



PHOTO RESCUE 5 SIMPLE STEPS

CHEAT SHEET



Bring calm out of chaos and preserve your family photos for future generations

Photos with no history often end up in the landfill. Here are 5 “Common Sense” Action Steps that will preserve your photos for future generations.

EXCERPT FROM THE CLASS [PHOTO RESCUE BLUEPRINT](#)

ACTION STEP #1: ERADICATE THE CURSE OF KNOWLEDGE

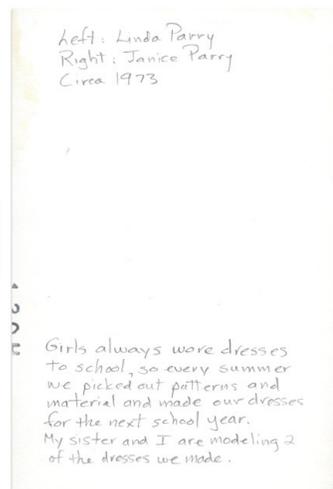
YOU have the curse of knowledge. You know information about a photo but if you haven't written it down your descendants won't have a clue. To eradicate the curse of knowledge:

- Choose a photo and write something about it on the back.
- Use a soft pencil #2 or HB pencil for paper-backed photos, never a pen or marker.
- For plastic or resin-backed photos use a Stabilo 8041 pencil. It's erasable and safe for your photo.
- When writing on a photo, use a light touch to avoid leaving indentations.
- Write names and dates. Use the word “circa” to indicate an approximate date.
- If you know something interesting about the photo, tell that as well. It can bring the history of the photo to life for others.
- Remember this: “The shortest pencil is better than the longest memory.”

FRONT



BACK



ACTION STEP #2: TURN CHAOS INTO CALM BY ORGANIZING YOUR PHOTOS

Having your photos organized will go a long way toward making them more accessible not only for you, but for future generations.

- Define some categories to help in sorting your photos. Family groups are a good start.
- Use plastic Ziplock bags to keep all the photos from each category together. You can write on the plastic with a Sharpie, or you can write on an address label and attach it to the bag.
- You can buy expensive acid free archival bags, but regular old Ziplock style bags have less acid content than some acid free papers.



ACTION STEP #3: JETTISON THE JUNK

Get rid of worthless photos so you can enjoy the good ones! Look at your boxes of photos from the perspective of your children and grandchildren, and then you'll be more likely to see which photos are essentially junk

What kinds of photos are junk?

- Anything that doesn't contribute to your family history or your personal enjoyment.

Rule of thumb—Photos to keep:

- If YOU think it's important, keep it. But you'll be surprised at how many of your photos really aren't necessary.

Rule of thumb—Get rid of:

- Bad photos of people you haven't talked to since grade school / high school / college.
- An unflattering photo of yourself or a friend.
- Random people / animals / landscapes / events you don't remember or that don't matter to you anymore.
- Photos with no one you recognize. Caveat: Heritage photos may be worth keeping for future research to identify mystery ancestors. Use your judgment!



ACTION STEP #4: EXPLOIT THE POWER OF SOCIAL MEDIA

Create a private group online where you and your extended family can share information about photos. There are many options—you aren't just limited to Facebook.

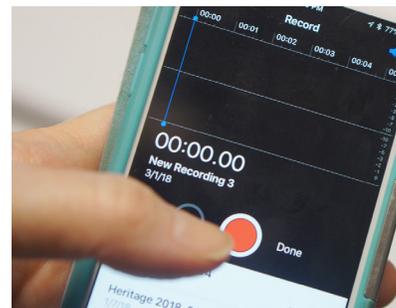
- Type “how to create a private family group online” into a search engine. You'll get more than enough results to get the job done.
- Invite family members.
- Post a photo in your private group.
- Invite family members to share what they remember about the photo. You can copy what they say and paste it into a word processing document for future reference.



ACTION STEP #5: TURN YOUR CLARK KENT SMART PHONE INTO SUPERMAN

Your mild-mannered smart phone is a super hero in disguise! Use it to record family history.

- Press the record button on your smart phone and talk about some aspect of your family history.
- Use a speech recognition website like Temi.com, SimonSays.ai, or Trint.com to create a transcript of your audio in minutes. You can download the transcript as a Word document, Text, or PDF.
- Use your smart phone to record video of your family interviews.
- A tripod works much better than hand-holding the phone. You can buy a universal cell phone tripod mount at a camera store or online.
- Natural light works fine for recording, but make sure your subject is not backlit.
- Video can also be transcribed by a site like Temi.com, and will include timestamps for reference.
- Sit with your head near your smart phone so your subject is looking at you and the camera.
- Avoid letting your voice overlap your subject's voice, which will result in a messier transcript of the recording. If there is a lull feel free to jump in and ask a question.



Learn more about the full [Photo Rescue Blueprint](#) class