



# Teton Photography Club

The **Power** of  
Lightroom: Optimizing  
your Image Library

Managing your images

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2

## Learning Objectives

- At the end of this session, you will be able to:
  - Discuss the Library module of Adobe Lightroom
  - Describe the use of Catalogs, Folders, and Collections
  - List common image organizational methods
  - Understand hierarchical key words
  - Consider advantages of organizational model depending upon your volume and type of shooting
  - Determine how to optimize your Library workflow
  - Be able to locate any image you have ever taken in 10 seconds or less

5

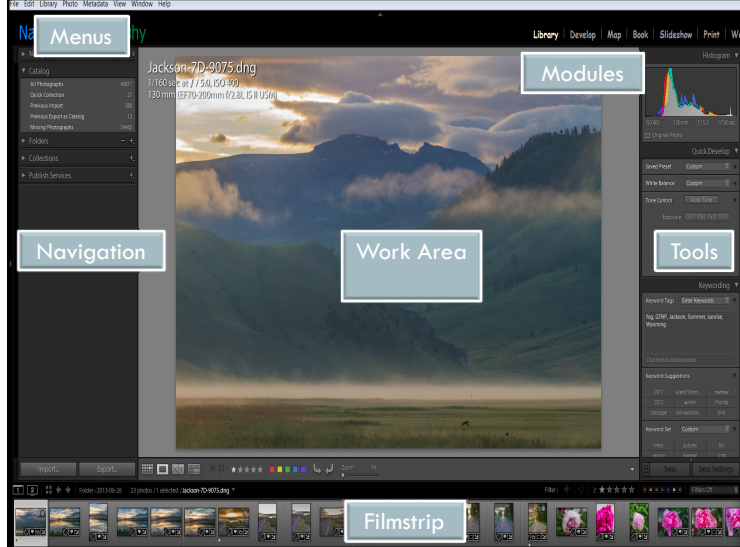
## Adobe Lightroom®

- First Adobe program designed for photographers
- Advanced CameRaw interface / RAW conversion
- Totally non-destructive editing
- High-volume work-flow support
- Image filing, organization and recovery
- Outputting for prints, web, slide shows, books

**Lightroom is a photo database**

Work up front saves massive amount of time down stream

9



10

## Lightroom Modules

- Library – organize your images
- Develop – process your images
- Map – geo-tag your images
- Book – create a photo book
- Slide show – create a slideshows
- Print – print your images
- Web – create a web objects



12

## Lightroom

### Library Module

- Import images
- Name files
- Set location
- Add metadata
- Add organization
- Add key words
- Apply pre-sets
- Find images
- Compare images
- Output images

13

## Library Module

- Catalog (virtual)
  - Work spaces with all adjustments and previews
  - Key word tags
  - Rate, label, comment, title, EXIF, metadata
  - Geo-tags
- Folders and files (images)
  - Browser and file manager
  - Physical location of images
- Collections (virtual)
  - Powerful organizational tools
  - Smart (dynamic) collections
  - Static collections
- Publish services
- Import, convert, and export images



16

## Lightroom Catalog - core

- **Virtual** spaces to store all metadata and adjustment information about images
- Does **NOT** contain the images
- Metadata:
  - Data about data
  - EXIF, camera, lens, settings
  - Owner, copyright, title, comments
  - Key words
  - Geo-tags
  - Virtual data
- How many catalogs?



17

## Folders

- Physical locations of the images (files)
  - Folder and sub-folder destinations on import
  - (Re-)naming your files
  - (Suggestion: Keep camera-assigned file number)
- Common folder organization:
  - Year and date
  - Location
  - Job, shoot, or client
  - Subject
  - How YOU think about your images
- Change name/location **ONLY** in Lightroom

19

## Folder naming choices

- How often do you shoot?
- Are you a “binge” shooter?
- Do you shoot assignments / jobs?
- Are you a travel photographer?
- Do you shoot the same areas/subjects frequently?
- Do you shoot family holiday photos?

