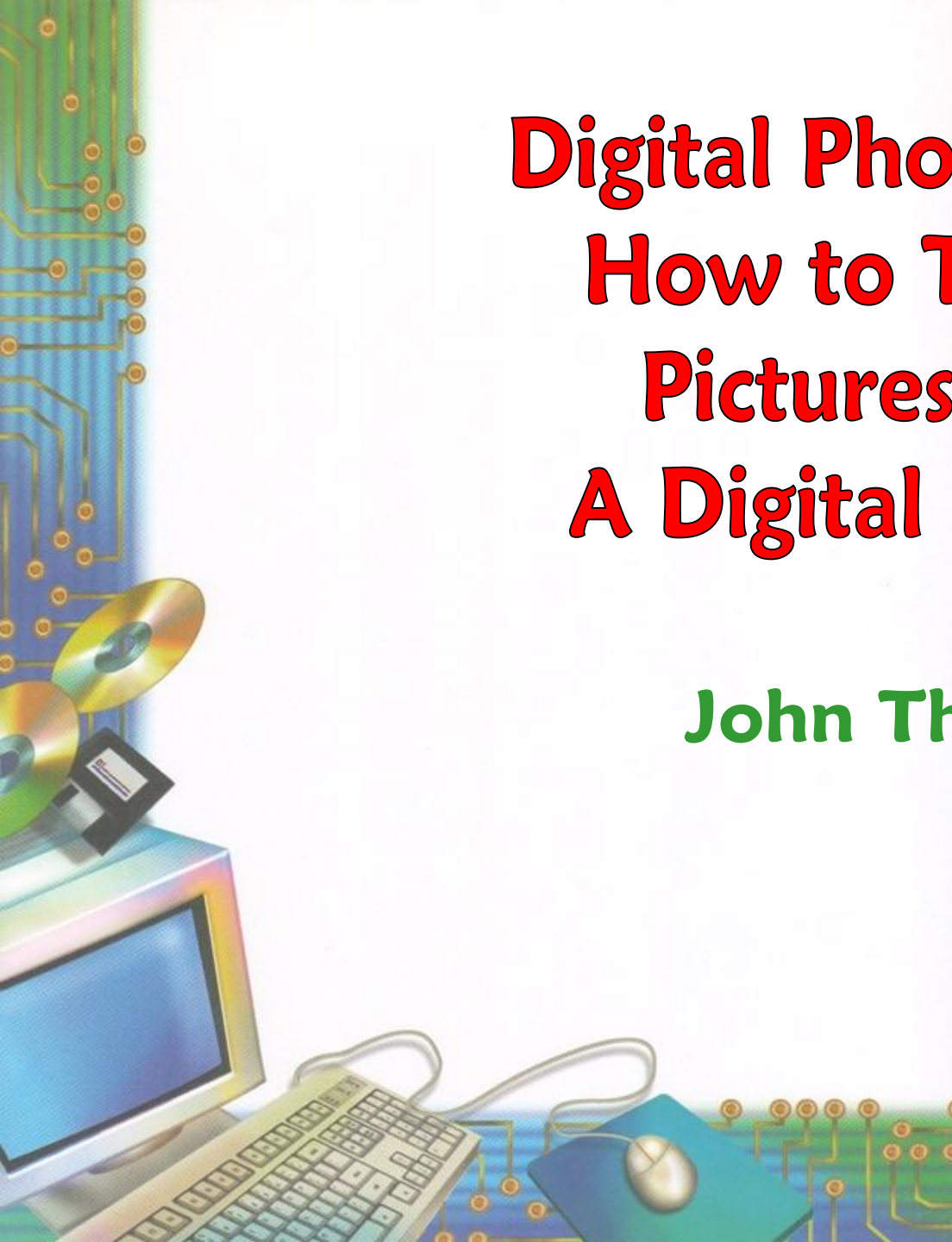


Digital Photography How to Transfer Pictures From A Digital Camera

John Thurlow



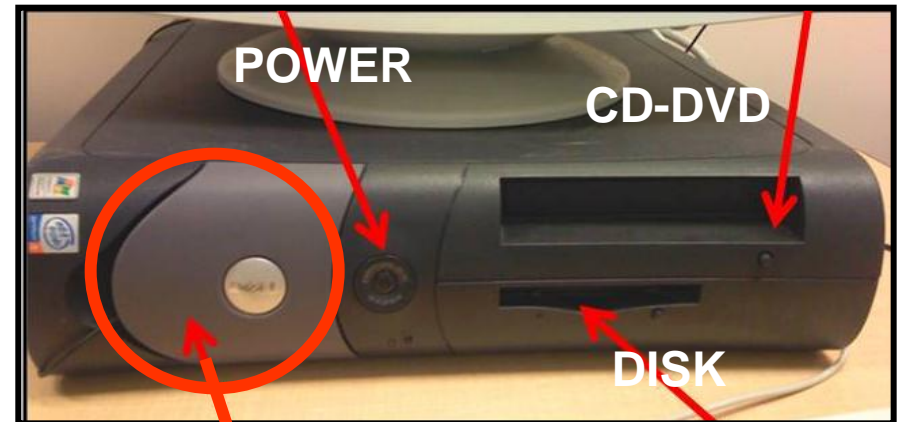
The Computer Desktop



The Computer

All computers have “USB Ports” which are small rectangular slots for cables to plug into. Below you will find the locations of these Ports on the two types of Computer Towers we have. You will plug the cable from the camera bag into one of these.

The Camera Cable



USB PORT (Open Door)

The Cameras



1. Find the USB Cable in the camera bag
2. Plug the big end into the computer
3. Plug the small end into the camera (find the small USB port which may be beneath a small rubber or plastic door)
4. Turn the camera on and watch the bottom right hand of the screen for a message that the computer has "found" the camera.



