**120904 Talk on moving your photos from your camera card to Picasa web album.**
(talk given in August 2012)

**Organising your photos**

Creating a new folder for your photos (and a parent folder for your photos of 2012)
on your Desktop …

Rt mouse click on the Desktop > New > New folder.
Type a name straight over the blue-highlighted lettering... eg 0912 Nottm
(for your photos of Nottingham for September 2012)
Click twice just outside your folder to complete the process.
(Do a right mouse click on the folder, to see options such as copy, rename & delete)

**Moving photos from one folder to another**

Have a go at opening a new folder, click on the middle top right button on the top toolbar to resize
your folder. Now have a go at moving the folder around (click on its toolbar and drag it around with
the mouse, to a new position, & also try resizing the folder by clicking and dragging an edge or a
corner around.) Position a folder of photos next to this, and move photos across to the empty one,
by clicking and dragging it across.
You can move a bunch of pics, by lassoing them with your mouse, and then dragging the bunch
across to the new folder. One mouse click on a photo & then press Ctrl + the letter A, will select all
the pics in the folder, to move them all across. You can also copy and paste from one folder to
another, via right mouse clicks. You can move photos on your Desktop into a folder, by this
dragging method.
I also create a"rubbish" folder on my Desktop, to move across pics I don't want to keep in a folder.
You can then drag the rubbish folder into the Recycle Bin, when you so wish.

**Getting photos off your camera card onto your computer.**

I use a (multiple) card reader for speedy boarding of my photos. Plug your card into the reader, &
then plug this into the USB port on your computer. When the Autoplay menu pops up, select "Open
folder to see files". Then click on DCIM (for my Compact Flash cards), to see folder (s) of photos
inside. Drag & drop an entire folder onto your Desktop (and then rename it), or open the folder and
then drag & drop the photos inside it, into a new folder on your Desktop. To move a batch of photos
from your camera card folder, see above.

When finished, before removing your camera card, click on the little green icon on the bottom
Taskbar > "Safely remove mass storage device" > "this device can be removed safely from your
computer". If you lose the AutoPlay menu at the beginning, you can access your camera card via
the Start Menu > (My) Computer … look for the name of your camera card, and click on it.

**IMPORTANT**: you must have at least two ways of backing up your photos. Just relying on one
method such as an external hard drive, can be disastrous if your hard drive breaks down, or gets
stolen or destroyed by fire. Back up your photos / make copies of the originals before you alter
them in a photo-editor, to keep them safe. Buy more camera memory cards, so you can keep the
originals as long as possible. Laptops are more likely to break down or get stolen than PCs, so back
up, back up & back up.

**Using Gimp** – a photo-editor you can download for free off the internet.

Have a look at my website pages on how to use Gimp …
http://jwebdesigns.angelfire.com/gimp1.htm
I talked about and demonstrated most of the contents of this first webpage.


**Using Picasa**
Have a look at my article on Picasa here … http://jwebdesigns.angelfire.com/flickr.htm
It's great for organising your photos … you can see if a missing folder of photos is still on your computer.
You can share your photos on Picasa with family & friends, by setting up a **Picasa web album** on the internet. The best way to set this up is to google Picasa web albums, then register with it, using your Google account details (you can open an account with Google, if you haven't got one), and then you can upload any photo from your computer into a new Picasa web album.

I usually upload reduced-sized photos onto Picasa (& onto Flickr also). I recommend a width of 800 or 700 pixels for pics in landscape format (and a height of the same, for portrait format). If anyone were to attempt to print any of your pics, they would look very fuzzy, as you need about 4 times as many pixels for a good quality print.
Google allows a free storage limit of 1024 MB on a Picasa web album. However, if you read this article …
http://support.google.com/picasa/bin/answer.py?hl=en&answer=106867
… you will see that only images greater than 800 px in size, count towards this free limit.

When creating reduced-sized images in Gimp, save them at 100% - top quality, so you will have top quality images when uploaded onto Picasa.

The second way of uploading images onto a Picasa web album, is to click on a photo in the Picasa library, click on the green "SHARE" button at the bottom of the page, and then to upload it into a web album. You will be invited to choose a size for uploading, but the end-result is a poorer quality image, in my opinion, than using the first uploading method I described.

In October 2012, in my last talk, I will show you how to **create a collage for your Desktop**, in Picasa. How to do this is described in Picasa's Help section. I recommend you prepare the small images for this using Gimp, as you can determine an exact height or width for each photo to go onto the collage. Also I will show you how to prepare a dark graduated image for the background, as you will see in the photo below, using Gimp. I'll show you a couple more things you can do in Gimp … how you can quickly tart up a photo using Curves, and how to sharpen an image very slightly using Unsharp Mask.
Another thing we'll look at is how to find out the dimensions (resolution) in pixels of your computer screen. (In Vista: right mouse click on Desktop > Personalize > Display settings … you will then see the values in pixels for the resolution of your current screen).

If there's time at the end, I will show you how to make an e-card to send to family & friends at Xmas or for birthdays. This is described in my article here …
http://jwebdesigns.angelfire.com/layers.pdf

Having any problems with anything to do with your computer or the software … just google it, to find some solutions.
Want to see how to do something (e.g. any aspect of Gimp or Photoshop) … do a Google search for "YouTube" plus your problem … there's lots of help out there on the internet for you.


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