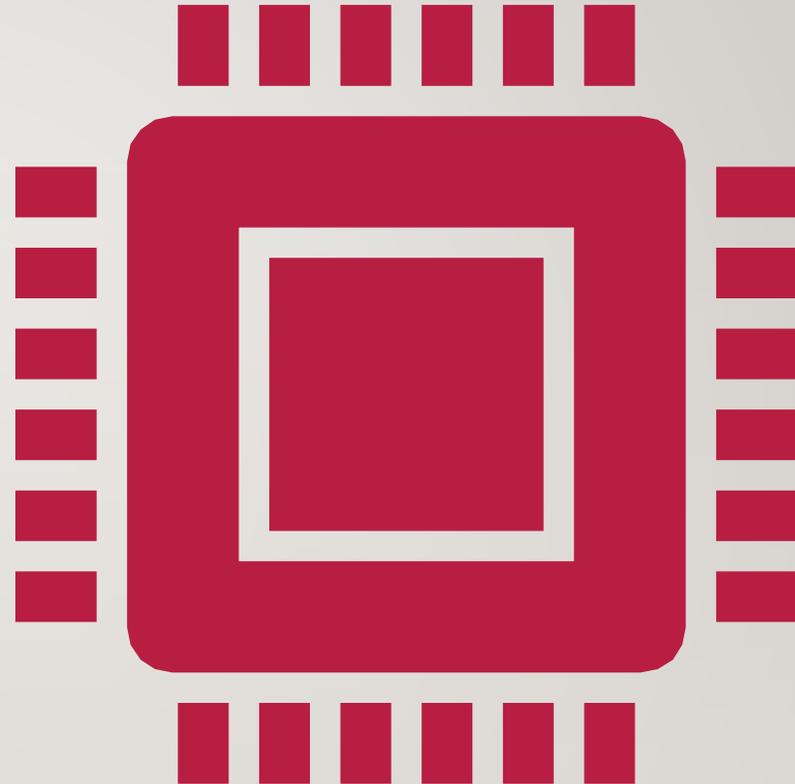


MANKATO COMPUTER TECHNOLOGY UNIVERSITY

DIGITAL PHOTOGRAPHY



WHAT WE WANT TO ACCOMPLISH TODAY

Learn

Learn the technical side of organizing, saving, editing, sharing, storing, and moving pictures from camera to storage, and even emailing photographs.

Discover

Discover some simple editing features of programs that are generally included with basic software.

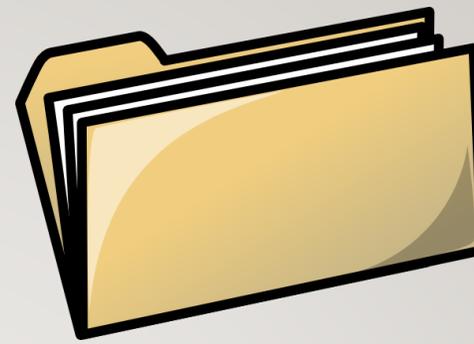
Provide

provide some editing tips and tricks, and show what editing can do for your pictures.

10 STEPS TO TAKE BETTER PICTURES, OR AT LEAST HOW TO SAVE AND FIND THEM.

- Take or Receive the Photo
- Make a Folder for the Photo
- Transfer the photo to the folder
- Double Check it downloaded
- Burn a CD/Transfer it to an external Drive
- Open the Photo in an editing software program
- Edit Photo to Print
- Resave the Photo
- Save to a second location
- Print, Share, Create





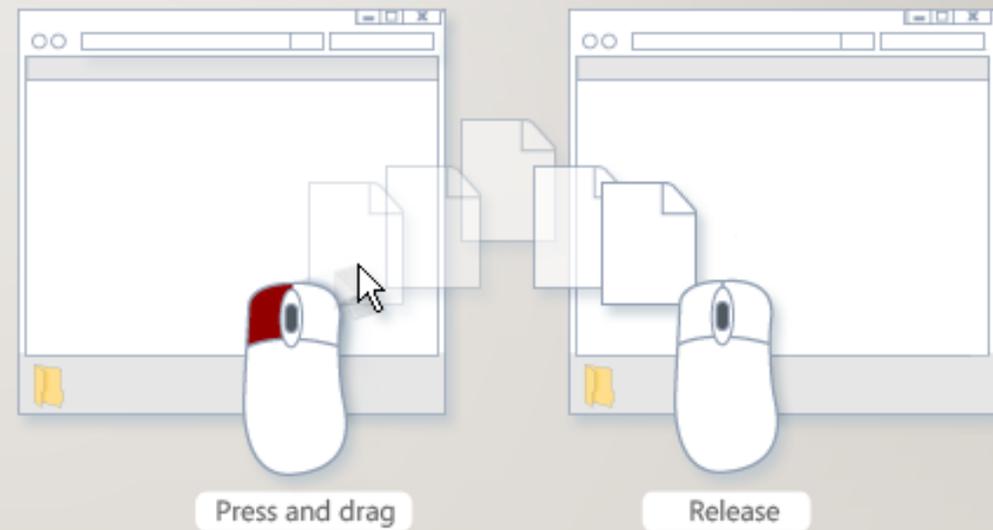
- Take or Receive the Photo

- Memory Card
- Email
- Digital Camera
- Phone

- Make a folder for the photo

- Stay Organized
- Make a Folder
 - Name it
 - Right Click and name it
 - Folder Year, Then Month, Then event
 - EX. 2017.February.Vine Event

-
- Transfer the Photo to the Folder
 - Drag the photo with mouse,(Either Desktop on my computer or external drive)
 - From an email
 - From a Memory card
 - From a camera with a cable
 - From a Facebook post
 - From a Webpage
 - Double Check it downloaded
 - This does not remove it from the memory card you are making a copy



-
- Burn a CD or Transfer to an External Drive
 - Label the CD
 - Put into a manila envelope with the Title of the event
 - Open the photo in Photoshop or other editing software
 - Click on Photo “open with” or double click the photo



-
- Edit Photo to Print
 - Color Correct for skin tones
 - Crop/Center Photo
 - *I rarely Crop a photo because depending on how it prints, the ratios are different, and the full image may be necessary, once you crop you can't add that part of the photo back*
 - Take away distractions



Save in:



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Recent



Desktop



My Documents



My Computer



3½ Floppy (A:)



143068-024 (C:)



CD Drive (D:)



Secure II (E:)



Shared Documents



My Documents



My Network Places



Entire Network



Microsoft Windows Network



Lab



Lab000

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- Resave the Photo
 - in first/same location- Choose Save Upper left tap FILE-SAVE
 - Or you can rename is as an edited photo
- Save to 2nd location
 - Photo to Disk Or external Hard drive- Choose Save As- Pick new location and save
 - Choosing to name the actual photo can be helpful “wedding2017” if you’re not having a bunch of photos, but I prefer to keep the folder organized

- **Print the Photo/Share/Create**
 - How to display your photos
 - Email the photo Via attachment
 - Print Wall portraits, frame and hang,
 - Canvas, Float, Composites
 - Print 4x6's- Put into your own album
 - Design an album- especially nice if you've went on a vacation, has a celebration
 - Put photos on to keepsakes
 - Coffee Mug
 - Mouse pads
 - Phone covers
 - Christmas Ornaments