20

## RAW, DNG or JPEG

- RAW
  - Large, data (only) files
  - Must be processed – Auto or Manual
  - 12 or 14 bit from camera (may be processed 16 or 32 bit)
  - Metadata .XMP sidecar file needed
- DNG
  - Large, data (only) files but smaller than RAW files
  - Must be processed – Auto or Manual
  - 12 or 14 bit from camera (may be processed 16 or 32 bit)
  - Metadata in file – no sidecar file needed
  - Open source file structure
- JPEG
  - Smaller, processed, viewable image file
  - May do limited processing on lossy, compressed file
  - 8 bit only

22

## Library Module Workflow - import

- Import workflow
  - Import from high-speed card reader – not camera
  - Pre-configure import destination; do not include duplicates
  - Configure “1:1” previews (expire at 30 days)
  - Convert to DNG at (after) import; do not write .XMP files
  - Rename file on import
  - Add “core” key words
  - Apply import preset of choice
- Search workflow
- Export workflow



25

## Import Scripts to Automate Workflow

- Import settings are “sticky”
- Set image source = card reader (USB 3)
- Add, Copy, or Copy/convert to DNG
- Rename image file – “semi-sticky”
  - Custom: LOGICAL\_Camera\_image#
  - Add key words
- Add metadata – copyright, owner, camera, editing
- Apply import preset of choice
- Create standard preview
- Set image destination and file hierarchy

27

## Library Module Workflow - import

- Import workflow
  - Apply import preset of choice – created in Develop module
    - Camera calibration
    - Lens corrections – chromatic aberration, distortion, and vignetting
    - Detail – color and luminance noise reduction; sharpening
    - Presence – clarity, (dehaze), vibrance, & saturation
    - Contrast and exposure (auto vs custom)
  - Camera and lens specific
  - Can be ISO specific

29

## Presets are powerful tools

- Standard, optional, user created
  - Camera calibration and lens correction
  - Sharpening and noise reduction
- Color or monochrome / picture style
- White balance and tint (as shot/custom)
- Exposure, contrast, and saturation
- Whites, highlights, shadows, and blacks
- Effects and presence (clarity & vibrance)
- Can **change** at any time in Develop Module

30

## LR CC Classic – Search functions

- Image Retrieval
  - Any folder
  - Any collection
  - Title, caption, key word, metadata
  - Attribute: rating, pick, color code, file type
  - Camera, lens, setting
  - Available in grid view (G)

33



## High volume sorting of images

- Flags: Pick (P), none, Reject (X)
- Rating: zero to five stars (0-5)
- Color: none to one of five color frames (6-9)
- File type: RAW, JPEG, video, others
- Automatic image sets:
  - Last Import
  - Quick Collection
  - Target Collection
- **Key words**, folder, title, caption, other
- Any metadata: camera, lens, EXIF, other

34

## Special Identifiers

- **Flags**
  - None (U), reject (X), pick for return (P)
- **Star rating** (short cut 0 – 5)
  - None through 5 stars
  - \* = top 10% want to share / possible website
  - \*\* = top 1% excellent add to portfolio
  - \*\*\* = special needs
  - \*\*\*\* = outstanding for submission
  - \*\*\*\*\* = National Geographic
- **Color coding** (short cut 6 – 9)
  - None, red, yellow, green, blue, purple
  - Blue – social media, Green – slide show, Yellow – return, red - print
- **Stacking** like images – HDR, Panorama, focus stacking, etc.

35

## Key Words

- Database & search power of Lightroom
- Key word groups (moose–ungulate–mammal–fauna)
- What to use for key words?
  - State, region, city, country, continent, other location info
  - Seasonal info (i.e., snow in October = winter)
  - Genre – landscape, portrait, wildlife, street, etc.
  - Technique – panorama, HDR, focus-stacking, macro
  - General subject, person, name, category, taxonomy
  - Other – shoot name, job, studio, contract, etc.
  - The more, the better – helps specificity of search
- Don't use EXIF data or metadata, it's already there

37

## Hierarchical Key Words

- State, location, season
- Subject / genre
- Nested key words
  - Wildlife: fauna: mammal: ungulate: elk
  - Bull, cow, calf
  - Specifics: velvet, rut
- Quick selection of up to nine tags

