

My Process for Preserving Photos

organized | easy to find | preserved all 3 ways as recommended by photo experts
without breaking the bank or losing my mind

by Jennifer Wise

Everyone's preferences are a little different, but there is a lot to be said for **learning a proven process and then using it yourself**. So I have decided to share my own process for preserving my photos and videos using FOREVER since it's permanent, private, and the best quality I've ever seen in 20+ years as a memory-keeping guide.

NOTE: I share my process in [this video](#) so you can see it exactly, but if you need to start with the basics first, my new eguide, [Simplifying Photo Preservation and Overcoming Overwhelm](#), is for you.

Before the Process: Setting Aside the Time

I know that to "find" time, you have to make it, so I take care of my photos and videos in two different blocks of time with two different purposes.

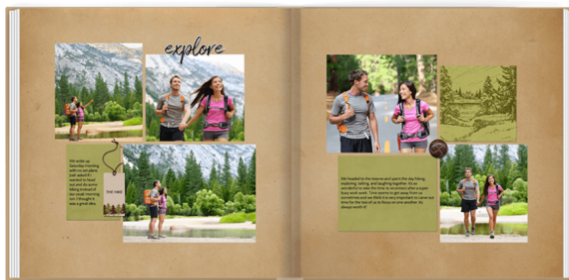
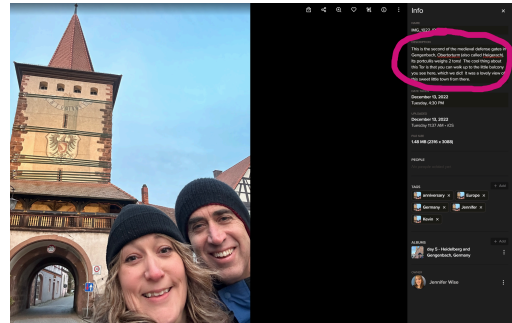
*** 10 Minutes Daily** is just setting aside 10-15 minutes a day for photo upkeep. It looks different every day, but I like to do it in the mornings. I don't worry usually about going over my allotted time, but when I've got other things going on, I set a timer. It's so much better than skipping it! The daily consistency keeps me in the groove so I don't have to spend time remembering where I left off or what I was doing. It's the most efficient use of my time. I also break up bigger projects into smaller chunks that I do 10 minutes at a time.

**** Photo Time** is Me-Time. It's relaxing, rejuvenating, and quietly focused (but I know some people prefer to work with others). I do hold quarterly Photo Circle Workshops where everyone works on their own goals, so sometimes I get some things done there, but most of the time it's just an hour on a Thursday night or a Sunday afternoon that I set aside for myself. I really look forward to the time, which is key! If you will look forward to it when you work with others, get a group of friends together and work regularly. For me, I look forward to working alone.

My Process for Preserving the Photos and Videos I Take Now

1. I have the [FOREVER app](#) and I own [FOREVER Storage](#) where I **set up organizational** "folders" called Albums and Nested Albums. This is easier to do on a computer, so I do this during my *10 Minutes Daily. I do it before I even take the photos so that the photos have a home to go to.

- (I also joined [a free savings program called FOREVER Club](#) so I can save an extra 5% on all my purchases, get free shipping, get free Cloud Storage, and a bunch of other perks. It's optional, but I can't think of a reason to not get the best prices on everything, so I've been a member for as long as I've had a FOREVER account.)
2. Each night I quickly **upload any photos and videos I've taken from my phone that day to my FOREVER Cloud using the app.** (You can set this to auto-upload, but I prefer choosing what I want preserved and where it goes.) This takes 0-2 minutes. Doing it while brushing your teeth to start the habit!
 3. I **add descriptions to the photos** because a photo without details loses its value. Plus, it makes scrapbooking the photos super easy because I copy and paste! I add descriptions after I've uploaded them to my FOREVER Storage so I can access them from my computer with a keyboard, but I know some people like doing this on their phones using voice-to-text. *Just be sure you're [adding descriptions](#) after the photo is in FOREVER so that the metadata you're adding stays with it.* I add descriptions during my *10 Minutes Daily.
 4. My photos and videos preserved in the cloud securely and privately fulfills one way photo experts recommend. For the second way, I **download my photos and videos with their descriptions to my computer.** I have set up my FOREVER account to download the metadata with it (a [special setting](#) you need to allow), so that my descriptions are permanently attached to my files even when saved to my computer.
 5. Now comes the fun part. I preserve photos in the third way photo experts recommend: **in print.** Because spending time with photos is relaxing, grounding, centering, and a mood-boost (see [the studies on photos, happiness and relaxation](#)), it doesn't feel like a chore. It's Me Time. I like using FOREVER's Artisan for digital scrapbooking because I like the creativity and the flexibility, but for much faster photo books, I know many people like the Create & Print option (below, left). I personally don't put photos and memories in books as part of my *10 Minutes Daily; I do this in my **Photo Time.



