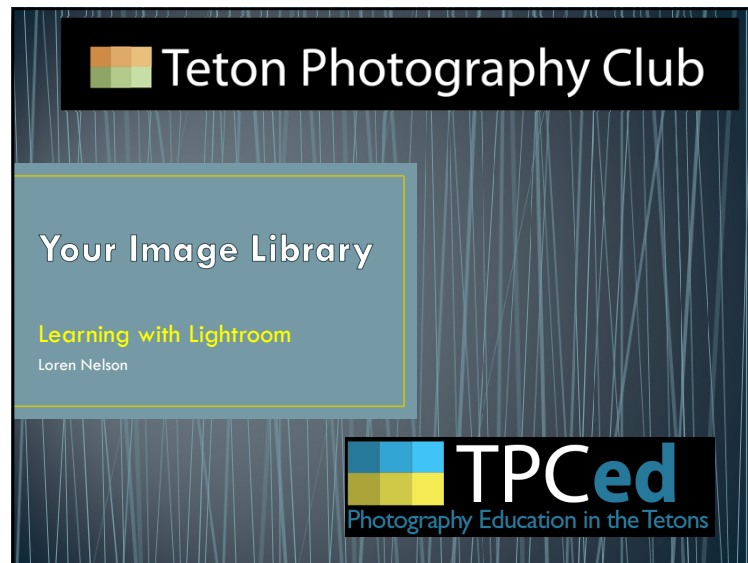




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## Adobe LightRoom®

- 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

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## Information – physical versus virtual

- Physical (drive) storage location is fundamental
  - Slow creation, access, and alteration
  - Can be affected by external programs
  - Requires manual back-up plan
- Virtual organization gives amazing flexibility
  - Very fast – instantaneous
  - Protected from outside programs / applications
  - Automatically saved in catalog
  - Requires almost NO drive space
  - Can re-organize in many different ways / views
  - Can optimize workflow

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## Folders

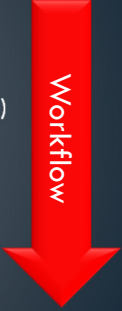
- Physical locations of the images (files)
  - Folder and sub-folder destinations on import
  - (Re-)naming your files
  - (Suggestion: Keep camera-assigned file number)
- Common folder organization:
  - Year and date
  - Location
  - Job, shoot, or client
  - Subject
  - How YOU think about your images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

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## Library Module Workflow - import

- Import workflow
  - Import from high-speed card reader – not camera
  - Pre-configure import destination; do not include duplicates
  - Configure “standard” 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

Workflow



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## 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.

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## 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

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## Hierarchical Key Words

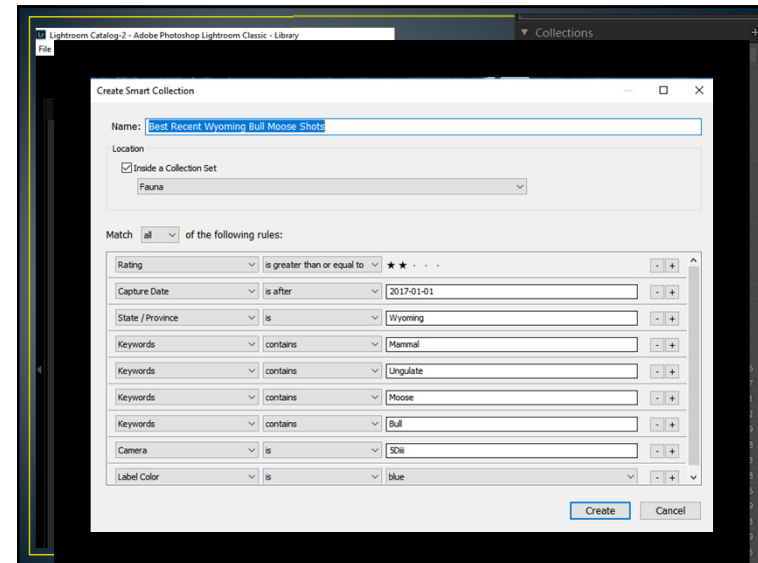
- State, location, season
- Subject / genre
- Nested key words
  - Wildlife: fauna: mammal: ungulate: elk
  - Bull, cow, calf
  - Specifics: velvet, rut
- Quick selection of up to nine tags

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## 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

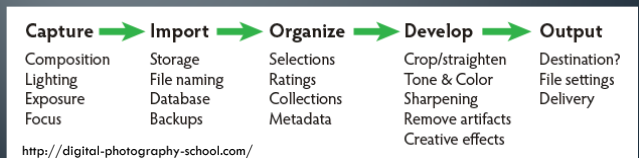
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## 5-step Digital Workflow

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



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## 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
- Use your metadata to better understand your style, subjects, techniques, and equipment

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