GETTING ORGANIZED WITH YOUR PHOTOS

History of Digital Photos

- Prior to the 1980's all photos were via Film (110,135, 35mm instant "polaroid")
- Late 80's to mid 90's Digital cameras became popular
  - Resolution increased to the point of surpassing film SLR cameras
- In the mid 2000's Cell phones were equipped with cameras
- Each year the newest generation of Cell Phones have enhanced the picture quality
- Today - Most pictures are taken with a Cell Phone (you always have your camera with you)

Photo Organization

- Old photos
  - Printed on Paper
  - Stored in Photo Albums
  - Stored in Shoe boxes in the back of a closet

- What to do with them to preserve them and get them into the Digital format

Photo Organization

- The Best ways to get your Photos into Digital Format

1. Scan your Photos via a Flat Bed Scanner
   - An inexpensive one cost around $65.00
     - *The Draw back is its Very Time Consuming*
2. Use an App on your Cell Phone
   - Google PhotoScan
     - Best one on the market *
     - Free
3. Professional Service
   - Can be Expensive $$
   - You need to mail your photos
   - They come back on DVD

Photo Organization

- What to do if BEFORE you use a Flat Bed Scanner or Google PhotoScan

  1. Dust off your Photos
     - Use a Microfiber cloth or
     - Alcohol based cleaning wipe
  2. Setup a Well Lighted area with Lots of Natural Light and few shadows
  3. Clean the Scanner Glass or Camera Lens
     - Microfiber cloth or
     - Cotton Swab with a drop of Isopropyl Alphol

WHAT IS GOOGLE PHOTOSCAN AND HOW DOES IT WORK?

WHAT THE GOOGLE SCANNER APP CAN DO

Google PhotoScan is a <u>Google Photos</u> companion app.

- Scans and digitize print photos on the fly.

- Automatically correct edges, adjust perspective, and removes glare and reflections.

- The app was created as a <u>photo scanner</u> that works with existing <u>photo storage</u> and sharing applications.

- Captures images with PhotoScan and stores them in Google Photos, <u>Dropbox</u>, or any other cloud storage service.

HOW GOOGLE PHOTOSCAN WORKS?

One of the best features of PhotoScan is that as long as you carry your smartphone, you have a photo scanner with you.

You could use the camera on your device to capture a picture of a picture, **but**
    fighting glare
    ambient light
    flashes are a tricky task.
    Getting the photo lined up properly is also a chore.

Google PhotoScan removes those obstacles to digitizing old photos.

It works by capturing an image from multiple angles and then stitching together the image, without the glare, into one complete photo.

HOW GOOGLE PHOTOSCAN WORKS? cont

In the process;

the app aligns the edges of the photo and the orientation.
The picture is always displayed properly.

In the event that PhotoScan captures too much of the surface on which your photo is resting, adjusting it is easy.

