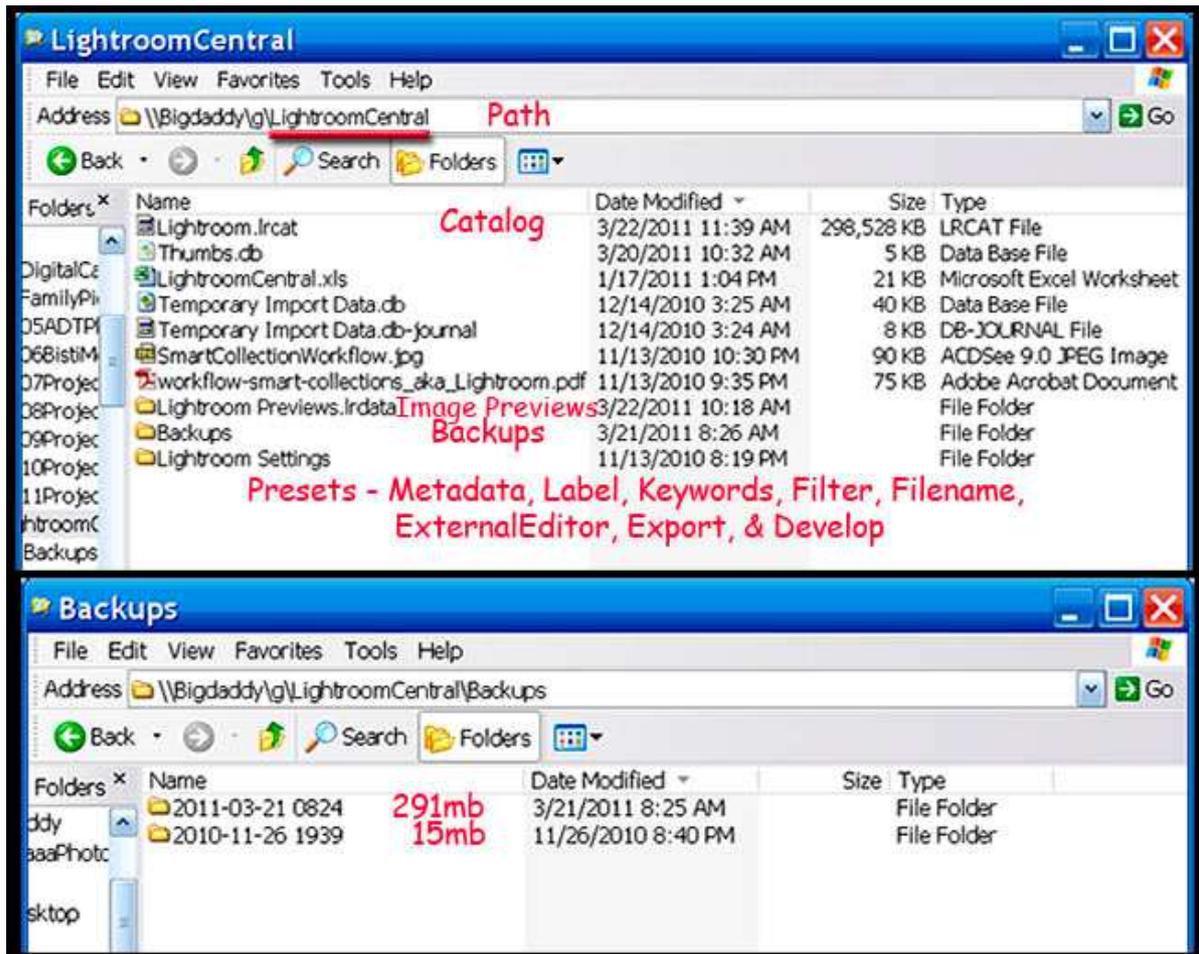


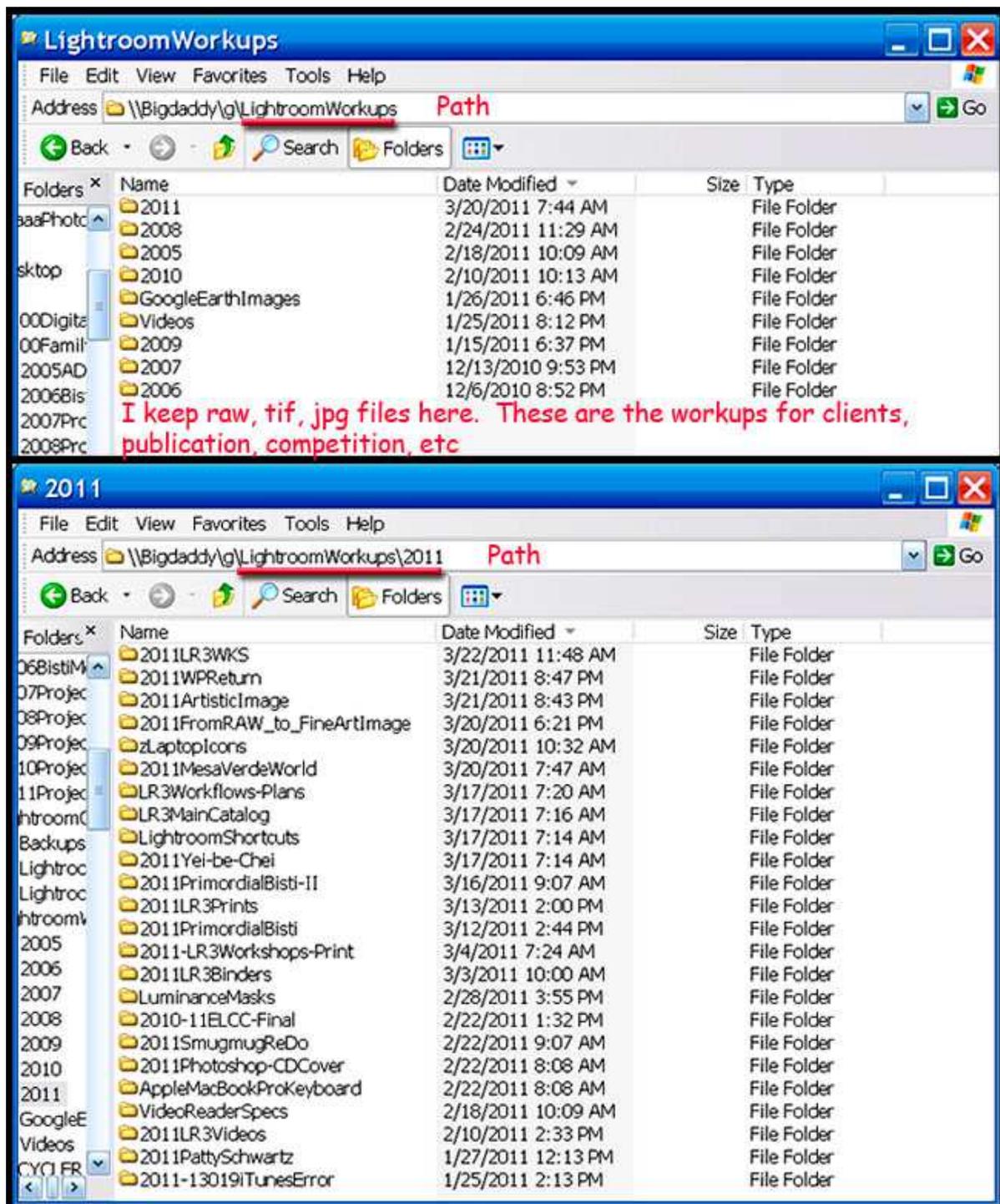
Bringing Raw Files from a CF Card to Central Lightroom Catalog

Let's start with some raw files on a CF card and put them in a central Lightroom catalog on our desktop.

There are a number of individual steps to get raw images from your camera to a central Lightroom catalog. Let's carefully go over that process...