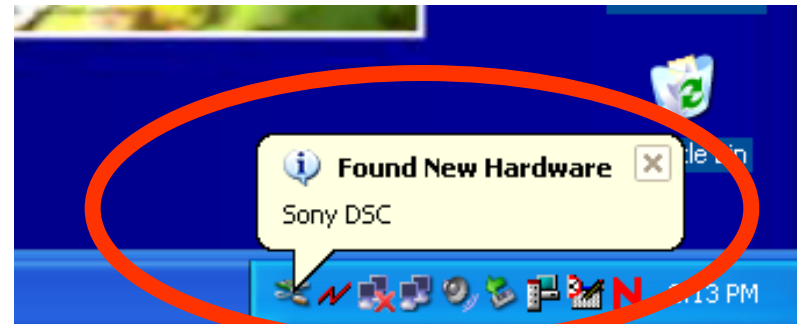
KODAK



SONY

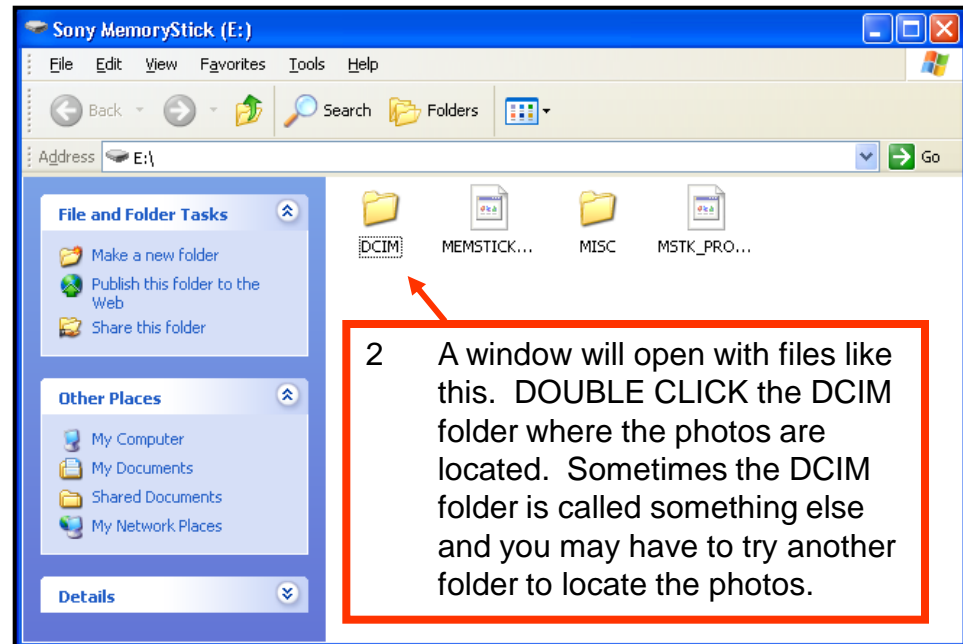
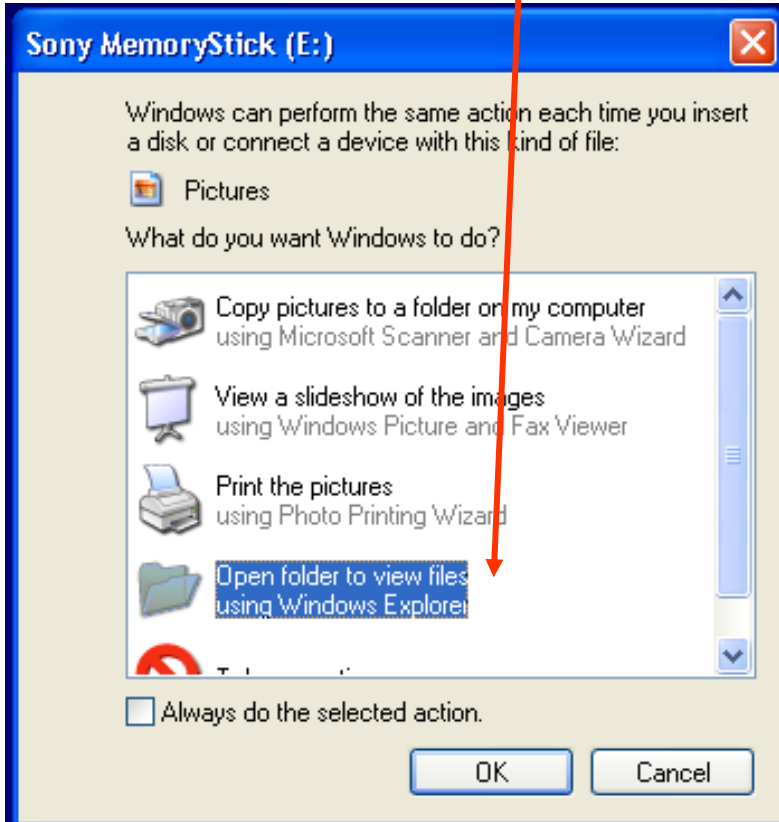