My Process for Preserving Old Photos and Videos

scanning old photos, digitizing old home movies on film reels or VHS tapes, digitizing slides or negatives, scanning old scrapbooks, etc.

1. Same as above: I **set up organizational folders** on my computer, usually during *10 Minutes Daily.
2. I use FOREVER Digitization to **get outdated media into digitized form** so it's viewable, shareable, and preserved. I have done this during **Photo Time, but it could be done in *10 Minutes Daily also. I once decided to do my own scanning, and in 30 days of *10 Minutes Daily, I'd scanned two entire baby books! Although you can do your own photo scanning, I caution you that it does take time. If you send it in to the professionals at FOREVER, it gets off your to-do list NOW, which is an amazing feeling.
3. Same as above: Once the media is digitized and preserved in FOREVER Storage, I **add descriptions**.
4. Same as above: I **download those files (with descriptions) to my computer**.
5. Similar to above: Depending on the photos/videos, I do **preserve them in print** if they aren't already elsewhere in print.



My tried-and-true system can work like this for you, or we can make some adjustments to it that fit you better. Either way, I can help you save your photos and videos! My contact information is at the bottom of the last page. Call, text, or email—we can even set up a time to Zoom to chat!

I can help you...

- ✓ **Digitize your VHS tapes**, photos, film reels, slides, negatives, and more.
- ✓ **Bring all your files together into one permanent, secure place.** It's like insurance for your memories, guaranteed for your lifetime plus 100 years and passed on to future generations.
- ✓ **Easily organize your photos and videos** on your phone, tablet, and computer, and sync them with a mobile app.
- ✓ **Create meaningful photo books** and other gifts that are cherished by your loved ones.
- ✓ **Get personalized support** when you need it.

Need help? Get in touch.



“ As I always say: I'm nice, and talking to me is free. ”

Jennifer Wise ~ FOREVER Lead Ambassador



WHO IS THE GUARDIAN OF YOUR PHOTOS & MEMORIES? HOW WILL THEY BE PASSED ON?

I help people digitize and permanently preserve photos, videos, audio recordings, and documents so they're protected and accessible for generations.

Jennifer Wise. Memory-Keeping Guide



Boxes of photos. film. or videos?

Digitize slides, printed photos, videos, films, negatives, documents, journals, and scrapbooks using a trusted service.

- protection from fading, fire, water, and accidents
- space-saving
- accessible and shareable with loved ones

Top-rated Professional Digitization

- white glove care at a U.S. technology facility
- secure tracking using bar codes and high-definition surveillance cameras
- archival-quality scanning standards
- full-resolution (best quality) digital files
- video trimmed and synchronized
- audio cleaned and optimized
- three-person quality review process

Why not just use a hard drive or rented cloud storage?

- Hard drives, flash drives, and DVDs are designed to be portable, not permanent. The hardware typically lasts 3-5 years, and "new technology" always becomes obsolete.
- Rented (monthly payment) cloud storage is temporary and not guaranteed for the future. You have limited control over your own account. Privacy not considered.

Why Forever Storage?

- ownership (not rental), one-time purchase
- permanent, guaranteed for your lifetime plus 100 years, designed to be inherited
- files updated for you as technology changes
- full privacy, no data mining, no ads
- encrypted, backed up in multiple locations

Questions? I'm here to help. Ask me about available savings and preserving photos in books.

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