

Setting up Lightroom with an External Hard Drive

(Don't have your memory card plugged in quite yet!)

- 1) Plug in your hard drive
- 2) Open Lightroom
- 3) Choose File > New Catalog...
- 4) For the location, choose the Documents folder (or anywhere you can find it later!) and click **Create**
- 5) It should open Lightroom with a brand new, empty catalog.
- 6) Insert your memory card. If the Import window doesn't automatically appear, click **Import...**
- 7) Find the **Destination** tab on the right. Choose your portable hard drive as the destination location (this is important!!)

Now you can import normally. Both the catalog and photos should go to your hard drive.

Next time you want to open this catalog in Lightroom, choose:

File > Open Catalog... with your hard drive plugged in. Choose the catalog you created and everything will be there.

Backing up: When you quit Lightroom, it will sometimes ask about backing up the Catalog. Use the "Choose" button to set the destination to your external drive.

You can also manually export your Catalog under File > Export Catalog...

Not that you can choose to include the negatives (your photos) or not with a check box.