

FROM BURDEN TO LEGACY

PREPARING YOUR PHOTO COLLECTION FOR THE NEXT GENERATION



CAN YOU RELATE?



- You struggle with where to start
- You've started multiple times
- You're ready to downsize and photos are the biggest headache
- You feel like the photo gatekeeper instead of the family historian
- You need that space back in your closets!
- You feel as though your kids won't care about the photos.

THINGS TO CONSIDER WHEN GETTING STARTED

- What do I want it to look like when I'm done? Begin with the end in mind.
- How do I want to use & share my collection?
- Will I be scanning and digitizing photos?
- Who else will I want to provide access to my photos?
- When do I want to complete this project?





TOOLS WE RECOMMEND

- Nitrile, Nylon or Cotton Gloves
- Photo safe pencil - Stabilo
- 4 x 6 index cards
- 2 x 2 sticky notes
- Archival boxes or temporary shoe boxes
- Plastic Bins
- Mask
- Garbage Bin or Bag

A TOOL WE DIDN'T MENTION...

Let your family know what's up!



PREPARE YOUR SPACE



Get Grumpy Cat (or dog) off the Table

- Dedicated Space
- Dining Room Table
- Banquet Table
- Spare Room Bed
- Room with a door if you're lucky
– leave it out if that helps motivate you
- Have some plastic bins with lids ready to store your materials

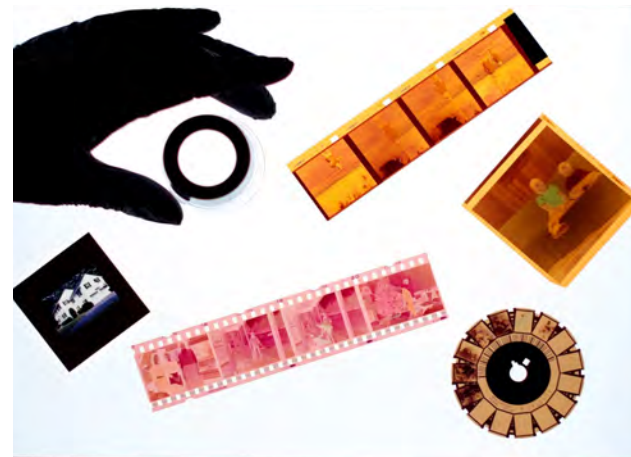
HUNT AND GATHER

- Where are your photos hiding?
 - Closets, drawers, refrigerator doors, under the bed, attic, basement, garage
 - Are there photos in frames that you'd like to include?
 - Are there albums tucked in bins that need attention?
- If it's currently together, keep it together for now.
- This stage can be ugly...don't be discouraged



TYPES OF PHOTO MATERIALS YOU MIGHT ENCOUNTER IN YOUR COLLECTION

- Printed photos
- Albums
- Negatives
- Slides
- Memorabilia
- Documents
- Children's Artwork
- Newspaper Articles
- Scrapbooks
- VHS Tapes & other Video Tapes



INITIAL ORGANIZATION

- Place like with like
- Keep photos that were grouped together, grouped together
- Keep negatives with their photos
- Loose photos can be grouped together in a batch for later sorting



REDUCING THE VOLUME

- Remove photos from albums – if that makes sense for you
- Remove the garbage – receipts, envelopes, unneeded paper, old boxes and containers that aren't photo safe
- Keep one copy of the school portraits
- Remove & toss the duplicate photos
- Purge the sunsets, landscapes and poor-quality photos. Be ruthless if you can
- Remove the almost duplicate photos if they don't serve a purpose
- Transfer any identifying information from photo envelopes
- Move photos and associated negatives to archival envelopes and toss the drug store envelopes





WHEN SHOULD I HIRE A PROFESSIONAL?

- When you lack time or desire to do this project yourself
- Hire for the things you'll only do one time
- Hire for the technical expertise and equipment
- When you're moving and you need to stage your home

WHAT DOES THE PROCESS LOOK LIKE TO WORK WITH PHOTO ARCHIVERS

- We provide a questionnaire to build a framework
- We do the physical and technical heavy lifting
- We digitize your collection
- We rehouse photos and memorabilia into archival storage



What do the finished projects look like?



RESOURCES

- Amazon for non-archival supplies
- American Institute of Conservation: <http://conservation-us.org/>
- Library of Congress Picture This Blog: <http://blogs.loc.gov/picturethis/>
- Archival Methods: <http://archivalmethods.com/>
- Image Permanence Institute: <https://imagepermanenceinstitute.org/>
- Maryland State Archives: <http://msa.maryland.gov/>
- The Photo Managers <https://thephotomanagers.com/>
- Bob Lucido Team – Silver Group – Vic Hathaway - <https://boblucidoteam.com/silvergroup>
- Positive Aging Community - <https://retirementlivingsourcebook.com>



How Photo Archivers Can Help

CONCIERGE SERVICES	SERVICES FOR THE DIY
Organization – Done For You	Photo Organization Consulting Services
Photo, Negative, Slide Digitizing/Scanning	Photo, Negative, Slide Digitizing/Scanning
Custom Book & Family History Book Design	Custom Book Design Training & Photo Book Review
	Workshops for Organizing

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Q & A

