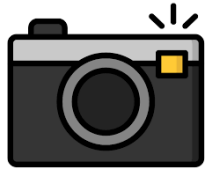


# Organizing Your Images

Alaska Photo Chat

13 December 2021

# Historical Workflow



Take the picture



Take to Processing Facility



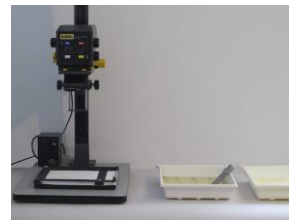
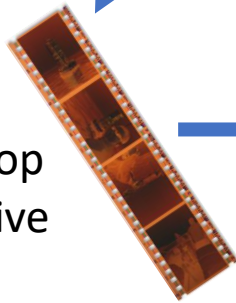
Get back Negatives and Prints



Store Negatives



Develop Negative

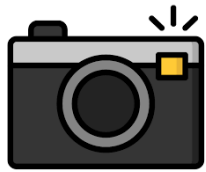


Make Picture from Negative



Put Prints in Scrapbook/Album or Send to Friends/Family

# Historical Workflow



Take the picture



Take to Processing Facility

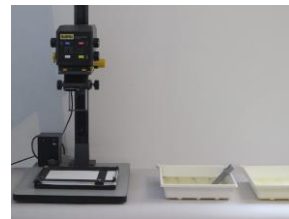
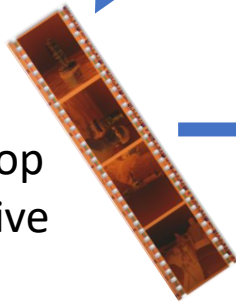


Get back Negatives and Prints



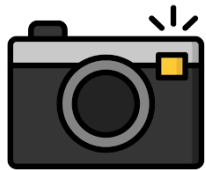
Toss Both Negatives and Prints in a Drawer