☀️ **Important:** Google PhotoScan scans images at 72 pixels per inch. That's a perfectly fine resolution for sharing images online, but if you plan to print your images you may need to look for a more high-res solution.
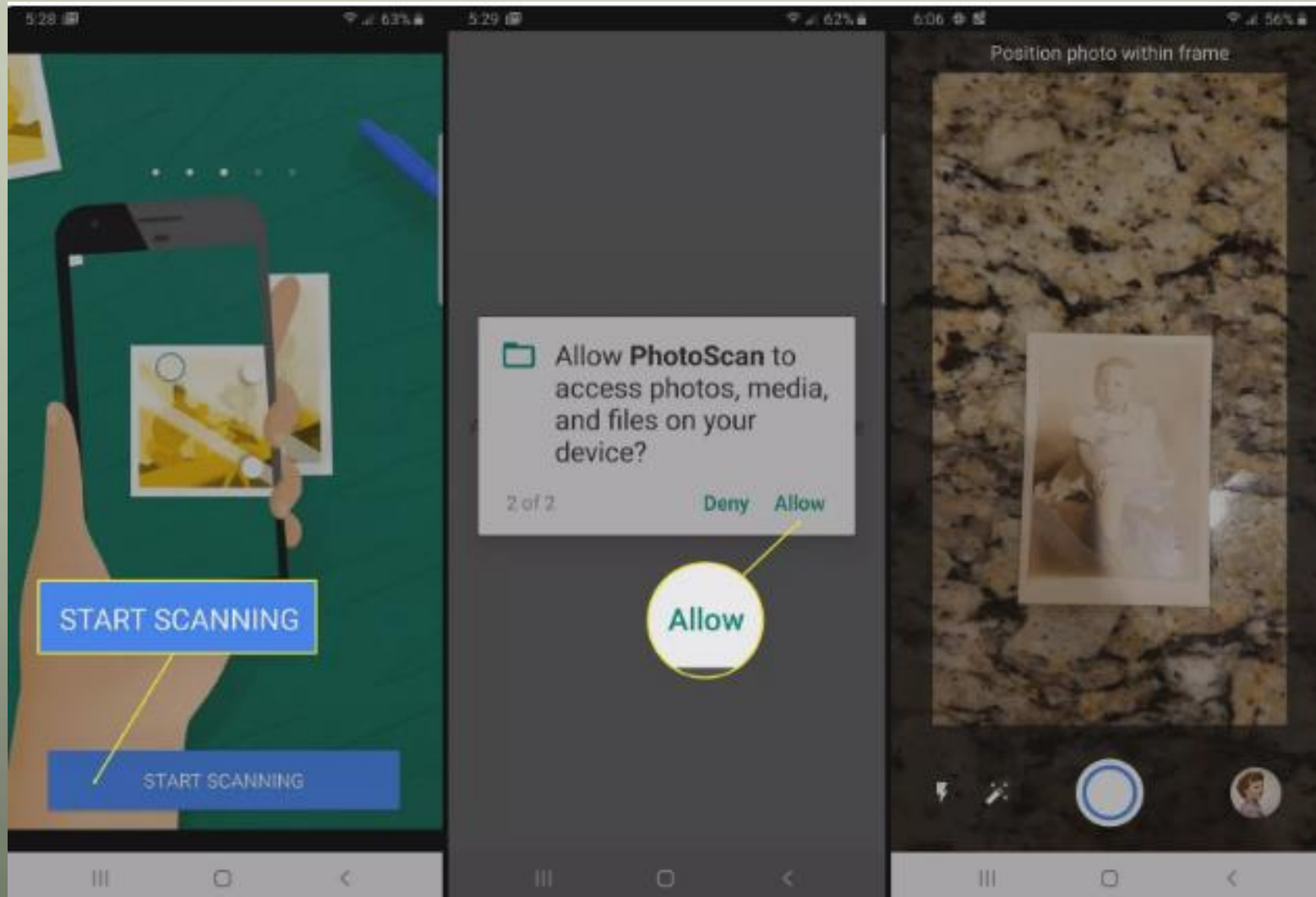
The point is you are trying to get away from printed photos

How to Use the Google Scanner App to Digitize Photos

Google PhotoScan is available for iOS or Android devices.

1. When you launch the app, a short video will illustrate how to scan photos. Select **Start Scanning** to walk through the install process.
2. You must **grant permission** for PhotoScan to utilize the camera, access to photos, media, and other files on your device. Select **Allow** on the two permission screens.
3. Once you've allowed those permissions, the Scan screen opens. You can begin scanning your photos. The first time you scan a photo, PhotoScan will walk you through the process.

How to Use the Google Scanner App to Digitize Photos

How to Scan Photos

1. Place the photo you want to scan on a flat surface.

> 💡 **Tip:** You can scan pictures that are hanging on a wall or behind a glass frame.

2. Select the **Shutter** button to take the picture.

3. PhotoScan prompts you to place an empty circle over a white dot. When the circle meets the dot, **hold it there until the dot turns blue**.

4. Repeat the process with the remaining dots to finish the scan..

How to Scan Photos cont.

