

Transferring Photos From the Camera

Creating Folders for Photos

Before transferring the photos, go to My Pictures. It is located in My Computer>My Documents.

Use File>New>Folder to create a folder for your photos.



Once you have made the new folder, give the folder a name that will be helpful to you, such as Family Reunion Sum 04.

Type in the name rectangle. If you lose the highlighting of the “New Folder,” double-click on the name to select it again. This allows what you type to replace what is in the name box.

A folder or file name can contain up to 255 characters, including spaces. It cannot contain any of the following characters: \ / : * ? " < > |

Push the Enter key or click somewhere out of the name box. The name will be entered into the computer’s memory.

Make as many folders as you need.

Transferring Photos to the Computer

Transfer the picture to the computer by either connecting the camera directly to the computer or moving a memory card from the camera to a card reader.

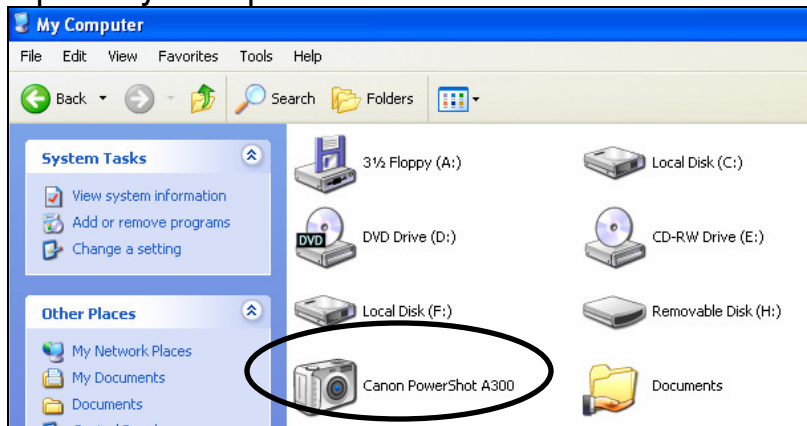
It is always better to have the camera OFF when connecting it or taking out a memory card.

Transferring Copies of Photos from the Camera

If you are using the cable to connect the camera, plug in the USB connector. Turn the camera on.

If you get a message about a transfer wizard asking about the camera, click on Cancel.

Open My Computer. Find the Camera icon.



Use File>Open or double-click on the camera.

If the photos are stored in a folder, open the folder/s until you see the photos.

To move copies of all the photos to your computer, use Edit>Select All.
Use Edit>Copy.

Go back to the folder that you created in My Pictures & open it up.

When you are looking at the inside of the folder, use Edit>Paste to put copies of the photos into the folder.

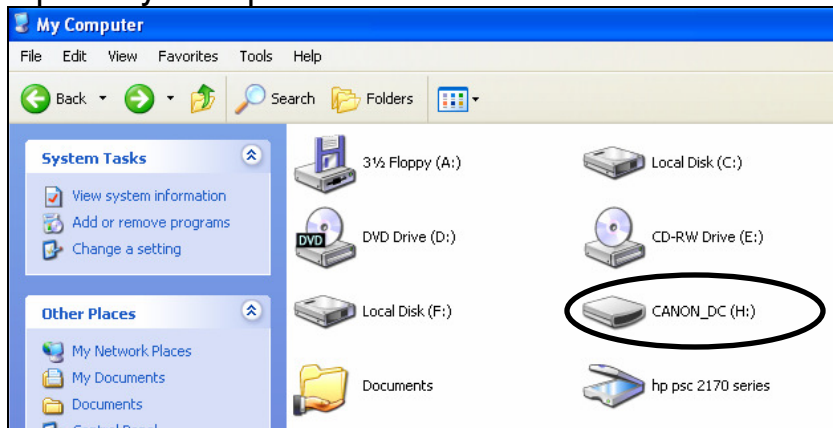
Turn the camera off & disconnect it.

Transferring Copies of Photos from the Card Reader

If you are using a card reader to get the photos, put the photo camera card into the card reader. Make sure that the card reader is connected to the computer & that it is on.

If you get a message about a transfer wizard asking about the card reader, click on Cancel.

Open My Computer. Find the Card Reader icon.



Use File>Open or double-click on the icon.

If the photos are stored in a folder, open the folder/s until you see the photos.

To move copies of all the photos to your computer, use Edit>Select All. Use Edit>Copy.

Go back to the folder that you created in My Pictures & open it up.

When you are looking at the inside of the folder, use Edit>Paste to put copies of the photos into the folder.

Take the card out of the card reader & put it back in the camera.

Selecting Some of the Photos

To select one photo, single-click that folder or file. Use Edit>Copy & then continue with the instructions.

If you want more than one photo and they are next to each other, click on the first photo and, holding down the Shift key, click the last photo. With the photos still selected, use Edit>Copy & then continue with the instructions.

If you want more than one photo and they are not next to each other, click on the first photo and, holding down the Ctrl key, click each of the other photos. With the photos still selected, use Edit>Copy & then continue with the instructions.

Deleting the Photos

Either you can delete the photos from the camera or card reader while you are still looking at them in My Computer or you can delete them on the camera.

To delete the photos through My Computer, select the pictures individually, in groups, or Select All.

Use File>Delete. Click OK to delete the pictures from memory. Although you could buy special software to retrieve a deleted image or ask a computer or camera service to see if the image could be revived, the photos are usually gone if deleted.

To delete the photos through the camera, go to the Menu or look for an icon that will allow you to delete a single photo, a group, or all photos. If the memory card has become corrupted or you want to clean up the disk, go to the Menu & file or tools. Have the camera format the disk. This erases everything on the disk & readies it for photos.