Develop Negative

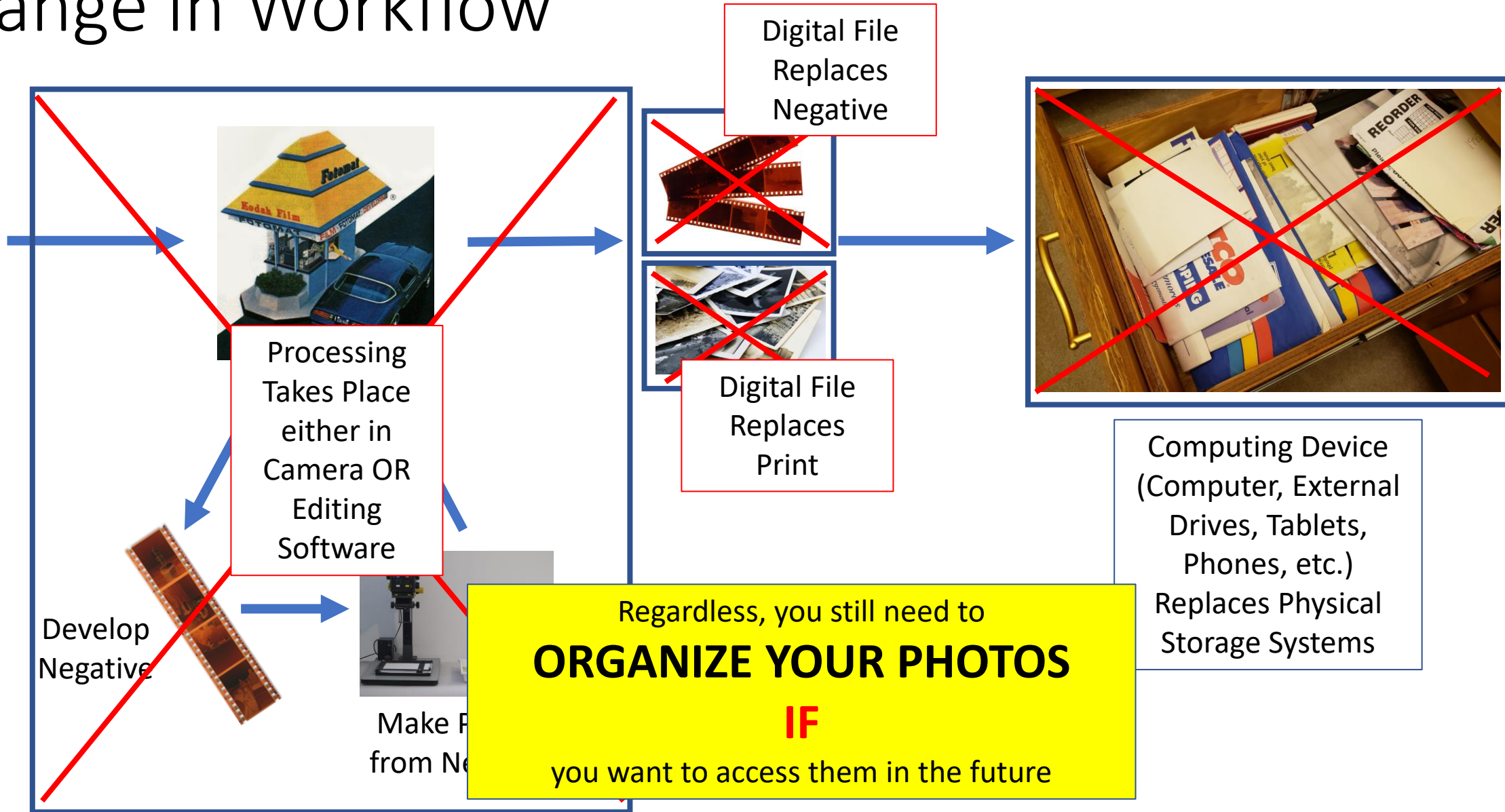


Make Picture from Negative

# Change in Workflow

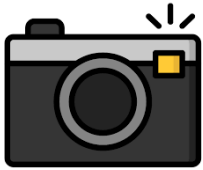


Take the picture





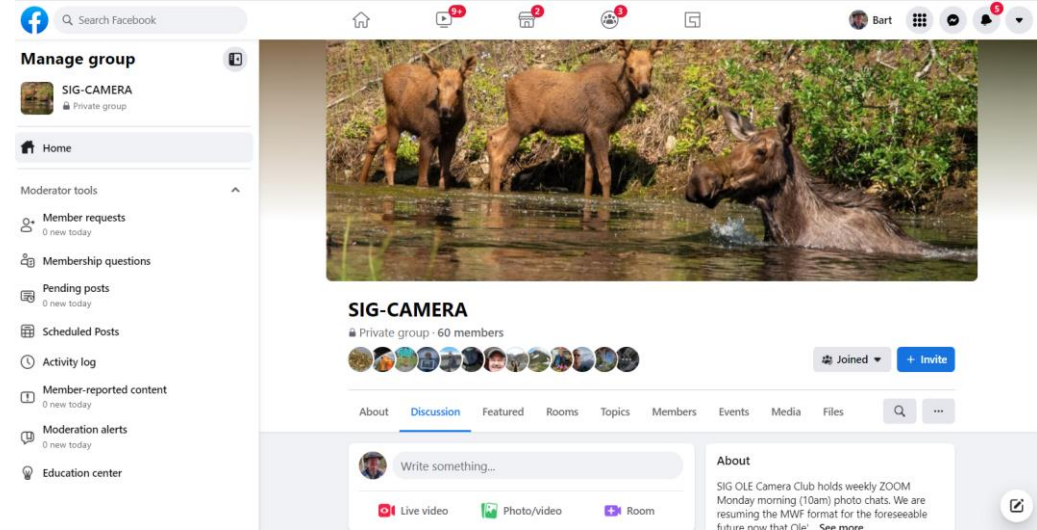
# Simple Digital Workflow



Take the picture letting the device do the possessing



Move into the **FILE STRUCTURE** on computing device



Send to Friends/Family via email  
or Social Media  
OR  
Send to Printer

**YOU STILL NEED TO ORGANIZE THE PHOTOS**

Just like you do your other digital files (word processing, spreadsheets, pdfs, etc.)

The end product is **ONE DIGITAL FILE** that is the equivalent of both the **Negative** and the **Print**

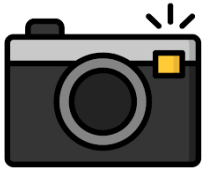
A digital 'Negative' is a digital file that you use for editing purposes.

Generally, this is the straight out of the camera file. RAW files are preferred if you do extensive editing but can be jpeg or another format as well. You don't want to alter this file in editing.

