

Consolidating your Photo Collection

Over the years you might collect thousands of photos that are stored all over the place:

- Pre-digital photography old prints either loose in boxes or in photo albums, slides.
- Digital photos stored on Computers, Tablets, Phones, CDs, DVDs, USB sticks and hard disks

Getting these photos organised and together is a massive task, particularly having to convert the old prints and slides to digital images. Slides can be converted to digital images using a slide scanner or paying someone to do it.

Prints can be converted using a document scanner, but that is a tedious process having to crop and edit them. There is a useful Google app available on iOS and Android devices that will produce good digital images from prints - *Google PhotoScan*. *PhotoScan* can be used alone, or together with the convenient cloud based photo storage service called *Google Photos*. To use Google Photos you need a Google (Gmail) account.

Google Photoscan creates glare-free and cropped digital images of old photo prints, and is easy to use. Using a primary image and 4 corner images it is able to work out what is glare and what isn't and create a pretty good digital image. You position the photo within the camera window and click the shutter once, then you are guided to move the camera one by one to each corner of the photo where it automatically operates the shutter at each position.

When you have finished a batch of photos, you first check them, correct any rotation or corner issues. *PhotoScan* will save the photos to the Camera Roll on your device. *Hint: place the photo to be scanned on a contrasting background so the app can clearly make out the edges. Also, you can you a music stand or similar for comfort.*

Sort your prints into albums and scan in small batches. Once a batch of photos are saved to your device from *PhotoScan*, open *Google Photos* and wait until all the photos are uploaded. Then run through the photos and edit them if necessary—change the lighting or colour, or rotate.

If you choose to use the Google Photos service, the first time you open the app you are offered two options:

- (a) unlimited free storage, but your photos are stored in "high" quality (16 megapixels); or*
- (b) limited free storage but you can store the photos at their original quality.*

Then select a group of photos and either create a

new album or add them to an existing one. Think about how you want to organise them because it is not easy to move a lot of photos from one album to another. You can put a photo in more than one album.

The maximum number of photos you can have in an album is 500.

These uploaded photos and albums can be viewed on any device—you just login to your Google account, choose *Photos*, and there they are. You can do it using a browser, or the *Google Photos* app.

When finished a *PhotoScan* session, all the photos will also still be on your device. To delete all the photos from your device, while in *Google Photos* (on a Smart Phone or Tablet) choose *Free up space* (in the three bar settings icon) and follow the prompts.

Having finished scanning and uploading prints, then upload all your digital images from your Phones, Tablets, PC, USB hard disks, DVDs and CDs to *Google Photos*. It is easier to use your PC to do this. As you finish each batch, put the uploaded photos in albums.

Your thousands of photos are now conveniently stored in one place on the cloud. To produce a backup of your photo collection, download each individual album from *Google photos* using the computer. Each album will be in a separate zip file. You can then copy these folders to your backup device, or unzip them.

You can share your collection with a partner, share individual albums, or put selected/all albums on a USB drive and give that to family, or whoever.

Security

- Your photos are securely encrypted on Google servers.
- Make sure your Google account is secure with a strong password and two-phase verification
- Don't share albums with a link, share only with specific people.
- Change your privacy settings to suit

More information:

<https://www.google.com/photos/scan>

<https://www.google.com/photos/about/>

<https://support.google.com/photos/answer/7177983?hl=en>

[Link to ZIP file](#)

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