5. Once the scan is complete, a green checkmark appears on the screen to let you know the scan has been captured.
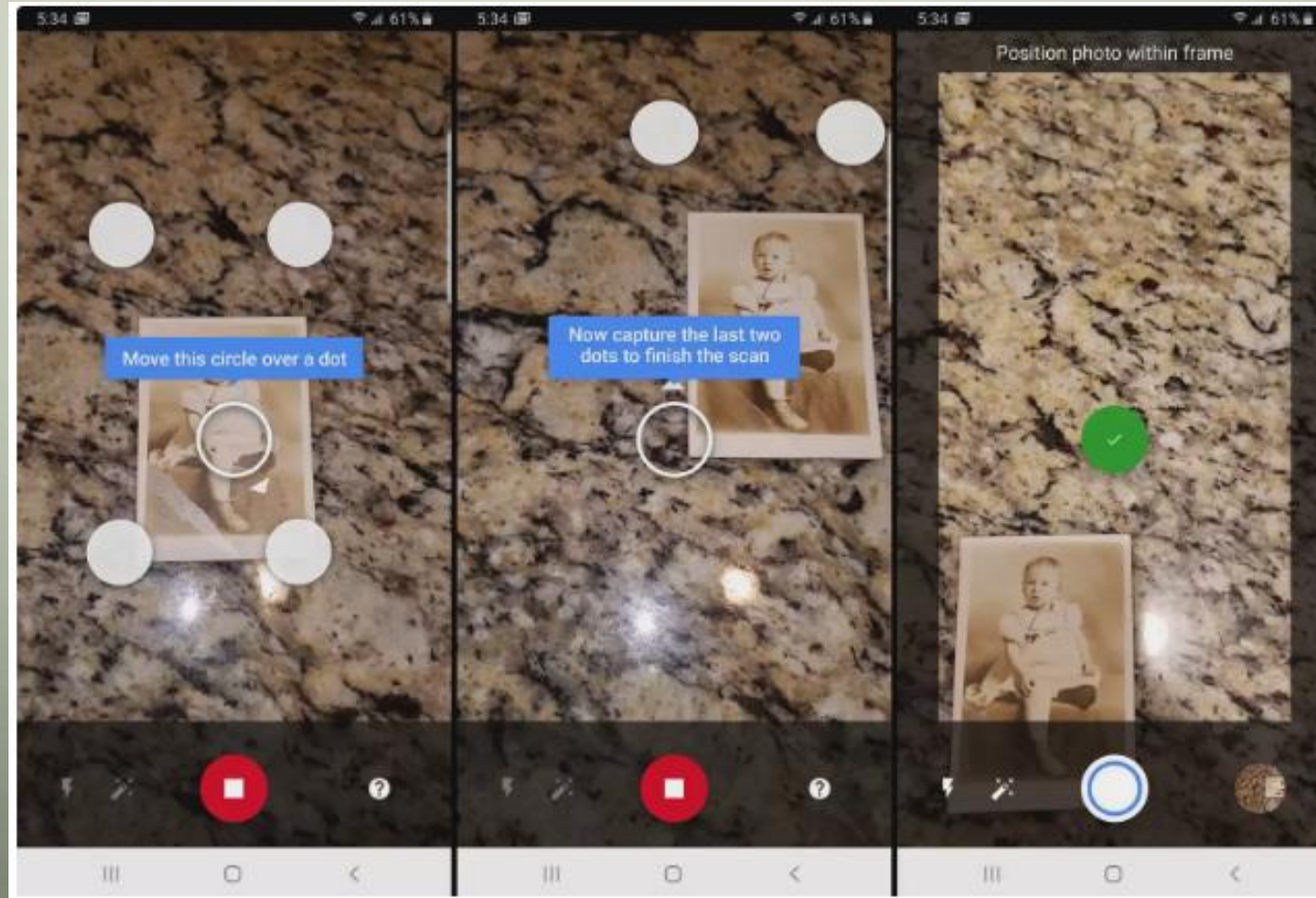
Photo Scanning Tips

- When scanning photos, you should place photos on a contrasting background to ensure that the image is captured correctly.

- If you're scanning on a rug, place a sheet of white paper between the photo and the rug, as the texture can cause inaccuracies.