A digital 'Print' is a digital file that you use for distribution purposes.

Generally, this is the output of the editing process (exported image). JPEG is a great format for prints.

# Digital Workflow Used by Most Photographers



Take the picture without allowing camera to process the photo (RAW)



Move into the **FILE STRUCTURE** on computing device treating image as a negative (store all negatives in one region of the file structure)



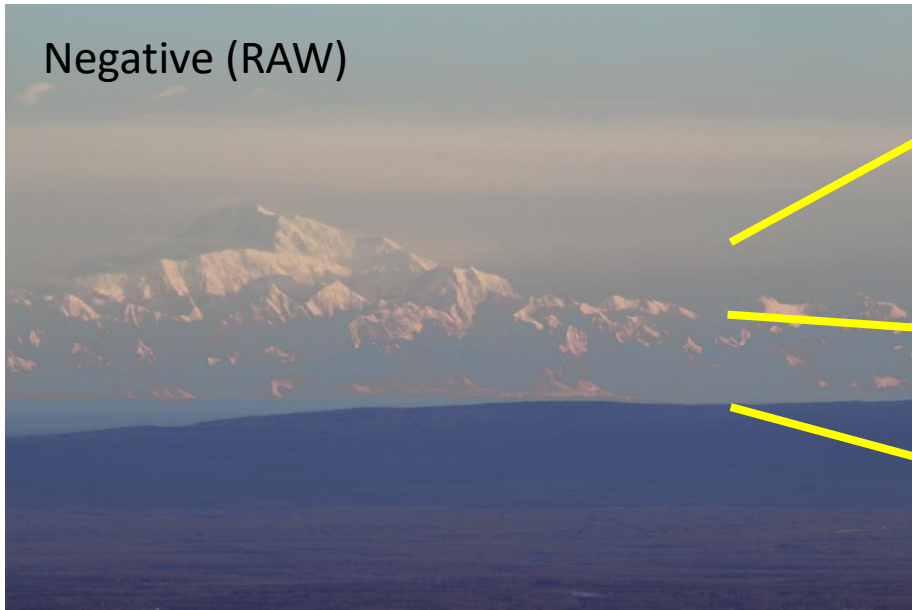
Edit Image in your favorite software. You will probably need to know **WHERE** your original image is on the computer.



Save (export) the edited image in your **FILE STRUCTURE** on computing device treating image as a print (store all prints in one place in the file structure)

The end product is **TWO (or more) DIGITAL FILES** that are the equivalent of **(1) Negative** and **at least (1) Print**

