

“MANAGE” YOUR MEMORIES

Your SIMPLE Photo Management Plan

Make a photo plan

All in one spot – printed photos, kids' artwork, digital files + slides, VHS, etc

Not needed? Delete or Can!

Albums can be digital or paper

Get it done in 15 minute manager blocks

Easy button to find any photo in seconds!

Remember your REASON...reach out & love somebody with your photos & stories!

STEP 1: Organize it in one spot! Collect printed photos, negatives, slides, photo albums, VHS, reels, important documents, etc. in ONE spot!

STEP 2: Scan photos & convert outdated media into current format. What media do you have to convert? Photo prints, negatives, slides, photo albums, VHS, film reels, Hi8/8mm tapes, Mini DV, SD cards, old phones, or important documents

STEP 3: Sort your photos- Use the ABC System (A- KEEPER, B- UNDECIDED C- YOU CAN THROW IT IN THE CAN!)

STEP 4: Preserve digital files permanently. Where are you going to save your digital files?

Cloud_____ External Hard Drive_____

Hard Drive_____ Other:_____

STEP 5: Share & enjoy your photos and stories! Make family online sharing accounts, quick photo books, family yearbooks, or projects. What do you want to share with your family or community?
