

## Computer Tips

*Brought to you by*

### Michael's Computer Services

#### Working with Photos

You have just returned from an exciting holiday, and your digital camera is brimming with snaps of the interesting places you visited. Now that you are home, you want to transfer the photos off the camera, so you can show your friends and maybe email a few to relatives. But you are not sure what to do. How do you do it?

Transferring pictures from your camera to a computer is not as difficult as it might seem. You will need only two things to do it—the USB connector cable that came with your camera, and a computer with a spare USB port available.

To transfer your photos, first plug the large end of your USB connector cable into a spare USB port on your PC. Next, plug the small end of the cable into your camera's USB port. This port is often hidden with a plastic or rubber cover. If you are not sure where this port is on your camera, refer to your camera's user manual.

Once you have the USB cable connected, switch your PC and your camera on. You can already have your PC running when you connect the USB cable, but it is always a good idea to have your camera turned off when you connect the cable to it. This minimises damaging your camera's delicate circuitry, or your precious photos.

Once your camera is turned on, if this is the first time you have plugged it into the PC, a message will appear announcing that your particular camera model is installing. Follow the steps as directed in your manual for completing this install. Once installation is finished, you can double click the My Computer icon on your PC's desktop.

When you open My Computer, you will notice a new drive is showing. This new drive (or Removable Disk) is your camera. Double click this drive, then click the folder DCIM. This is the top folder on your memory card. Within this folder will be another folder with an abbreviated code related to the model of your camera. Double click this folder and all your photos will now appear.

To transfer all your photos to your PC, go to the Edit menu at the top of the window, and click Select All. Now go back to the Edit menu, and click Copy (or Cut if you want to remove all the photos from your camera).

Now close all of your open windows, back to the desktop of your PC. Right click on your desktop, and click New and then Folder (or Make New Folder, depending on your version of Windows). Type a name for your new folder, and press Enter to save the name. Now open up the new folder, go to the Edit menu again, and this time click Paste. All your photos will now start transferring from your camera to the folder on your desktop.

For successful transfer of your photos, make sure your camera's batteries are at full strength. Depending on how many photos you have, the transfer process can take up to 20 minutes. Alternatively, use the AC adapter that came with your camera, to save your camera batteries.



## Michael's Computer Services

All your computer needs met in one place!



- PC Repairs & Upgrades
- Virus Removal & Prevention
- New & Used Systems
- PC Hardware & Components
- LCD Monitors
- Printers, Inks & Toners
- Peripherals & Much More

Call Michael or Naomi on: **4171 0981**

85 Chester Street, Nanango (cnr Deakin Crescent)