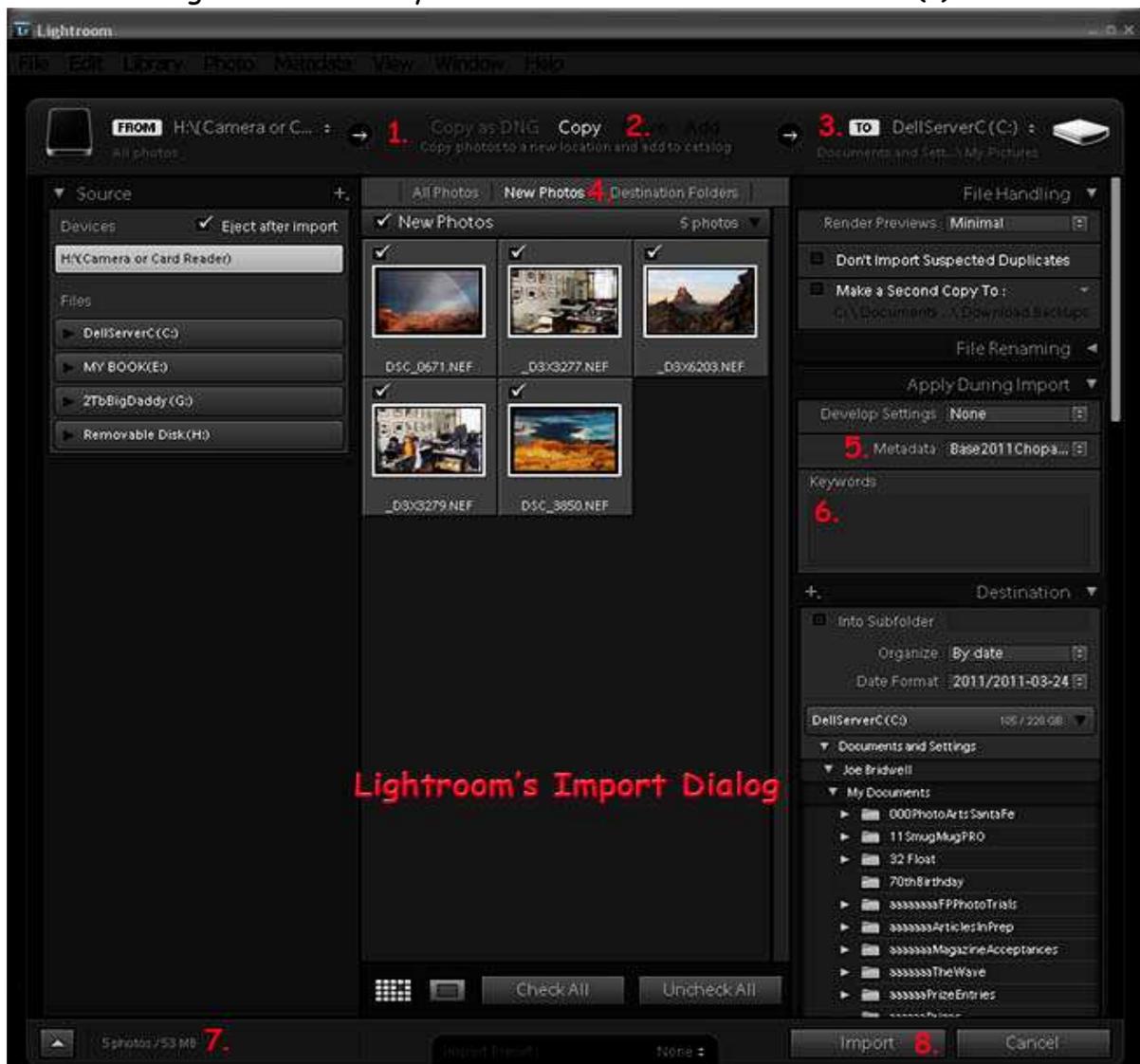


1. Make three folders on the desktop of your laptop.
 - a. LightroomCentral.
 - b. LightroomWorkups.
 - i. 2011.
 1. A and B on desktop, I is in LightroomWorkups.
2. Open Lightroom.
3. Under File menu, create a New Catalog in LightroomCentral called **Lightroom**.
4. Open Lightroom catalog.



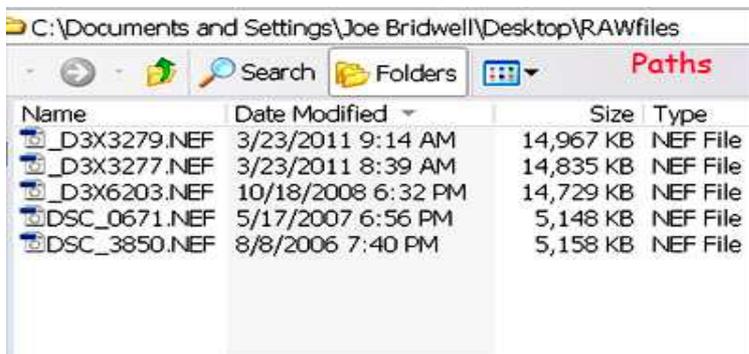
- a. You've just created your first centralized catalog in Lightroom.
- b. *While it's NOW on the desktop, later you're going to want to put it on an external drive somewhere.*
- c. Then, we'll talk about finding missing photos when that's done.

5. In a separate document, we cover creation of your Personal Copyright information.
6. *Do that task now!*
<http://www.geocompa.com/GettingYourCopyrightLightroom.pdf>
7. Attach your card reader to your computer.
8. Insert a CF card with your latest images. For workshop, we supply.
9. In Library module, click Import.
10. Lightroom senses you have a CF card reader attached (1).



- a. It brings up a thumbnail of each image (4).
- b. It asks you how you want to Copy, Move, or Add each file (2).
 - i. You want to Copy new images...
- c. It asks you where you want to put this new information (3).