# Negatives vs Prints



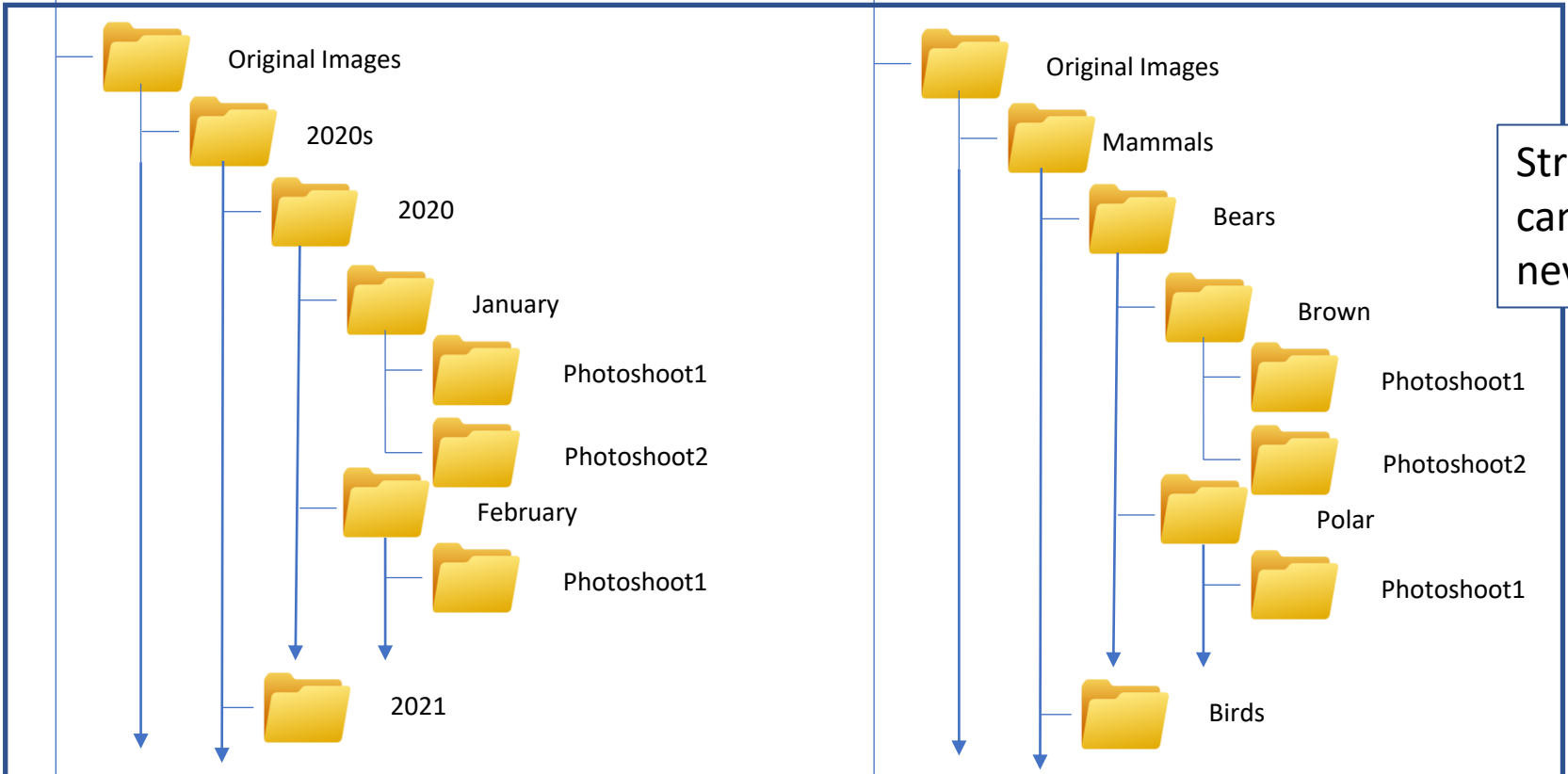
The end product is  
**TWO (or more) DIGITAL FILES** that are the equivalent  
of **(1) Negative** and **at least (1) Print**



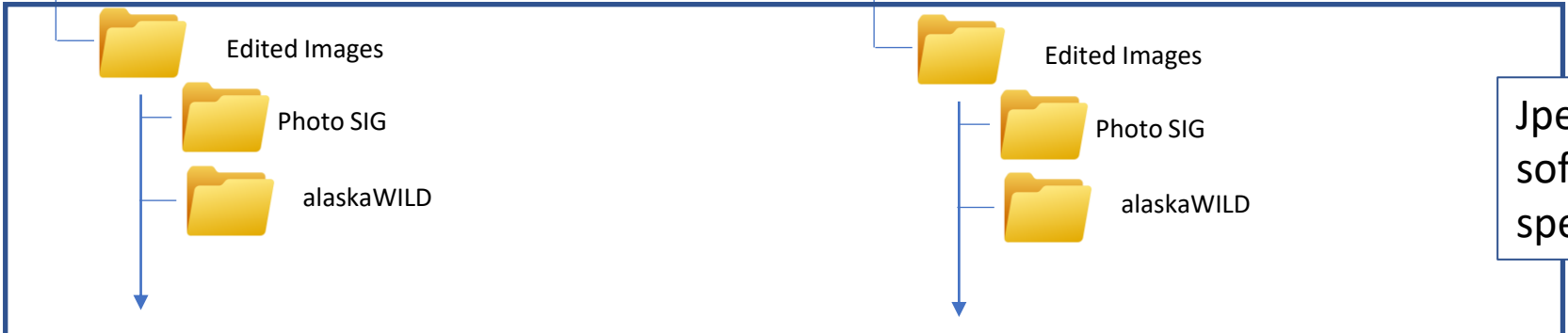
# Preparation

- Develop a system for storing your files on disk
  - By Date
  - By Subject
  - By some other criteria
- It is best to put all original images (negatives) under one inclusive folder.
- It is best to have a separate file structure for the exported final processed images (prints) so that you don't confuse the original files (i.e., negatives) with the editing files (i.e., prints).
  - Note that JPEG format is perfect for the "prints" as you will not be editing the prints.

