

Organizing Your Photos

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- Getting the photos from the camera to your computer

Getting photos from your camera to your computer involves either plugging the camera directly into your computer, or removing the memory card, then inserting the memory card into an adapter that then plugs into one of your computer's USB ports. The process may vary depending upon your operating system. The links below provide instructions on how to import your photos

Import pictures to Windows 7

<https://support.microsoft.com/en-us/help/17449/windows-7-import-pictures>

Importing photos in Windows 10

https://answers.microsoft.com/en-us/windows/wiki/apps_windows_10-photos/complete-guide-to-importing-your-photos-in-windows/d8258fff-729e-45df-8afd-1f1195d7b6c5?auth=1

Importing photos from your iPad, iPhone or iPod Touch

<https://support.apple.com/en-us/HT201302>

- Using your computer's file management system

One trick for simplifying the organization of your files is to visualize your Computers' folder structure as being analogous to an old-fashioned filing cabinet.



Pictures Library



File Folders



Files

- The difference between *Save* and *Save As*

When you click the *Save*, the computer saves the photo you have open in its original file location. Clicking *Save As* allows you to change your filename, or select a new file location.

Windows Basics: Working with files

<https://www.gcflearnfree.org/windowsbasics/working-with-files/1/>

How to manage folders and use the file system on Android

<https://www.howtogeek.com/202644/how-to-manage-files-and-use-the-file-system-on-android/>

Managing files and folders in IOS 11

<https://www.lifewire.com/ios-files-app-4142651>