- Use a well-lighted area to capture scans, and don't worry about glare. PhotoScan removes glare during the processing.
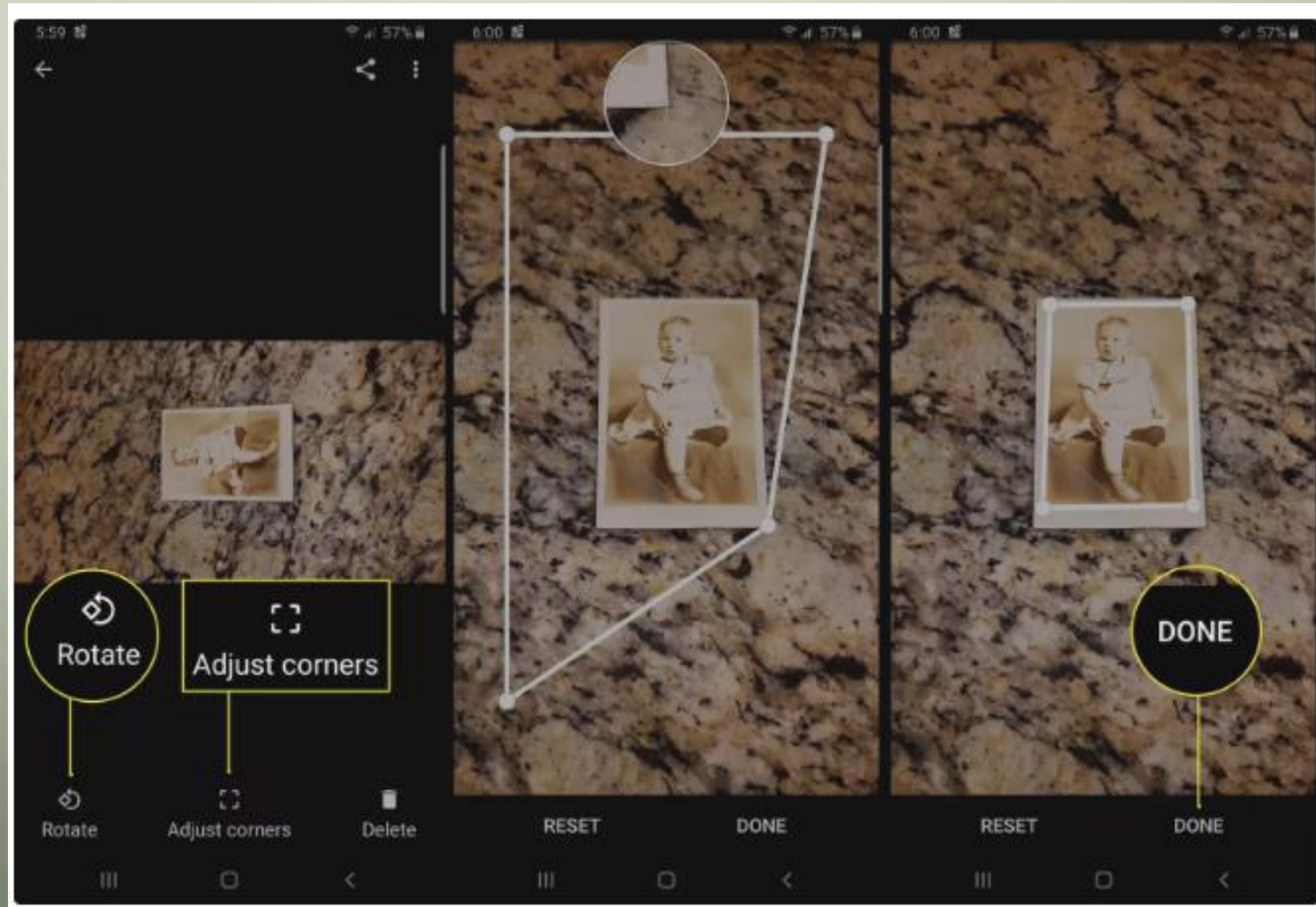
How to adjust Scanned Photos

- Scanned photos are sometimes stitched together incorrectly. If that happens, just rescan the image.

- Make sure to keep the circle on the white dot until it turns blue. If the image is still distorted when you scan place the image on a different background.

- Images may also be turned sideways during capture.

- To fix this, select the _Rotate_ button. Once you've righted the picture, it will stay that way.

How to adjust Scanned Photos

- With small pictures, you may find that the photo scan is larger than the actual image, which captures too much of the surface the picture is resting on.