# Sample File Structures

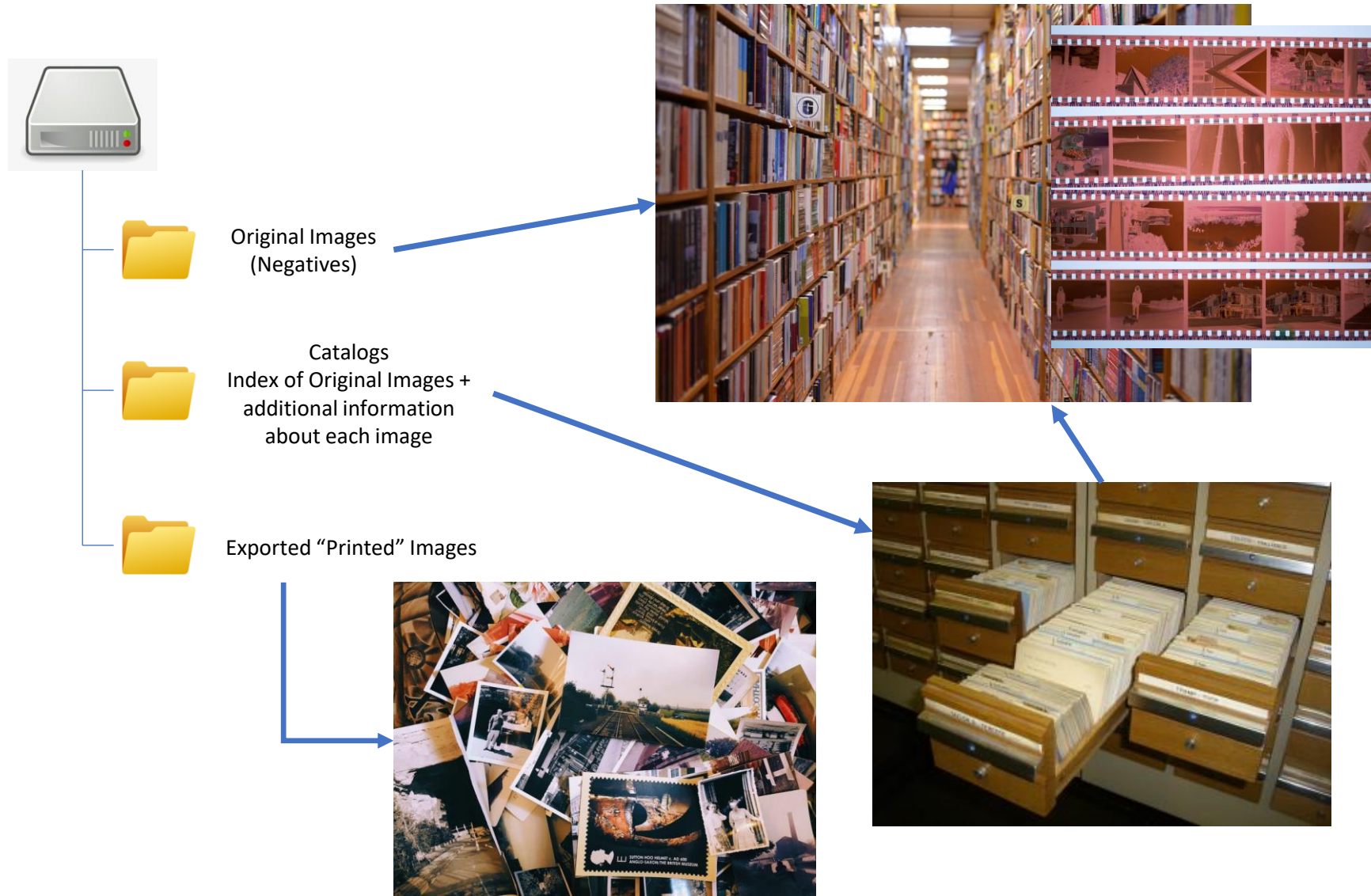


Straight out of the camera (negatives) never to be altered



Jpeg files exported out of editing software (Prints), made for specific destinations

# Separating the File Structures



# More File Structure

- It will be tedious to change file structure in the future, so it is good to settle on an approach now!
- Your goal will probably be to keep your original images (negatives) pristine and untouched.
- You may make final print images according to different demands of different destinations, so it might be a good idea to organized the final “prints” by destination.