38

## Library Module Workflow - search

- Import workflow
- Search workflow
  - Most important LR function
  - Search by text, attribute, or metadata – any one or all combined
    - Text – key words, file name, title, caption, description, etc
    - Attribute – flag, edits, rating, color, file type
    - Metadata – anything imaginable
  - Collections as search tools

40

## Collections in LR CC Classic

- Collections are virtual “pointers” to images in catalog
- Three types of collections
  - Built-in standards
  - Custom static collections defined by user
  - Custom “Smart” collections designed by user
- Images added to or deleted from collections do not affect virtual images in catalog or physical files in folders
- Deleting a collection does not delete images in catalog/folder
- Modifying or editing an image in a collection DOES change the image appearance in the catalog
- Collections can be grouped in collection sets

43

## Collections in LR CC Classic

- Standard collections (Catalog view)
  - All photographs
  - All synched photographs (to LR Mobile/CC)
  - Quick collection
  - Previous import
  - Previous export as a catalog
  - Duplicate files
- Standard collections (Collections view)
  - Smart Collections sets
    - All red, yellow, green, blue, purple
    - All rated as \*, \*\*, \*\*\*, \*\*\*\*, \*\*\*\*\*
    - All without key words
    - Last 30 days imports

44

## LR CC Classic Search Tools

- Search globally in catalog, by folder, by selected folders
- Library **Grid** View Search
  - Text (any)
  - Attribute (any)
  - **Metadata (all) – most powerful / flexible search tool**
  - None - to cancel search filters
- Key word list search

48

## Lightroom Live Demonstration

51

## Library Module Workflow - export

- Import workflow
- Search workflow
- Export workflow
  - Export workflow is determined by output **product**
  - Drive, Book, Slide show, Print, Web object
  - Export to drive (settings are sticky)
    - Destination
    - Rename file
    - File type / format
    - Color space
    - Maximum file size (kB)
    - Resize image / resolution / quality
    - Sharpening – print or screen and amount
    - Include metadata?
    - Watermark
    - Export pre-set
- Export or Publish

53

## Export vs Publish

- Export places the images in a static location
- Publish uses plug-ins to manage sites
  - Sites on-line or disk/folder
  - Edits and updates are managed
  - Deletions are synchronized
  - “Smart” file management
  - Can retrieve on-line comments

55

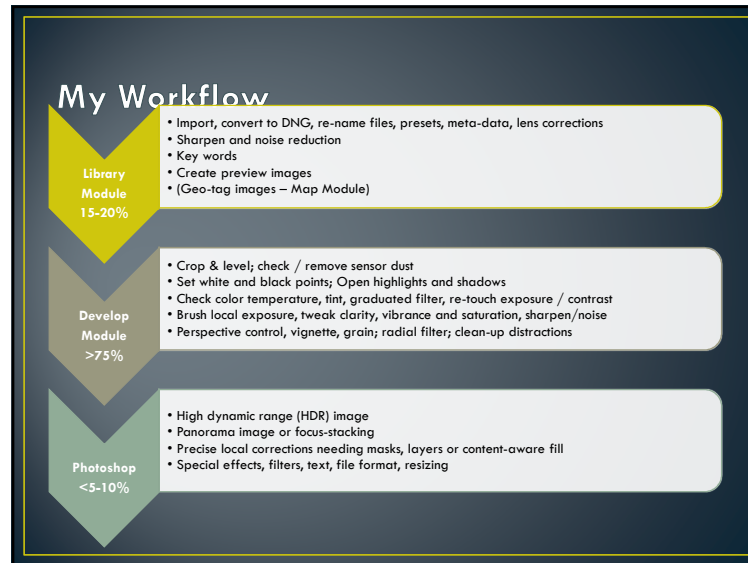
## 5-step Digital Workflow

- Capture
- Import
- Organize
- Develop / edit
- Search / Output



<http://digital-photography-school.com/>

57



58

### Summary



- Powerful database for image organization
- Thoughtful use of catalogs, folders, **key words**, and collections will allow easy location of individual and groups of images
- Image organization takes some **up-front** time but pays you dividends as your portfolio increases
- Collections & Smart Collections organize your images
- Seamless integration with other Adobe and many third-party products

60