SONY

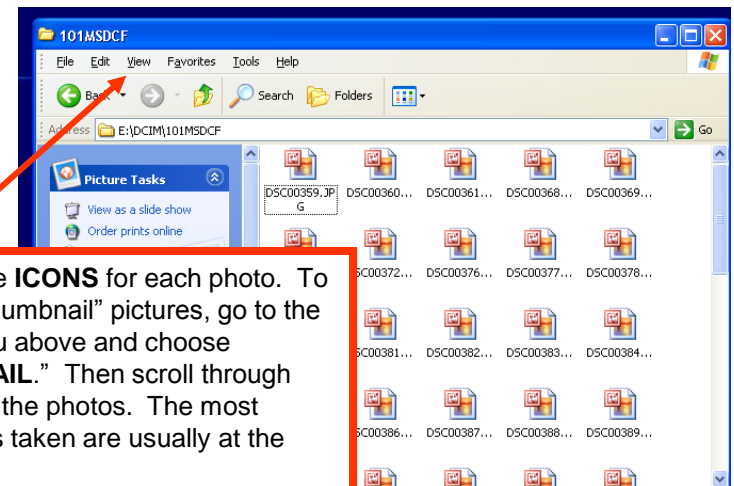


The Connection

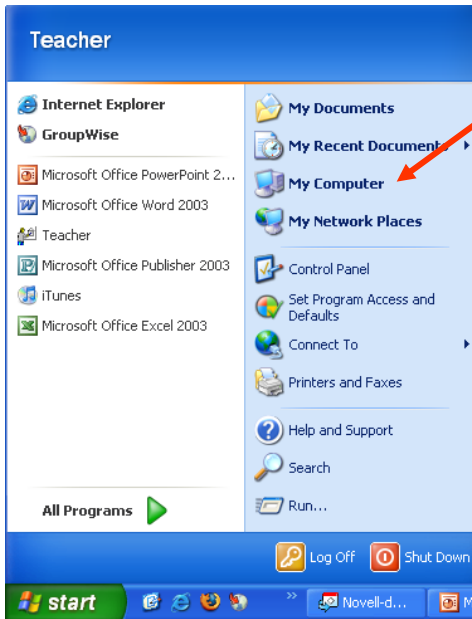
1. A window will eventually appear once the camera is connected with choices. Choose "Open Folder to view files." If this does not appear as a choice, choose CANCEL and skip to the next slide. If it does appear, look to the right side of this slide.



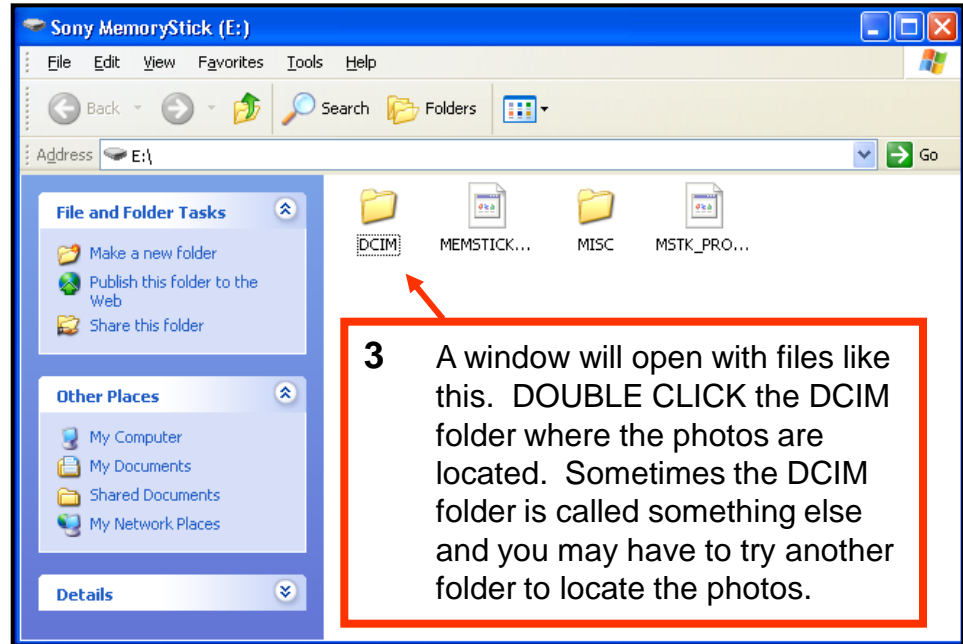
- 2 A window will open with files like this. DOUBLE CLICK the DCIM folder where the photos are located. Sometimes the DCIM folder is called something else and you may have to try another folder to locate the photos.