- i. You want to put new images in LightroomWorkups, 2011, whatever you call that particular folder...
- d. It lets you see only New files from CF card (4).
 - i. If you click All, it'll show you all files.
 - ii. If some files are dark, they already exist in the catalog.
- e. It asks you what copyright you want to put on each file (5).
- f. It asks you what keywords to put on all files (6).
 - i. You want to use generalized keywords here. After photos are in Lightroom, then, you want to be specific by photo.
- g. It tells you how many files and WHAT space they take (7).
- h. Finally, you're done; click Import to begin the process (8)!
- i. This list of information is shown on the figure above with



numbers.
There's a definite sequence you must go through to successfully Import, Keyword,

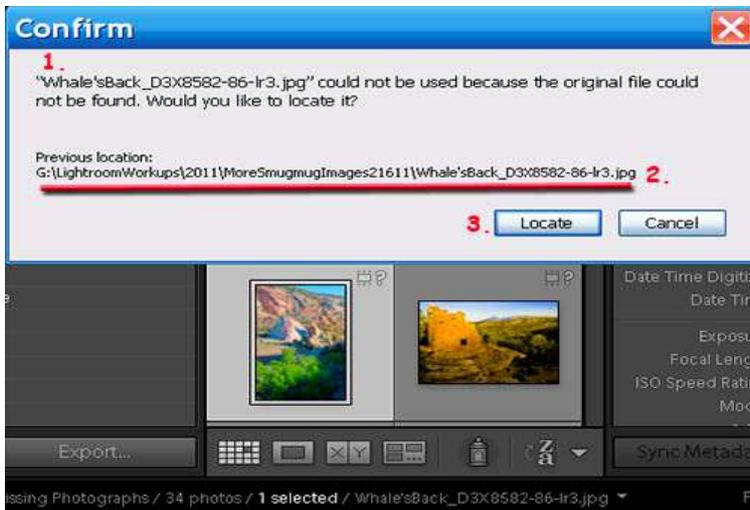
Copyright, and say where each photo goes...

- 11. When photos are in, if there are different topics, go back through Keywords for each photo and add those topics.
- 12. When you get home, move LightroomCentral and LightroomWorkups in 2011 on your external hard drive on your studio computer.**
- 13. Open Lightroom, do a File> Open Catalog> navigate to LightroomCentral on your external hard drive, choose .lrcat file you built on desktop, and click Open.
- 14. Lightroom will bring in raw files.
- 15. Or, you may need to locate missing files.**
- 16. In Library module, Grid mode (G), you may notice each image



may have a ? (question mark).

17. Click missing image to see image name in file name line below images.



18. Click ? to bring up Locate dialog box.

19. Confirm tells you file name (1) and prior location (2). Now you want to locate that same file again on the new drive.

20. Find proper folder where it resides.

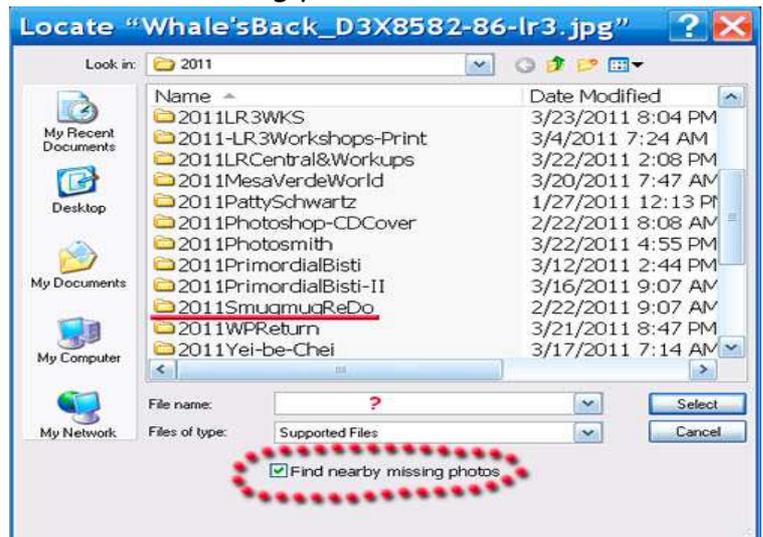
21. Type in image name at red ? below.

22. **ALWYS CHECK 'Find nearby missing photos'.**

23. Presto-changeo; Lightroom finds all missing photos in that folder.

Yep, there are some serious steps to learn. But, you've done quite a bit here:

1. You've imported raw files to a Central catalog.
2. During Import, you applied a Copyright and Keywords.
3. After Import, you added specific topical keywords.



4. After you got home, you put Central catalog on an external hard drive.

5. When you opened the catalog, it said, "I can't find these new pictures".

6. But these Lightroom engineers, they're great guys. They built in a Find Missing Photos... that's saved me more than once!

Congratulations!

You should now be a *happy* Lightroom user...

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