VISTA ROYALE COMPUTER CLUB
January 21, 2021

Dear Members:

Vicky Getz started up the Zoom and welcomed everyone; we had 17 participants.

Sandy McKenny's Photo Solutions presentation was her project of dealing with all her old photos after downsizing her life & abode and how she is working toward getting them all scanned, preserved, named, tagged and stored. Her PowerPoint showed you Part 1 of her process should you decide you need or want to do a similar job.

First decide which photos to tackle and which can be 'trashed' or given away. She decided to deal with the printed old photos first, and organize the digital camera or phone ones later. She also watched several webinars and bought the book: "How to Archive Family Photos" by Denise Levenick which she is willing to lend members for a week.

Next find & organize the photos you have and sort according to family, individual or event. She put each stack in chronological order and put name and date on the top back of each with a Sharpie ultra-fine point marker. It turns out that a soft pencil or a soft permanent marker is the suggested tool, but a smaller tip Micron pen might be a bit better. Do not use a ball point pen or sharp hard pencil. Her Micron pen had dried out and her pencil did not do the trick. Put a 'S' in the back corner for those that you want to save & scan, checking it off when done.

You have several choices: scan them yourself or send photos to a jobber and pay a fee. She described all the types of scanners and the pros/cons for each. Most members have an All-in-One printer that will copy & scan for them. VRCC has a slide/negative scanner and a Wand Scanner that it lends to members who want to preserve their photos. When we get back in the Lab at Pine Arbor, our HP Officejet Pro will be available as well.

The software on your computer or for your printer dictates many of the settings; so, decide what scanner/s you have or will use. Larger photos are usually scanned on a flatbed or in segments. Office supply store can scan huge photos or documents for you and to your thumb drive. You can also photograph or scan by using your cell phone, but Sandy was not impressed with the outcome except in a pinch.

These are some of the scanner settings that you might want to adhere to:

Photo

Color, regardless of whether it is color/black & white

Scan at least 600 DPI if anyone is ever going to print them in the future

Save as a TIFF if you can as it is more stable; JPG if it is your only choice--- or both

Always save a 'Master or Original' in a special folder

ONLY use copies for cropping, enhancing, stitching, etc.; indicate in the name if you have edited a photo: 'Smith-George-graduation-**edited**'

Make sure that you have your precious scanned and digital photos saved in at least two places, i.e.: laptop, thumb drive, back-up drive, Google Photos/i Cloud, Dropbox............

Sandy has her laptop backed up on an exterior hard drive and also in the cloud at Back Blaze. Many of her files are also on thumb drives, at Dropbox and on a couple of old computers.

At this point, she put all the photos back into Ziploc bags and brought them to Vero for the next step. She will need the information on the back for storing, naming, plus adding tags and Metadata to each photo file for later retrieval. Part 2 will discuss this process. In the meantime, you might want to listen to this podcast in preparation: https://maureentaylor.com/metadata-and-family-photos/

Next week's subject has not been decided as yet. If anyone wants to show some software or discuss one of their projects, please contact Vicky Getz at vrcomputerclub@gmail.com. Many hands make light work and a couple of members have already stepped up with short segments.

Watch your email for your zoom invitation for January 28, 2021 at 9:30.

Regards,

Sandy McKenny, sec.

These minutes and minutes from prior meetings are available at the VR Computer Club's website.
http://www.vrcc.info/