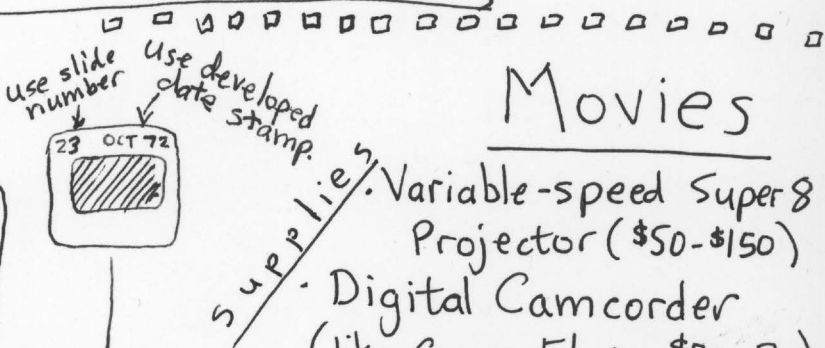


# Your Digital Archive

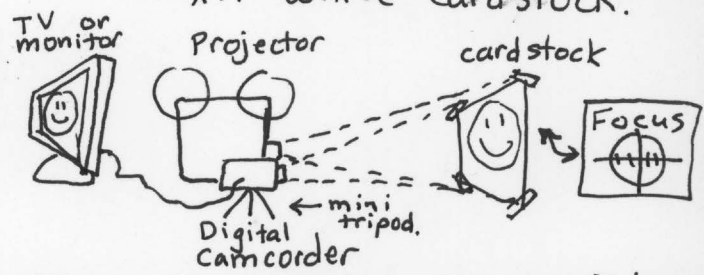
Randy Wilson - wilsonr@familysearch.org

## Assess

- Gather, preview
- Organize → Preserve important Groupings and Order
- Label
  - Write on back → Who (or what) When Where
  - Near bottom
  - Let ink dry
  - Consider Itoya Art Profolio Photo Marker (or use Sharpie Ultra-fine)
  - Label slide boxes, envelopes, as you go.
- ID numbers (on)
  - short, unique
  - Helps get back to originals
  - Include in folder/file names



## Movies



- Project onto card stock. Focus projector.
- Zoom camcorder. Focus on paper. Lock. (use monitor to see if focused).
- Adjust speed to avoid flicker.
- Rewind, record. Trim on computer.

## Scan

- File Format
  - TIFF (.tif) { Larger Lossless Good for initial scan, and for editing.
  - JPEG (.jpg) { Compressed Smaller Good for using/sharing
- Hardware

- Video Formats
  - DV - Ideal for editing. Large.
  - MP4 (H.264) - Smaller, good for sharing, uploading, streaming.
  - DVD - Handy for sharing.

## Share on Family Search

- familysearch.org → Memories → Photos
- Drag & drop photos.
- Tag faces
- Link faces to Family Tree.

## Software:

- Vue Scan for batch scanning.
- Windows Photo Gallery (Free)
- Graphic Converter (Mac)
- For captions.

**Flatbed Scanner**

- Ideal for prints
- May take 20-60 sec.
- Scan at 600 dpi (dots per inch).
- Can use 300 for 8x10 portrait; or 1200 for tiny, sharp pictures.

**Digital Camera**

- Fast
- Careful with focus
- Use diffuse light
- watch angle

**Cell Phone**

- Works in a pinch.
- Always with you.

**Slide Scanner**

- Ideal for slides, negatives.
- 2000 dpi
- I used Nikon Super Coolscan 5000 ED with SF-210 slide feeder.

Camel Hair Brush

**eBay scheme**

- Buy it
- Use it
- Sell it
- Split the diff.

Works for Slides & Negatives if needed