Organizing Pictures on my Computer

PALM CREEK COMPUTER CLUB
JANUARY 2015

Organizing your photo collection happens in three stages:.

- Importing

- Editing

- Saving

Organizing your photo collection happens in three stages:.

- **Importing:**
  - ➤ Don't use the software that comes with your camera.
  - ➤ Pay attention to import settings, especially date.

Organizing your photo collection happens in three stages:.

- **Editing for Organization:**

  ➢ Use ratings, the <u>delete</u> button, and tags.

  ➢ Use auto-tags:

    ➢ Geotag,

    ➢ Facial recognition,

    ➢ Time and date stamps.

Organizing your photo collection happens in three stages:.

- **Saving:**

  ➢ Use albums or sets.

  ➢ When all else fails, use smart file, folder, and album names.