- To correct that, select *Adjust corners* and then tap and drag the white corner dots to the correct position. There is a circle that magnifies the area around the dot to help you better align the corners. When you've finished, select Done.
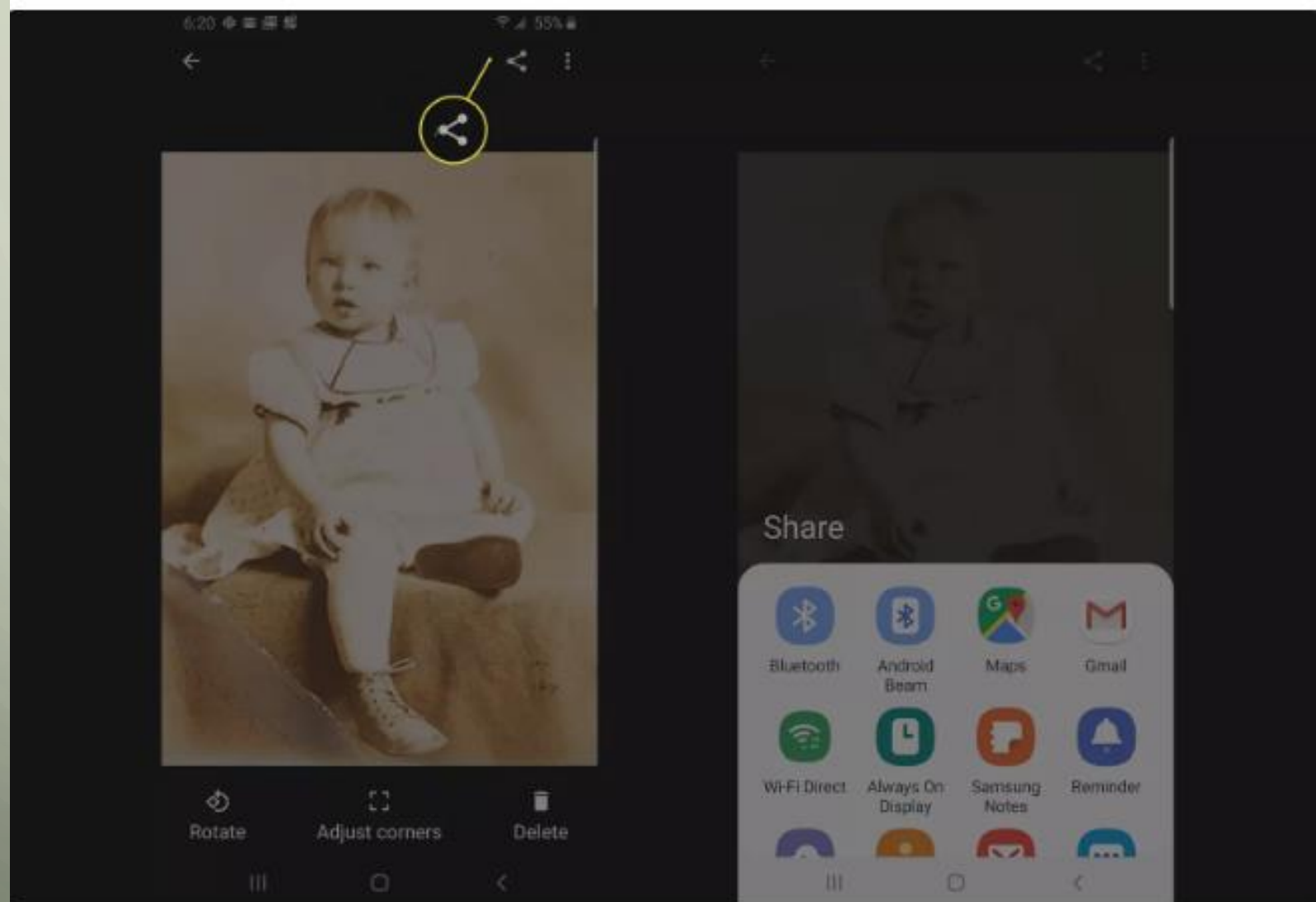
How to adjust Scanned Photos

How to Share Google PhotoScan Images

Once you've captured and adjusted your picture, it is automatically stored in your device's _storage space_ or on _Google Photos_.
(On an iPhone it is stored in Photos).

You also have the option to upload the image to a storage space or social media.

With the image open, select the Share menu icon in the upper right corner. The share menu opens and you can scroll through it to select the service you would like to use to upload or share your image.

How to adjust Scanned Photos

How to Share Google PhotoScan Images

QUESTIONS!!!!!

How to Organize your Photos on iPhone

Photo Organization on your Computer Examples

- **Editing**

  - **Albums**
  - **Metadata / Info**
  - **Faces**
  - **Location**
  - **Date / Time**
  - **Keywords**
  - **Search**
  - **Favorites**