How to organize your project folder for server submission & Flickr.com - Saddleback
How to organize your project folder for server submission.
You must put your name on the outside of your hard drive, if you leave it behind we can return it to you.

Saddleback students will work off your portable hard drives.

Do not keep flash drives, media cards, or cameras plugged into computers while you are working on your images. After you remove data from the device remove the device from the computer. You will lose your data if the device is bumped or computer crashes. It happens all the time so play it safe.
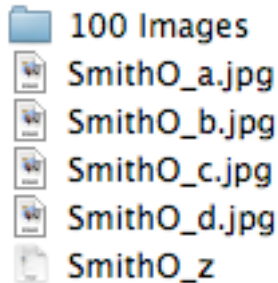
BACK UP EVERYTHING!!!!!! TWICE!

Properly name project file. You will lose 5 points if you don't.

Here is an example of student Olive Smith for the Techie Nerd Assignment.

SmithO_TN

Inside the SmithO folder the files should look like this

100 Images
SmithO_a.jpg
SmithO_b.jpg
SmithO_c.jpg
SmithO_d.jpg
SmithO_z

Images in the "100 images " folder must be exported in black and white and low resolution jpg files. Name this folder "100 Images" even if you have 149 images or 101 images.

Every assignment will have its own initials

SmithO_z.pdf is the contact sheet of all images shot for the assignment

No numbers
No symbols
You may use underscore " _"

You must turn in your images to two places for all your photography assignments
1.   Full assignment folder
2.   Flickr.com – Final 4 images in class group
     http://www.flickr.com/groups/porterphotoclass/