

# Importing and Exporting Photoshop Actions

Actions are a way of automating tasks that you perform repetitively. They greatly simplify your workflow. You can also find numerous actions that others have created on the web which you can download for free.

## Importing an Action

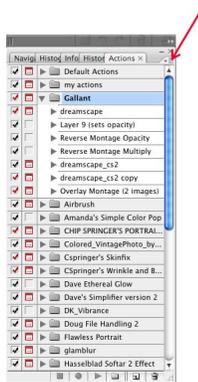
When you get action files from others, they normally have a file extension of *.atn*. They are actually an action set and may contain one or more actions.

Open Photoshop.

Select the **Actions** palette.



Press the Actions palette menu button.

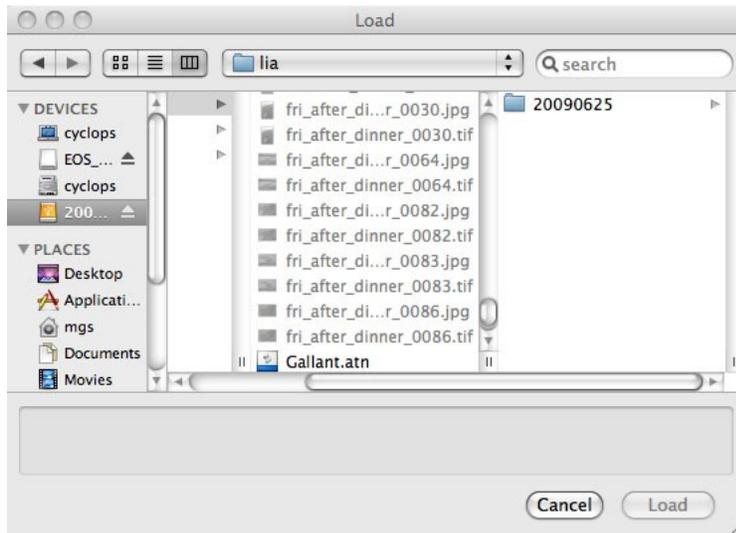


Select **Load actions...**



Navigate to the **\*.atn** file.

Select the **atn** file.



Press the **Load** button.

The new action set will be loaded at the end of the list of actions.

## Exporting Actions

Actions can be distributed to others or moved from one computer to another.

Select the **Actions** palette.



Select the **action set** that you wish to export.

Press the Actions palette **menu** button.



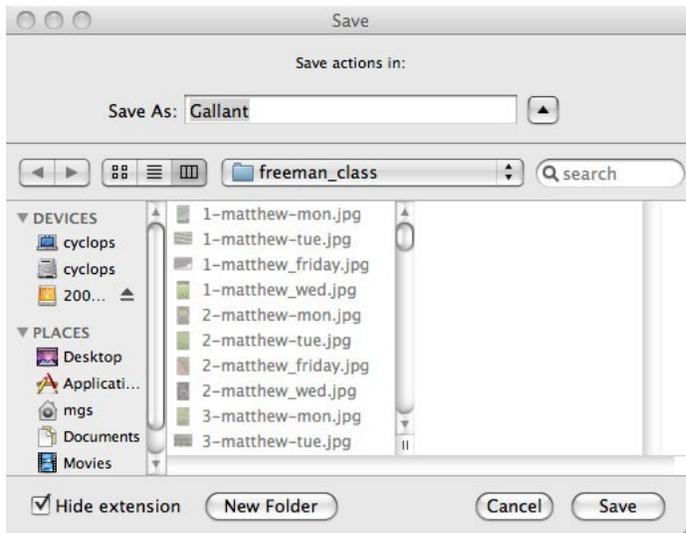
Press the Actions palette **menu** button.

Select **Save...** from the menu.





By default Photoshop will save the action as the action set name. You can accept that name or create a new name.



Press the **Save** button.

The action set will be saved in the location that you specified, in this case as *Gallant.atn*.