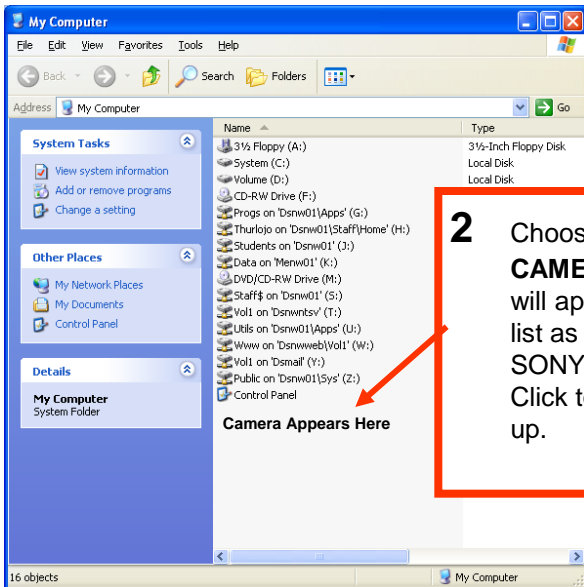
- 3 You will see **ICONS** for each photo. To see little "thumbnail" pictures, go to the **VIEW** menu above and choose "**THUMBNAIL.**" Then scroll through and look at the photos. The most recent ones taken are usually at the bottom



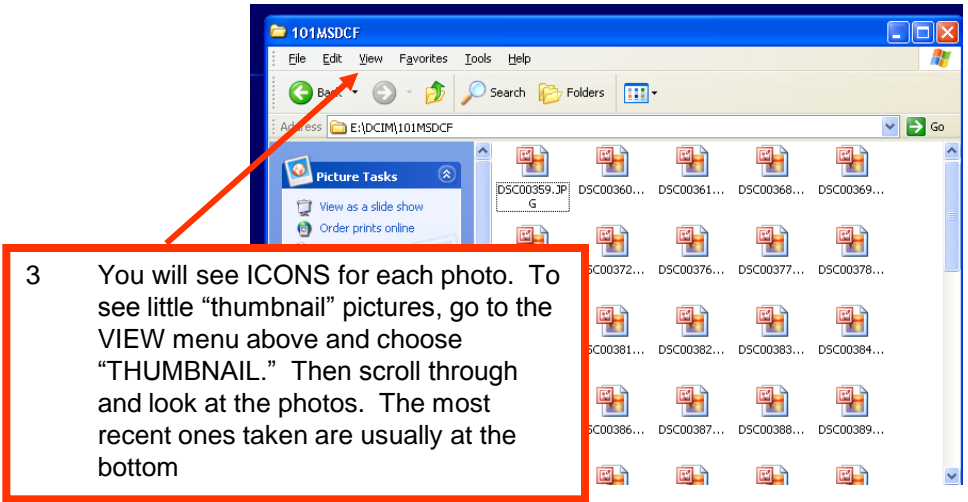
1 Choose "My Computer" from the START button or from your DESKTOP



3 A window will open with files like this. DOUBLE CLICK the DCIM folder where the photos are located. Sometimes the DCIM folder is called something else and you may have to try another folder to locate the photos.

