

JILL'S "CHAPTER METHOD" FOR RE-NAMING FILES FOR PHOTOBOOKS

Making a PhotoBook with our kiosks? Having trouble combining photos from mixed sources and getting them into chronological order?

Why can it be difficult to sort photos chronologically?

- Photos are tagged with the "date taken" and the kiosk sorts photos from memory cards using this metatag. Unfortunately it seems if photos have been burned to a CD the kiosk uses the date & time burned, not taken, to sort these photos – and the date and time metatag is identical for each photo!
- There are problems when combining photos taken with different cameras that didn't have matching times and dates (tip...synchronise cameras as you would watches).
- There are also problems when using photos that have been scanned, if not scanned in chronological order

Solution? Rename files to combine in a specified order using a free viewing program called XNVIEW (download from www.xnview.com/en/download.html). Got a few hundred photos and don't want to rename one at a time – try the following method.

1. COPY only the photos that you want to use in your PhotoBook from all sources (scans, CDs, etc) into a new folder called 'photobook'.
2. On paper create a numbered list of all "chapters" in your book
Wedding example might be "preparation at home", "departing home", "arrival", "ceremony", "signing register", "formal photos", "casual photos", "speeches", "dance"
Life book example might be "baby photos", "early childhood", "teen years", "wedding", etc
3. Within the new photobook folder, create numbered sub-folders for each chapter using at least 2 digits (e.g. 01, 02...10, 11 etc)
4. Referring to your list, move (or cut and paste) photos into the appropriate sub-folders
5. Now use Xnview to re-number photos within each sub-folder

Open XnView

6. In the folder panel, navigate to sub-folder 01.
7. Select the first file, then hold the Ctrl key and the "A" key together to select all the files in the folder
8. Go to **Tools > Batch rename**. See figure 1.
9. Ensure the Filename Template field is ticked then type in the folder number (2 digits) followed by three hashes to represent serial numbers. E.g. 01###
10. Enter 1 as the starting number and 1 as the step value.
11. Leave all the other boxes unticked.
12. The old names and new names are displayed in the dialog box. When you are happy with changes shown in the preview, click **Rename** to apply the changes
13. Repeat steps 7 to 13 for each sub-folder within the photobook folder
14. Save the photobook folder to a USB stick or burn to a CD/DVD then load into our kiosks.

15. If you did everything correctly at the 'organise' stage you should be able to click on 'filename' and have all the photos rearrange themselves into the groups you created.

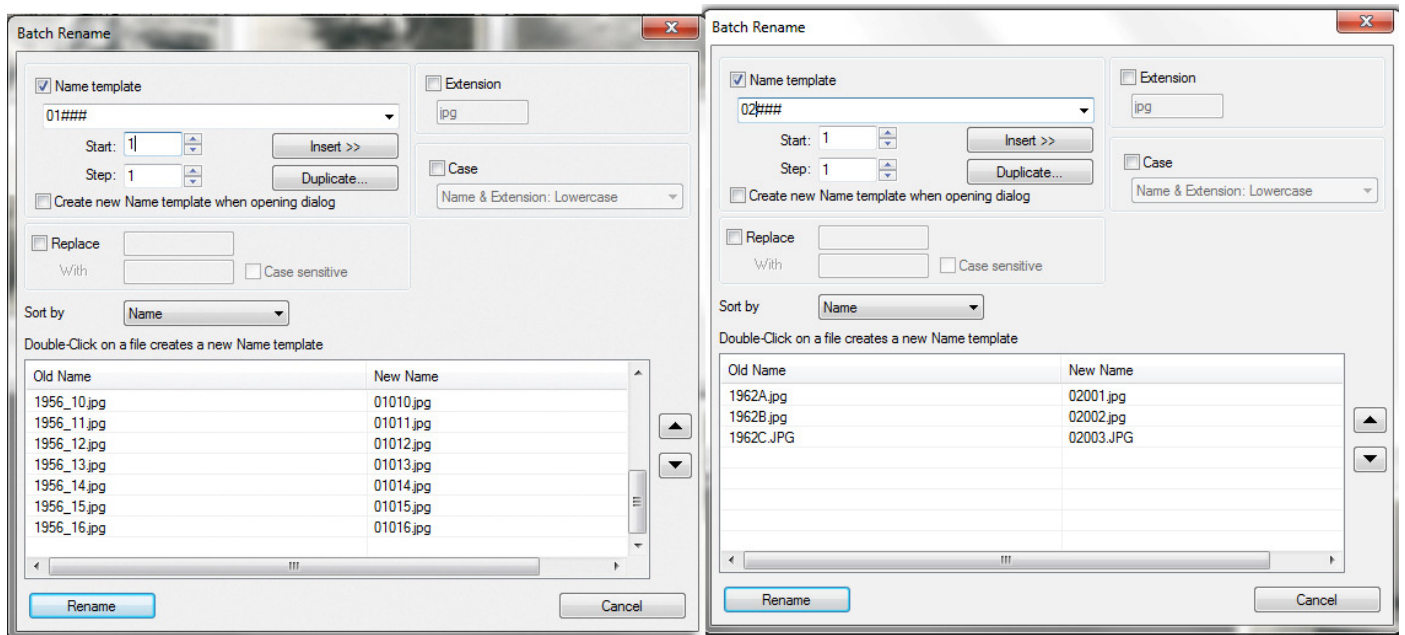


Figure 1