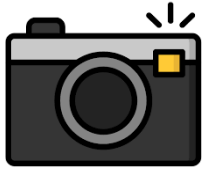
# Working with Lightroom

- LR is a “non-destructive” editor
  - LR NEVER alters the original image
  - Consider the original image files to be like old fashioned Negatives from which images are printed. The Negative never changes, but the way you process the image may change every time you print from the negative.
- You have to add (import) image information into LR
- To get a final image with LR edits, you have to export the image, creating a new image.





# My Workflow



Take the  
picture



Copy files to  
computer

Put the images in  
my file structure



Import  
into LR  
Catalog

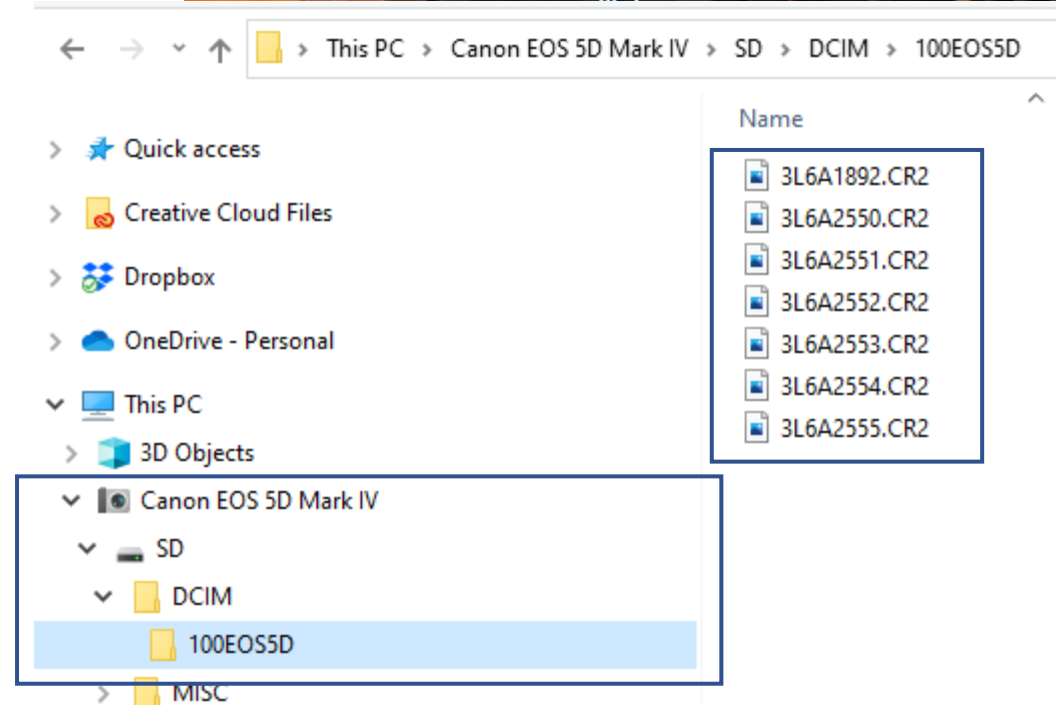
# My Workflow Example

- Take pictures
  - My cameras are set up to take only RAW Images



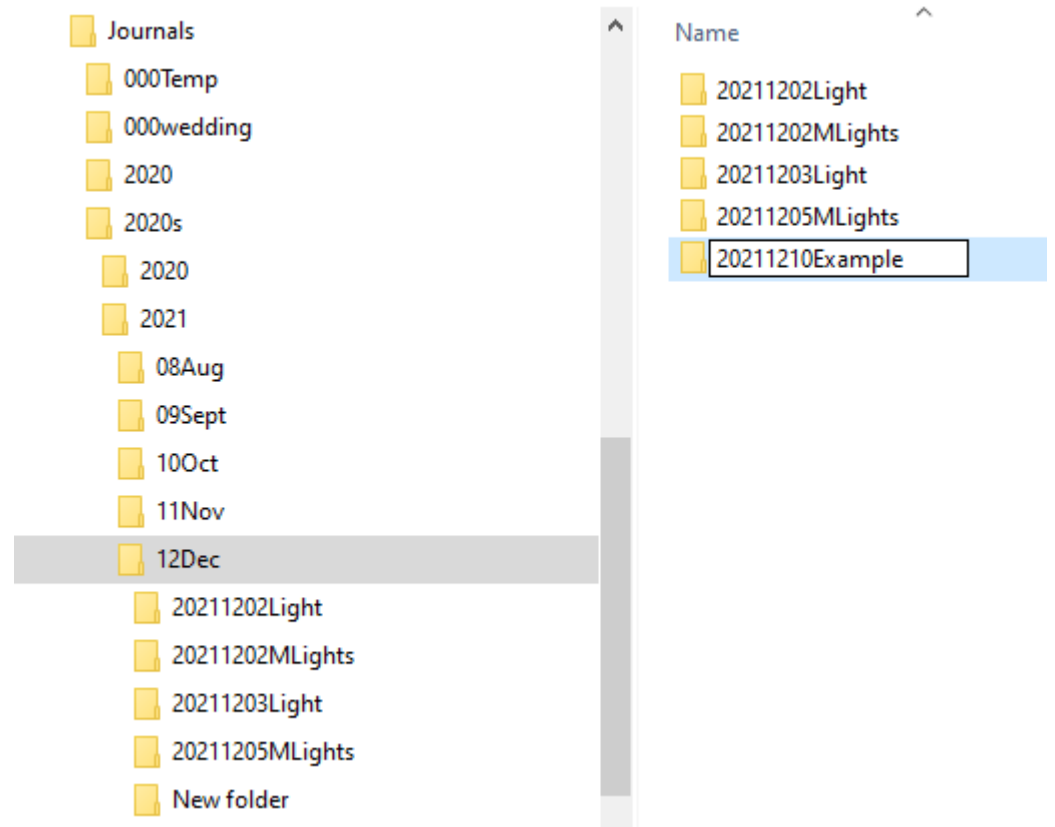
# Transfer to Computer

- Plug camera into computer
  - You can also take out the memory card and put it in a card reader, but results are the same.
- The camera shows up as a device in Explorer
- Navigate to where the images are on the camera's memory card



