After the Scan
Online Preservation Your Family Can Find

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Objective

Help you create your own plan for the online preservation and sharing of your scanned family treasures so that you can do it right, do it once!

Before the Scan — Collection Assessment

How large is your collection? What are you going to work on first? How will you keep your items organized before, during, and after scanning? Pick a small portion of your collection to tackle first so you aren't fully committed to one way of preserving and sharing. Practice, learn what works best for you and your family. Learn from your mistakes. This is much easier to do if you start with a small portion of your overall collection.

The Scan — Scanning Basics

Use a high-quality flatbed scanner. Scan most photos at 600 dpi and save as a TIFF. If you plan to edit the photo, preserve a digital "negative" of the original unedited scan. For additional guidelines, see Denise Levenick's chart "Scanning Guidelines."[1]

After the Scan — Creating Your Plan for Sharing

Consider these questions:
- Who do you want to share with?
- Where do you want to share scans of your family treasures?
- How are you preserving your scans so they will last in perpetuity?
- How are you ensuring that your treasures won't need to be scanned repeatedly by other family members in the future?

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[1] Denise May Levenick, *How to Archive Family Photos, A Step-by-Step Guide to Organize and Share Your Photos Digitally* (Blue Ash, Ohio: Family Tree Books, 2015), p 127.

OHIO — Only Handle It Once

Do it right — do it once!

Who Is Your Family?

You have both known and unknown family members. Your family members can generally be described as falling into one of these categories: immediate family, close family, extended family, or distant family. You can have unknown family members in any of those categories. All of your family members will have different levels of interest in family history. Those interest levels may change over time.

What Types of Photos Are in Your Collection?

Photos of Living Family	Photos of Deceased Family
Private - shared only amongst your immediate family now	**Private** - are any too personal to be made public?
Personal - may choose to share on social media with friends and extended family now	**Personal & Milestone Photos** - these are meaningful photos for all descendants to have access to now and in the future
Milestone Photos - public to a point now	

For photos of living family members, how will you prepare to easily make those photos available in the future when the time is right? Some photos will include both living and deceased family members, which ones are appropriate to share now? ONLY share photos that include living people with their permission.

What Does Online Preservation Really Mean?

For photos of deceased family, hopefully it means:
- Preserved in perpetuity
- Can be accessed in perpetuity by all of your family, known and unknown
- Can be downloaded for reuse (file size matters!)
- Can be found through a Google search or tree search on Ancestry, FamilySearch, etc.

Have you ever created a digital file that you can no longer access? Have you ever used an online service for digital storage that no longer exists? This is what you want to avoid. You don't want the scans of your family treasures to become locked up in unusable physical media items or lost when an online service is discontinued. You want your treasures stored and shared in multiple places to ensure their preservation.

Making Your Plan

- Begin with the end in mind
- Start small - don't lock yourself into a routine that won't work for you or that will bog down your computer with tons of digital files with no end goal for sharing
- Every family and every collection are different, but the end goals and products are generally the same

Sharing Objectives

- Accurate photo history of your ancestors, publicly preserved and shared
- Larger file sizes so descendants can print large photos for display
- Easy interaction with ancestor photos for your immediate family
- Cousin bait to help you connect with unknown family and find more treasures

My Chosen Sites for Preserving & Sharing & Why

- **My Genealogy Blog:** I can ensure that the information connected to a photo is presented accurately. My blog also serves as "cousin bait" to help draw family to my digital doorstep through a Google search. Genealogy miracles happen through cousin connections!

- **Ancestry:** I share photos in my private Ancestry Tree, and, in some cases, my public Ancestry DNA Tree. I like having quick access to the photo collection of each ancestor within my research tree. I can also invite family members to view this tree and the photos in it.

- **FamilySearch:** FamilySearch is committed to preserving family data in perpetuity. FamilySearch is free for everyone to use and access, and that means any of my unknown cousins can easily find photos I have shared there.

- **Flickr:** A subscription service that allows multiple privacy and sharing options, great tagging and album features, and large file-size uploads (200 MB for photos, 1 GB for video). Items can be found through a Google search if they are named and tagged appropriately. Links to larger images on Flickr can be shared in the comments on the same photo on Ancestry, FamilySearch, and Facebook to help cousins find the larger images. If you like to edit your photos, you can upload the unedited scans here alongside the edited file.

- **Costco Photo Center:** I print a lot of my ancestor photos. Uploading them to my favorite printing service makes it easy for me to order a print quickly.

- **Facebook:** This is where I share to help my known immediate, close, and extended family members regularly see and interact with photos of their ancestors. I use photo albums that can only be seen by certain people or private family group pages. Those invited to the albums or groups can see the photos I have shared in their feed and in some instances receive notifications when I add a photo.

That sounds like **A LOT** of time consuming steps, but it's not! It's one step copied and pasted multiple times. When I work with a photo, I open six tabs inside of my browser window. I upload the photo to all six places and then I copy and paste the photo title and description into each one. This fast and easy effort meets my sharing objectives and provides multiple backups for my family treasures.

Questions to Ask as You Assess the Strengths & Limitations of Each Online Service Provider

- How will your known and unknown family members access this site? Is it free to them? Is it difficult to navigate? Can Google find your photos on this site?
- What file types are accepted? What are the file size limits?
- Are images compressed after upload?
- What organizational tools are available? This is especially important if you have a large collection.
- What privacy settings are available for photos that include living people? Will private photos become locked up and invisible in your account after your death?
- What is the cost of the service to you? If it is a subscription service, will someone continue to pay for it upon your death?

Other services to consider: Google Photos, Instagram, Forever, MyHeritage, Permanent.org, Amazon Photos & Drive

Best Practices for Sharing on Social Media

Attract the interest of your non-genealogist family members through simple posts. Let the image do most of the talking. Include the name(s) of the photo subject(s), date and place of the photo, and relationship to you. Keep it brief and accessible. Post old family photos once or twice a week — no more. Sharing a little at a time keeps your non-genealogist family members interested but not overwhelmed.

Legacy Planning for Your Accounts

What will happen to all of your accounts after your death? Make sure your good work is preserved and available to your family. Create a legacy plan; include it with your will. Share your plan with a few trusted family members. Don't let your treasures become lost or locked up in cyberspace.

For Further Study

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