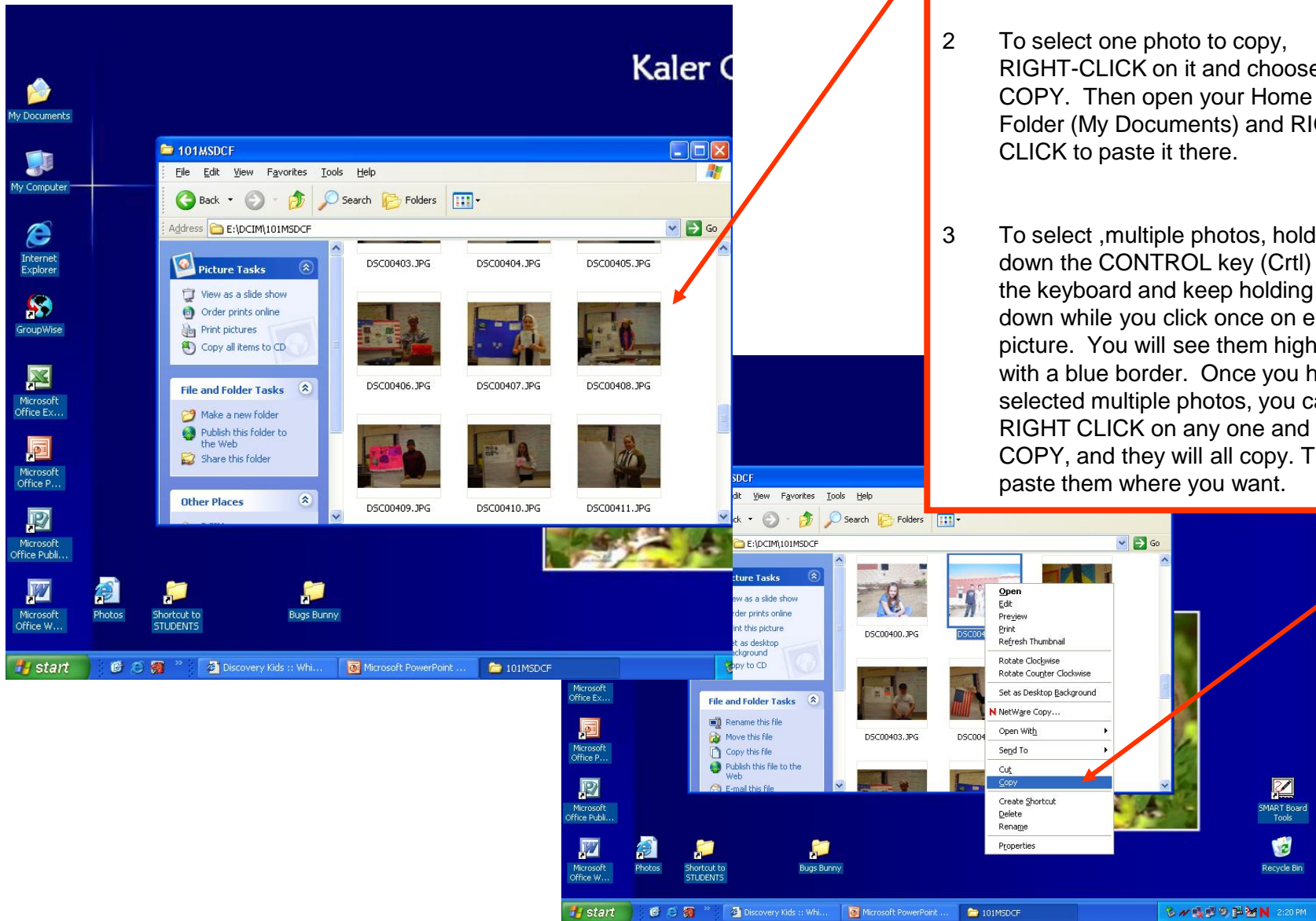


2 Choose the CAMERA which will appear in this list as KODAK or SONY. Double Click to open it up.



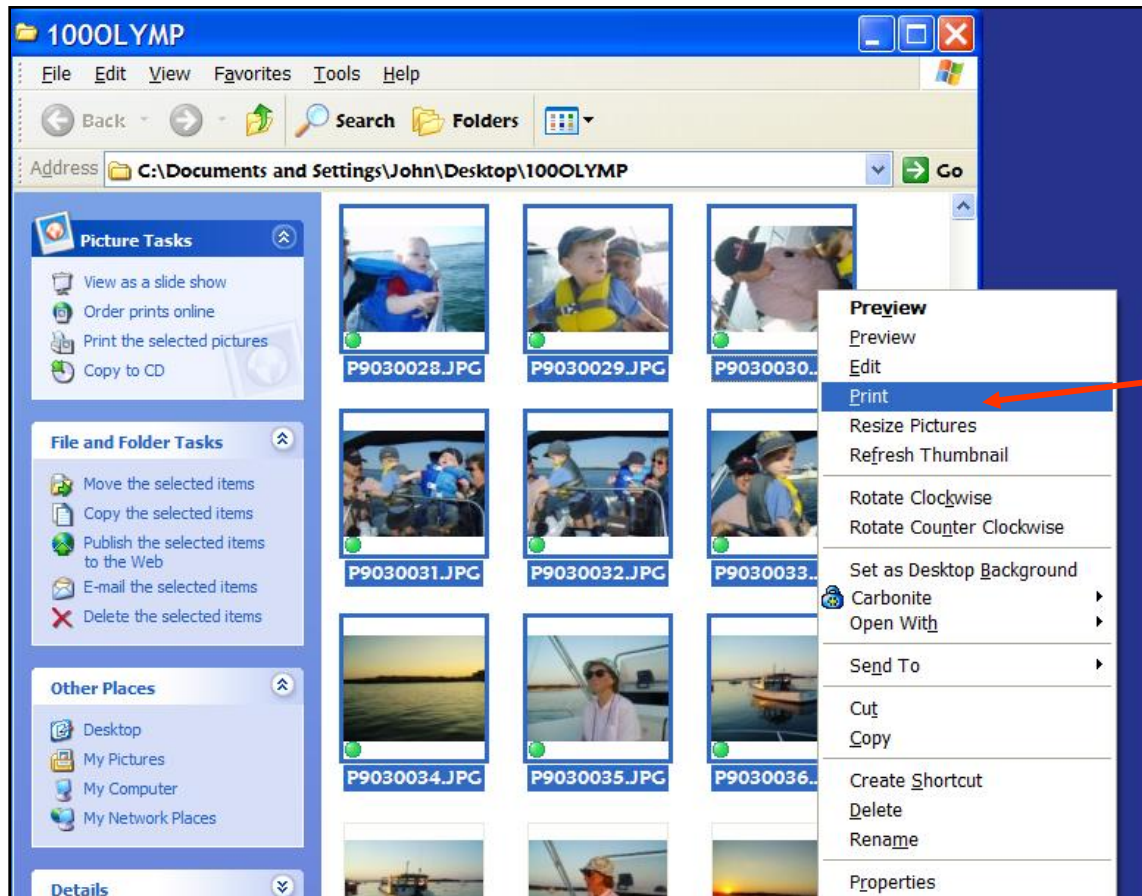
3 You will see ICONS for each photo. To see little "thumbnail" pictures, go to the VIEW menu above and choose "THUMBNAIL." Then scroll through and look at the photos. The most recent ones taken are usually at the bottom

Copying Photos



- 1 Here is a window with the “THUMBNAIL” view of the photos. Scroll through to find yours.
- 2 To select one photo to copy, RIGHT-CLICK on it and choose COPY. Then open your Home Folder (My Documents) and RIGHT CLICK to paste it there.
- 3 To select ,multiple photos, hold down the CONTROL key (Ctrl) on the keyboard and keep holding it down while you click once on each picture. You will see them highlight with a blue border. Once you have selected multiple photos, you can RIGHT CLICK on any one and COPY, and they will all copy. Then paste them where you want.

Printing Photos



- 1 You can copy and paste any photo into programs such as Word, PowerPoint or Publisher, then print them from there. If you **DOUBLE CLICK** on any picture in these programs, you will get a dialogue box which offers lots of ways to modify the picture. Experiment.
- 2 To just print multiple photos, use the **CONTROL** key (Ctrl) to select multiple photos from your Home folder (My Documents), then **RIGHT CLICK** on any one and choose **PRINT**. This will bring up the **PRINT WIZARD** which is very self explanatory and gives you many options for printing quantities, sizes, etc. Be sure to select the color printer when it ask you to choose printers.