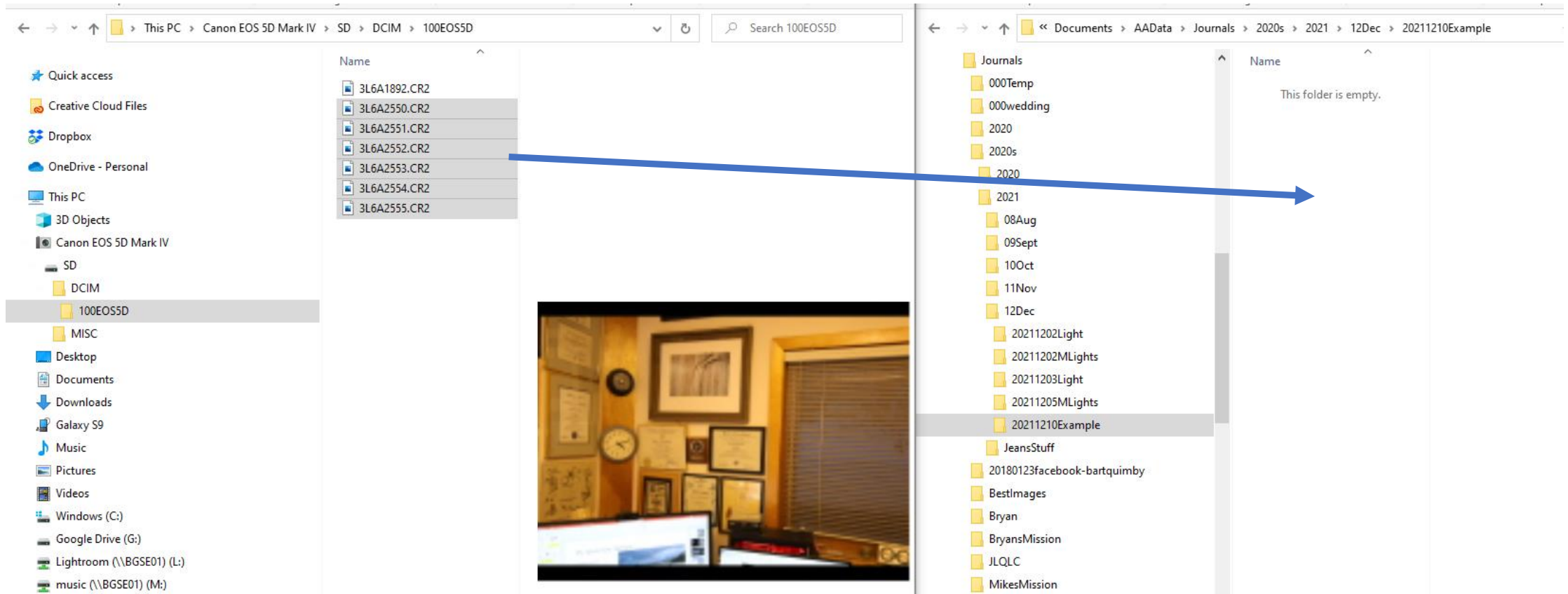
# Transfer to Computer

- Create a new destination folder on hard drive in a new instance of Explorer
- The destination folder is within the file structure that is set up to hold the 'negatives'



# Transfer to Computer

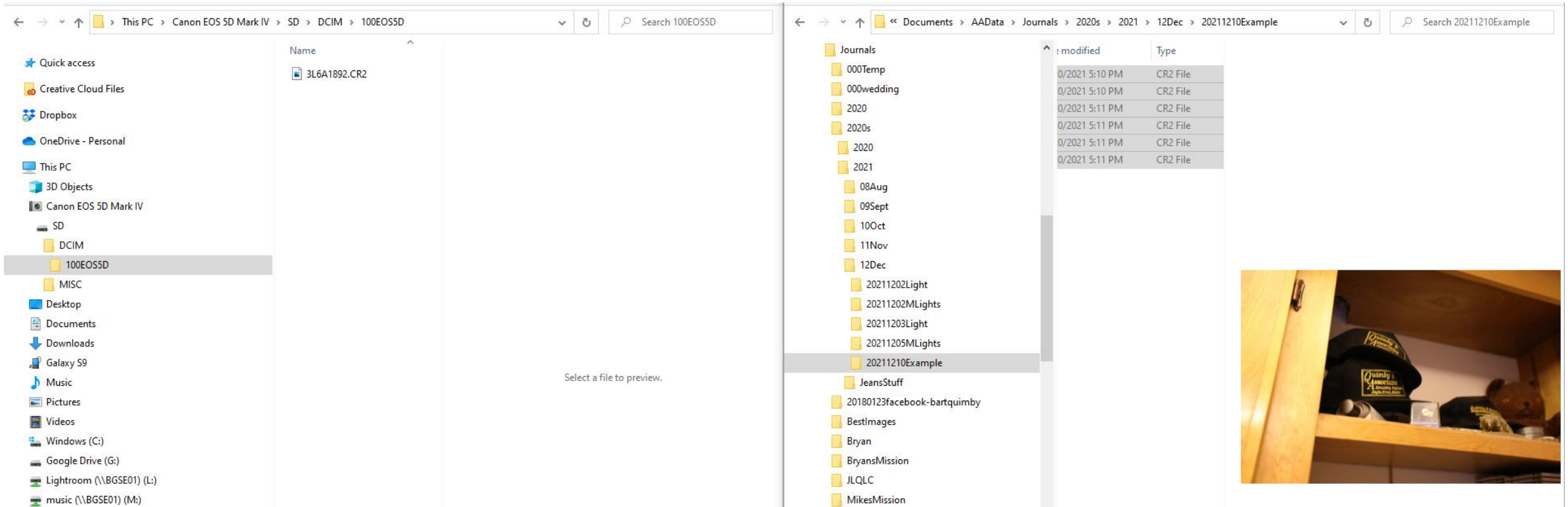
- Select images on camera then drag to new folder on computer
  - Can also cut on camera and paste on computer





# Transfer to Computer

- The files are moved into the new directory on the computer, within the file structure for original images (negatives)



# Accessing your Images

- Now that your images are on the computer you can access them with your photo editing software. You just need to use the editor's software to navigate to where the files are and open them.