removing noise with Noise Reduction	384
Removing hot pixels with Single Pixel	386
Saving as a Preset	387
Copy and reuse an adjustment	387
Save your changes as defaults	388
Making Localized Adjustments on a Layer	388
Removing purple fringing	390
Saving as a Preset	390
Copy and reuse an adjustment	390
Making Localized Adjustments on a Layer	390
Removing moiré	391
Saving as a Preset	393
Copy and reuse an adjustment	393
Correct lens cast with the LCC tool	394
Capturing a reference LCC image	394
Creating an LCC profile	395
Applying an LCC profile	397
Adjusting the LCC profile effect	397
Removing an LCC profile	397
Applying multiple LCCs in a batch	398
Using Presets to speed up the LCC workflow	399
Saving the LCC profile as a Preset	399
Applying the LCC profile as a Preset	400
Copying and reusing lens metadata	401
Copy and reuse an adjustment	401
Changing the defaults	402
Eliminating spots and sensor dust with the Spot Removal tool	403
Changing the spot type	405
Copy and reuse dust removal	405
Layers and Spot Removal	406
Making local adjustments with the Layers tool	407
Layers tool Visual Overview	408
Renaming or deleting a Layer	408
Creating a new layer with Style Brushes	409
Creating a new layer manually	409
Creating a mask	411
Adjust the brush settings on the fly	412
Remembering Brush Settings for each layer	413
Showing and hiding the mask	414
Displaying the mask in Grayscale	415

Erasing a part of the mask	416
Erasing the whole mask	417
Additional brush options	417
Using Magic Brush to mask similar colors	418
Tips when working with the Magic Brush	420
Using the Auto Mask feature	421
Using Fill Mask	422
Creating a Linear Gradient Mask	423
Creating a Radial Gradient Mask	424
Using a Brush on a Linear or Radial Gradient Mask	426
Feathering a mask	427
Using Refine Mask to improve the mask	429
Adjusting the Opacity of a Layer	430
Understanding Luma Range Masking	431
Working with Luma Range Masking	432
Tips for working with Luma Range Masking	433
Using a color selection to create an automatic mask	435
Reusing a mask in another Layer	436
Reposition a mask after the fact	437
Changing the Mask overlay color	437
Using Heal and Clone to repair images	438
Moving the source point arrow	439
Extending and adding to a mask area	440
Delete parts of a mask area	440
Show and Hide Arrows	441
Should you use Heal or Clone?	441
Notable Heal and Clone changes from old versions	443
Making a local image adjustment	444
Stacking image adjustments	445
Work faster with keyboard shortcuts	445
Copy and reusing Layer adjustments	446
Copying Layers without their masks	447
Introduction to Style Brushes	448
Creating your own Custom Style Brush	450
Adding Presets or Styles to a Layer	451
Saving Layer Adjustments as a Style	453
Faster image adjustments with Speed Edit	455
Using Speed Edit vs Copy/Apply	457
Working on Layers	457
Customizing the Hotkeys	458
Changing the Sensitivity	459
Using Undo with Speed Edit	459

Copying edits with the Adjustments Clipboard	461
Selecting the source and the target images	461
Copying adjustments per tool	462
Copying multiple image adjustments	463
Copying Layers	465
Working faster with the Adjustments Clipboard tool	466
Work faster with shortcuts and cursor tools	469
Saving and reusing adjustments with Styles and Presets	471
Applying Styles and Presets	471
Using Stacked Styles or Presets	472
Adding Presets or Styles to a Layer	474
Creating a Preset	475
Creating a Style	476
Removing and deleting a Style or Preset	478
Copying styles to other images	479
Importing and exporting Styles	480
Applying Styles and Presets during import	481
Applying Styles and Presets during tethered shooting	481
Exporting images	483
Selecting and creating a Export Recipe	486
Choosing the export location	488
Changing the Default output folder	489
Overriding the default target folder	489
Saving the exported images together with the source images	489
Adding subfolders with powerful Tokens	490
Saving and reusing a Folder Preset	492
Overwriting or keeping older versions of the exported images	492
Renaming files during export	494
Selecting file format and resolution	497
Perfecting JPEG compression	498
Selecting the right ICC Profile color space	499
Exporting in CMYK format	500
Adjusting the output resolution	500
Selecting specific image dimensions for output	500
Opening the exported images automatically	503
Controlling the image crop for export	504
Applying output sharpening during export	505
Getting the output sharpening perfect with Recipe Proofing	506
Adding a Watermark during export	507
Controlling the exported metadata	509
Adding Annotations during export	510
Adding Overlay during export	511

Notable Export changes for experienced users	512
Exporting original images	514
Pack files as EIP	515
Open and Edit files in external applications	516
Edit files in other applications	516
Selecting the file format	517
Selecting an ICC Profile/color space	518
Adjusting output resolution	519
Adding output sharpening	520
Adding Metadata and Annotations	521
Working with Edit-plugins	522
Editing workflow in another application	522
Working with Photoshop layers in a file	523
Open files in other applications	523
File formats that Capture One accepts	524
Excluding apps from the Edit With and Open With submenus	525
Working with Plugins	526
Getting more Plugins	526
Install a plugin	527
Change Plugin Settings	528
How to publish an image	529
Printing directly from Capture One	531
Setting resolution	532
Letting the printer or Capture One manage the colors	533
Rendering intent	536
Selecting units and showing guides	537
Selecting and saving a print Template	538
Adjusting the print margins	538
Adjusting the print layout	539
Image settings	540
Adding a Caption to the print	541
Adding a Watermark to the printed image	541
Tip: Change Viewer background to white	543
Simulate the correct colors with Proof Profile	544
Working with multiple profiles	544
Viewing your images as a Slide Show	545
Making a Contact Sheet for Web	547
Selecting a Contact Sheet Theme	547
Adding Title, Description, and Copyright	548
Adding a caption to the images	548
Setting image size and quality	549
Exporting the Contact Sheet for Web	549

Putting it on a website	549
Appendix	551
Backup your catalog and session data	552
Making backup of a Catalog	552
Catalog difference between Mac and Windows	555
Making backup of a Session	556
Excluding preview files from backup	557
Backup of Presets, Styles, Workspaces etc.	558
A solid backup plan	558
Recovering the database after an upgrade	560
How to reset the Preferences	562
Capture One Histograms	564
Simulate the correct colors with Proof Profile	567
Selecting a Proof Profile	568
Gamut warning	569
Working with multiple profiles	570
Using Show Recipe Proofing for output	571
Reviewing colors with Lab Readout	573
Faster Image Editing with Keyboard Shortcuts	575
Getting Support	578
Feedback	578